

The Golden Triangle Emmaus Community (GTEC)

Instructions and Guidelines for Sponsors of Applicants (Pilgrims)

to Attend the Walk to Emmaus

Guidelines to Assure a Successful Sponsorship of a Pilgrim

Good sponsorship is the backbone of an effective Emmaus experience for your pilgrim. Sponsorship is an act of Agape. Before inviting (sponsoring) a Pilgrim to attend a Walk to Emmaus:

1. Pray for discernment.
2. Choose to answer yes to all of these questions: (In other words, an answer of “no” to any question means that now is not the time for you to sponsor a Pilgrim.)
 - a. Do I have emotional, physical and spiritual health to sponsor a Pilgrim?
 - b. Do I have the time and energy to sponsor a Pilgrim?
 - c. Will I meet all the obligations required of Sponsorship?
 - d. Am I motivated by God's will rather than my own wants to choose and select a Pilgrim to sponsor?
3. Assure that the intended applicant is an active member of a Christian church.
4. Pray for the applicant before you contact him or her.
5. Read the Sponsorship manual and receive Sponsorship training. (In our community, this typically happens at follow-up meetings to Walk weekends.)

Invite the Pilgrim to attend a Walk to Emmaus weekend.

1. Describe the Walk to Emmaus weekend. Understanding what the Walk to Emmaus means matters. For example: tell people about the talks, table discussions, singing, prayer services, etc.
2. Confirm she or he is an active member of a church. Active Church membership matters and is pre-requisite to attend. The Upper Room Walk to Emmaus is intended to strengthen the local church. “Emmaus is a spiritual renewal program aimed at inspiring, challenging and equipping Christians for Christian action in their homes, churches, their communities and workplaces.... Emmaus is not intended to make disciples, but rather to strengthen those who are disciples already.” (Bryant, S. D., “What is Emmaus?” *Upper Room*)
3. **Be sure that the person understands that the walk is ecumenical (many denominations and faith traditions will be served on the weekend). The Methodist liturgy and practices may differ from what is “normal” for that person. Clergy on an Emmaus walk may be either male or female. All participants are welcome to partake of Holy Communion, which is served at Emmaus by intinction.**
4. Confirm his or her health will enable them to attend and participate. (Do not ask for any medical information.)
5. Ask and answer any questions the Pilgrim asks. Avoid secrecy by answering in an open clear manner. If you do not know an answer, say: “I do not know,” or tell the person you will find out and get back to them with the answer.
6. Give them the booklet entitled: **What is Emmaus?** by Stephen Bryant.
7. Tell them about the GTEC web site: **<http://www.goldentriangleemmaus.org>**

After the Pilgrim accepts the invitation:

1. Pray for the applicant and her or his family, church, and pastor.
2. Discuss the Walk to Emmaus with the applicant's spouse before submitting the application to the Pilgrim Registrar. Encourage both to attend within a short time of each other. Give an application to both spouses.
3. Sign up for the 72-Hour Prayer Clock @ **prayerbanner.org**.
4. Explain to the Pilgrim what he or she needs to bring to the Walk and what to leave at home:

- a. Bring comfortable clothing, jacket, bed linens, blanket, pillow, bath towel, personal items, medications, appetite, walking cane, wheel chair/scooter.
 - b. Optional: bring money for book table purchases.
 - c. Special Needs: For those with allergies (food, etc) or other special dietary preferences, tell them to bring what they need to the Walk. (We are unable to guarantee what is or is not in the food we prepare.)
 - d. Leave at home a phone, watch, electronic gadgets, camera, computer
5. Ask if he or she has any special needs (do not ask for medical information).
- a. Advise the Pilgrim that if his or her health status changes; i.e. prevents them from attending, that they contact you, so that you may make arrangements to cancel and/or reschedule.
6. Discuss the \$150 Walk fee. A non-refundable, 50% deposit of \$75.00 is required with each application before it will be processed.
- a. ***In cases of severe financial hardship of the sort that would prevent someone from attending a walk, a scholarship may be available. If a scholarship is needed, please indicate on the sponsor's form what level is needed. Please submit all requests for aid to the Scholarship Committee for their approval. Scholarship funds are very limited.***
 - b. Note: Often, sponsors, churches, family or friends will pay the fee for a pilgrim as an act of agape.
7. Ask for and collect the Pilgrim application.

