

Thank you for your interest in applying for membership with the Faith Alliance Against Slavery and Trafficking (FAAST). FAAST is a Christian alliance working in collaboration to eradicate human trafficking and restore survivors. Our vision is to see a world without human trafficking where all human beings are treasured and protected as unique individuals made in God’s image. As an alliance, FAAST coordinates the resources and efforts of individual members in order to collectively strengthen their ability to address the scourge of human trafficking. Please select from the following membership categories below.

## *Membership Categories*

## *How to apply*

FAAST membership is separated into two categories: Organization Members and Steering Committee Members. All FAAST members are expected to attend FAAST’s monthly conference call meetings (1<sup>st</sup> Tuesday of each month) and General Body Meetings. FAAST’s General Body Meetings and Steering Committee Meetings will be scheduled on the same day consecutively.

Please identify which category you are seeking membership in and respond to all questions on pages 2 & 3 of the application. For more information on Annual Due Rates, refer to page 3. Please submit the application to the address below. Thank you for your application!

- Organizational Membership is open to faith-based organizations that are interested in conducting anti-trafficking interventions, have paid FAAST dues\*, and support FAAST’s mission. Organization Members enjoy all the services and benefits of FAAST and are invited to join the Coordinating Steering Committee and expected to be in attendance during FAAST’s conference call meetings and General Body Meetings for all members and invited guests.
- Steering Committee Membership is open to faith-based organizations that have made anti-trafficking interventions an organizational priority, have paid FAAST dues\* and support FAAST’s mission. Steering Committee Members enjoy all the services and benefits of FAAST and are expected to attend monthly conference call meetings, General Body Meetings and the Steering Committee Meetings and are invited to attend Coordinating Committee Meetings. Steering Committee members are able to vote at Steering Committee meetings, nominate new members, and lead FAAST anti-trafficking initiatives globally.

*Open Enrollment for Membership Applications:*

*Submit application to:*  
**FAAST**  
 Attn: Membership Application  
 7 E. Baltimore Street  
 Baltimore, Maryland 21202

\*FAAST dues are listed below.\*

Organizational Membership		Steering Committee Membership	
Annual Budget	Annual Dues	Annual Budget	Annual Dues
Under \$100,000	\$500	One level	\$6,000
\$100,001-250,000	\$1,000		
\$250,001-500,000	\$2000		
\$500,001 and up	\$3,000		

# Membership Application



Please answer questions in a separate document.

1. Name of Organization
  2. Contact Person
  3. Title
  4. Address
  5. Telephone
  6. Fax
  7. Email address
  8. Website
  9. Year Founded
  10. State Organization is Incorporated in
  11. Statement of Faith
  12. Statement of Organizational Purpose
  13. Briefly describe the organization's programs. Include a listing of the location of field offices or regional offices worldwide. (Attach materials, in addition to your annual report, as appropriate)
  14. Why does your organization wish to join FAAST and how would you and your associates expect to participate?
  15. Describe your governance structure, including size of board and executive committee; and frequency of meetings. Establish the voluntary nature of your board - does any board member receive compensation for his/her work for the board?
  16. Number of full-time, salaried staff in the U.S. and outside the U.S.
  17. Do you work with partner organizations overseas? Please describe the manner in which you implement programs together.
  18. Please indicate the approximate amount of the following funding sources as a percentage of your total annual income
    - Federal Grants: \_\_\_\_\_%
    - Federal Contracts: \_\_\_\_\_%
    - Foundation Grants: \_\_\_\_\_%
    - Membership Dues: \_\_\_\_\_%
    - Contributions: \_\_\_\_\_%
    - Other: \_\_\_\_\_%
- Explain: \_\_\_\_\_

*When submitting your application, please remember to include the following:*

Articles of Incorporation  
IRS Letter of Tax-Exempt Status  
Most Recent Annual Report  
Most Recent Audited Financial Report  
Current Year's Budget, as Approved by the Board

### *Why we exist*

We believe every human being is created in the image of God with inherent dignity, value and purpose. We believe that followers of Jesus have a Biblical mandate to care for the poor and the oppressed—those who are vulnerable and exploited. Slavery and human trafficking are forms of evil that seek to destroy God’s image in people and corrupt His purposes for humanity. FAAST exists because eradicating human trafficking reflects the heart of God.

We believe there is hope. We believe there is no better agency of change, hope and restoration than the resurrection power of Jesus Christ working through God’s people, the Church. However, to effectively address human trafficking, the body of Christ must work together. FAAST was created to foster a community of Christ followers equipped to restore freedom to those captive in exploitation and slavery.

