

Lutheran Mission Cooperation
Memorandum of Understanding
Between the Evangelical Lutheran Church in Tanzania (ELCT) and
Cooperating Churches, Mission Societies, Mission Agencies and Church Institutions

1. Preamble

Coordination and cooperation of the work of Tanzanian, American and European partners in God's Mission have a long history. It is rooted in the mandate of the Great Commission (Mathew 28:18-20) and in the understanding that Christ has called us and will accompany us while we participate in His Mission to the World (Luke 24:13-35).

This Memorandum of Understanding defines and guides the cooperation between the Northern partners and the ELCT within a joint forum.

2. Name

The name of the joint forum shall be LUTHERAN MISSION COOPERATION. The abbreviation shall be LMC.

3. Legal Status

The Lutheran Mission Cooperation functions under the umbrella of the ELCT.

4. Vision

The Lutheran Mission Cooperation nurtures holistic ministries and mutual community building in God's Mission through Christ for the sake of the world.

5. Mission

The LMC Members are equipped for mutual engagement in evangelical outreach, service, leadership development, peacebuilding and are empowered in strengthening and deepening their global relationships in God's Mission through Christ.

6. Purpose

The purpose of the Lutheran Mission Cooperation shall be:

- 6.1 To coordinate and facilitate cooperation and engagement in God's Mission
- 6.2 To provide a forum for discussion on matters of common concern and interest
- 6.3 To promote mutuality, transparency, and interdependence
- 6.4 To promote spiritual fellowship.

7. LMC Membership

LMC members may be churches, mission societies, mission agencies and church institutions.

LMC Membership is defined as follows:

- 7.1 All LMC Members who signed the Memorandum of Understanding of 2004 as amended in 2013.
- 7.2 New ELCT dioceses will automatically become members of LMC and have to sign the MoU.
- 7.3 Churches, mission societies, mission agencies or church institutions who desire to become members of LMC shall apply to the LMC Board and be accepted by the Round Table by three quarters of the votes.
- 7.4 Application for membership shall be given to the LMC Board at least six months prior to the annual LMC Round Table.
- 7.5 Each Member is obligated to contribute resources to LMC.
- 7.6 All Members shall sign the MoU; by signing, each member agrees to abide by the terms and conditions stated in the MoU.
- 7.7 Members shall have the right to speak and vote and should be represented at the Round Table. If a member cannot be present at the Round Table, the vote may be delegated in writing to their appointed representative.
- 7.8 Partners who are not LMC members may be invited to the Round Table by the LMC Board. They may speak but not vote.
- 7.9 Notice of intention to terminate membership shall be given to the LMC Board at least six months prior to the annual LMC Round Table.
Upon termination of membership, a member shall forfeit all rights to properties of LMC. Contributions and pledges for the current year shall be due and payable in full.

- 7.10 If any ELCT diocese leaves ELCT, it will be automatically excluded from LMC.
- 7.11 In extreme cases the LMC Round Table can terminate or suspend membership by three quarters of the votes.

8. Structure

8.1 The LMC Round Table

The LMC Round Table shall be the highest decision-making body of the Lutheran Mission Cooperation which shall meet once a year and shall be convened by the LMC Chair/Co-Chair in consultation with the Board.

The Round Table shall be financed by LMC. The logistical arrangements of the LMC Round Table shall be the responsibility of the ELCT in consultation with the LMC Secretariat.

- 8.1.1. It shall consist of one official representative from each member.
- 8.1.2 Two thirds of ELCT Members and two thirds of the Northern Members will make a quorum for a meeting. Two thirds of all present members are required to pass a decision.
- 8.1.3 Common Work shall be represented by the ELCT Presiding Bishop.
- 8.1.4 Each LMC member shall have one vote.
- 8.1.5 The ELCT Secretary General and Deputy Secretary Generals attending the Round Table will be allowed to speak but not to vote.
- 8.1.6 ELCT will nominate two women and two youth (one female, one male) to attend the Round Table as guests who will be allowed to speak but not to vote.
- 8.1.7 Northern Members will nominate two women and two youth (one female, one male) to attend the Round Table as guests who will be allowed to speak but not to vote.
- 8.1.8 The LMC Round Table shall:
 - a) Approve new LMC Members
 - b) Receive and approve LMC Board Members nominated by each respective group
 - c) Receive and approve the candidate of the trustee appointed by ELCT as Board Member (refer to 8.2.2).
 - d) Receive and approve the Chair, a Bishop nominated by the ELCT, from among the Board Members.

