

# PASSPORT TO PARTNERSHIP



**Guidelines for The Presbytery of Western NC's Partnership with  
Sur Occidente and Suchitepéquez Presbyteries in Guatemala**

**ISSUED: APRIL 2020**



## PREFACE

Before you take the time to dive into the following Passport to Partnership, you might be wondering...

### **For whom was this manual written?**

In a nutshell, this manual was created by the PWNC's Guatemala Partnership committee to educate, empower, and engage the following members of our faith community in our 25-year partnership with two sister presbyteries in Guatemala.

### **This resource was created for you if you are:**

- A member of a PWNC church
- A Pastor of a PWNC church
- An active participant in ministry with a PWNC church
- Engaged in leadership or missions at the Presbytery level
- A community member who wishes to support the efforts of a local PWNC church that is participating in the Guatemala Partnership.

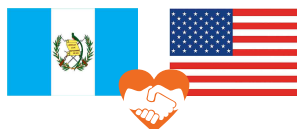
Our goal is to get a copy of this Passport to Partnership into the hands of every PWNC Pastor, session, and mission committee.

We hope that you and our many local church leaders will gain a clearer understanding of

**What** the Guatemala Partnership is...

**Why** it is important... and

**How** together we can live out the partnership motto...



**JUNTOS EN CRISTO - TOGETHER IN CHRIST**



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# INTRODUCTION

## Welcome Aboard!

An international journey requires familiarity with a different culture. It often includes the need to learn a different language, understand the values of the host culture, possess a willingness to try different experiences and foods, and demonstrate an openness to a people whose walk of life is very different from one's own. The Presbytery of Western North Carolina and more than thirty of our churches have been on a journey of partnership with sister churches in two Guatemala Presbyteries for the past 25 years. Our journey together began in November 1994.

Along the way, we have built a model of ministry and relationship that is recognized throughout the PCUSA as one of the best examples of international partnerships that exist in the Presbyterian Church today. The partnership, however, is challenging and requires clear communication and a clear set of established policies for the partnership to remain active and lifegiving for all parties involved.

By engaging in a partnership, you and your church have opened yourself up to a whole different world view and orientation to life. All international journeys require compliance with guidelines, established boundaries, and policies for the journey to remain "safe" and mutually beneficial.

This document, entitled **A Passport to Partnership**, will introduce you, your mission committee, and your congregation to the structure of the partnership and will offer many guidelines, policies, and practical suggestions that have developed as the partnership has grown over the past 25 years. But this document, like all international experiences, remains fluid and will require "travel alerts," such as updates and changes as circumstances require.

## The Guatemalan Partnership Includes Five Primary Focus Areas:

- Church to Church Relationships
- Educational Scholarships to children, youth, and young adults
- Health Care
- Microloans to Women
- Men in the Mirror

This guidebook is full of tips, tools, and templates for engaging in and strengthening the Guatemala partnership at a Presbytery, church, and individual level. The official motto of our partnership is "Juntos en Cristo" (Together in Christ). Grow with us as we journey together. It will direct you to polices, resources, and presbytery leaders who can answer your more complex issues.

Once again, welcome aboard on this dynamic journey of ministry together!

Grace and Peace,

*-Rev. Dr. Kevin Frederick, Chair of the PWNC Guatemala Partnership Committee*



# A MESSAGE FROM OUR SISTER PRESBYTERIES IN GUATEMALA

When asked, "**What does the Guatemala partnership mean to you**", our sister presbyteries of Sur Occidente and Suchitepequez shared the following:

## **A Message from the Presbytery of Sur Occidente**

The partnership has been a big blessing for our Presbytery of Sur Occidente. For more than 25 years, the relationship and collaboration have made it possible for many children, youth, and adults to receive scholarships so they could complete secular or theological studies. Our church communities have also benefited greatly from the health program. Honestly, every part of the partnership has been a blessing!

We believe and know that Christian partnerships are essential for growth. The entire Bible is the story of God building a family that will love, honor, and reign with Him forever.

It is essential to understand that the notion of "partnership" has a positive meaning. This idea of "partnership" is embodied when people relate to one another harmoniously and positively and help each other. When this attitude of unity does not exist, people are not able to truly practice "partnership." Fellowship is the foundation for successful teamwork. The cohesion and ongoing partnership among our presbyteries allow us to jointly build on our skills and resources to achieve shared goals.

## **A Message from the Presbytery of Suchitepéquez**

Our partnership is unity and a friendship that grows naturally. Through these new friendships, we discover that the light becomes brighter in our walk together, as we live our unique experiences, and as we share our dreams, and accomplish new things every day. Together we are doing the will of God so that we may honor and glorify His name. This partnership is a light of hope that offers us encouragement in the most challenging moments. It is moral and spiritual solidarity. The partnership also provides physical and material support that helps us feel that we were not alone, but that God is with us and that our brothers and sisters from other places are praying and thinking about us.

To think of our partnership is to think of our family living abroad...of brothers and sisters who laugh and cry with us and encourage us every day with their love, friendship, testimony, and dedication in the missionary work of the visible church of our Lord Jesus Christ.

## **Our brothers and sisters in Guatemala remind us why it is so important to grow and strengthen the partnership among our three presbyteries:**

Together our commitment and our spirit are stronger as we share the love of God. One of the most significant benefits we have experienced from this partnership is the strength and support that brothers and sisters give us in ministry. Jesus sent his disciples to preach "two by two." When we carry out our ministry together, the faith, obedience, and love of our fellow brothers and sisters instills courage and renews our zeal. Our brotherhood in Christ is a source of encouragement and guidance that helps us face pressures and resist temptations. You all pray for us just as we pray for each of you.

Sharing our life experiences and testimony builds each of us up. It edifies us when we can relate freely with other people who love God, His Son Jesus Christ, His Word, His work, and His people. By showing our love and encouragement to one another, we continue on the path that leads us to fulfill the purpose that God has for our lives and to fulfill the great commission of "going and making disciples."

Our partnership ensures that the values of the kingdom of God shine on this earth as together we fight for a dignified and just life for all.



A PWNC delegation to Tecojate, Escuintla, in 1999



Brothers from the PWNC fellowship at the church of Madian Poqoman, Palín



## PRINCIPLES OF PARTNERSHIP

### **The Theology and Purpose of Partnership with our Guatemalan Brothers and Sisters.**

The term “Guatemalan Partnership” conveys a certain kind of relationship; that of two or more parties who engage a mutually beneficial relationship. In our partnership with the Sur Occidente and Suchitepequez Presbyteries of Guatemala, we are called to a mutual partnership. Equality in international partnerships is made difficult because of the inequities of education, financial, governmental, and other resources that exist between the USA and Guatemala and between our Presbyteries. The existence of these inequities means that we must be more intentional in keeping the partnership focused on a mutually beneficial level. First and foremost, it behooves us to remember that we Presbyterians are brothers and sisters in Christ with each other, regardless of nationality or our home Presbytery. The economic and educational inequities between Presbyterians in the USA and Presbyterians in Guatemala often convey the impression that our relationship is centered around PWNC doing most of the giving of financial, medical, and educational assistance while in contrast, Sur Occidente and Suchitepequez do most of the receiving.

The problems for congregations and members in PWNC are that this perception, left unchallenged, causes us all to run the risk of developing a mindset of doing for in PWNC and a parallel mindset of dependency on PWNC in both Guatemalan Presbyteries. It sets up the expectation amongst elders and members of our Guatemalan sister churches that the primary role of PWNC in the partnership is to be the financial support of the needs of the sister churches and their children. In both nations, we risk developing a hierarchical relationship between our churches and Presbyteries. This relationship model is expressed subtly in what we do when we visit. Many in PWNC assume that our visits to Guatemala should center around doing projects for our sister congregations, such as building projects for the sister church. If that is our only focus for going, then we run the risk of assuming that we should do for, rather than work beside our brothers and sisters in a mutual partnership. We just might be taking jobs from Guatemalans that could be performed by unemployed members of the local population who may need the employment. It might also create an unhealthy dependency by Guatemalans towards PWNC congregations.

The financial needs of the local Guatemalan congregation and its members will always exceed what assistance any congregation can offer. For these reasons, we have established clear guidelines governing what types of financial support local churches can offer and the channels through which PWNC churches must transfer funds to Guatemala. These systems ensure fairness and equity not only to the sister church but to the rest of the congregations in the Guatemalan Presbytery. Without giving guidelines, we risk inadvertently creating jealousy, inequity, and an unhealthy dependence on a specific PWNC congregation.



Locally, we risk creating a sense of pressure on other PWNC churches that are not able to match the level of financial assistance or the standard of care offered by a larger and more affluent congregation in PWNC.

## **Integrating a theology of mutual partnership**

Sister churches should engage in the process of mutual discernment where sessions and pastors from both congregations enter a process of dialogue with each other to determine together what God is calling them to become and to do together. Relationship building is core and can be further developed as sister churches partner to increase communication and complete special initiatives. Joint activities might include a mini Vacation Bible School program, a pen pal program to foster relationships between teens from both churches, health initiatives within the community, a commitment to lift each other in weekly worship and prayer, and delegation trips to and from Guatemala.

Members of all three presbyteries are called by Christ to join together around the table of our Lord, where we all learn compassion, hospitality, and love for each other. There we are all transformed by our partnership with Christ and our neighbors.

The financial inequities are real, and the need for PWNC financial assistance given to educational programs and congregational needs in our sister churches is genuine. But this requires that all parties engage the humility of a servant leader as we work together. We are called to the mutuality of a partnership in how we engage in a relationship with our sister congregation and its members.

## **We encourage you to ask these partnership questions:**

- *What is God revealing when our congregations engage in a partnership of mutuality together?*
- *What can I learn from the faith of my Guatemalan neighbor?*
- *How can my congregation and I learn to integrate the level of joy that is so often evident in worship with Guatemalan congregations?*
- *What can God teach us about hope as together, our congregations bear each other's burdens?*
- *What vision of a future emerges out of the partnership between our congregations?*
- *How do my life and congregation achieve a greater degree of wholeness by being in partnership with a sister congregation?*
- *How can we celebrate together the accomplishments of our churches working together in Christ?*
- *What are the educational achievements of Guatemalan children and adults, and how can we celebrate the lives and achievements of the children in both congregations?*

## **The Following Books Are Helpful Resources**

1. Toxic Charity: How Churches and Charities Hurt Those They Help (And How to Reverse It)  
Author- Robert D. Lupton
2. When Helping Hurts: How to Alleviate Poverty Without Hurting the Poor... and Yourself  
Authors- Steve Corbett and Brian Fikkert





## OVERVIEW OF THE THREE PARTNER PRESBYTERIES WITH MAP OF GUATEMALA SISTER CHURCHES

### The Presbytery of Western NC (PWNC)

Located in Morganton, NC, at the foothills of the Blue Ridge Mountains, includes 98 congregations with nearly 14,000 members. The PWNC spans east to Gastonia, north to Banner Elk, and west to the Tennessee line.



### The Presbytery of Suchitepequez (Suchi)

Located in the southwestern region of Guatemala, includes 11 churches.