### *What we do*

FAAST provides a framework for collaboration between churches, denominations, Christian universities and Christian communities around the world who are rising up to confront human trafficking. We connect God’s people through the power of partnership, and equip them through the creation of resources, facilitation of training events, and development of anti-trafficking programs. Each partner organization’s impact is expanded as our resources and efforts are combined to form large-scale anti-trafficking projects. We are better together than any of our individual organizations can be alone.

### *How we do it*

FAAST member organizations leverage our combined strengths and resources to advance the kingdom of God by generating united and active responses to the injustices of slavery and human trafficking. At the national level, the FAAST team collaborates monthly to conduct ongoing projects, research, training events and resource development. Locally and internationally, there is also extensive grassroots collaboration and networking between member organizations.

## Our Resources

**FAAST** | Faith Alliance  
Against Slavery  
and Trafficking



### *Hands that Heal Curriculum*

This international curriculum for caregivers of sex trafficking survivors was written by over 40 academics and covers topics such as: what is TIP, the biblical response to TIP, the community response, the physical, psychological, social and spiritual needs of survivors.

### *Change Agents*

This 7 week bible-based pre-teen curriculum is aimed at educating children and families about the issue of human trafficking, preventing children from becoming victims and empowering children and their families to make a difference.



### *Trainings*

FAAST holds two different types of trainings. Our Hands that Heal Train the Trainer equips leaders to bring small groups of people through an anti-trafficking training; equipping them to meet the needs of human trafficking survivors.

General Community Training equips churches, universities and local NGOs to be knowledgeable about TIP and this training can focus on either aftercare or prevention tactics.

### *Research*

The FAAST University Network brings relevant research and collaboration at an academic level. They serve as a clearing house of faith-based universities who want to equip their students to serve in the anti-trafficking realm.

### *Church Mobilization Materials*

FAAST has many toolkits to be used at a community level. Prayer guides, adult bible studies, chocolate party guides (labor trafficking), a movie view guide, and awareness materials. Everything you will need to equip your church and community for a holistic and well-founded approach to fighting human trafficking.



# Memorandum of Understanding (MOU) 2016

*Among*

Project Rescue  
The Salvation Army National Corporation  
The Salvation Army World Service Office  
World Relief  
Global Center for Women and Justice  
Rescue: Freedom International  
Rescue 1 Global  
Freedom's Promise

*To Establish the*

Faith Alliance Against Slavery and Trafficking (FAAST)  
*(As amended January 13, 2016)*

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## 1 INTRODUCTION

### 1.1 Purpose

The Parties to this Memorandum of Understanding (MOU) agree to work together to eliminate trafficking in persons around the world.

This MOU articulates the Parties' intentions regarding governance, membership, coordination and support of the Alliance and its member projects, and the process for amendment and review of these understandings. This MOU is effective as of 2016. Changes will be made as necessary with the consent of the Steering Committee Members.

### 1.2 Mission

FAAST's mission is to eliminate trafficking in persons through prevention, prosecution, victim protection, and sustainable restoration. As an alliance, FAAST coordinates the resources and efforts of individual members in order to collectively strengthen their ability to address the scourge of human trafficking.<sup>1</sup>

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<sup>1</sup> Parties to this MOU define "trafficking in persons" according to the United Nations Protocol to Eliminate Trafficking in Persons, Especially Women and Children, Article 3(a), which states that: "Trafficking in persons" shall mean the recruitment, transportation, transfer, harbouring or receipt of persons, by means of

### **1.3 Key Principles**

The Parties acknowledge the following principles to guide their collaboration under this agreement:

- (a) Our mission to alleviate suffering and injustice is a practical and Biblical expression of our faith in Jesus Christ and mandate to “love your neighbor as yourself” (Matthew 22:39).
- (b) Every person is made in the image of God and therefore has inherent value and dignity.
- (c) FFAST seeks restoration of the whole person -- including physical, spiritual, psychological, and intellectual.
- (d) Prostitution is inherently harmful and dehumanizing, and contributes to the phenomenon of trafficking in persons.
- (e) Every person has a right to work at a meaningful wage.
- (f) Active participation in the Alliance demonstrates a willingness to make the collaboration succeed.

### **1.4 Non-binding Memorandum of Understanding**

This MOU merely constitutes a statement of the mutual intentions of the Parties with respect to its contents. It does not create a relationship of employment, trust agency or partnership between the Parties. Each Party is responsible for its own obligations arising under this agreement.