- e) Receive and approve the Co-Chair nominated by the Northern Members from among the Board Members.
- f) Discuss common matters of mission, policy, and advocacy.
- g) Receive reports from the LMC Board on LMC activities.
- h) Approve the LMC annual budget.
- i) Appoint auditors after proposal by the Board.
- j) Approve the audited report of LMC.
- k) Confirm employment of senior staff of the Secretariat.
- l) Terminate or suspend membership.

8.2 The LMC Board

The LMC Board shall act on behalf of the Round Table. The LMC Board shall meet three times a year and when necessary additional meetings may be called. The Board meetings shall be financed by LMC. The Board meetings shall be convened by the LMC Chair or Co-Chair. The Board meetings may be held in person, online or hybrid of both.

- 8.2.1 The LMC Board shall consist of eight members.
- 8.2.2 Four Board Members shall be from ELCT (an ELCT trustee, i.e. either the ELCT Secretary General or the ELCT DSG Finance and Administration, two bishops and one female member).
- 8.2.3 Four Board Members shall be from the Northern Members, at least one female member.
- 8.2.4 The Board membership shall be for a period of three years with the possibility of re-election.
- 8.2.5 The position of the Chair and Co-Chair shall be limited to two consecutive terms (but they may continue as Board Members).
- 8.2.6 Half of ELCT Board members and half of the Northern Board members shall make a quorum for a meeting. Either the Chair or Co-Chair shall attend the meeting.
- 8.2.7 If a Board Member is missing two consecutive meetings unexcused the Board will ask the next Round Table to elect a replacement.
- 8.2.8 The Board's decisions are on the basis of simple majority.

8.2.9 Specific roles and responsibilities of the Chair and Co-Chair:

- a) The Chair or Co-Chair shall chair the Board and Round Table meetings.
- b) They shall work in close collaboration with the LMC Secretariat in the development of agenda items for LMC meetings.
- c) In a stalemate situation in a Board decision the Board Chair/Co-Chair shall moderate until a simple majority is reached by voting.
- d) The Chair or Co-Chair shall sign the LMC Board and Round Table minutes. By doing so, the Chair or Co-Chair attest that the minutes reflect an accurate picture of the LMC Board or Round Table meetings.

8.2.10 The ELCT Board of Trustees shall handle all legal matters of LMC.

The LMC Board shall:

8.2.11 Have the oversight of the LMC Secretariat

8.2.12 Have responsibility for the development of job descriptions and recruitment processes of senior staff of the LMC Secretariat in collaboration with ELCT Common Work.

8.2.13 Report to the LMC Round Table on the implementation of the LMC activities.

8.2.14 Act as custodian of funds held in LMC accounts on behalf of the ELCT.

8.2.15 propose Auditors to the LMC Round Table.

8.2.16 Propose a draft budget to LMC Round Table.

8.3 The LMC Secretariat

The LMC Secretary heads the LMC Secretariat. The Secretariat shall work in close collaboration with the ELCT Common Work office. Regulations concerning service and remuneration of LMC Secretariat staff are defined in the LMC staff Manual.

The LMC Secretariat shall:

8.3.1 Propose an annual LMC budget to the LMC Board.

8.3.2 Implement the Board resolutions.


8.3.3 Administer and monitor funds for programmes, scholarships, projects, vehicle purchases and operations in accordance with LMC policies.

- 8.3.4 Prepare an annual LMC Manual including relevant information.
- 8.3.5 Prepare in consultation with the LMC Chair and Co-Chair the agenda for the LMC Board meetings.
- 8.3.6 Prepare in consultation with the LMC Board the agenda of the Round Table.

9. Amendments

Amendments in this Memorandum of Understanding shall be mutually agreed upon by all present LMC Members during the Round Table. All present LMC Members shall vote, and three quarters of the votes are required to pass the amendment.

October 2021



Bishop Dr. Benson Bagonza
LMC Chair



Deacon Claus Heim
LMC Co-Chair