#### CHURCH NAME, LOCATION

- 1 Eben Ezer, San Antonio
- 2 Nueva Esperanza, San Felipe
- 3 Golgotha, Cuyotenango
- 4 Betesda, Santa Ana Mixtan
- 5 Primitiva, Tiquisate
- 6 Monte Hebron, Santo Domingo
- 7 Jesus La Fuerta de Agua Vida, Tecojate

- 8 Jesus El Buen Pastor, San Miguel Panan
- 9 Pocoman Madian, Palin
- 10 Monte Horeb, Coyolate
- 11 Genezereth, La Sabana

### The Presbytery of Sur Occidente (Sur)

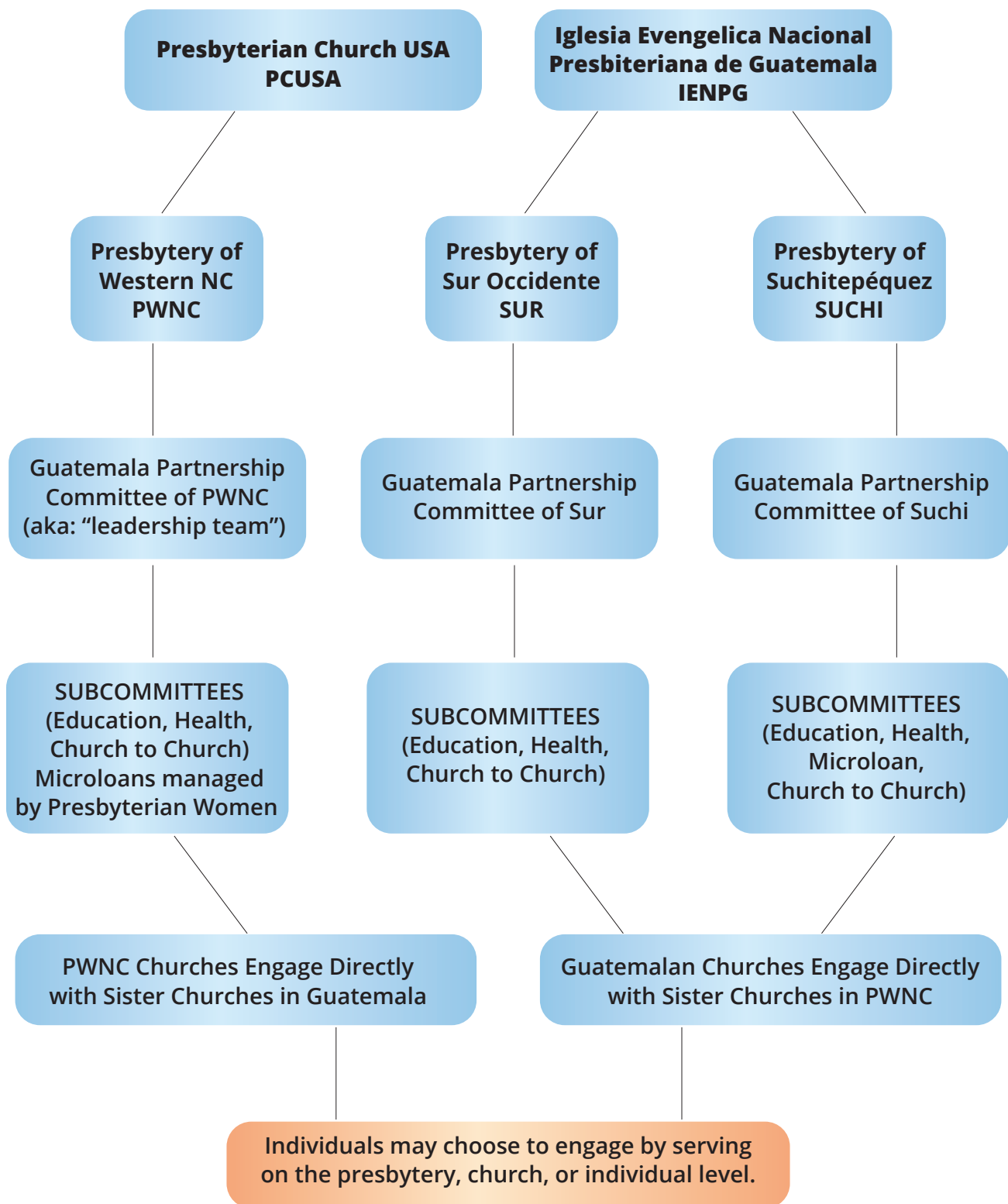
Located in on the northwest/ pacific coast of Guatemala, includes 23 churches.

#### CHURCH NAME, LOCATION

- 12 Eben Ezer, La Blanca
- 13 El Arca de Noe, Morelia

- 14 Buenas Nuevas, Coatepeque
- 15 Horeb, Tecun Uman
- 16 El Cordero de Dios, Lot. Magnolia
- 17 Libano, Coatepeque
- 18 Genezareth , Los Encuentres
- 19 Camino a Canaan, San Vincente Pacaya
- 20 Jerusalem, Coatepeque
- 21 El Buen Pastor, Sintaná
- 22 Jesus la Luz del Mundo, Sintaná
- 23 El Divino Salvador, Santo Domingo
- 24 Estrella de Belen, Nuevo Chuatuj
- 25 El Redentor, Los Cerritos
- 26 Bethel, El Tumbador
- 27 El Buen Samaritano, La Reforma
- 28 Monte Los Olivos, Las Animas
- 29 El Camino de Santidad, NW Coatepeque
- 30 El Mesias, Flores Costa Cuca
- 31 Nueva Jerusalem, Sintaná
- 32 Betlehem, San Rafael Pacaya
- 33 Lirios de los Valles
- 34 Fuente de Vida, Monteray

# ORGANIZATIONAL FLOW CHART FOR THE PARTNERSHIP





# GUATEMALA PARTNERSHIP SUB-COMMITTEES

## EDUCATION

### MISSION

To support the work of the Presbyteries of WNC, Sur Occidente, and Suchitepéquez and individual churches in those presbyteries as they help further the education of the children, youth, and adults of their church communities.

### OVERVIEW

Name of Program or Project	Brief Description	Key Partnerships that make Program/Project Possible
University Scholarship Program	Provides eligible candidates the opportunity to pursue higher education beyond the high school level	Building HOPE*
Theological Education	Prepares men and women from the seminaries in Sur Occidente and Suchitepeque to become the future leaders in their churches and communities	Building HOPE*
La Lectura es Clave "Reading is Key"	Provides books and workshops for teachers in their schools as they help students develop a love of reading	Building HOPE* and other donations
Reading Corners	Provides books and prepares facilitators and parents, in a church/ community setting, how to use these books to help children learn to love reading	Building HOPE* and other donations
Teacher Formation	Provides workshops for groups of teachers to increase their knowledge and understanding of new and creative ways of educating children and their families	Building HOPE*
Church to Church Scholarships	Provides scholarships to assist students attend primary, secondary schools, and higher educational opportunities	Contributions from individual PWNC churches

*\*Building HOPE is a mission fund-raising campaign undertaken by the PWNC to generate financial support for the expansion of the Presbytery's ongoing missions – one of which is the Educational Initiatives in the Guatemala Partnership.*

## KEY RESPONSIBILITIES OF:

### a. PWNC Churches

- Maintain current church to church scholarship covenant
- Submit scholarship funds to the PWNC office by October 15th of each year
- Send representatives to relevant PWNC meetings to be informed about the work of the Education Committee
- Support and encourage congregational members to not only participate in mission trips to Guatemala but also to donate scholarship funds.

### b. Guatemalan Churches

- Establish a scholarship committee to oversee the distribution of PWNC funds, track student progress, and report impact to PWNC sister church
- Give "Church Scholarship Coming Year Estimate Report" to the Partnership Coordinator by October 1
- Give "Church Scholarship Folders and End of Year Report" to Partnership Coordinator by January 1

### c. University Scholarship Program Committee

- Distribute the University Scholarship Application by November 20th
- Identify Potential scholarship candidates by January 31st
- Give all University Scholarship applications to the Partnership Coordinator by March 30th

## IMPACT STATEMENT – UNIVERSITY SCHOLARS

**Evelyn Yesenia Hernandez Juarez** was the first University Scholarship Recipient. Presently, she is working on becoming a licensed Professional Teacher. In a letter (10/27/17) reflecting how the scholarship has impacted her, she writes, "I have been working this year ad honorem (without any pay), and they assigned me the third grade. I love this profession, and it does not compare with any other. I had in my charge, 16 students. The greatest experience was that in that grade, there was a girl with special education needs. I am sincere in saying that I do not know best how to work with her, but in searching for some tools to work with, I can tell you that it is not just to acquire knowledge, but it is about practice. The girl I am talking about is Florecita and she is a love."



*Evelyn teaching third grade.*



## IMPACT STATEMENT – LA LECTURA ES CLAVE (READING IS KEY)

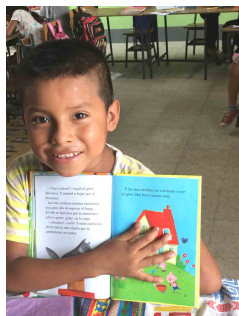


*El Copado School*



El Copado is a fascinating school. It's the most rural of the six schools, and perhaps, the best equipped for reading programs. Both the director and the reading commission members at the school are avid readers. They have classified their books by grade levels, 1st-3rd and 4th-6th, and the books rotate accordingly. In the school office, there is also a cabinet with donated books that can be checked out by teachers and students. Students are reading daily, and teachers are happy to share storytime with their students. El Copado is completing the 2nd year of the reading program. Karina, a 4th grade teacher from El Copado, received a classroom set (25 copies) of a short novel, Santiaguito, and will pilot the reading circle model with her students this month. (from 9-2018 Report by Amanda Flayer)

## PROGRAMS IN ACTION



**For scholarship covenant processes and samples, see pages:**

**26 - 33**



# GUATEMALA PARTNERSHIP SUB-COMMITTEES

## HEALTH

### MISSION

To partner with our sister Presbyteries to identify and resolve critical health needs within our sister church communities.

### OVERVIEW

- Provide support and funding for workshops for Health Promoters in Sur and Suchi
- Facilitate nutrition programs in the churches of Sur
- Distribute vitamins and anti-parasitic medications to children in Sur
- Collaborate with Guatemala-based organizations and our local sister church communities to complete community health improvement projects such as the construction and installation of stoves, water filters, and composting latrines.
- Develop and engage members of the greater PWNC Community in the Global Village at Camp Grier located in Old Fort, NC.
- Communicate with the PWNC Hunger Committee and leverage additional project financial support from within our Presbytery

Name of Program or Project	Brief Description	Key Partnerships that make Program/Project Possible
Healthy Communities	Engages partner communities and local NGO in the construction and installation of water filters, fuel efficient wood burning stoves, and latrines	Guatemalan led non-government organizations (NGOs) such as Mission Impact and EcoComal.
Community Health Workshops	Health promoters facilitate quarterly community workshops to educate individuals on preventive health and development and distribute multi-vitamins and anti-parasitics.	Guatemala Partnership Joint Health committees and health promoters
Global Village at Camp Grier	Hosts hands-on educational workshops and 3rd world cross cultural experiences for members of the greater PWNC community	Guatemala Partnership Health Sub-committee in collaboration with Camp Grier Staff

## KEY RESPONSIBILITIES OF:

### a. PWNC Churches

- We ask PWNC churches to communicate with sister churches to increase awareness of health needs in Guatemala, encourage the work of the Health Promoters, and provide financial support for health improvement projects at the sister church or Presbytery level.

### b. Guatemalan Churches

- Our partner presbyteries recruit, train, and support health promoters in each church community, attend workshops, learn about health needs and opportunities to meet those needs, and participate in community health improvement initiatives.

## IMPACT STATEMENT

Through the Healthy Communities initiative, the PWNC has partnered with our sister presbyteries to raise project resources, build, and install more than 400 water filters since 2015 and more than 100 fuel efficient stoves since that program launched in 2018. We have received overwhelmingly positive feedback from families in our sister church communities verifying that the water filters and stoves are improving health outcomes. Children and adults report fewer gastrointestinal and respiratory diseases and are experiencing better daily health.

## PROGRAMS IN ACTION







# GUATEMALA PARTNERSHIP SUB-COMMITTEES

## CHURCH TO CHURCH

### MISSION

The church to church committee supports partnerships between sister churches in PWNC and Guatemala through assistance with delegation trips, communication, developing and renewing covenants, and policies.

### OVERVIEW

Name of Program or Project	Brief Description	Key Partnerships that make Program/Project Possible
Guatemala Partnership Gathering	Annual meeting designed to bring representatives from PWNC churches together to share ideas and learn about how to strengthen their partnerships	The “church to church committee” and all churches engaged in sister church relationships or that wish to support the partnership
New covenants and covenant renewals	Committee assists PWNC churches who need help establishing and renewing covenants with sister churches	Text Missing Here
Scholarships for PWNC delegation travel	Considers financial aid for delegation trip participants	Text Missing Here

### KEY RESPONSIBILITIES OF:

#### a. PWNC Churches Who Have a Sister Church In Guatemala

- Maintain current church to church covenants
- Communicate with your sister church
- Pray for your sister church
- Involve your own PWNC congregation in the sister church partnership
- Travel to Guatemala to build relationships with your sister church

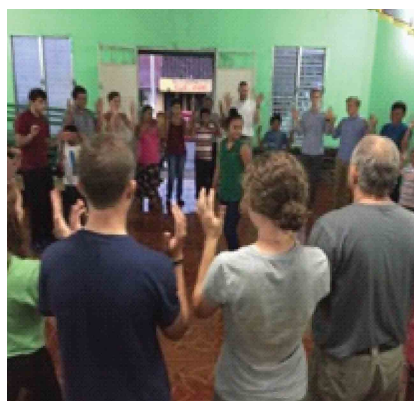
## **b. Guatemalan Churches**

- Work with PWNC sister church to develop/ revise/ renew covenant during renewal year; sign and return covenant by January 1st to Sur/ Suchi coordinator, which will be returned to PWNC coordinator in late January to then be delivered to the sister church in PWNC
- Communicate with their sister church
- Pray for their sister church
- Host delegates from their PWNC sister church during visits to Guatemala.

