

Unity Church—Unitarian Community Outreach Ministry Program

Community Outreach Ministry Team (COMPT) Application Form

Note: Please read the Unity Church-Unitarian Ends, Values, and Vision Statements for 2003-2008 (also available at www.unityunitarian.org) and let that be your guide in filling out this application. Whenever possible, the people interested in forming a ministry team should discuss and form the answers to these application questions.

MINISTRY TEAM INFORMATION

Name of Ministry Team: _____ **Date of Application:** _____

1. Organization and Coordination of Ministry Team

Team Leader _____ **Phone:** _____ **E-mail** _____
Address _____ **Fax** _____
Team Leader _____ **Phone:** _____ **E-mail** _____
Address _____ **Fax** _____

Typical meeting frequency (e.g., weekly, monthly, quarterly): _____

List the names of persons who are committed to this team:

MINISTRY TEAM PURPOSE (Discuss with interest group)

2. What is the purpose or vision for this ministry? What needs will the project address? How will the work of the team make a difference? What are some of the ways this ministry reflects the Unity Church-Unitarian End, Values, and Vision Statements?

3. Please state how this ministry will address the following dimensions:

a. Service in the community:

b. Education with team, congregation and community:

c. Advocacy in the community:

PROJECT DESCRIPTION (Discuss with interest group)

4. Describe in detail how the ministry will look. What will it do? Where will it take place? When will it take place? Etc.

5. Participant group-- who will receive goods/services/education/advocacy from this ministry?

6. Short and long term goals of specific project area

1) Short-term goals for project (broad statements of **general outcomes within the next year)**

2) Long-term goals for project. (broad statements of general outcomes beyond the next year)

7. What outside community group or organization will the Unity Ministry Team partner with to accomplish and expand its ministry?

8. What are the anticipated church resources and support needed to accomplish this ministry? (Discuss with planning group) Please check those that apply.

- 1) Meeting space? _____
- 2) Room reservations? _____
- 3) Publicity through CommUnity and/or "This Week at Unity"? _____
- 4) Computer services? _____
- 5) Copying services? _____
- 6) Member recruitment? _____
- 7) Leadership development? _____
- 8) Meeting facilitation? _____
- 9) Goal setting? _____
- 10) Fundraising assistance? _____
- 11) Web site development? _____
- 12) Other? _____

9. What are the anticipated financial resources needed related to above short and long-term goals of project in #6 above?

a. Short-term financial resources needed (within the next year)

b. Long-term financial resources needed (beyond the next year)

10. How does this team anticipate generating financial resources?

TEAM DEVELOPMENT (Discuss with interest group)

11. What are the norms, guidelines or rules of conduct with team members?

12. What are the plans for cultivating ministry team leadership?

13. In what areas would the team like training in leadership development? Please check those that apply.

- a. Developing team goals _____
- b. Developing team norms/guidelines _____
- c. Conducting productive meetings _____
- d. Facilitating regular meetings and/or communication _____
- e. Decision making _____
- f. Balancing spiritual development and social action _____
- g. Planning fundraising activities _____
- h. Recruiting new team members _____
- i. Program evaluation _____
- j. Other _____

14. How does the team envision that this shared ministry will contribute to their spiritual development?

Note: All teams and projects will be involved in a yearly evaluation process developed by the Unity Church Evaluation Team. Each team is asked to reapply every two years.