

ALL SAINTS' ANGLICAN CHURCH

Mission Quest Proposal

<<proposal name>>

<contact name, number & email>>

Date: _____

1. Proposal Summary

2. Problem/Gap and Opportunity

3. Proposal Objectives

4. Risks

5. Research (required for the more complex, longer term initiatives)

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6. Detailed Action Plan

List the various actions/steps for the proposal. Feel free to break them into short, medium and long term, if appropriate for your initiative.

Action/Description	Person(s) Assigned	Date Required	Estimated Costs	Source(s) of Funds

7. Organizing Team

8. a) Facilities Required (e.g. Upper Parish Hall, Kitchen, Sound Equipment etc.)

b) Resources Required (e.g. Volunteers, Food/Meals, Money)

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9. Days of Week and times

10. Summary Recommendation

11. Other Comments (include any partnerships that would benefit your project)

This section is intended for additional information that does not seem to fit in any of the above steps.

12. How will you know if your project is a success? What would success look like?

13. What will you measure to determine the success of your project?

14. How will you measure your success?