## **IMPACT STATEMENT**

- As of spring 2020, twenty-seven PWNC churches partner with a sister church in Guatemala!
- 2020 marked 25 years of partnership with and our two Guatemalan presbyteries

## **PROGRAMS IN ACTION**





# GUATEMALA PARTNERSHIP SUB-COMMITTEES

## MICROLOANS

### MISSION

The idea for the microloan project was conceived during the November 2013 Women's Retreat in Guatemala attended by four representatives from each presbytery, Sur Occidente, Suchitepéquez, and PWNC. Our goal is for the women of the three presbyteries to work together to provide Guatemalan women opportunities to grow in self-esteem, hope, and freedom, and to help them develop sources of economic income for themselves and their families.

### OVERVIEW

Name of Program or Project	Brief Description	Key Partnerships that make Program/Project Possible
Microloan Project	Short term loans are given to women to embark on or expand business ventures. Participants repay loans at the end of a six-month cycle with interest. Adehgua, a Guatemalan non-profit, oversees the project.	Adehgua, a Guatemalan non-profit, oversees the project.

### KEY RESPONSIBILITIES OF:

#### a. PWNC Churches

- We rely on individual churches, Presbyterian Women (PW groups), PW PWNC, and individuals to support of program financially and to serve as Prayer partners for the loan recipients.

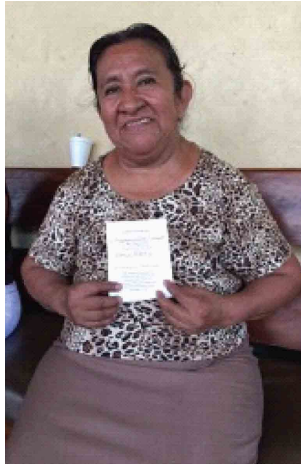
#### b. Guatemalan Churches

- This project is community-based and not currently facilitated on-site at PWNC sister churches.

### IMPACT STATEMENT

Our Facebook page stays current with stories, photos, and updates. Our leadership team also distributes updates through the PW Joyful Noise Newsletter (electronically and via Presbytery updates/packets).

## PROGRAM IN ACTION



Our website has useful information about the microloan project:  
**[www.guatemalamicroloanproject.org](http://www.guatemalamicroloanproject.org)**

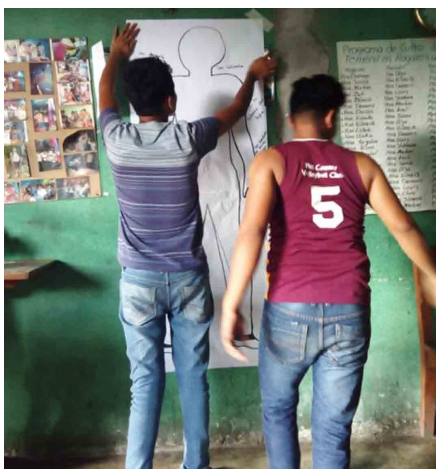




# MEN IN THE MIRROR

## OVERVIEW

Men In the Mirror: (Hombres En El Espejo) is a training program for Men's Ministry in Guatemala. According to the National Coalition Against Domestic Violence (NCADV), 20 people are victims of some form of domestic violence every minute in the United States of America. That equates to 10 million cases of domestic violence in any given year. In the nation of Guatemala, proportionately, the incidents of domestic violence are eight times greater. Less than ten percent of those cases are ever prosecuted within the Guatemalan Criminal Justice System. Femicide (the killing of women) is higher in Central America and Guatemala than in any other region of the Western Hemisphere. CEDEPCA and the Presbyterian Church USA have been addressing this crisis for the past 25 years by working to educate and empower indigenous and latina women in Guatemala. Since 2005, Rev. Dr. Kevin Frederick has taught and written curriculum for men to address the issue of domestic violence from a male perspective with the recognition that the vast majority of perpetrators of violence in Guatemala are male.



This led to the creation of a printed curriculum in 2012 made available through the PCUSA's Presbyterian's Against Domestic Violence Network, written by Frederick, entitled, Men in the Mirror: Orienting Our Lives Toward a Christ-Centered Masculinity, a 13-session study which examines the values that typically shape how men see themselves in relationships and offers tools to critique relationship skills. In each session, Bible passages inform how healthy relationships are developed. The biblical texts draw heavily on the life of Jesus and how he related to various types of people. Men are encouraged to emulate

relational ethics modeled by Jesus and apply them to their own relationships. Course participants are encouraged to encounter the Word of God and open themselves to its spiritual conviction. Men are encouraged in the course to pair up with one other man for the duration of the thirteen sessions to study together and hold each other accountable to the changes the curriculum encourages them to make. This curriculum is being taught to male leaders in Sur Occidente and Suchitepéquez presbyteries. Efforts are underway

to begin study groups in congregations. The curriculum was reviewed and revised last year by the Rev. Mateo González, a pastor in the National Evangelical Presbyterian Church of Guatemala and a counselor, to make it more culturally and educationally accessible to Presbyterian men in Guatemala. It has also been taught by Gonzales to 50 Chaplains in the National Police Force of Guatemala for use when they intervene with Domestic Violence crimes in their police districts. Rev. González has brought credibility and accessibility to this curriculum in Guatemala and the Presbyterian Church there (the IENPG). Rev. Gonzalez is precisely the level of local support the curriculum needed to be trusted and accepted.

González is recruiting and training facilitators to lead Men in the Mirror studies in congregations. When the studies conclude, learners are encouraged to form ongoing support groups. Through this process, González hopes men “will look at themselves, analyzing their relationships with their wives, daughters, sons, work colleagues—both male and female— and their relationships with other men and women in their community.” The goal, he stressed, is to “make significant changes or improvements in these relationships.”

Having a place where men can talk freely about what it means to be a man is sorely needed in all cultures. Men are taught to compete with one another and therefore tend not to express thoughts that might reveal their vulnerability. Men do not trust each other to engage in such deep and personal dialogue about what it means to be a man.

Training and program oversight for Men in the Mirror, (Hombres en El Espejo), by Rev. Gonzalez in Guatemala is funded by a small number of supportive churches and presbyteries across the USA.

## PROGRAM IN ACTION





## COVENANTS

While there are many ways to engage in the Guatemala Partnership without a “covenant agreement,” there are two primary instances in which the PWNC and our sister presbyteries in Guatemala have determined that covenants are required:

1. If a PWNC church wishes to enter into a “sister church relationship” with a Guatemalan church in either of our sister Presbyteries, both churches must engage in an intentional conversation, session must approve the proposed partnership, and both churches must sign a written covenant.
2. If a PWNC church wishes to engage in the church to church scholarship program by providing financial scholarships to students in your Guatemalan church community, it is imperative that sister/partner churches engage in an intentional conversation, secure approval from session, and sign a written covenant.

*The PWNC Guatemala Partnership Committee strongly recommends that churches actively align church to church covenants with their scholarship covenant end/renewal dates so that both are renewed on the same frame. Many churches operate on three- or five-year covenant time frames.*

### PWNC & SISTER CHURCHES IN GUATEMALA

#### **Process to Establish a New Church to Church Covenant:**

1. Contact the PWNC Guatemala partnership coordinator or Church to Church Committee to request profiles of churches that are available to be matched.
2. Schedule a meeting with PWNC’s partnership coordinator or designated Guatemala Partnership Committee member to complete orientation on the Guatemala Partnership.
3. Prayerfully consider your church’s calling and capacity to covenant with a sister church.
4. Send representatives from your church on one of the PWNC’s biannual delegation trips to Guatemala to visit potential sister churches and experience the partnership first hand!
5. Submit a completed and signed request form. Your session and pastor must approve all requests.
6. Wait for PWNC’s coordinator/partnership committee to finalize conversations/ agreements with leadership in our sister presbytery.
7. Receive initial approval from the sister presbytery and prospective sister church.



8. Travel to Guatemala to visit your new sister church and engage in intentional conversations.
9. Agree upon/sign a church to church covenant. \*Churches are encouraged to initiate a scholarship covenant at the same time.
10. Submit a signed copy of your covenant to the PWNC's Guatemala partnership coordinator/committee. You may mail a hardcopy to the PWNC's office or email the signed covenant to the Guatemala Partnership Coordinator.
11. Send the annual offering of \$300 to your sister church via the PWNC office by April of each year.
12. Establish a means of ongoing communication with your sister church.
13. Strengthen the partnership at home and abroad! (prayer, special program/projects, testimonies)

### **Process to Renew an Existing Church Covenant:**

1. Engage in intentional conversations with your PWNC and sister church in Guatemala.
2. Discuss the needs/intent of both churches using the following questions as a guide:
  - a. What are the joys and struggles in each sister church?
  - b. What is working in our current covenant?
  - c. How can we strengthen our partnership?
  - d. What are the ways that we can increase communication between our sister churches?
  - e. What does it mean to you to be in covenant with your sister church?
  - f. What are some creative ways that we can support one another as sister churches?
  - g. How can we mutually encourage each other by our faith?
  - h. How can our churches get to know one another better?
3. Connect with the PWNC coordinator or the designated Guatemala Partnership representative to discuss your covenant renewal process.
4. Agree upon/sign a church to church covenant. \*Renew your scholarship covenant at the same time if applicable.
5. Submit a signed copy of your covenant to the PWNC's Guatemala partnership coordinator/committee. You may mail a hardcopy to the PWNC's office or email the signed covenant to the Guatemala Partnership Coordinator.
6. Continue ongoing communication with your sister church.
7. Strengthen the partnership at home and abroad! (prayer, special program/projects, testimonies)

## **Process to Dissolve an Existing Church Covenant:**

1. Engage in an intentional conversation with your PWNC church and your sister church in Guatemala to share what is working, what is not, and the next steps.
2. Notify the PWNC Guatemala Partnership Committee of your church's intent to dissolve your sister church covenant
3. Complete a "formal request for dissolution" and submit to the PWNC Guatemala Partnership Committee.
4. Notify your sister church in Guatemala of your intent to dissolve the partnership via a letter signed by your church pastor and clerk of session.

## **GUIDING PRINCIPLES OF PARTNERSHIP**

The PWNC Guatemala Leadership team and Church to Church Committee recommend that churches consider the following when initiating a new or renewing a current church to church covenant:

### **Questions to Consider:**

1. Does your church feel called to enter a covenant with a sister church?
2. What are some of the primary reasons you feel called to join in covenant with a sister church?
3. How will you continue to strengthen and grow your sister church partnership?
4. Who will be responsible for overseeing your church's Guatemala partnership?
5. How will you communicate with your sister church?
6. Who will be the primary contact for your sister churches?
7. How will you overcome cultural and language barriers?
8. How will this sister church covenant enrich each of your congregations and faith journey?
9. Will your congregation provide the financial and human resources to allow for visitation to Guatemala at least once per covenant cycle?

### **Keys to a Successful Sister Church Partnership:**

1. Visits to/from your sister church is a vital part of maintaining unity. Is your church committed to sending delegates to visit Guatemala? (annually, every two years, every three years, other?)
2. Regular communication via email, phone, social media, and other methods is vital to sister church unity.