## **2 STRUCTURE AND GOVERNANCE**

### **2.2 Coordination**

- (a) FFAST will be “housed” within one of the participating organizations. The choice of housing will be decided by a simple majority of Alliance members and reviewed annually. The current location of the FFAST Alliance is specified in Annex D.

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the threat or use of force or other forms of coercion, of abductions, or fraud, of giving or receiving payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation. Exploitation shall include, at a minimum, the exploitation of the prostitution of others or other forms of sexual exploitation, forced labour or services, slavery or practices similar to slavery, servitude or the removal of organs.”

- (b) **FAAST Coordinator:** Under the general direction of the FAAST Steering Committee, and working closely with the FAAST Coordinating Committee, the FAAST Coordinator serves as a liaison and fosters communication between Parties. He or She coordinates FAAST activities and maintains the FAAST archives. The FAAST Coordinator Job Description is attached as Annex B and will be reviewed as necessary by the Coordinating Committee. In the case that the FAAST Coordinator position is vacant, the FAAST Committee Members will work together to fulfill the Coordinator's responsibilities. The FAAST Steering Committee will evaluate the fulfillment of these tasks semi-annually to assure that each organization is contributing decently to the maintenance and development of the alliance.
- (c) **FAAST Chairperson:** The FAAST Chairperson will be a member of the FAAST Steering Committee. It is a rotating two-year position and is elected by a vote of the Steering Committee. The Chairperson leads Steering Committee calls and facilitates voting. They are more accessible to the Coordinator than the average member of FAAST and assists in making decisions that does not require the entire alliance's vote. The Chairperson has authority to take urgent action in communication with Steering Committee members between meetings as needed. For a complete description of the FAAST Chairperson position and responsibilities see Annex A.
- (d) **FAAST Steering Committee:** The FAAST Steering Committee has general authority over the FAAST Coordinator and FAAST Coordinating Committee. The FAAST Steering Committee shall meet on an at-need basis as the participants so determine. Only one representative from each Steering Committee Member Organization shall be the voting member for the organization.
- (e) **FAAST Coordinating Committee** will be made up of representatives from each FAAST participating organizations who will assist in carrying out the goals of the Alliance and action items of the Steering Committee in accordance with the following:
  - (i) The number of Coordinating Committee members will be at least one, no more than five people and should include the Steering Committee member where applicable;
  - (ii) The Coordinating Committee will meet as necessary to fulfill the goals of the Alliance at least 2 times a year; and
  - (iii) The Coordinating Committee may recommend the establishment of sub-committees to the Steering Committee. It may also form sub-committees as necessary to fulfill the goals of the Alliance.
- (f) **A University Network** will be made up of representatives from member universities, and will meet bi-monthly either in-person or via conference call.

A University Network Chairperson will be selected to coordinate the Network. This individual will be selected annually by the university members, subject to approval by the FFAST Steering Committee.

### **2.3 Staff**

FFAST activities will be conducted by personnel according to the following arrangements:

- (a) Participating organizations shall commit such staff as they deem necessary to support the goals of the Alliance, including staff time to be on calls and at Coordinating Committee meetings.
- (b) The FFAST Steering Committee may approve plans, terms and conditions for hiring permanent and/or temporary staff as needed to pursue Alliance goals and funded projects.

### **2.4 Projects of the FFAST Alliance**

The projects of the Alliance will be managed using a structure made up of the following features:

- (a) The Steering Committee shall appoint the Project Lead from within the Coordinating Committee for any given project. Designations shall be made according to the applicable presence, willingness and organizational capacity of that participating organization.
- (b) The Project Lead shall designate Supporting Agencies for each project.
- (c) The Project Lead and Supporting Agencies shall be responsible for creating contracts between themselves for each project.

## **3 MEMBERSHIP**

### **3.1 Requirements for Membership in the FFAST Alliance**

- (a) Member organizations of the FFAST Alliance must:
  - i. agree and commit to the FFAST Mission and Key Principles;
  - ii. be a Christian organization with a statement of faith;
  - iii. be recognized as tax-exempt under section 501 (c)(3) of the Internal Revenue Code;

- iv. have an Indirect Cost Rate of 25% or less;
- v. set aside time to participate in Alliance calls and projects;
- vi. be directed by an active and responsible Board of Directors whose members have no material conflict of interest and a majority of whom serve without compensation; and
- vii. pay annual dues to the Alliance.

