

The Community of the Blessed Sacrament Project Profile/Planning Worksheet

1. "Stewardship As Way of Life" Pillar:	<input type="checkbox"/> Hospitality <input type="checkbox"/> Service <input type="checkbox"/> Formation <input type="checkbox"/> Prayer		
2. Ministry:		3. Due Date:	
4. Owner - Ministries/Person:			
5. IN ONE SENTENCE describe overall project: What will be done (specific actions)? Where? With whom? And MOST IMPORTANT: Why?			
6. Describe the specific need or issue within the parish community that this project will address. What does it look like right now? Why is it significant?			
7. What will be the project's measurable changes, outcomes or "success indicators"? List 3-5 key success indicators for project. Use verbs like Reduce/increase something by X% and/or by X#.			
8. What are the major steps that need to be taken to make these changes happen? Note any steps/actions that are critical path and/or risky (i.e. obtaining use permits)			
9. What resources are needed to accomplish these steps? (People, equipment, training, materials, supplies, services, etc.)			
10. Approximate total cost:	\$ _____	11. Source:	
12. Who else has a vested interest in working with parish as partners on this problem or opportunity?			
13. What information, tools, data, etc. will be used to decide whether project was successful?			
14. Describe how project will be supported in the future (sustainability); (i.e. operating budget, fees, donors...)			
Prepared by:	Phone:	Date:	
	Email:		