### SFUU *Social Justice Committee* Project Proposal Form

We are thrilled that you want to do something to make our SFUU Social Justice Committee and community even better. Please fill out this form and answer the questions as they apply to your unique idea and return this to the chair of the Social Justice Committee. Feel free to attach other pages if they would be helpful in our discernment. The chair will consider whether your proposal fits with our congregational social justice focus and the SFUU mission and if it does, will then place your proposed project on the next Social Justice Meeting agenda, for committee discussion. Thank you! Someone will get back to you with the decision or with follow-up questions SJC needs in order to make a decision.

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. What is your idea/proposal?

2. How does this program fit with the mission of SFUU and the current SFUU Social Justice Focus Issue?

3. Why is this important to you?

4. Who is the main person that will be responsible for leadership on this? Is anyone else interested in working with you? If yes, please list their names.

5. Is there anyone else doing anything like this here currently, and/or are there possible community partners for this idea and who are they?

6. If yes, have you talked to that person/group? What was the result?

7. What is the timeline (start/progress/finish dates) for this idea/project?

8. Will it cost anything? If yes, how will you acquire the funds needed? How will you cover any financial shortfalls, if there are any?

9. What procedures will you use to make decisions as you move forward with this idea (consensus, majority vote, etc.)?

10. a) How will you communicate with the Social Justice Committee (SJC) about your process and progress? Please be specific.

b) How do you plan to communicate with members of the congregation? Keep in mind that some internal SFUU communication avenues such as the monthly newsletter will need appropriate coordination through the SJC, and/or external communications such as the Auburn Journal, will need appropriate coordination through the Communications Committee.

11. How will you track finances, decisions made, etc?

12. A requirement of SFUU building use is that for events and programs that are held at the church, cleanup and re-arrangement of furniture back to the pre-program state is required after each meeting/event. How will you ensure consistent cleanup is achieved for your event or program?

13. What else would you like SJC members to know prior to our deliberations that might help us in our decision making?

14. If your project proposal involves working with or partnering with a community organization, please attach their mission statement and any other relevant background materials about that organization.