### 3.2 Membership Categories

FAAST membership will be separated into three categories: (University Network Membership, Organization Membership and Steering Committee Membership). All Organization and Steering Committee members are expected to attend FAAST's Coordinating Committee Meetings.

- (a) **University Network Membership** is open to faith-based universities that seek to engage in anti-human trafficking efforts, support FAAST's mission and have paid FAAST dues. Universities are encouraged to hold anti-trafficking courses, training, and internships in conjunction with Organizational and Steering Committee organizations.
  - i. Members must be approved by a Steering Committee majority and the University Chairperson must be approved by a unanimous vote from the Steering Committee. After approval the University Network Chairperson will hold a Steering Committee vote.
  - ii. University Network members will meet regularly as a Network (by phone or in person), and are expected to have a staff member present on monthly FAAST University Network conference calls. University members are also invited to the Coordinating Committee meetings.
- (b) **Organizational Membership** is open to faith-based organizations that are interested in conducting anti-trafficking interventions, have paid FAAST dues, and support FAAST's mission. Organization Members enjoy all the services and benefits of FAAST and are expected to be in attendance during FAAST's Coordinating Committee conference calls and meetings.
- (c) **Steering Committee Membership** is open to faith-based organizations that have made anti-trafficking interventions an organizational priority, have paid FAAST dues and support FAAST's mission. Steering Committee Members enjoy all the services and benefits of FAAST and are expected to attend monthly FAAST's Coordinating Committee conference call meetings, Coordinating Committee and the Steering Committee Meetings. Steering Committee members are able to vote at Steering Committee meetings, nominate new members, attend the University Network meetings, and lead FAAST anti-trafficking initiatives globally.

### 3.3 Dues for FAAST Members:

FAAST members will be responsible for paying regular dues according to the following structure (See Chart in Annex F):

- (d) University Network Members will pay annual dues of \$300 for their involvement with the FAAST University Partnership. The university whose member is serving as University Chairperson will have its dues waived due to their commitment as chair of the Network. Organization Members pay annual dues based on a sliding scale, according to the organization's annual budget. Minimum dues are \$500 and maximum dues are \$3,000. Members must be approved by a Steering Committee majority.
- (e) Steering Committee Members are required to pay annual dues totaling \$6,000, annually. Membership as a Steering Committee member must be approved unanimously by current Steering Committee members, otherwise, the organization is can only be considered as an Organizational member.
- (f) In the event that an organization has a formal partnership and relationship with a FAAST member, the organization can "split" their dues with the existing member. This will only be allowed through a unanimous Steering Committee vote.
- (g) All interested organizations wanting to become members of FAAST should submit an application to FAAST. Upon receiving the application, it will be reviewed by current Steering Committee members who will confirm all new members.
- (h) Please see Annex F for the list of dues and benefits.

### **3.4 Membership obligations, responsibilities, and privileges**

Participating organizations shall commit to the following obligations, responsibilities, and privileges:

- (a) Fiscal Agent
  - (i) The Fiscal Agent for FAAST shall take responsibility for all fiscal aspects of the Alliance.
  - (ii) The Steering Committee shall designate the Fiscal Agent from within FAAST member organizations. Fiscal agency will be reviewed by the Steering Committee annually. The current Fiscal Agent is identified in Annex D.
  - (iii) Up to 15% Indirect Cost Rate will be applied to all funds received by the Fiscal Agent for Alliance's purposes.
  - (iv) A lower dues rate for the Fiscal Agent can be discussed and approved by a unanimous Steering Committee vote.
- (b) Joint Responsibilities

Steering Committee organizations shall be responsible for making decisions for FFAST. Such decisions include but are not limited to: hiring and firing FFAST staff, budgetary issues, and dues requirements. Decisions will be made by a simple majority of Steering Committee organizations.

(c) Responsibilities

There are standards of membership for all FFAST members. These standards include ethics in media, confidentiality and standards of knowledge. FFAST also requires participation from all organizations by email and the monthly phone call. If an organization misses three phone calls in a year they would not be considered in good standing and their membership would be reviewed.

All members should have an excellent knowledge of the TVPA (or Palermo Protocol for non-US members), basics of sex trafficking, labor trafficking, demand, and community engagement. See Annex E for the standards in media ethics and confidentiality.

(d) Membership Privileges

There are four different types of organizations and people who benefit for the FFAST Alliance: Friends of FFAST (free), University Members, Organizational Members and Steering Committee members. All the benefits and dues are spelled out in detail in Annex F.