3. The church to church covenant is not based on a monetary agreement. This is not a donor relationship but rather one of brothers and sisters who are committed to pray for and strengthen each other in the faith. However, there are many ways that sister churches might choose to partner on special projects that will benefit their local church or community. For this reason, the joint Guatemala partnership committees have established specific policies to outline how PWNC churches should respond to financial needs in our sister presbyteries and individual churches. Please refer to written policies and procedures for the following:
  - a. Scholarship/education projects
  - b. Small special projects proposed by a sister church- \$1,000 or less
  - c. Large special projects proposed by a sister church- \$1,000+
  - d. Emergency funds to support a sister church who has been impacted by a natural disaster/tragic event.
  - e. Presbytery level projects- health, theological education, Building Hope Campaign, etc.
4. PWNC churches are not all capable of supporting our Guatemalan brothers and sisters at the same financial level. To eliminate conflict and confusion, the PWNC Guatemala partnership established guidelines for an annual \$300 love offering that PWNC churches shall send to their sister churches. These funds are for discretionary purposes, and our sister churches in Guatemala may use them to support church ministry and growth. This \$300 offering is due in the PWNC office by April of each year.



# SAMPLE CHURCH TO CHURCH COVENANT

## CHURCH TO CHURCH PARTNERSHIP

*"that we may be mutually encouraged by each other's faith." - Romans 1:12*

### **BELIEVING**

*that Christ has called the Church into being, giving it all that is necessary for its mission in the world;*

*that we are called to give living expression to the unity of the Church in Christ that is beyond any human boundaries;*

*that by knowing more about each other, our lives and our churches, we will also know more about how God is at work in many different ways in the world;*

*that by listening to each other, God will speak to us in new ways and we can grow spiritually;*

*that by praying for and with each other, the power of the Holy Spirit will energize us;*

*that by doing mission activities together we will witness to those without Christ about God's great love that crosses all national, political, cultural and economic barriers;*

*that the partnership between our two presbyteries will be strengthened and deepened by the church to church partnerships;*

We the church of [Insert Guatemalan Church Name] in [Insert Guatemalan Presbytery Name] and

We the church of [Insert PWNC Church Name] in the Presbytery of Western North Carolina

### **DO COVENANT TOGETHER TO**

*Pray for and with*

*Communicate with and listen to*

*Learn from*

*Work with*

*Stand in solidarity with, and*

*Witness to God's reconciling work of love with each other until [insert date].*

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Pastor of Sur Occidente Church

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Pastor of PWNC Church

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Member Representative

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Member Representative

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Date

---

Date

## **QUESTIONS TO DISCUSS WHEN FORMING / RENEWING A SCHOLARSHIP PARTNERSHIP**

The PWNC Guatemala Scholarship Committee suggests that churches entering into scholarship partnerships discuss the following questions and include answers in their covenant agreements.

1. What are the yearly expenses for each level of education in your community?
  - a. Primario (grades 1-6), approximately \$150.00
  - b. Básico (grades 7-9), approximately \$600.00
  - c. Diversificado/Vocational (grades 10-12), approximately \$800.00-1000.00
  - d. University, approximately \$1600-2000.00
2. What is the emphasis of the scholarship program? The Education Committee suggests that scholarship emphasis be placed on higher levels of education since the cost at these levels is significantly higher than for the lower grades.
  - a. Continuity – the child begins and continues until graduation
  - b. Parents pay for primary then scholarship picks up later years when the cost is greater
  - c. Church and community children are included
  - d. Equality of gender
  - e. Other
3. Financial Commitments
  - \*a. How much money is the PWNC Church committing to each year?
  - \*b. How long is the commitment? (no less than three years; five years is recommended)
  - \*c. How long is the individual church sponsor(s) committing to? (if applicable)
  - d. The scholarship covenants could/should be renewed when the partnership covenants are renewed every 3 or 5 years.
  - e. How will the cost of administering the program be funded? What is included?

\*a - Expenses for church committee oversight  
Note: Administrative fees assessed by your sister church should be discussed and agreed upon by both partnership churches, and should not exceed 5 % of the scholarship money for the year. Scholarship covenants should specify the annual amount of administration funds that are approved for the partner church and how those funds will be allocated.

\*b - Cost of parent support meetings

\*c - A tithe of 5% of the total scholarship amount is allocated to the sister presbytery to offset partnership administration costs.

4. Who and what will determine the amount of the scholarship given to each student?
5. May more than one child in a family receive a scholarship? The Joint Education Committee suggests that this is discussed and the number written into the covenant.
6. What are the church's responsibilities?

The PWNC Education Committee asks that the Guatemala Church agrees to send yearly reports to the WNC partner church each year:

  - a. the "Church Scholarship Report Form"
  - b. pictures and letters from each student
  - c. copies of the student, parent, and church agreement
  - d. letters from the church to their partner church
7. Who administers the program? To whom are they accountable? (in Guatemala and the PWNC)
8. Do (or may) the applicants have other scholarships (becas)?
9. What are the qualifications for receiving a scholarship?
  - a. Need
  - b. Gender
  - c. Church membership (it is suggested that a part of the number of scholarship recipients be of the community)
  - d. Achievement
  - e. Number of children in the family receiving scholarships
  - f. Other
10. What are the qualifications for continuing the scholarship?
  - a. Grades
  - b. Attendance
  - c. Parent participation
  - d. Other

It is hoped that the scholarship programs will result in the positive growth of relationships between the Presbyteries, churches, families, donors, and recipients of the scholarship. If the growth in relationships is to be positive; and not giver to receiver, which creates a dependency rather than independence, it is essential that all parties have voice and responsibilities in creating and carrying out the covenants.



# **SAMPLE SCHOLARSHIP COVENANT**

## **SCHOLARSHIP COVENANT OF IGLESIA FUENTE DE VIDA AND TRINITY PRESBYTERIAN CHURCH**

**January 1, 2020 – December 31, 2024**

In January 2006 a scholarship covenant was established between Trinity and Fuente de Vida for the children of Fuente de Vida. The covenant was made for a three-year period and was to be revised every three years. In 2015 the covenant was made for a five-year period. This covenant shall also be made for a five-year period of January 1, 2020 – December 31, 2024.

### **Responsibilities of Trinity Presbyterian Church:**

1. Trinity agrees to be in prayer for its partner church Fuente de Vida, its leadership, the scholarship recipients and their families.
2. Trinity agrees to send the session of Fuente de Vida \$3000 each year to provide scholarships for qualified students of the church and community.
3. Trinity will send more than the \$3000 when possible if there is a need for greater scholarship support.
4. Trinity will notify Fuente de Vida of the amount to be sent, and send scholarship money in November through the Sur Occidente Presbytery.
5. Trinity will send to the Presbytery of Sur Occidente the 5% tithe on the amount of the scholarship money sent.
6. Trinity agrees that when the amount of money sent is sufficient it may be allotted in an amount equal to 50% of the cost of expenses for the particular level of education.
7. Trinity agrees that scholarships shall be provided to those in need without discrimination to gender, or number of students per family.
8. Trinity agrees that scholarships are to be given to those in need with preference to students in higher grades.
9. Trinity agrees that up to \$250 of the scholarship money may be used for administration of the scholarship program and that no other amount of the scholarship money may be used for any cause other than scholarships without the prior approval of Trinity.
10. Trinity suggests that students who graduate from High School be among those considered to visit Trinity.



## Responsibilities of Iglesia Fuente de Vida:

1. Fuente de Vida agrees to establish a scholarship committee to administer the scholarship program, all finances involved, and to provide receipts and accountability for all money.
2. The Scholarship Committee of Fuente de Vida will provide twice-yearly reports to its session, congregation, and presbytery (if needed). This shall include financial accountability, academic progress of students. Receipts shall be kept at Fuente de Vida for review as needed.
3. Fuente de Vida Scholarship Committee will set scholarship amounts according to the academic level and financial need of each child with girls and boys being considered equally.
4. Whenever possible the scholarships given will be equal to 50% of the cost of expenses for the particular grade level. Suggested scholarship amounts are: **Primary:** \$50-\$100, **Basico:** \$200-\$300, **Carrera and Professional:** \$400- \$600, and **University:** \$700- \$900 per year. As soon as possible scholarships for primary students shall be phased out so that more support may be given to the more costly levels of higher education.
5. The Scholarship Committee will locate students both in the church and in the community that are in financial need and assist them and their parents in applying for scholarship help. Scholarships given to non-church members should not exceed 1/3 the total amount of scholarship funds.
6. The Scholarship Committee will review the progress of students at all reporting intervals and assist the student and family in all ways possible so that the greatest success of the student may be achieved.
7. The Scholarship Committee and Church will provide encouragement and recognition to the students through both individual and group activities as appropriate to help the students achieve their highest possible level of success.
8. The Scholarship Committee will provide encouragement and support to the family of the scholarship students to ensure their greatest level of success possible.
9. In September of each year Fuente de Vida will send the number of proposed scholarship recipients for the following year for each educational level so that Trinity may determine the amount of financial support needed. (see: Attachment)
10. The Scholarship Report Folder that is sent to Trinity in January of the following year through the Coordinator, shall include the following:
  - a. The "Church Scholarship Report Form" (see: Attachment )
  - b. Academic progress reports, pictures and letters from each student
  - c. Copies of the student, parent and church agreements

- d. A letter from Fuente de Vida to Trinity which includes activities of the church, scholarship committee, and students.
- e. Receipts shall be kept at Fuente de Vida in Guatemala for review as needed by the presbytery or Trinity.

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Pastor of Iglesia Fuente de Vida

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Pastor of Trinity Presbyterian Church

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Member of Partnership Committee

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Member of Partnership Committee

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Date

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Date

*Attachments:*

*\*Scholarship Covenant between the child, the family and Fuente de Vida.*

*\*Church Scholarship Report Forms*

## **SCHOLARSHIP COVENANT BETWEEN IGLESIA FUENTE DE VIDA AND THE SCHOLARSHIP FAMILY**

Year of the Scholarship: \_\_\_\_\_ Amount of Scholarship: \_\_\_\_\_

Complete Name of the Student: \_\_\_\_\_

Sex of the Student: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Grade in School: \_\_\_\_\_ and/or Program of Study: \_\_\_\_\_

**To cover the cost of:** (Those checked apply to this scholarship) Other costs may be listed.

- |  |  |
|--|--|
| <input type="checkbox"/> Writing materials           | <input type="checkbox"/> Shoes for physical education activity |
| <input type="checkbox"/> School uniforms             | <input type="checkbox"/> School supplies and books             |
| <input type="checkbox"/> Physical education uniforms | <input type="checkbox"/> Transportation                        |
| <input type="checkbox"/> Shoes for school            |  |

**In accepting this scholarship the parents and the student together covenant to the following:**

1. The student will show satisfactory or better progress in their school requirements.
2. The student will show participation and leadership in community and church activities and will help tutor other students when needed.
3. The parents will attend periodic meetings with the church scholarship committee.
4. The parents will support the church activities and projects that relate to the student.
5. The parents agree to support the student in school studies and to attend school activities.
6. The parents will cover the cost of other expenses.
7. The student and parents will send a yearly picture of the student and a letter to Trinity.
8. It is understood that this scholarship is for one year only.

Father: \_\_\_\_\_ Cedula: \_\_\_\_\_ Date: \_\_\_\_\_

Mother: \_\_\_\_\_ Cedula: \_\_\_\_\_ Date: \_\_\_\_\_

Student: \_\_\_\_\_ Cedula: \_\_\_\_\_ Date: \_\_\_\_\_

(Complete name as written on the cedula)

**We the session of Fuente de Vida covenant to the following:**

1. That the church will communicate with the student's teachers to verify good behavior and grades.
2. That the church will give encouragement to the student in school and church activities.
3. That the church will help the students communicate by letter with Trinity Presbyterian Church.
4. That the church will meet periodically with the student and parents to discuss this covenant and to provide support to the families.

Church Moderator: \_\_\_\_\_ Date: \_\_\_\_\_

Church Secretary: \_\_\_\_\_ Date: \_\_\_\_\_



# **SAMPLE SCHOLARSHIP COVENANT - SPANISH**

## **CONVENIO DE BECAS ENTRE IGLESIA FUENTE DE VIDA Y TRINITY PRESBYTERIAN CHURCH**

**1 de Enero del 2020 al 31 de Diciembre del 2024**

En Enero del 2006 se estableció un convenio de becas entre Trinidad y Fuente de Vida para los hijos y las hijas de Fuente de Vida. El convenio fue hecho durante un período de tres años y se revisará cada tres años. En el 2015, el período del convenio se cambió a cinco años. Este nuevo pacto será por el período de cinco años desde el 1 de Enero del 2020 al 31 de Diciembre del 2024 y deberá ser revisada cada cinco años.

