

Program Proposal
for the Unitarian Universalist Church of Vancouver
Council for Collaboration and Communication
2023

Who is proposing this program? *Please list a minimum of 5 congregants who are willing to work to create and run such a program. Please indicate who is the main point of contact.*

Program Purpose: *What is the purpose of the program and does it fit our mission in the world?*

Research: *What research needs to be done to implement this project?*

Target Recipients for Program: *Is this program to support people already here at UUCV? Does it serve people not at UUCV? Does it serve both the “already here” and “others” in the community? Who is the target recipient of the program? Will this program bring greater awareness in the community of UUCV? If the target audience is outside the church, how will congregants be involved in the program?*

Program Need: *Is there a need for the program? Does this kind of program already exist elsewhere? Can the targeted recipients get it elsewhere? Why should we offer the program here? This program should be re-assessed on an annual basis.*

Community Partners: *Are there partners in the community who can share in this project? Who else is doing it and can we team up? Can we learn from others in the community who have done similar work? Are the partners profit or non-profit entities?*

Congregational Resources:

People: *Are there resources within the congregation to run this program? How many people will it take?*

Space and Supplies: *What are the building needs? What space does it need and when? Does it need any storage? Any use of the kitchen? What set-up and clean-up needs accompany the program?*

Funding: *How much money will the program cost the church? Or how much money will the program make for the church? Or do you expect the program costs and income to balance? Will you do fundraising for this project? If so, will you be raising funds from within the UUCV membership or outside the congregation?*

Calendar: *Do we have a time schedule?*

Next Steps: *Who has responsibility to do what? What’s next?*