## **4 FUNDING AND FINANCIAL ARRANGEMENTS**

### **4.1 Pursuit of Funding**

(a) General FFAST Alliance Activities

The FFAST Steering Committee shall direct the FFAST Coordinator's fundraising activities for general FFAST activities.

(b) Individual FFAST Alliance Projects

The designated Project Lead and Supporting Agencies shall be responsible for identifying and obtaining funds for individual FFAST projects.

### **4.2 Financial Arrangements**

(a) Accounts

The Fiscal Agent shall establish and maintain a FFAST bank account. Income shall include but not be limited to: FFAST member dues, member contributions, sale of

materials, and individual contributions designated to FAAST use. Income will be subject to no more than 15% Indirect Cost Rate as indicated in Section 3.6(a).

Accounts for individual FAAST projects will be held by the Project Lead for each project.

(b)  
Budgets

The FAAST budget shall be approved by the FAAST Steering Committee on an annual basis.

(c) Auditing

The Fiscal Agent shall be responsible for annual auditing of the FAAST account. Audit reports shall be available to all other participating organizations and reviewed annually by the Steering Committee.

Individual project account audits are the responsibility of the each Project Lead.

## **5 MEETINGS AND REPORTING**

### **5.1 Reporting**

Each Party agrees to assist the Fiscal Agent and/or Project Lead in the timely preparation of any financial reports, service reports, or information for proposals that are required by FAAST projects or mutually agreed upon funding initiatives.

### **5.2 Meetings**

Parties agree to participate in periodic FAAST meetings according to the following schedule:

- (a) The FAAST Coordinating Committee shall meet at least twice per annum and other times as necessary to achieve the goals of the Alliance. The Coordinating Committee meeting will be made up of Steering Committee, Organization Members and University Network Members.
- (b) The Steering Committee may designate additional meetings and events.

## **6 CHANGE IN MEMBERS**

### **6.1 Adding Members**

- (a) The Steering Committee may be expanded to include other parties if:

- i. a Steering Committee member nominates the Party to the Steering Committee as a whole; and,
  - ii. the Steering Committee receives and unanimously approves the nominee at a regularly-scheduled meeting; and
  - iii. the Party to be added agrees to this MOU in its entirety; and,
  - iv. the Party pays at least the full base amount of the prescribed dues, which will vary based on the following:
  - v. The base dues for the subsequent year's membership shall be reduced by a pro-rated amount to adjust for new members who are received during the course of the year. [For e.g., if the Steering Committee approved a nominee in September, three-fourths of the base amount of dues for the calendar year will be credited to prescribed dues for the subsequent year.]
- (b) Organizational Committee may be expanded to include other parties if:
- i. An Organization fills out the application and send it to the FFAST Coordinator or Steering Committee member
  - ii. the Steering Committee receives and by majority approves the nominee at a regularly-scheduled meeting; and
  - iii. the Organization to be added agrees to this MOU in its entirety; and,
  - iv. agrees to pay the full amount of the prescribed dues, which may be prorated if the Organization joins mid-year.
- (c) University Network may be expanded to include other parties if:
- i. a university fills out the application and send it to the Chairperson or FFAST Coordinator,
  - ii. the Steering Committee receives and by majority approves the nominee at a regularly-scheduled meeting; and
  - iii. the university to be added agrees to this MOU in its entirety; and,
  - iv. agrees to pay the full amount of the prescribed dues, which may be prorated if the university joins mid-year.
  - v. An exception is made for the University Chairperson's organization. Their dues are waived and the University Chairperson can only be elected by the unanimous vote of the non-University Steering Committee members.

## **6.2 Removing Members**

A Party to this MOU may be removed from the Alliance by written agreement of a simple majority of Steering Committee Members.

## **7 Voting**

Unless otherwise noted, voting is conducted by a simple majority of votes be either the Steering Committee, Coordinated Committee or the University Network as required. Voting by each committee will be as follows:

### **7.1 Steering Committee**

The Steering Committee votes are by a simple majority except for the following:

- (a) A unanimous vote is required to add a member to the Steering Committee.
- (b) A unanimous vote is required to allow an organization that has a formal partnership with a FFAST member to “split” their dues between the organization and the existing member.
- (c) A unanimous vote is required to lower the dues rates for the fiscal agent.
- (d) Two-thirds majority vote is required to make modifications to the MOU and/or its annexes.

## **7.2 Coordinating Committee**

The Coordinating Committee votes are by a simple majority.

## **7.3 University Network**

The University network votes are by a simple majority.