### **Responsabilidades de la Iglesia Trinity Presbyterian:**

1. Trinity acuerda estar en oración por su iglesia hermana Fuente de Vida, su liderazgo, los becarios y sus familias.
2. Trinity se compromete a enviar \$ 3,000 cada año a la consistorio de Fuente de Vida para proveer becas para estudiantes calificados de la iglesia y la comunidad.
3. Trinity enviará más de \$ 3000 cuando sea posible, si existe la necesidad de un mayor apoyo en becas.
4. Trinity notificará Fuente de Vida la cantidad a enviar, y enviar el dinero de la beca en Noviembre a través del Presbiterio del Sur Occidente.
5. Trinity enviará al Presbiterio del Sur Occidente el diezmo del 5% sobre el importe del dinero enviado.
6. Trinity acuerda que, cuando la cantidad de dinero que se envía es suficiente, puede ser asignado en una cantidad igual al 50% de los gastos del nivel particular de educación.
7. Trinity acuerda que las becas se entregarán a los necesitados sin discriminación de sexo, o el número de alumnos en la familia.
8. Trinity acuerda que las becas debe ser dadas a los necesitados con preferencia a estudiantes en los grados superiores.
9. Trinity acuerda que hasta \$ 250 del dinero para becas se puede utilizar para la administración del programa y que ningún otro monto del dinero para becas puede ser utilizado para otro propósito sin la aprobación previa de Trinity.
10. Trinity sugiere que los estudiantes que se gradúen de la escuela secundaria sean considerados para visitar Trinity.

## Responsabilidades de la Iglesia Fuente de Vida:

1. Fuente de Vida se compromete a establecer un comité para administrar el programa de becas, todas las finanzas correspondientes, y proporcionar los recibos y la rendición de cuentas de todo el dinero.
2. El Comité de Becas de Fuente de Vida proporcionará informes semestrales a su consistorio, congregación y presbiterio (si fuera necesario). Esto incluirá la responsabilidad financiera, y el progreso académico de los estudiantes. Los recibos se guardarán en Fuente de Vida para su revisión según fuera necesario.
3. Fuente de Vida establecerá cantidades de becas en función del nivel académico y necesidad financiera de cada niño con chicas y chicos que se están considerados como iguales.
4. Siempre que sea posible las becas otorgadas serán iguales a 50% del costo de los gastos para el grado en particular. Cantidades de becas sugeridos son: **Primaria:** \$50 - \$100, **Básico:** \$200 - \$300, **Carrera y Profesional:** \$400 - \$600, y **Universidad:** \$700 - \$900 por año. Tan pronto como sea posible las becas para estudiantes de primaria se eliminarían gradualmente, a efectos de prestar más apoyo a los más costosos niveles de educación superior.
5. El Comité de Becas encontrará los estudiantes tanto en la iglesia como en la comunidad que tengan necesidades financieras, y los ayudará a ellos y a sus padres a solicitar las becas. Las becas otorgadas a estudiantes que no pertenecen a la iglesia no deben exceder un tercio de la cantidad total de fondos de becas.
6. El Comité de Becas revisará el progreso de los estudiantes en todos los intervalos de presentación de informes, y ayudará al estudiante y su familia en todo lo que fuera posible a fin de lograr el mayor éxito del estudiante.
7. El Comité de Becas y la Iglesia brindarán aliento y reconocimiento a los estudiantes a través de actividades individuales y grupales, según corresponda, para ayudar a los estudiantes a alcanzar su mayor nivel de éxito posible.
8. El Comité de Becas brindará aliento y apoyo a la familia de los estudiantes becados para asegurar su mayor nivel de éxito posible.
9. En Septiembre de cada año, Fuente de Vida enviará a Trinity el número de becados propuesto para el próximo año en cada nivel de educación, para que Trinity puede evaluar la cantidad de ayuda financiera que se necesita.
10. En enero de cada año, Fuente de Vida debe enviar una carpeta de informes a través del Coordinador, incluyendo lo siguiente:
  - a. El "Formulario de Informe de Becas de la Iglesia" (ver: Anexo)
  - b. Informes de progreso académico, fotos y cartas de cada estudiante.
  - c. Copias de los acuerdos entre estudiantes, padres y la iglesia.

- d. Una carta de Fuente de Vida a Trinity, incluyendo actividades de la iglesia, el comité de becas y los estudiantes.
- e. Los recibos se guardarán en Fuente de Vida en Guatemala para su revisión según sea necesario por el Presbiterio o Trinity.

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Pastor de la Iglesia Fuente de Vida

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Pastor de la Iglesia Trinity Presbyterian

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Miembro del Comité de Compañerismo

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Miembro del Comité de Compañerismo

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Fecha

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Fecha

*Datos adjuntos:*

*\*Convenio de Becas entre el niño, la familia y Fuente de Vida.*

*\* Formularios de informes de becas de la Iglesia*

## COMPROMISO ACORDADO ENTRE IGLESIA FUENTE DE VIDA Y LA FAMILIA DEL BECARIO

Año de la Beca: \_\_\_\_\_ Cantidad de la Beca: \_\_\_\_\_

Nombre completo del estudiante: \_\_\_\_\_

Sexo del estudiante: \_\_\_\_\_ Fecha de Nacimiento: \_\_\_\_\_

Grado en la escuela: \_\_\_\_\_ o Programa de Estudio: \_\_\_\_\_

**Para cubrir el costo de** (marque los que se aplican a esta beca):

Otros costos pueden ser enumerados.

- |  |   |
|--|---|
| <input type="checkbox"/> Artículos de escribir         | <input type="checkbox"/> Calzados para la escuela       |
| <input type="checkbox"/> Uniformes escolares           | <input type="checkbox"/> Calzados para educación física |
| <input type="checkbox"/> Uniformes de educación física | <input type="checkbox"/> Útiles escolares y libros      |
|  | <input type="checkbox"/> Transporte                     |

**Aceptando esta beca, los padres y el alumno nos comprometemos a lo siguiente:**

1. Que el alumno demostrará progreso satisfactorio o mejor en sus requisitos en la escuela.
2. Que el alumno mostrará participación y liderazgo en actividades de la comunidad y de la iglesia.
3. Que los padres asistirán a las reuniones periódicas con el comité de becas de la iglesia (para discutir estas directrices).
4. Que los padres apoyan las actividades y proyectos de la iglesia relacionados con los estudiantes.
5. Que los padres estén de acuerdo en apoyar al estudiante en los estudios de la escuela y asistir a las actividades escolares.
6. Que los padres cubrirán el costo de otros gastos.
7. Que el alumno y los padres proporcionarán un foto anual del estudiante y cartas periódicas a Trinity.
8. Entendemos que esta beca es solamente por un año.

Padre: \_\_\_\_\_ Cédula: \_\_\_\_\_ Fecha: \_\_\_\_\_

Madre: \_\_\_\_\_ Cédula: \_\_\_\_\_ Fecha: \_\_\_\_\_

Estudiante: \_\_\_\_\_ Cédula: \_\_\_\_\_ Fecha: \_\_\_\_\_

(Complete name as written on the cedula)

**Nosotros, el consistorio de Fuente de Vida, nos comprometemos a lo siguiente:**

1. Que la iglesia se comunicará con los maestros del estudiante para verificar el buen comportamiento y calificaciones.
2. Que la iglesia dará aliento a los estudiantes en actividades de la iglesia y la escuela.
3. Que la iglesia ayudará al estudiante a comunicarse por carta con Trinity Presbyterian
4. Que la iglesia se reunirá periódicamente con el estudiante y los padres para hablar de este convenio, y que preste apoyo a las familias.

Moderador de la Iglesia: \_\_\_\_\_ Fecha: \_\_\_\_\_

Secretaria de la Iglesia: \_\_\_\_\_ Fecha: \_\_\_\_\_





## RELATIONSHIP BUILDING AND TRIPS

To strengthen and sustain the Guatemala Partnership, it is vital that the PWNC's partnership committee, sub-committees, churches, and members of congregations actively build and maintain relationships with our brothers and sisters abroad.

Due to current immigration and travel restrictions, it is difficult for many Guatemalans to secure visas and travel to the United States for a visit. The PWNC coordinates a variety of travel opportunities for PWNC churches, delegates, and youth to travel to Guatemala.

### TRAVEL OPPORTUNITIES

#### **a. PWNC Delegation Trips (every spring and fall)**

The Guatemala Partnership Coordinator organizes and leads biannual trips to Guatemala for churches who would like to send delegates to visit their sister church. Each seven to nine-day trip is tailored to meet the needs of the individuals who register for each delegation trip. Interpreters accompany delegates to their sister communities where they enjoy visits with church members, worship services, tours of local schools, and many other activities. While the primary purpose of delegation trips is to allow PWNC delegates to spend time in their sister church community, delegates also have the opportunity to explore the beauty and culture of Guatemala.

#### **b. PWNC Youth Trip (every three years)**

PWNC churches are encouraged to support youth who would participate in a special trip that takes place every 3 years. This seven to ten-day trip is organized by the PWNC's Associate for Youth and the Guatemala Partnership Coordinator and is led by a group of enthusiastic and qualified volunteers from within our presbytery. Participants engage in an interactive spiritual retreat with youth from both of our partner presbyteries (Sur Occidente and Suchitepéquez), develop cross-cultural leadership skills, visit a sister church, and explore Mayan sites and culture.

#### **c. Church to Church Trips**

Many churches in the PWNC organize their own trips to Guatemala to visit their sister churches, partner on a special project, or renew covenants. While many mission teams feel comfortable planning their trips from A to Z, the PWNC Guatemala Partnership Coordinator and church to church committee are happy to provide logistical support for churches who are planning their first trip or require additional assistance.

#### **d. Special Projects Trips**

Every year special trips are organized by PWNC partnership sub-committees, churches, and community partners. These trips typically include a focus area such as health, microloans, or service projects. Churches or individuals who wish to support a special project or register for a special project trip, are encouraged to reach out to the Guatemala Partnership Committee to express interest so that you will receive trip notifications that align with your interests.



# SAMPLE COMMISSIONING SERVICE

## COMMISSIONING SERVICE

Jesus said, "All authority in heaven and on earth has been given to me. Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and the Holy Spirit, and teaching them to obey everything that I have commanded you. And remember, I am with you always, to the end of the age."

**You have responded to that command in ministry here, and now in mission abroad.**

- In this mission trip, will you seek to make and sustain disciples?
- As Jesus taught and preached the gospel, will you tell the good news of Jesus Christ in word and deed?
- As Jesus reached out to heal and to love, will you reach out in compassion?
- As Jesus took children in his arms and blessed them, will you nurture the children?
- As Jesus prayed for God's guidance and strength, will you turn to God for help?
- As Jesus sent 70 disciples out two by two, will you work with those who serve with you in mission?
- Will you, the members of this congregation, support this mission with your prayers?

**We will.**

In light of these commitments, we, the members of Presbyterian Church, commission you to serve God and the church in **[insert church name/location]**.

Sovereign Lord, you have saved us by your grace and have called us to serve you with our lives, promising to be with us always. Be close to and the other members of the mission team. Keep them safe, and give them strength and wisdom, compassion, and courage that they may fulfill your will for them in. Bind them to you and each other with the faith, hope, and love of the gospel, and lead them along your way. Through Jesus Christ, our Lord, we pray. Amen.

## COMMISSIONING LITANY

**Leader:** There are different kinds of gifts but the same Spirit. **People:** There are different kinds of service, but the same Lord.

**Leader:** There are different kinds of working, but the same God works in all of them in all people. People: Now, to each one, the manifestation of the Spirit is given for the common good.

**Leader:** Today, we commission ( names of team members ) to use their unique gifts in mission in **(destination)**.

**People:** May God's Spirit work in you ( Names of team members ) for the common good.

**Leader:** Today, we also commit to you, God, the Church in ( destination ), and those who are preparing for the coming of the mission team.

**People:** May God's Spirit work in all of them for the common good.

**Leader:** God has called us all, those who live in ( destination ), those who go as the mission team, and those of us who offer prayer and financial support, each one of us, as partners in service.

**ALL:** That all may come to know the abundance of life God has offered through Jesus Christ.

## **COMMISSIONING OF MISSION TEAM PARTICIPANTS**

(During Sunday Worship preceding mission trip) (Mission Team Coordinator and Pastor meet at the front of Sanctuary.)

**COORDINATOR:** Briefly describes what the project is and calls participants and leaders forward by name. **(They stand in front, facing the congregation.)**

**COORDINATOR:** There are different gifts but the same Spirit who gives them.  
There are different ways of serving God,  
but it is the same Lord who is served.  
Each one of us is given a gift by the Spirit to use for the common good.  
Together we are the body of Christ, and individually, members of the  
body of Christ.

**(To congregation:)** Friends, I present to you those who will represent  
this congregation in this mission project.

**(To participants/leaders:)** Mission workers, I present to you the  
people who have been and will continue to support you. They believe  
your mission is essential.

**PASTOR:** Do you accept the responsibility of representing this congregation in doing  
the work of our Lord in a distant place? If so, answer, "I do."

Will you work to exemplify Christ's teachings by loving one another and by  
translating Christ's message with excitement and care, turning strangers to  
friends and friends to brothers and sisters? If so, answer, "I will."

Will you serve in this special work with energy, intelligence, imagination, and love, treasuring your experiences as opportunities to teach and to grow? If so, answer, "I will."

**(To congregation:)**

Do you, the members and friends of Presbyterian Church, accept these people as missionaries chosen to extend our Christian love and concern to others? If so, answer, "I do."

Will you support them with your prayers during their venture and with your interest upon their return, recognizing their special contribution to the work of the Church and their mission as your own? If so, answer, "I will."

Let us pray: Gracious God, we present our hopes for these specially commissioned this day. In every age, you have chosen servants to speak your word in unique and special and various ways. We thank you for these people whom you have called to serve you. Give them each unique gifts to do their work. Fill them with the Holy Spirit so they may accept all they confront and be faithful and joyful in their task. Bring them safely home and then let their experience further enrich us so that we, too, may better serve you.

**THOSE COMMISSIONED:** Creator God now gives us strength, wisdom, and love to work for our Lord Jesus Christ as we serve others in distant places. Amen.

**PASTOR:** You are now commissioned by this, your home congregation. Go forth, doing everything in the name of the Lord Jesus Christ, giving thanks to God through Jesus Christ. Amen.



# GUIDELINES FOR PWNC AND GUATEMALA SISTER CHURCH INTERACTIONS

## Orientation

- Churches forming a new covenant with a sister church in Guatemala should complete an orientation with the PWNC coordinator or member of the Leadership team. Attendees should include the pastor and/or mission committee or partnership committee of the church

## Building Relationships

- Relationship building is the #1 priority of the partnership
- Strive to keep in touch through social media, letters, email, and delegation visits

## Delegation Visits

- Building relationships are the priority of the trip
- Material gifts may be appropriate IF your sister church has identified a need. Please check with the session of your sister church before bringing gifts that they may need or be able to use. Some ideas for gifts that help build relationships are:
  - Sunday school materials- curriculum in Spanish, art supplies, kids books, kids Bibles
  - Bibles in Spanish- check to see if they prefer a particular translation
  - Musical instruments for use during worship or children/youth events
  - A computer for use in your church- secretary of the session, use for communication with a sister church in PWNC, Facetime/ Skype calls
- If your church decides to leave a love offering for your sister church, please limit to less than \$200
- A member of your sister church may approach you to solicit money or support for a project during your visit. Please use the proper channels and follow the church policies on "Special Projects under \$1000," "Special projects over \$1000," and "Emergency Funds"
- If you feel called to support an individual in need, please communicate with the session of your sister church to confirm the individual's need and how your PWNC would like to help. All funds should be given to the session of your sister church and distributed to the individual through the church.
- Reach out to the PWNC coordinator if you need support in managing requests from your church or members of your church

## **Sister Church Support**

- Please use the proper channels and follow the church policies on “Special Projects under \$1000,” “Special projects over \$1000,” and “Emergency Funds” found on pages 46-48
- Be wary of land purchases. These are not always straightforward in Guatemala. Churches will often purchase land only to discover after the fact that the person they paid did not own the property. It is challenging to confirm land titles/ownership without the support of an attorney.
- Important! No funds will be sent to the sister church unless a covenant is signed and current.



# THINGS TO KNOW ABOUT THE CHURCH CULTURE IN GUATEMALA

*\*The following tips were provided by Pastors in the Presbytery of Sur Occidente and the PWNC Guatemala Church to Church Committee.*

## Language

- Guatemalans tend to use formal speech in Spanish
- Use the “Usted” form of speaking with people instead of “Tu” (informal)
- Example: Cómo está Usted? (How are you?); Cómo se llama Usted? (What is your name?)

## Dress/ Behavior

- Some churches don't permit women to wear pants and shin length long skirts are preferred
- One should always take off hats when entering a church service.
- Men and women should not wear shorts in a church
- Men should not wear sandals when they go up in the pulpit
- Sleeping, eating, showers, and bathroom facilities are different than what we are used to in the US
- Rice, eggs, beans, tortillas, and instant coffee are daily staples guests should expect to enjoy during home visits.
- It is appropriate for the PWNC sister church to give their sister church host family a small gift of appreciation such as vinyl table cloths, hand towels, pot holders, linens, small/handcrafted items, a pack of cookies/bag of coffee to share, etc.) Consider gifts that reflect your PWNC church or local community!
- It is Not appropriate to drink or smoke while in the sister church community.

## Food/ Meals

- It is normal to eat with your hands and use pieces of tortilla to scoop food instead of a fork
- Pray before a meal
- When the majority of people get their food, you can start eating)
- When you begin eating, say “Buen Provecho,” and the rest say, “Gracias.”
- Women and men can offer to help prepare the meal or wash dishes
- Feel free to ask us to see things that you want to see, and if there is a food that you want to try, let us (Guatemalans) know!
- Come ready to eat because the food is excellent! We eat a lot!

## How to greet people *(depends on the person and the church)*

- Some greet with a kiss on the cheek (less conservative)
- Some greet with a handshake or a pat on the shoulder (more formal, more conservative)





# GETTING TO KNOW OUR SISTER CHURCH

*\*This worksheet is a helpful tool as you work to build effective communication and relationships between sister churches. **Fill out the Spanish version**, so your sister church has a profile and ask them to do the same via email or during an in-person visit!*

1. Name of Church: \_\_\_\_\_

2. Name of Guatemala Presbytery in which our sister church is located: \_\_\_\_\_

3. Community in which our sister church is located: \_\_\_\_\_

4. Number of church members: Total: \_\_\_\_\_ Adult: \_\_\_\_\_ Children: \_\_\_\_\_ Youth: \_\_\_\_\_

5. Special things about our sister church:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

6. Our sister church has Worship/Bible Studies/Sunday School/other activities on the following days/times:

Monday \_\_\_\_\_

Tuesday \_\_\_\_\_

Wednesday \_\_\_\_\_

Thursday \_\_\_\_\_

Friday \_\_\_\_\_

Saturday \_\_\_\_\_

Sunday \_\_\_\_\_

7. Name of sister church pastor: \_\_\_\_\_

8. Key information about the pastor:

1. How long has he/she been in ministry? \_\_\_\_\_
2. How long has he/she been serving your sister church? \_\_\_\_\_
3. Is pastor part-time/full-time and how many days are they at the church?  
\_\_\_\_\_
4. The family of the pastor includes: \_\_\_\_\_

9. Joys/Victories our sister church would like to share:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

10. Concerns/prayer requests our sister church would like to share:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_

11. Key contacts in sister church include (session members, scholarship committee, etc)

Name	Title/Position	Email	Phone	Social Media

Other Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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## CONOCER A NUESTRA IGLESIA HERMANA

1. Nombre de la Iglesia: \_\_\_\_\_

2. Nombre del presbiterio donde está ubicada: Presbiterio del Oeste de Carolina del Norte

3. Comunidad donde nuestra iglesia hermana está ubicada: \_\_\_\_\_

4. Miembros: Total: \_\_\_\_\_ Adultos: \_\_\_\_\_ Niños: \_\_\_\_\_ Jóvenes: \_\_\_\_\_

5. Cosas especiales de la iglesia:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

6. Nuestra iglesia hermana tiene cultos/estudios Bíblicos/escuela dominical/otras actividades los siguientes días/hora:

Lunes: \_\_\_\_\_

Martes: \_\_\_\_\_

Viernes: \_\_\_\_\_

Miércoles: \_\_\_\_\_

Sábados: \_\_\_\_\_

Jueves: \_\_\_\_\_

Domingos: \_\_\_\_\_

7. Nombre del El Pastor/La Pastora: \_\_\_\_\_

8. Información clave sobre El Pastor/La Pastora:

1. Cuantos años hace que se dedica al ministerio? \_\_\_\_\_
2. Cuántos años tiene como Pastor/Pastora de nuestra iglesia hermana? \_\_\_\_\_
3. Trabaja tiempo parcial o completo (cuantos días a la semana/mes?) \_\_\_\_\_
4. La familia del Pastor/La Pastora incluye: \_\_\_\_\_

9. Gozos/Victorias que nuestra iglesia hermana le gustaría compartir con nosotros incluyen:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

10. Nuestra iglesia hermana pide oraciones por:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_

11. Contactos del compañerismo en nuestra iglesia hermana:

Nombre	Posicion/Trabajo	Correo Electrónico	Teléfono	Facebook

Otros detalles: \_\_\_\_\_

\_\_\_\_\_

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## IMPROVE COMMUNICATION WITH YOUR SISTER CHURCH

- ▶ **Utilize Google Translate (and the Camera app through Google Translate)**
- ▶ **Establish a Guatemala Partnership Committee at your church**
- ▶ **Facebook**
  - Create a joint Facebook group for your churches
  - Join the PWNC Partnership page
  - Add your sister church members as “friends” on Facebook
  - Facebook messenger - can use to send messages, pictures, or even talk for free
- ▶ **Whatsapp**
  - Communication app that can send messages, pictures, and videos
  - Free texts, phone calls, and video chats
  - How to enter a Guatemalan number: +502 (then eight-digit number)
- ▶ **Skype**
  - Skype with members of your sister church to get to know their names and faces
  - Consider skyping during a worship service or congregational/committee meeting
- ▶ **Email**
  - Be in regular communication with leaders at your sister church if they have email
  - Stay up to date with what is going on at your sister church & update them
  - Share any specific prayer requests with one another (once a month)
- ▶ **“Courier” snail mail when churches travel**

*(Contact Marie Palacios [pwncguatemala@gmail.com](mailto:pwncguatemala@gmail.com) to deliver letters to and from sister churches.)*

  - Establish pen pals (with individuals & families) from your churches
- ▶ **Worship**
  - Coordinate the same scripture readings, songs or prayers for a service
  - Pray weekly for your sister church (and for specific people/needs)
- ▶ **Delegation**
  - Attend/plan a delegation trip to Guatemala (PWNC can help with this)
  - Invite members of your sister church to visit (this can be difficult, but valuable)



## WAYS TO ENGAGE

**We invite members and friends of the PWNC to explore the many ways you can support the Guatemala Partnership at either the individual or collective level.**

### ▶ 1. Pray

One of the simplest yet most powerful ways we can impact the lives of our brothers and sisters is to lift them up in prayer. Join us in praying for our sister churches, churches that still are waiting to be matched with a PWNC sister church, for the pastors, for church families, the children, and communities.

*\*If you would like to be matched with a specific prayer partner in Guatemala, please reach out to the Guatemala Partnership Coordinator or your church's mission.*

### ▶ 2. Share

The partnership is ongoing and ever-growing. We welcome all contributions of time, talent, or treasure to support both special projects and ongoing initiatives. Whether you feel called to travel to Guatemala with a PWNC delegation team or church group or support locally, you can make a difference!

