

# New Ministry Request

## I. Basic Information

- **Name of Person Requesting**
- **Date of Request**
- **Contact Information**
  - Phone number
  - Email address
  - Mailing address (optional)

## II. Ministry Details

- **Proposed Name of Ministry**
- **Mission/Purpose Statement**
  - Clear description of how this ministry supports the mission of St. James Catholic Church.
  - Alignment with Catholic teaching and parish priorities.
- **Target Audience**
  - Who the ministry will serve (e.g., youth, seniors, families, outreach to the poor, etc.)
- **Description of Activities**
  - What types of activities or events the ministry will sponsor or organize?
  - How often activities will occur (weekly, monthly, seasonal)?

## III. Leadership and Volunteers

- **Proposed Leadership Structure**
  - Names and contact information for initial leadership team (if any)
  - Expectations for leadership roles
- **Volunteer Requirements**
  - Estimated number of volunteers needed
  - Any special skills or training required (e.g., Safe Environment training, catechetical certification)

## IV. Resources Needed

- **Facility Needs**
  - Specific rooms, equipment, storage, etc.
  - Preferred meeting times/days
- **Financial Needs**
  - Budget estimate (startup costs and ongoing)
  - Fundraising plans or financial support needed from parish

## V. Connection to Parish Life

- **Integration with Existing Ministries**
  - Will this ministry collaborate with any existing groups?
  - Will it replace or duplicate any existing ministry?
- **Pastoral Value**
  - How does the ministry help fulfill the parish's mission (worship, evangelization, service, community)?