## **7.4 Political Statements**

Political statements require a two-thirds majority vote by the Coordinating Committee. If the vote on the statement is not unanimous the statement must be accompanied with the statement: “The views of this statement may not reflect the views of all members of the Alliance.”

## **8 CHANGES TO THIS MEMORANDUM OF UNDERSTANDING**

The FFAST Steering Committee shall review this MOU annually. Any modification to this MOU or its Annexes shall require consent by a two-thirds majority of the members.

**Signatories to the MOU**

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Project Rescue

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The Salvation Army National Corporation

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The Salvation Army World Service Office

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World Relief

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Global Center for Women and Justice

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Rescue: Freedom International

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Rescue 1 Global

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Freedom's Promise

## **Memorandum of Understanding**

### **Annex B: Job Description**

**Effective Date:** March 1, 2013  
**Job Title:** **FAAST Coordinator**  
**Status:** Full-time (30-40 hours/week)  
**Work Location:** Baltimore, MD

#### **General Function**

The Coordinator provides support to the FAAST alliance by coordinating communication between FAAST members and maintaining alliance data. This position reports to the fiscal agent organization and the steering committee of FAAST.

#### **Specific Job Duties**

- Serve as liaison and foster communication between FAAST member organizations;
- Organize regular FAAST meetings and conference calls by scheduling meeting dates and creating agendas;
- Help facilitate and take notes at FAAST meetings and calls;
- Hold the FAAST cell phone; answer calls during business hours;
- Respond to e-mail inquiries or requests related to FAAST programs, trainings etc., or forward e-mails to appropriate FAAST member(s);
- Manage incoming mail; coordinate with fiscal agent finance staff for handling of donations and invoices;
- Maintain record of donations received;
- Maintain and update a database of strategic contacts, donors, and partners;
- Send periodic communications to FAAST mailing list via Constant Contact;
- Send thank you letters to large donors; conduct other donor follow-up;
- Process Hands That Heal (HTH) curriculum orders;
- Manage PayPal account;
- Serve as point-of-contact for HTH translation projects;
- Maintain a database of all US and international HTH Trainings and send updated list monthly to FAAST members;
- Update FAAST official documents (MOU, etc.);

- Assist with development and updating of general and educational materials (i.e. FAAST brochure, HTH brochure, FAAST resource folder, FAAST tablecloth/conference display, etc.); monitor quantities and report to members regarding replenishment;
- Assist with special projects by facilitating internal and external communication, forwarding inquiries to the appropriate FAAST member, and maintaining records of financial contributions;
- Maintain and update the FAAST website;
- Maintain and update FAAST Facebook page and Twitter account;
- Other administrative tasks as needed

### **Skills and Qualifications**

- Bachelor's Degree or at least 2 years of equivalent work experience preferred
- Working knowledge of trafficking in persons
- Organized and able to multi-task
- Attentive to detail
- Self-motivated
- Advanced computer skills including Microsoft Office, Photoshop, contact management software, and social media

Memorandum of Understanding

Annex A: Chairperson Job Description

FAAST is a strategic alliance of Christian organizations working together to combat slavery and human trafficking.

Mission: Mobilize and equip communities to combat slavery and human trafficking and restoring survivors.

Vision: We see a world of transformed communities, free of slavery and exploitation

**Rotating Chairperson Description**

The Chairperson will:

- Be elected by vote of the Steering Committee.
- Be from a Steering Committee organization.
- Serve a term of two calendar years.
- Serve no more than two consecutive terms.
- Be more accessible to the Coordinator than the average member.
- Help the Coordinator with small decisions that do not require the entire alliance's vote.
- Leads Steering Committee calls and facilitates voting.
- Serve as a spokesperson for the FAAST alliance.
- Bring budget and decision clarity to the Coordinator.
- Help FAAST remain a shared-vision alliance by implementing a mutually agreed upon vision established prior to the chairperson's election.
- Collaborate with FAAST Coordinator to prepare agendas and pre-meeting materials.
- Assist FAAST Coordinator with recruitment and orientation of new member organizations.
- Have delegated authority to take urgent action in communication with Steering Committee members between meetings as needed.

**Memorandum of Understanding  
Annex C: Coordinating and Steering Committee Members**

*Steering Committee:*

As stated in the FAAST Memorandum of Understanding (MOU), the FAAST Steering Committee has general authority over the FAAST Coordinator and FAAST Coordinating Committee. The FAAST Steering Committee shall meet on an as-needed basis as the participants so determine. Only one representative from each Steering Committee Member Organization shall be the voting member for the organization as well as the University Network Chair Person.