**Here are a few of the many ways you can bless lives:**

- Build relationships with our brothers and sisters by traveling to Guatemala with your church or a PWNC team.
- Engage in the ongoing health and hands-on learning initiatives through the “Global Village” at Camp Grier (located in Old Fort, NC)
- Bring clean drinking water, latrines, or efficient woodburning stoves to Guatemalan church communities by participating in a service trip with the PWNC or one of our Guatemalan partners (Mission Impact, CEDEPCA) or through financial gifts.
- Support the PWNC's Five Cents a Meal program, which directly supports most of the partnership's health and hunger work in the Presbytery and abroad.
- Empower a mother to sustain her family by sponsoring a microloan recipient (\$130)
- Secure a child's future by sponsoring a primary, secondary, or university student
- Transform a family by sponsoring one man's participation in the Men in the Mirror workshop (\$50)
- Expand our local libraries and reading corners in rural communities by donating Spanish books or project funds

### ▶ 3. Partner

Enter a covenant with a sister church in Guatemala to engage your congregation in rewarding cross-cultural ministry experience.

### ▶ 4. Lead

Bring new energy, skills, and perspectives to the Guatemala partnership by serving on one of our committees or action teams.





## FISCAL POLICIES & GUIDELINES

**OVERVIEW:** Each year, the Guatemala partnership sub-committees and individual churches elect to offer financial support for special projects in our partner presbyteries and sister churches.

**Our three partner presbyteries adopted fiscal policies to ensure the transparency and integrity of the partnership. We have agreed to hold our committees and churches accountable to the policies and procedures outlined below and require that ALL funds being sent to Guatemala be submitted to the PWNC office so they can be transferred to the partner presbytery and distributed by their treasurer.**

Important Note: When the Presbyterian Church USA (PCUSA) and the Iglesia Evangelica Nacional Presbiteriana de Guatemala (IENPG- National Presbyterian Church of Guatemala) outlined terms of the partnership agreement in the early 1990s, PCUSA agreed to remit 5% of all project funds to IENPG to offset administrative costs.

Since 2016, the PWNC has been advocating to amend that agreement on the basis that our two sister presbyteries receive and administer all projects, NOT the IENPG. We are currently engaged in intentional dialogue with IENPG and hope to resolve this issue by December 2020. Now, IENPG has verbally agreed not to leverage a 5% fee from the PWNC or our partner presbyteries. However, until the agreement is confirmed in writing, the PWNC will continue to hold 5% of all scholarship and project funds in a restricted account. Should the 5% fee be required, the PWNC will transfer those funds at the end of the calendar year. If the 5% fee is canceled, the PWNC's financial controller will credit those funds back to the church or designated project they are associated with so they are available for future use.

### **a. \$300 Annual Support**

All PWNC churches who enter a sister church covenant shall send a \$300 annual unrestricted contribution to support the ministry of their sister church. These funds should be submitted to the PWNC office no later than October 15th each year. The PWNC will transfer funds to Guatemala by December to ensure your sister church receives these discretionary dollars for the upcoming calendar year.

### **b. Scholarship Funds**

All PWNC churches who support sister church or university scholarship programs should submit funds to the PWNC office no later than October 15th. The PWNC will transfer funds to Guatemala by December to ensure your sister church receives scholarship dollars for the upcoming calendar year.

### **c. Emergency Projects/Funds**

PWNC partner churches may provide a onetime donation of support per emergency to their sister church in the event of a natural disaster, such as a flood or earthquake. If sister churches wish to partner on an emergency support project, the session from the Guatemalan church requesting the funds should submit an initial request to the session of their sister church in PWNC to determine the feasibility of partner support.

Upon approval of both sister church sessions, the Guatemalan church impacted by a disaster shall submit a project proposal to their respective Presbytery's partnership committee, who will, in turn, authorize the "Emergency Committee" to conduct an on-site assessment of the need and proposed project budget. Upon review and approval, the partnership committee in the Guatemala presbytery shall submit the proposal to the PWNC Guatemala Partnership Committee for final review and approval. Financial assistance is limited to up to half of the cost of the repair project, but not to exceed \$5,000.

5% of the total emergency funds shall be reserved and allocated to the corresponding Emergency Fund Account to be used for underfunded churches in the respective presbytery in Guatemala.

We recommend that each partner presbytery committee make all efforts to expedite emergency funding requests.

It is our understanding that "Emergency Funds" in Guatemala are distributed in response to natural disasters and other critical needs of underfunded churches.

### **d. Special Project NOT Exceeding \$1,000 (USD)**

1. Sister churches may engage in a project, not exceeding \$1,000 one-time per calendar year without requesting formal approval from the respective presbytery partnership committees. If sister churches wish to partner on a special project not exceeding \$1,000, the session from the Guatemalan church requesting the funds should submit a formal request to the session of their sister church in PWNC. Upon approval of both sessions, the PWNC church should send the funds to the PWNC office and email the PWNC Guatemala Partnership Coordinator and PWNC Guatemala Partnership Chair the following information:

- a. Copy of the project proposal from the Guatemalan church.
- b. Copy of the PWNC's session's letter approving the project.

The session approval letter should outline the following: acceptance of project terms, confirmation of dollar amount of contribution, request date for transfer of funds from the PWNC to the Guatemalan church, and any requests for project follow-up reports (photos, receipts, phone call, or any other method of ensuring successful completion of the joint project).

We recommend that the sister church in Guatemala inform its partnership committee of all special project initiatives.

5% of the total small project contribution shall be reserved and allocated to the corresponding Emergency Fund Account to be used for underfunded churches in the respective presbytery in Guatemala.

It is our understanding that “Emergency Funds” in Guatemala are distributed in response to natural disasters and other critical needs of underfunded churches.

#### **e. Special Projects Exceeding \$1,000 (USD)**

PWNC and Guatemalan sister churches are encouraged to build relationships and explore ways to strengthen their partnership. However, churches shall adhere to the following guidelines when financial support is being requested from a PWNC church for a special project:

1. All Guatemalan churches must submit ALL project proposals exceeding \$1,000 to the partnership committee of their respective Presbytery for approval. If the Guatemalan presbytery's partnership committee approves the proposal, they will then send the proposal to the partnership committee of the Presbytery of Western NC (PWNC). Once the PWNC partnership committee approves the project, a committee representative will contact the PWNC sister church to indicate that the sister churches can move forward in their proposed project. Upon approval, the PWNC church shall send the funds to the PWNC office and email the PWNC Guatemala Partnership Coordinator the PWNC Guatemala Partnership Committee Chair the following information:

- a. Copy of the project proposal from the Guatemalan church
- b. Copy of the PWNC's partner church's session letter approving the project.

The PWNC church's session approval letter shall outline the following: acceptance of project terms, confirmation of dollar amount of contribution, request date for transfer of funds from the PWNC to the Guatemalan church, and any requests for project follow-up reports (photos, receipts, phone call, or any other method of ensuring successful completion of the joint project).

2. If either partnership committee (in Guatemala or PWNC) is unable or unwilling to approve the project request, they shall provide feedback to the sister churches outlining the grounds for rejecting the proposal and provide an opportunity for sister churches to amend the proposal and resubmit.

#### **Transfer of Funds to Guatemala**

**All funds from PWNC churches should be mailed to the PWNC office:**

Att: Guatemala Partnership  
114 Silver Creek Road, Morganton, NC 28655  
Phone: (828) 438-4217

**An email with project information and authorization to transfer funds should be sent to:**

Marie Palacios, PWNC Guatemala Partnership Coordinator Email: pwncguatemala@gmail.com Cell: 828-838-4245	AND	the PWNC Guatemala Partnership Chair pwncguatemalachair@gmail.com
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\*Upon receipt, the PWNC will transfer funds to the appropriate presbytery in Guatemala and provide instructions to their treasurer regarding the allocation and distribution of all funds.



## ALLOCATION SHEET FOR PWNC GUATEMALA PARTNERSHIP FUNDS

- Please use this form for all monies that are to be sent to Guatemala for the Guatemala Partnership.
- Make all checks payable to the "Presbytery of Western North Carolina."
- If these funds are for anything other than the \$300 Annual Church Support or Student Scholarships at your sister church, then please email the Guatemala Coordinator at [pwncguatemala@gmail.com](mailto:pwncguatemala@gmail.com) with a scanned copy of this form IN ADDITION TO mailing this form with the check attached to the presbytery office.

**Mail to:** Presbytery of Western North Carolina  
Attn: Guatemala Partnership  
114 Silver Creek Road, Morganton, NC 28655

Name of PWNC Church: \_\_\_\_\_

Contact person at PWNC Church: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of sister church in Guatemala: \_\_\_\_\_

Presbytery of sister church in Guatemala: \_\_\_\_\_

Contact person at sister church in Guatemala: \_\_\_\_\_

**These funds are for:**

Fund	Amount	Money should be sent to Guatemala by (enter a date)
\$300 Annual Church Support (due by April)		n/a- is sent with annual transfer
Student Scholarships at Sister Church (due by October 15)		n/a- is sent with annual transfer
Special Project under \$1000		
Special Project over \$1000		
Microloans		
Project Hope (Presbytery wide university scholarships)		
Other (please explain)		
Total		

Special instructions/notes: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



# IMMIGRATION POLICIES AND PROCESSES

## Balancing the Legal and Moral Questions

*\*This document is designed to raise awareness and is not intended as legal advice.*

The Presbytery of Western NC and our Guatemala Partnership Committee understand that many of our local churches feel called to exemplify the scriptural mandate to love and care for our immigrant neighbors.

*“He defends the cause of the fatherless and the widow and loves the foreigner residing among you, giving them food and clothing. 19 And you are to love those who are foreigners, for you yourselves were foreigners in Egypt.” Deuteronomy 10: 18-19*

## Overview:

PWNC churches need to be aware that some of the ways we seek to support our Guatemalan friends in their immigration journeys may be considered “criminal” based on current and pending federal legislation. To mitigate potential liability, all PWNC churches who respond to the political and human needs of undocumented immigrants consult with a qualified immigration attorney and create policies to guide your congregation’s response to relevant programming and requests.

## The Issue:

Many of our local churches have reported that members of their sister churches in Guatemala are reaching out to request that the church assist them with the immigration process. Some of these requests are to support legal immigration processes, and others are seeking help to enter the country illegally.

Churches report that they have received requests for financial assistance and assurance of “a place to stay or a job” upon arrival. PWNC church members have received calls from detention centers along the Mexican and U.S border requesting that the church secure an attorney on their behalf or agree to become their “sponsor” until a pending court case is resolved.

Should a member of your congregation or your church receive such a request, it is important to understand that there is a legal difference between responding to the needs of your existing local immigrant community and actively participating in the immigration process.

Before determining if members of your congregation or your church feels called and is willing to support the immigration process actively, it is important to understand current immigration norms and potential legal responsibilities and liabilities that you assume in doing so.

## Immigration Overview:

1. There are two primary ways that immigrants enter this country, **Legally**, also known as "With Inspection," and **Illegally** often referred to as "Entry Without Inspection (EWI)."
2. Foreigners who enter the country legally with a temporary visa and then overstay that VISA can be charged with a civil offense.
3. Foreigners who enter the country without inspection can be charged with a criminal offense.
4. **Sanctuary**- Many communities identify themselves as "Sanctuary Cities," and many churches are doing the same. Sanctuary is often a form of civil protest against specific government policies or as a humanitarian response to the needs of vulnerable neighbors.  
There is a difference between offering "sanctuary" to immigrants who already reside in your community and supporting the act of illegal immigration through financial support, transport, or lodging upon arrival. Participating in the process of bringing someone to the United States illegally can open one up to criminal charges related to human trafficking.
5. **Refugees and asylum seekers** both refer to "people who are fleeing their home countries and are unable or unwilling to return because of a well-founded fear of persecution because of their race, religion, nationality, political opinion, or membership in a particular social group." The critical difference lies in the fact that refugees complete the screening process outside of the United States. In contrast, Asylum seekers submit their petitions at the U.S border or from inside our country."

**Note:** If a Guatemalan brother or sister crosses the border illegally and does not present an official request asylum but instead turns to the church for shelter, funding, work, or other immediate resources, it can place that church in legal jeopardy. In some situations, aid could rise to the level of a criminal offense related to human trafficking.

It is quite a different scenario when immigrants cross the border and turn themselves in to border control to request asylum. If the U.S government grants an asylum hearing, the brother or sister might turn to a sister church in the PWNC to serve as their official sponsor as they await additional screenings and court appearances. In this case, the government will require that you complete specific paperwork to assume responsibility for the asylum seeker.

## Our Response:

We encourage PWNC churches to

1. Seek legal counsel from a qualified immigration attorney to determine what actions are considered criminal should you provide immigration support for undocumented individuals.
2. Create policies related to your church's response to needs within your local immigrant community as well as potential sponsorship and human needs requests from newly arriving immigrants.



