



SUB-MINISTRY PROPOSAL FORM

New Sub-Ministry Proposal Form:
To propose a new Sub-Ministry
Proposal must be submitted to Ministry Leadership for approval
(may then require to have Deacons'/Pastors' approval)

Date Submitted: _____

Proposed Sub-Ministry Date: _____ Time: _____ Location: _____

Proposed Name of Sub-Ministry: _____

Purpose of Sub-Ministry: _____

Plan of Sub-Ministry (describe): _____

Does it fit the focus of the Strategic Plan? (see other side of form) Yes No

Does it reach our church, community or both? Yes No Both

What group of people would it touch? _____

What needs would this Ministry meet, that are not currently being met? _____

How will you be evaluating this Ministry? _____

Will this be a joint event with another Ministry? Yes No Ministry: _____

Will this conflict with any other activities in the Church? Yes No

What is the budget for this Ministry? \$ _____
(a breakdown is required for any budget over \$50)

How will you raise the budgeted funds required? _____

Name/Position Phone Email

Coordinator contact: _____

Names of others on the team & position: _____

Comments or questions regarding Proposal: _____

Endorsement by Ministry Leadership Team: _____

Endorsement by Deacons/Pastors (if required): _____

Date approved: _____

All approved Sub-Ministries must evaluate their progress at 3 months, 6 months and at 1 year (please submit copies to Ministry Leadership). It is recommended that annual evaluations be done thereafter.