**The Steering Committee for the calendar year 2016 are:**

- , Project Rescue
- , The Salvation Army
- , Salvation Army World Service Office
- , World Relief
- , Rescue:Freedom
- , Global Center for Women and Justice

*Coordinating Committee:*

The FAAST Coordinating Committee will be made up of representatives from the University Network Members, Organizational Members and Steering Committee participating organizations. The number of Coordinating Committee members will be no less than three and no more than 20 people.

**The Coordinating Committee for the calendar year 2016 are:**

- , Project Rescue
- , The Salvation Army
- , Salvation Army World Service Office
- , World Relief
- , Global Center for Women and Justice
- , Rescue:Freedom
- , Nazarene Compassionate Ministries
- , Freedom's Promise
- , Rescue 1 Global

The Committee members will be designated by the FFAST Steering Committee. Membership will be reviewed at Steering Committee meetings.

The Coordinating Committee will meet by monthly conference call to fulfill the goals of the Alliance; and

The Committee may recommend the establishment of sub-committees to the Steering Committee. It may also form sub-committees as necessary to fulfill the goals of the Alliance.



Faith Alliance  
Against Slavery  
and Trafficking

<b>Benefits of Membership</b>	<b>Steering Co mmittee Le vel</b>	<b>Organizational Level</b>	<b>University Level</b>	<b>Friends of FAAST</b>
Bi-monthly Connector Email	X	X	X	X
Networking Opportunities	X	X	X	X
Parent Prevention Bible Studies	X	X	X	X
Awareness to Freedom Prevention Materials	X	X	X	X
Free access to Hands that Heal Curriculum for internal use (11 languages and Academic version)	X	X	X	
Access to FAAST's awareness materials (able to rebrand for your organization)	X	X	X	
Access to FAAST's prevention materials	X	X	X	
Promotion section in the Bi-monthly Connector	X	X	X	
Monthly Coordinating Committee calls	X	X		
Monthly University subcommittee phone calls			X	
Information sharing	X	X	X	
Access to the network of universities	X	X	X	
Listing of your organization on the FAAST website	X	X		
Listing of your university on the FAAST website			X	
Internship opportunities			X	
Access to the newest resources upon creation	X	X	X	
Access to the extensive network of anti-trafficking experts	X	X	X	
Voting rights at Steering Committee meetings and vote on general oversight of FAAST	X			
Opportunity to speak into where FAAST is headed and how to partner	X			
Opportunity to display and disseminate materials at conferences where FAAST is represented and to the FAAST network	X			

**Memorandum of Understanding**

**Annex D: Fiscal Agency**

As per the Faith Alliance Against Slavery and Trafficking Memorandum of Understanding (MOU), the FAAST Steering Committee shall designate the Fiscal Agent from within the Alliance's member organizations. Fiscal agency will be reviewed by the Steering Committee annually. **The Fiscal Agent as of October 1, 2010 is World Relief Corporation of National Association of Evangelicals (d.b.a. World Relief).** This designation shall remain in effect until September 30, 2016 or until otherwise amended.

Contact Information:

World Relief /FAAST  
7 East Baltimore Street  
Baltimore, MD 21202-1602

The Alliance's Fiscal Agent shall establish and maintain a FAAST bank account. Income shall include but not be limited to: Alliance member dues, member contributions, and individual contributions designated to Alliance use. Income will be subject to an up to 15% Indirect Cost Rate as indicated in MOU Section 3.6(a).

## **Memorandum of Understanding**

### **Annex E: The Faith Alliance Against Slavery and Trafficking (FAAST) Code of Conduct**

#### **Violation of the Code**

Any violation of this Code is viewed as a serious matter regardless of whether or not the actions in question were taken for the sake of convenience, or whether or not there is any actual loss or benefit to the Faith Alliance Against Slavery and Trafficking and/or others.

Violations will result in an investigation and, if appropriate, disciplinary action. Depending on the significance of the violation, disciplinary action could include termination of membership, without notice or reimbursement of dues in lieu of such notice. Violations may also result in civil and/or criminal proceedings being initiated.

#### **Discrimination and Harassment**

Prohibited grounds of discrimination include race, color, gender, disability, ethnic or national origin, age, religion, creed, marital or family status, sexual orientation, or any other grounds covered by human rights legislation within the United States.

#### **Responsibilities**

There are standards of membership for all FAAST members. These standards include ethics in media, confidentiality and standards of knowledge. FAAST also requires participation from all organizations by email and the monthly phone call. If a particular organization misses three phone calls in a year they would not be considered in good standing and their membership would be reviewed.

