



Key Partner Status Application

As a Key Partner we recognise the higher expectation in terms of administration and **commit** to:

1. Ensure we keep up-to-date with tracking when the item has been given to the applicant and writing a thank you message to the donors (with no action required older than 3 months unless for exceptional circumstances)
2. Write requests and thank you messages that do not need heavy editing from the staff team and adhere to the guidelines
3. Always consult with the staff team about any unusual requests or special permission to post a 4th request for someone (rather than just posting it and ignoring the warning about multiple requests)
4. Respond to emails within a week (unless on annual leave, sick leave or similar) and submit financial return by the deadline supplied

As a Key Partner we recognise the higher expectation in terms of promoting our work. **Please share the following:**

- Your website link where you have **the Acts 435 logo, a link back to our site and an explanation of who we are and what we do:** **[insert URL]**
- Evidence of **where you have shared information about Acts 435**, e.g. in a newsletter, church noticeboard, blog etc - **these can either be entered below as pasted images, or sent separately.**
- Evidence of the **two posts** you have done on social media - **either sharing URLs or inserting screenshots below:**

If your church or charity does not have a social media presence, your willingness to share Acts 435 can also be demonstrated in the following ways. **Please let us know what you would be willing/able to do in the next 12 months**, or other ways in which you have spread the word more widely about Acts 435 **(please tick any/ all that apply):**

- ☐ Share the work of Acts 435 by having a stand or speaking at any appropriate local events/churches. This could be organised by yourself or you could be asked to represent Acts 435 by the staff team.
- ☐ Come along to an event/conference, local to you, where the staff team has arranged to have a stand/presence.
- ☐ Represent Acts 435 should we be approached by any media outlets for stories and/or interviews.
- ☐ Have a zoom chat with someone from Acts 435 that we can then use to promote Acts 435 - this could be with the Advocate or church/charity leader and will usually be with Katie Greene for Acts 435.
- ☐ Other: _____

I, _____ (NAME), confirm I have the authority to commit to these requirements on behalf of our organisation, and I have attached the necessary evidence. If we have more than one advocate, I will take responsibility to ensure all our advocates meet these requirements.

Church/Charity Name: _____ Date: _____