

Simulcast for Regional Disciple Making Conversations **Memorandum of Understanding**

Purpose: This Memorandum of Understanding defines the context, scope, and expectations of a working partnership between Discipleship.org, the Discipleship.org Partner organization and the host church or ministry to provide a local *Simulcast for Regional Disciple Making Conversations* event for disciple making leaders.

Discipleship.org Partner Organization

Host Church or Ministry Name

Host Church or Ministry City/Location

Background: We are seeking to champion *Simulcast for Regional Disciple Making Conversations* across the US. This requires an even smaller and more intentional type of gathering in more places.

Two-Day Disciple Making Conversations: These smaller local “*Simulcast for Regional Disciple Making Conversations*” are in partnership with individual churches.

We hope to see 50 to 100 churches hosting the 2-day simulcast event around the country. Each church would host at least 25 attendees.

Thursday, October 15th – there will be live main stage sessions. Each session will include Ted-style talks, panel discussions, and then, live, guided conversations at each local host church. The event will be 6-hours.

Friday, October 16th – each local church will host one (only) of Discipleship.org’s partner networks/organizations for a 4-hour mini-seminar. Each partner will provide the church hosts with selected recordings to watch and written material to discuss. These seminars will offer carefully crafted video presentations, written material and group discussion guides.

Each local church will have at least one qualified person who will serve as the moderator and guide for the entire two days. One of Discipleship.org’s partners will coach each individual host church in how to properly use Discipleship.org’s materials on Thursday and that selected partner’s materials on Friday (all churches must sign up for both days).

Our prayer is to see churches, networks, and ministries collaborate and discuss the importance of “intentionality” in disciple making (our 2020/2021 theme) in 50-100

geographic areas. Imagine the impact of 2,500 to 5,000 leaders connecting to better understand and practice disciple making.

These *Simulcast for Regional Disciple Making Conversations* events prioritize creating time and space for discussions to occur around the content and teaching. While national event programming is staged for a large crowd, these local conversations are to incorporate dialogue with leaders in smaller groups while using selected Ted-style talks designed to help start the conversation that will continue in the smaller groups.

Simulcast for Regional Disciple Making Conversations carry the same brand credibility and theme as the Discipleship.org National Disciple Making Forum events, but on a smaller scale. These local events prioritize intersecting the content from the national events with local conversations and relationships. Local events are for churches, networks, and ministries to accelerate what is happening in their local area relative to disciple making and local events are to compliment and extend the reach of our Discipleship.org National Disciple Making Forum events.

Where national events target large geographic areas (e.g. multiple states), local events target smaller geographic areas where individual networks (or clusters of churches) are seeking to work together to advance the disciple making conversation.

Discipleship.org works with partners, host churches, networks, and ministries to allow our trusted brand and content to be used. The host church or ministry, along with one of our partner organizations are responsible for executing the events by utilizing the content that is provided. Discipleship.org works with our partner organizations at each location.

Please note, so that it is clear, each host church or ministry works with one of our specific partners and that partner will be responsible for approving the overall plan with the local church to ensure consistent utilization of the content and messaging. Discipleship.org will coach our partner organizations - and the partner organization will coach the host church or ministry.

Goals and Objectives: Leaders are hungry for engaging conversations, being physically present together, learning how to lead their churches. Each Discipleship.org *Simulcast for Regional Disciple Making Conversations* event is designed for discussions. They will help churches, networks, and ministries in a geographic area to address these needs and to:

- Convene fellow disciple making leaders in a smaller, safer venue to mitigate the uncertainties of COVID-19;
- Engage in deeper conversations around content vital to fostering a culture of disciple making;
- Provide a context for leaders to engage in these transformative conversations that shape their paradigms and help them navigate and provide leadership within their churches on disciple making cultures;
- Foster relationships and collaboration between local churches, networks, and ministries to increase the focus and urgency for Jesus-style disciple making in their community and city;
- Introduce and connect church leaders to other like-minded leaders who become a community with a common cause, and to help more churches become disciple making churches;
- Get guidance from national leaders (Thursday) and a specific disciple making model that can be adopted in a leaders local context (Friday).

Scope: Discipleship.org is excited to partner with host churches and ministries to convene church leaders in a specific community and/or metro area. Again, we are collaborating together to advance the disciple making mission in each local area.

Following the guidance of one of Discipleship.org's partners, the host church or ministry will be responsible for everything related to coordinating and executing the local event including logistics and expenses for the facility (scheduling, setup, tear-down), optional food and drinks (snacks and/or lunch), marketing, signage, tech/production, et al.

There is a revenue sharing model that should offset the cost of implementation. (See below)

Program Details:

- **Registration System:** Discipleship.org will host and manage the *Simulcast for Regional Disciple Making Conversations* registration system on its website. Discipleship.org will share the registration list (names and emails) with the hosts (and the specific partner) for use in check-in and follow-up.
- **Ticket Pricing:** Ticket pricing is designed to create a high-quality, sustainable experience for participants, to provide the opportunity for the host churches and Discipleship.org Partner organizations to recoup their costs and for Discipleship.org to cover its administrative and operational costs. The price of individual tickets will have an early bird rate of \$99 through August, September 1st \$109 and October 1st \$119. NOTE: This pricing is subject to change until we launch the registration system.

- **Revenue Sharing:** Discipleship.org, Discipleship.org Partner organization and the host church or ministry will share revenue from the Disciple Making Conversations registrations as follows:
 - Discipleship.org receives 50% of ticket sales;
 - Discipleship.org Partner receives 25% of ticket sales;
 - Host Church will receive 25% of ticket sales;

- **2nd Options Host Churches**
 - A host church can sponsor the event for \$2,500 for 25 people (for their staff, leaders, or as a gift to other local pastors). Additional attendees pay normal rate
 - If a church selects the host church sponsorship option, then that church will receive back \$625.00 (25%) to help cover costs for printed material and hosting.