All members should have an excellent knowledge of the TVPA (or Palermo Protocol for non-US members), basics of sex trafficking, labor trafficking, demand, and community engagement.

There are materials and resources provided as a member of FAAST. These are not to be distributed outside your organization and if quoted please give credit to the Alliance. FAAST uses these materials (i.e. Hands that Heal) to create revenue and support Alliance functions.

#### **Confidentiality**

Any information relating to FAAST policies, processes, structures or operations acquired in the course of, or as a result of, our service with FAAST is confidential. Such information is confidential, and may not be disclosed to any other person or organization without prior written authorization. Confidential information or material includes, but is not limited to, financial information, plans, curriculum, awareness material, trainings, FAAST's information, and any other information deemed "confidential", unless such information is available to the general public or in the public domain.

Member organizations must have volunteer and client confidentiality protocols in places and consent forms if the organization works with survivors of human trafficking. FAAST also believe in protecting staff, volunteers, members, and survivors and human trafficking. As such members are to treat all and any of confidential information as confidential and secret and not use any of such confidential information for any purpose especially for media or promotions.

Members are to take all reasonable steps to protect the confidentiality of such confidential information and to prevent disclosure of same to unauthorized persons. Members are not to disclose any of such confidential information in whole or in part to any third party without the prior written consent of the other party save to its authorized representatives who need to know the same for the purpose of evaluating such confidential information. They should also take all reasonable steps to ensure that each authorized representative to

whom it discloses such confidential information is made aware of the provisions of this agreement and observes the obligations contained therein.

## **Ethics in Media**

- i. *Truthfulness.* Member need to make a commitment to telling the truth. This includes not giving false or made-up reports, and telling truthful stories that are not intended to deceive the audience. This may require members to provide not only the facts but also the context surrounding them. Truthfulness requires a commitment not only from the member but also from the organization he or she works for. With Human Trafficking it is important that you do not use statistics by other NGOs. Try to use statistics only by government entities and please understand that statistics in the field are hard to come by. Trafficking victims are not lining up to be counted but we need to do our best to honor integrity by using statistics that are not “guesstimates”
- ii. *Sensationalism.* Human Trafficking is egregious. It does not matter if the victim was only sold or used for labor exploitation once or ten thousand times. It does no one any favors to always highlight the most extreme cases; then the person victimized just once feels that their crime is not worth seek justice or restoration. FAAST suggest that you never real photos or names of victims; even with their consent. Asking a survivor to share their story makes them re-live the trauma and also identifies the survivor with their victimization. We do not help survivors move on by constantly branding them with their victimization.
- iii. *Authenticity and appropriateness of photographs.* Photos can be among the most controversial media materials, both because of their disturbing content and because they can be altered with digital editing tools. Human Trafficking is not usually chained bondage in the U.S. but that is typically the photos used. FAAST suggests not using people who are portrayed as held against their will. We all know this is not the most common form of Human Trafficking and it send the wrong impression to the public. If we ever want to empower people to spot trafficking victims we need to portray them effectively.
- iv. *Use of others photos and information.* FAAST suggests that you never real photos or names of victims, even with their consent. It is extremely important that you never use photos, names or identifying items of a minor or within one year of the victim’s exploitation. That branding is permanent and identifies them as a victim forever, which may stunt them in the restoration process. Also, a victim may say “yes” to using their photo just to please you or to gain the love and acceptance they are looking for. Asking a survivor to share their story makes them re-live the trauma and also identifies the survivor with their victimization. Some survivors may want to advocate and share their stories, but some may not. We do not help survivors move on by constantly branding them by their victimization. Respect whatever they decide to share and always encourage further psychological care.
- v. *Branding.* The use of FAAST branding or co-branding is acceptable on FAAST approved documents and graphics. Please make sure to cite FAAST if using materials created by the Alliance.
- vi. *Linking to FAAST website or materials.* As an organization committed to the highest ethics and standards, FAAST requires that such linking should not (a) suggest that FAAST promotes or endorses any third party's causes, ideas, political campaigns, web sites, products or services, nor (b) use information or materials copyrighted by FAAST trademarks or service marks for commercial purposes.

Linking to FAAST is specifically prohibited if the website in question contains material that:

- Inconsistent with the ethical values of FAAST;
- Disparages any race, religion, sexual orientation, ethnic group, nationality, or gender;
- Is lewd, lascivious, indecent, or offends the ethical standards of FAAST;
- Is defamatory.