3. Actively seek ways to strengthen your sister church community, so our Guatemalan brothers and sisters are inspired and equipped to build a better future in Guatemala.
4. Explore diverse ways to demonstrate our love for neighbors and provide refuge for those in need.
5. Be diligent in evaluating all immigration-related requests

### **Immigration Overview to Invite Brothers and Sisters from Guatemala**

A Visa is required for all Guatemalans to travel to the USA unless they have legal status in the USA or another country that allows them to travel without the restrictions.

1. A Guatemalan who wishes to enter the United States must first obtain a visa, either a nonimmigrant visa for a temporary stay or an immigrant visa for permanent residence. Visitor visas are nonimmigrant visas for persons who want to enter the United States temporarily for business (visa category B-1), for tourism (visa category B-2), or a combination of both purposes (B-1/B-2).
2. It is difficult for many individuals in third world countries such as Guatemala to secure a Visa because applicants must demonstrate that they have strong ties to their home country and that they have no intention of using a temporary/visitor's visa to gain entry into the United States so they can immigrate permanently.
3. Factors that Impact the VISA Approval Process:  
**Positive-** landowner, business owner, established professional career, post-secondary education, several months of wages in a savings account.  
**Negative-** lack of employment, employed but at entry level/limited skills, inability to provide proof of income, no bank account, lack of education, most of the family has immigrated to the USA, prior criminal history, nervous appearance/responses during Visa interview.

### **Visa Process**

There are several steps to apply for a visa. The order of these steps and how you complete them may vary by the U.S. Embassy or Consulate. Please consult the instructions on the U.S. Embassy or Consulate website: <https://www.usembassy.gov/>

1. Complete the Visa Application- This process involves completion/submission of legal forms and presentation of a photograph. Many Guatemalans will have to travel to a larger city or seek out internet access to apply online.
2. Schedule an Interview- Interviews are generally required for visa applicants with certain limited exceptions below. Consular officers may request an interview with any visa applicant.

<b>If you are age:</b>	<b>Then an interview is:</b>
13 and younger	Generally not required
14-79	Required (some exceptions for renewals)
80 and older	Generally not required

Guatemalans must schedule an appointment for their visa interview at the U.S. Embassy or Consulate (Guatemala City). They may schedule an interview at another U.S. Embassy or Consulate, but it may be more challenging to qualify for a visa outside of their home country.

The average wait time for a Guatemalan to secure an appointment at the US Embassy/Consulate in Guatemala City is 11 days.

### **Associated Fees:**

*\*Guatemalans must secure both a valid passport and Visa.*

#### **PASSPORT**

1. Passport- \$30 to process + travel to closest city with an official passport processing center could average \$20+

#### **VISA**

1. **Non-refundable visa application fee- \$160+**

Applicants are required to pay it before the interview. If the visa is approved, they may also need to pay a visa issuance fee if applicable to your nationality.

2. **General Fees for photos, copies, processing, etc. - \$45-\$75**

3. **Travel to Guatemala City- \$40-\$100**

Costs depend on what time the applicant's appointment at the Embassy is scheduled. Most of our Guatemalan brothers and sisters must travel longer distances and might require 1-2 nights of lodging in addition to other travel-related costs.

4. **Reciprocity Fee**

Most of our Guatemalan friends will not be required to pay these additional fees if they are approved for a "Tourist/Visitor Visa" (B-1 or B-2 Visa); however prices depend on the type of Visa granted.

Note: Difference between the Reciprocity Fee and the Nonimmigrant Visa Application Fee?

*The nonimmigrant visa application fee, also known as the MRV fee, is a nonrefundable fee paid by most applicants for U.S. visas, whether the application is approved or refused. It covers the costs associated with processing a U.S. visa application. Current nonimmigrant visa application fees can be found on the Fees – Visa Services webpage: <https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/fees/fees-visa-services.html>*

*(This webpage also lists the few visa categories for which application fees are not required.)*

*While most visa applicants are required to pay the visa application fee, the Reciprocity Fee is only charged to an approved nonimmigrant visa applicant after the visa interview.*

5. **Lost wages**

the Visa application process can be time-consuming and can result in several days of lost wages for our brothers and sisters.

6. **Estimated/Average Cost for the Visa Application Process: \$295-\$400**

## **How PWNC Churches Can Support the Process**

1. Pray for our Guatemalan brothers and sisters
2. Begin an intentional dialogue about delegation visits to and from Guatemala.
3. Share why sister church visits are so important what is expected of delegates.
4. Determine who in your sister church feels called, who wants to travel to the USA, and who has the highest probability of getting approved for a Visa.
5. Confirm ideal travel dates and the purpose of the visit.
6. Provide an official "letter of invitation" to the church pastor/session of the approved "delegate." (in Spanish)
7. Provide a formal letter to the US Embassy/Consulate requesting a favorable decision in the Visa application process for your delegate. (English and Spanish)



# SAMPLE LETTER OF INVITATION FOR GUATEMALAN DELEGATES

## Overview:

A **letter of invitation** is a letter written by a United States citizen or legal resident, confirming that they are willing to admit into their house an international with whom they have family ties or friendship, and also that they have enough room for the visitor for the entire period of their stay in the US.

The letter of invitation, by no means, guarantees the issuance of a visa to the applicant. The applicant has to fulfill the other requirements as a means of subsistence, proving strong ties to their home country, etc. to be able to obtain a visa. Also, the applicant must show that he or she will use the visa appropriately.

Usually, the visa applicant will have to submit a letter of invitation for a **B2 visa application**, which is a US Tourist Visa. **Keep in mind that it is not a must, but it is highly recommended.** The host must fulfill the following requirements for the letter of invitation to be valid:

- must be a US citizen or lawful permanent resident
- must be your friend, boyfriend/girlfriend or relative
- must have a registered place (home, flat)
- must have enough room for the applicant

## How to Write a Letter of Invitation for U.S Visa Application?

The letter should be addressed either to the consular officer or to the guest. When writing it, the guest must include all of the following required information:

- Host's full name
- Host's date of birth
- Host's address and telephone number in the United States
- Host's occupation
- Host's status in the United States
- A photocopy of a document proving the host's status in the United States
- Guest's full name
- Guest's date of birth
- Guest's address and telephone number
- Guest's relationship to the host
- The purpose of the trip
- Information on how long the guest intends to stay in the United States of America (specific dates)

- Details on accommodation and living expenses
- Signature of the host

The letter, when addressed to the guest, does not have to sound official. It should be more personal so that you show you have close relations with the guest.

### **SAMPLES OF LETTERS OF INVITATION FOR U.S VISA APPLICATION**

There is no specific method or style of writing an invitation letter, but it must include the bulleted points above.

#### **Sample #1: Letter of Invitation Addressed to the Consular Officer**

*[Date]*

*United States Consulate General*

*[Address of the Consulate]*

*Dear Honorable Consul,*

*[Visitor's Name] – PASSPORT NO XXXXXXXX – Born on [Visitor's Date of Birth]*

*My name is [Host's Name], residing at [Host's Address], and I am a United States citizen (or lawful permanent resident alien).*

*I am requesting that you issue a tourist (B-2) visa to [Visitor's Name] who resides at [Visitor's Address]. This is to allow him to visit me in the United States. We have known and been friends for the past three years, and I would like him to visit me this summer.*

*[Visitor's Name] will be visiting me from [Date of Entry] to [Date of Exit]. This will be a great time because we will both be off work at this time. During his / her stay in the United States, he/she will stay with me at my home at the address stated above.*

*I will be responsible for his / her accommodation expenses while he/she is in the United States. Upon the termination of his / her visit, he/she will return to [Visitor's Hometown].*

*[Visitor's Name] will be presenting this letter to you, together with other evidence to establish his close ties with [Visitor's Home Country], and to assure you that he/she will return before the expiration of his / her stay in the United States.*

*Your kind consideration of this request will be highly appreciated.*

*Yours Truly,*

*[Host's Name]*

*[Host's Address]*

*[Host' Phone Number]*

*[Host's signature]*

## Sample #2: Letter of Invitation Addressed to the Guest

[Date]

[Host's name]

[Full address]

USA

Phone Numbers:

(Work): [(xxx) xxx-xxxx]

(Home): [(xxx) xxx-xxxx]

Email: [email address]

To:

[Visitor's name]

[Visitor's Address]

Dear [Visitor],

I invite you to visit us and spend your vacation in the USA with us. We have planned to visit famous tourist places like [name of tourist places to visit]. It will also be an opportunity for you to see and experience the American culture and lifestyle.

I will be taking care of your entire USA tour expenses, including the round trip airfare food, housing, medical insurance, and all your other personal expenses.

Herewith I am sending all the required documents for getting the necessary tourist visa from the US Consulate, [Name of US Consulate, e.g., Mumbai Consulate]

Sincerely,

[Host 's name]

[Host's signature]

**\*Source for Visa invitation letters: <https://visaguide.world/letter-of-invitation-us-vis>**

**\*Additional samples from PWNC churches can be sent via email.**





## GUATEMALA QUICK FACTS & CULTURAL NORMS

### Overview:

The country of Guatemala is officially called the Republic of Guatemala. Guatemala is located in Central America and covers an area of 42,043 square miles. Guatemala borders Mexico, Belize, the Caribbean, and Honduras, El Salvador and the Pacific Ocean. Before the arrival of Spanish explorers in the 1500s, the region had been inhabited by the Mayan civilization. It wasn't until the early 1800s that Guatemala finally regained its independence from the Spanish Empire. Political and military conflicts ensued until 1996 when the Guatemalan Civil War that had begun in the 1960s, finally ended.

### Cultural Notes:

- The name 'Guatemala' originates from a word meaning 'place of many trees.'
- Guatemala's motto is the 'Country of Eternal Spring'.
- The main language spoken in Guatemala today is Spanish. There are 21 other Mayan dialects spoken in Guatemala.
- Evidence of human life in the Guatemalan region dates back to 12,000 BC.
- The capital of Guatemala is Guatemala City.
- The population of Guatemala today is more than 14 million people. Guatemala is the second-most populated country in both South and Central America.
- The Guatemalan currency is the Quetzal, and the U.S. dollar is also used.
- Approximately half of the Guatemalans living today are descendants of the ancient Mayans.
- The other half of Guatemalans are called Ladinos, who are of Spanish-Mayan ancestry.
- During the Guatemalan Civil War approximately 200,000 people died and half a million were displaced from their homes.
- In Tikal, Guatemala there are approximately 3000 Mayan buildings that date between 600 BC and AD 900.
- Major industry in Guatemala today includes sugar, textiles, clothing, chemicals and furniture.
- Major agriculture in Guatemala today includes sugarcane, coffee, bananas, and corn, as well as livestock including cattle.
- Major exports from Guatemala include meat, fruits and vegetables, sugar, coffee and cardamom.

- Major imports into Guatemala include fuel, transportation equipment, grain, fertilizer, chemical and mineral products and plastics.
- Guatemala's natural resources include petroleum, hydro power, fish, rare woods, and nickel.
- The tallest pre-Columbian structure in the Americas is Temple IV in Tikal. It stands at 212 feet.
- Guatemala's Independence Day is celebrated on September 15th each year. This day commemorates Guatemala's independence from Spain.
- Because of the high rates of organized crime in Guatemala, the country has one of the highest murder rates in the world.
- The literacy rate in Guatemala is 71%.
- There are approximately 2.3 million internet users in Guatemala.
- The highest point in Guatemala is Volcano Tajumulco which stands at 4,211 feet.
- The longest river in Guatemala is the Motagua River.
- Guatemala has a tropical climate, being hot and humid in the lowlands and cool in the highlands.
- Guatemala has a total of 33 volcanoes.
- The first chocolate bar was invented by the Mayans in Guatemala.
- The mathematical concept of 'zero' was invented by the Mayans.
- Guatemala is the birth place of blue denim.
- The largest collection of UNESCO World Heritage sites in any country are found in Guatemala.
- Belize used to be a part of Guatemala but was given to Britain. Britain had promised some highways in return but they were never built.

**Source:** [https://www.softschools.com/facts/countries/guatemala\\_facts/980/](https://www.softschools.com/facts/countries/guatemala_facts/980/)



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