# Sample Template

## PROPOSAL TO ADOPT A REFUGEE PROGRAM AS AN OUTREACH OF A UNITED CHURCH:

Whereas:

CHURCH NAME is called to be faithful to God’s vision for humanity and creation as revealed in the gospel of Jesus Christ:

“My friends, what good is it for one of you to say that you have faith if your actions do not prove it? Suppose there are brothers or sisters who need clothes and don’t have enough to eat. What good is there in your saying to them ‘God bless you! Keep warm and eat well!’ — if you don’t give them the necessities of life? So it is with faith: if it is alone and includes no actions, then it is dead.”   
(James 2:14–17 GNT)

Our faithful action, as part of our outreach work, will include the support of refugees in our community as they seek to establish new lives in Canada.

The implementation of this program, working toward the sponsorship of refugees to be settled in or near PLACE NAME/AREA, will be in partnership with IMPLEMENTING AGENCY NAME.

The IMPLEMEMENTING AGENCY will regularly inform the board of CHURCH NAME of their activities and the disposition of the funds that are forwarded to the group (steering group minutes, financial reports). The IMPLEMENTING AGENCY will also inform CHURCH NAME if there is any proposed change in planning or implementation of an agreed refugee sponsorship initiative. A memorandum of understanding between CHURCH NAME and IMPLEMENTING AGENCY will outline the duties and responsibilities of each of the signatories to the agreement.

**Some further considerations that might be included:**

CHURCH NAME will not be a signatory to any sponsorship agreement with Immigration Canada nor will CHURCH NAME as a congregation take any responsibility for the raising of funds adequate to complete a sponsorship agreement.

You could also document participation by church members and/or church board members in the decision-making structures of the implementing agency.