- **Relationship:** each church will develop a relationship with a specific disciple making ministry (agreed to by the local church or ministry). This relationship can be the springboard for further coaching and collaboration, if the local church or ministry desires that relationship after this event.

- **Sponsorships:** We encourage the recruitment of local sponsorships to supplement the revenue for the Discipleship.org *Simulcast for Regional Disciple Making Conversations*. The host church or ministry / Discipleship.org Partner organization can recruit local sponsorships for the event. Revenue from local sponsorships for a specific Regional Disciple Making Conversations will be split 50/50 between the Discipleship.org Partner organization or the host church or ministry (whomever recruited the sponsorship). Discipleship.org must agree with local sponsors recruited by the host church, ministry or the Discipleship.org Partner organization (the sponsor organization and the amount).

- **Facility and Size:** These gatherings are being planned to accommodate at least 25 attendees in roundtables – up to a hundred or more. Each church must provide the following capabilities:
 - A Reliable, High Speed Internet (receive LiveStream)
 - A Projector (that can broadcast the LiveStream)
 - A Specific Tech Person

- **Schedule:** The length of the Simulcast for the *Simulcast for Regional Disciple Making Conversations* is 6 hours on Thursday, October 15th and 4 hours on Friday, October 16th including video teaching, small group dialogue, breaks and lunch.
 - **Theme Year / Main Stage Videos Selection:** The theme is Intentionality: Prioritizing Disciple Making in Your Life.

- **Discussion Guide:** For consistency and quality, the host church or ministry should develop and distribute table discussion guides with questions for each participant (in print or electronically). These guides could include highlighted points from the speakers and should be used to facilitate table conversations. Discipleship.org and the Partner organizations will provide suggested templates for the discussion guides.
- **Music:** If music is a part of the *Simulcast for Regional Disciple Making Conversations* event, Discipleship.org recommends the scope be limited to 1-2 people leading in a more acoustic approach in shorter worship sets (1-3 songs).
- **Emcee / Host / Facilitator:** The host church or ministry organizers are responsible for emceeing, hosting and facilitating the *Simulcast for Regional Disciple Making Conversations* event. The Partner organization will be available to provide advice and coaching on the selection. The emcee / host / facilitator should be a solid communicator who is committed to disciple making, has a good reputation in the area, is connected with a local church, and ideally knows the Discipleship.org culture (or has had some connection with Discipleship.org and its Partner organization resources).
- **Connection to Discipleship.org:** The primary branding of these gatherings is to be the *Simulcast for Regional Disciple Making Conversations*. The primary focus is **Intentional** Disciple Making. The Disciple Making Conversations host church or ministry agrees to ensure the Discipleship.org branding is not diluted / lost, and to hand-out promo items supplied by Discipleship.org for connecting attendees to other Discipleship.org events and opportunities beyond the Disciple Making Conversations. The host church or ministry also agrees to play, if supplied by Discipleship.org, one or more relevant short videos during the Disciple Making Conversations programming.
- **Food at the *Simulcast for Regional Disciple Making Conversations* event:** The decision to have food at the Disciple Making Conversation event, logistics of the food (catered, food trucks on your own), cost for the food (included in ticket price or cost on the attendee) is the responsibility of the host church or ministry.

- **Marketing:** Discipleship.org will provide a branding guide and basic marketing / promotional materials. Discipleship.org will maintain a prominent sales and promotion page(s) on its website and will actively promote the Disciple Making Conversations events.
 - The host church commits to recruit a minimum of 25 paid attendees for this event.
 - The host church or ministry will be responsible for actively and aggressively promoting the events locally and for driving registrations.
 - Promotional materials adapted and contextualized by host churches and networks must be in line with Discipleship.org brand guide and general *Simulcast for Regional Disciple Making Conversations* promotional materials. These locally adapted marketing and promotional pieces should be reviewed with Discipleship.org.
 - As a locally focused event, promotion should be community and geographically driven (similar to what a local network would do in its geographic area for an event). Marketing and promotion should seek to mobilize as many local churches, networks, and ministries as possible to be involved through collaboration.
- **Communications with Attendees:** The host church or ministry and the Partner organization will have the primary responsibility for the ongoing communications with attendees on logistics and other details unique to their *Simulcast for Regional Disciple Making Conversations* event. Discipleship.org will connect attendees with Disciple Making resources that will enhance their overall *Simulcast for Regional Disciple Making Conversations* experience.
- **Request to Host:** Churches or ministries that are requesting to host a Discipleship.org *Simulcast for Regional Disciple Making Conversations* event should email Geary Tanner – geary@discipleship.org for more information.

Host Liaison and Action Plan: Upon agreement to move forward, each host church or ministry shall designate a primary *Simulcast for Regional Disciple Making Conversations* Liaison to work and communicate with the Discipleship.org Partner organization that they are hosting. This person is responsible for creating and managing an action plan to implement the *Simulcast for Regional Disciple Making Conversations* event. The Discipleship.org Partner organization will provide ongoing coaching to the *Simulcast for Regional Disciple Making Conversations* Liaison including periodic phone calls to review progress and answer questions.

Moving Forward: Thank you for this investment in disciple making. Discipleship.org understands and appreciates your commitment to make this event successful. This MOU is accepted upon its signing by a representative from each party below, each having agreed that they have carefully read and understand every provision and are not acting upon any statements, promises, or representations other than those contained herein.

Signature Discipleship.org Representative

Date

Signature of Discipleship.org Partner Organization

Date

Signature of Host Church or Ministry Representative

Date