Review and submit applications. *The sponsor must submit the following together to the Pilgrim Registrar: Pilgrim application, Sponsorship form, and non-refundable \$75 deposit.*

1. The meaning of signature matters. Sponsor's signature on this form is your promise to your applicant, to your Church and to the Emmaus Community that you will:
 - a. Prepare the applicant for the Walk.
 - b. Care for the applicant's loved ones and family during her or his Walk.
 - c. Help the applicant become more active in service to God after his or her Walk.
 - d. The signature emphasizes the great importance the Walk to Emmaus places on Sponsorship.
2. If in the rare situation, your Pilgrim has requested an exception to the policy of active church membership:
 - a. Ask for an explanation.
 - b. Contact the Community Spiritual Director to request, on behalf of your Pilgrim, an exception to the policy.
 - c. Tell the Pilgrim if this is or is not approved (in writing).
3. Check the Pilgrim Application.
 - a. No spaces are left blank.
 - b. All signatures are signed.
 - c. Church name is the full, unabbreviated name.
 - d. If needed, proof of exception to active church attendance is attached.
 - e. A non-refundable deposit of \$75 is attached.
 - f. Sponsor has initialed the pilgrim's application on bottom right corner of each page.

After the Pilgrim Registrar approves the Pilgrim's application:

1. Tell the applicant they are approved. Stay in communication with the Pilgrim.
2. Offer to assist as able with special situations that may impact their focus on their relationship with God while on the Walk weekend. For example: securing house sitting, car pools, care for pets, children, etc.

3. Offer to assist, as able, the Pilgrim's family while the Pilgrim is on her or his Walk weekend. If you are unable to assist, offer to try to find someone else they approve of who can provide additional help.
4. Write a personal agape letter to your pilgrim and arrange for other letters from spouse, children, relatives, close friends and their Pastor. Start early to obtain letters. Bring all letters on Thursday evening.
5. Alert the Walk leadership and write on your Sponsor's form any Pilgrim special needs. (Do not report any medical information). For example: share that the pilgrim may need a bottom bunk due to mobility; share that the pilgrim will bring their own foods due to dietary constraints. Share this information before the scheduled weekend, so that the Team has time to make adjustments.

While the Pilgrim is attending the Walk weekend:

1. The meaning of your attendance matters. You are expected to attend:
 - a. Sendoff and Sponsor's Hour (Thursday evening)
 - b. Candlelight (Saturday night)
 - c. Closing (Sunday afternoon)
 - d. Follow-up (Tuesday evening, usually)
2. Team participation by Sponsors and Spouses:
 - a. We recommend that you *do not* volunteer on a Team and simultaneously sponsor a pilgrim. However, if you decide to serve on a Team anyway, please make sure that neither you nor the Pilgrim's spouse serves in any position with significant contact by their Pilgrim.
 - b. Limit Sponsor and spouse contact with the Pilgrim to Saturday Candlelight service only. If your Team activities conflict with your Sponsor activities, ask help from a member of Fourth Day. Your first priority is to your Pilgrim, not to your Team.
3. In case of a Pilgrim family emergency, please relay the information from the family to the Pilgrim in a timely fashion. Tell the family when and what you told the Pilgrim. Offer assistance as needed.

After the Walk weekend:

1. Pray.
2. Stay in communication with the Pilgrim after he or she agrees to attend.
3. Help the Pilgrim complete and submit all necessary paperwork and fees.
4. Contact the Pilgrim the day after the Walk.
5. Arrange to escort your pilgrim to the **MANDATORY** follow-up meeting.
6. Take your Pilgrim to the next Gathering.
7. Challenge your Pilgrim to join a Reunion Group. Help them find one.
8. Suggest to your Pilgrim that she or he become a GTEC volunteer.
9. Encourage your Pilgrim to visit the GTEC web site:
<http://www.goldentriangleemmaus.org>
10. Guide your Pilgrim in integrating her or his Walk to Emmaus with his or her Church life.

