 Hold Out the Lifeline…

**Hold Out the Lifeline: A Mission to Families • P. O. Box 157 • State Park, South Carolina 29147**

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**Mothers Eliminating Secondhand Smoke**

Memorandum of Understanding

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**(Faith-Based Group)**

**I. PURPOSE:** Hold Out the Lifeline: A Mission to Families (HOTL) and the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of Entity) hereby enters into this Memorandum of Understanding (hereafter MOU) for the purpose of eliminating exposure to secondhand smoke among families, especially women and children, through implementation of M.E.S.S. (Mothers Eliminating Secondhand Smoke) initiative.

**II. SCOPE OF SERVICES:** The overall vision of M.E.S.S. is that secondhand smoke exposure among women, children and congregational members will be eliminated. Three major goals support this vision: (1) Encourage faith-based organizations and institutions to accept the challenge to address secondhand smoke by hosting educational sessions, obtaining pledges from congregational members, and formally adopting and enforcing smoke-free campuses, (2) Promote the adoption and enforcement of a smoke-free model pledge for homes, vehicles and faith-based entities, and (3) Promote the adoption and enforcement of the Model Tobacco-free Policy for Faith-based Institutions.

1. Under the terms of this MOU, Hold Out the Lifeline: A Mission to Families shall be responsible for ensuring that all required activities are completed by participating faith-based groups; providing training and appropriate M.E.S.S. related materials to the representative of the participating faith-based group; providing technical assistance and consultation to participating faith-based groups; ensuring funding is provided to participating faith-based groups; and promoting accomplishments via appropriate newsletters and other media outlets.
2. Under the terms of this MOU, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Name of Entity) shall be responsible for identifying a contact coordinator, completing the FBO Assessment Form, hosting two educational sessions (one for adults and one for youth) with minimum of 30 participants in each, posting no smoking signs and educational posters throughout the buildings and grounds of the faith-based setting, obtaining pledges from members voluntarily committing to support the MESS project, adopting the model 100% tobacco-free policy for faith-based organizations, and submitting an Activity Summary Report. Each church/faith-based entity agreeing to participate and complete the above requirements by Friday, November 30, 2018 will receive $500.
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**III. PROJECT COORDINATOR:** The church/faith-based entity member serving as coordinator for this project is:

 Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Telephone number(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**iV. AMENDMENT:** Any changes to this MOU, which are mutually agreed upon between Hold Out the Lifeline and the above mentioned faith-based entity, shall be incorporated by written amendment to this MOU and will not become effective until the amendment is signed by each party.

**V. TERMINATION:** Subject to the provisions contained above, either party, providing thirty (30) days advance written notice of termination, may terminate this MOU.

**VII. NON-DISCRIMINATION:** No person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination in relation to any activities carried out under this MOU on the grounds of race, handicap, color, sex, religion, age, health status or national origin.

**VII. APPROVAL SIGNATURES**

 **PASTOR/COORDINATOR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **FAITH-BASED ORGANIZATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **MAILING ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **HOLD OUT THE LIFELINE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**