



ST. BARTHOLOMEW'S
EPISCOPAL CHURCH

ST. BARTHOLOMEW'S VISION	OUTREACH VISION
St. Bartholomew's Episcopal Church is a radically welcoming, inclusive faith family - sharing and teaching the love of Jesus Christ through our worship, actions and outreach: transforming ourselves and the world.	Share the love of Jesus Christ and positively <i>impact the local and global communities</i> by equipping, empowering and inspiring all members in outreach.

Outreach Ministry Proposal Process

Programs, ministries or events will be considered official ministries of St. Bartholomew's Episcopal Church only after approval of a ministry proposal by the **Outreach Committee**. A short proposal form should be completed, sent to the Outreach Co-Chairs and then reviewed by the Outreach Committee.

Type of Proposal

Proposals will fall into two basic categories

- Simple:** These are events or short term programs that have a limited duration (1 to 2 occasions) or do not demand significant church resources.
- Complex:** These are ongoing programs, ministries or missions that require substantial resources of time, money, or people from the parish, or that requires contracts or obligations to groups outside the parish.

Proposals can also request different church resources.

- Outreach Funds
- Volunteers
- Church Member Donations

Proposal Form

The ministry proposal form is attached to this document. Every complex proposal **MUST** include a detailed plan for execution, including the names of at least three people who have already made a commitment to participate on the team providing this ministry or program.

Review of Proposals

- Simple Proposal can be approved by the Outreach Chairs, especially if it is an urgent need. The proposal will be shared with the entire Outreach Committee.
- Complex proposals must be discussed at an Outreach Committee meeting and reviewed by a staff member (Chris Harris), and if they are significant or challenging, may need to be referred to the Vestry for final approval.
- Outreach Committee members are willing to guide you in writing the proposal.
- Every proposal will be measured against our Mission and Vision for St. Bartholomew's and the outreach ministry. If the proposal is complete and fits within the boundaries of our Mission and Vision, we will evaluate whether or not we have the resources to support the proposal and consider where it fits into the outreach calendar.



Outreach Ministry Proposal Form

Name of Proposer:	Contact information:
Name of proposed ministry:	Dates of proposed ministry:
What is the proposed ministry & how does it relate to our mission and value? <i>Describe the ministry's service and provide a link to a website, if available.</i>	
How can we measure the effectiveness of this ministry? <i>For example, people served, volunteers hours provided, or items collected.</i>	
For simple proposal, please provide additional details, including ministry leader(s), promotion of event.	
Type of Proposal: (Check one) <input type="radio"/> Simple <input type="radio"/> Complex <input type="radio"/> International <input type="radio"/> National (local)	Resource Requests: (Check all that apply) <input type="radio"/> Funding from Outreach Fund (Fund 3) (specify amount): <input type="radio"/> Community donations (specify type): <input type="radio"/> Other:
Who does this ministry serve? (Check all that apply) <input type="radio"/> Homeless <input type="radio"/> Children <input type="radio"/> People with food insecurity <input type="radio"/> Other: _____	Who can be involved or volunteer? (check all that apply) <input type="radio"/> Youth <input type="radio"/> Families <input type="radio"/> Adults

Please return completed form to the Outreach Chairs—Kathleen Stark Kathleen Stark (mrspbs@gmail.com) or Kate McKone-Sweet (kmckonesweet@babson.edu). *Please allow 2- weeks for review.*

Version 1.1 3/1/2016



For complex proposals only

What is the timeline for planning, development, implementation and evaluation? **Please include timing, facility needs, ministry team, and promotion of the event.**

Please return completed form to the Outreach Chairs—Kathleen Stark Kathleen Stark (mrspbs@gmail.com) or Kate McKone-Sweet (kmckonesweet@babson.edu). ***Please allow 2- weeks for review.***

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