After reading the Guidelines and Instructions, complete all information on the following two-page form, then print that form and mail it to: **GTEC Women's Team Registrar, P.O. Box 7566, Beaumont, Texas 77726-7566**. Thank you for sponsoring!

GTEC SPONSORSHIP FORM

SPONSOR INFORMATION

Sponsor's Name: _____

Sponsor is: Male Female Clergy Laity

Address: _____

City: _____ State: _____ Zip: _____

Primary Phone Number: _____ Landline Mobile Work

Alternate Phone Number: _____ Landline Mobile Work

E-mail Address: _____

I want to Sponsor this Pilgrim because: _____

The Walk to Emmaus is appropriate for the Pilgrim because: _____

PILGRIM INFORMATION

Applicant's Name: _____

Applicant is: Male Female Clergy Laity

Sponsor has known the Applicant for ____ / ____ (Years/Months)

Is the applicant married? Yes No

If yes, has spouse attended a walk? Yes No

Is applicant actively involved in church? Yes No Explain: _____

Does the Applicant have special needs that require additional consideration by the Team on the Emmaus Weekend? Yes No

If yes, describe: _____

ADDITIONAL SPONSOR INFORMATION

Denomination and Complete Name of my Church: _____

Church address: _____

City: _____ State: _____ Zip: _____

I attended Walk # _____ Date: ____ / ____ / ____ Location _____

It was a/n: Emmaus Cursillo Via de Christo Chrysalis event.

I meet regularly in a Reunion or accountability group? Yes No

If yes, when & where? _____

I have attended Sponsorship Training? Yes No

More Sponsor Info (Checklist):

I have sponsored an applicant(s) in the past: ___ Yes ___ No

I have explained the Walk concept and weekend events to the spouse: ___ Yes ___ No

I made arrangements to bring/asked another 4th day member to bring my Pilgrim to the follow-up meeting and the next gathering after the walk? ___ Yes ___ No

GTEC Walk to Emmaus fee is \$150.00. A \$75 minimum non-refundable deposit must accompany the Pilgrim's application. Missing fee will delay or cause a denial of her or his application. Make checks payable to: Golden Triangle Emmaus Community. If the applicant's choice of dates to attend is full, you may request placement on a waiting list. If the applicant needs to cancel or reschedule their reservation, notify the Pilgrim Registrar immediately so another on the waiting list may attend. Likewise, if the applicant's health declines, and she or he is not able to safely participate, please notify the Pilgrim Registrar as soon as possible.

I have explained the weekend fee to the applicant? ___ Yes ___ No

Scholarship funds are VERY limited. The applicant will not _____ will _____ need a scholarship for \$ _____.

Amount of fee paid by: Applicant \$ _____ Sponsor \$ _____ Other \$ _____

My signature verifies that:

1. *I understand the Sponsorship guidelines and instructions and will abide by them.*
2. *I promise to my applicant, her or his church, and the Emmaus Community that I will:*
 - a. *prepare the applicant for the Walk Care for the applicant's loved ones and family during the Walk.*
 - b. *help the applicant become more active in her or his service to God after the Walk.*
3. *Both the Pilgrim's application and my Sponsor form are completely filled out, include all needed attachments, signatures (applicant, pastor, sponsor) and are accompanied by a non-refundable deposit. If aid is needed, I have submitted a request to the Scholarship Committee and explained to the applicant that aid is very limited and may or may not be approved. (I understand that if anything is missing, this may delay or deny the applicant).*

**I agree that, to the best of my knowledge, the applicant in the attached application is capable of attending and participating in a Walk weekend. _____
(initial here)**

Sponsor Signature: _____

Printed Name: _____

Date: _____

For Board Use Only:

This document was revised most recently on June 16, 2017.

Notes: