



IGNITE ACTIVITIES APPLICATION

Service Projects, Events, Camps, Trips, Retreats

Purpose: Ignite activities are special opportunities to serve, reach out, worship, grow, build team and foster community. These are strategic opportunities in a young person's life to really experience their faith and are essential to effective youth ministry.

Principle: Ignite Youth Ministries hopes to host a special activity once a month, whether that's a service project, outreach event, summer camp, mission trip or overnight retreat. Different activities take different levels of preparation. It is recommended that preparation for a day or evening event begin no less than a month before the date it is scheduled to occur. Also, it is necessary to start the planning for any overnight event at least 3 months prior to departure. As it stands, Ignite plans to do a mission trip every other summer and do summer camp in between. Activities of this magnitude take anywhere from 6 months to a year of preparation. Please keep these time frames in mind so that you apply for an activity well in advance.

Please complete the form below in order to get the activity you're applying for approved.

Application

Name of Applicant: _____ Today's Date: _____

Type of Activity: _____ (e.g. outreach event, retreat, etc)

Date(s) of Activity: _____

Approximate Cost per Person: _____

Description of Activity: _____

Purpose of Activity: _____

Approval

Approval of Student Leadership Team (collect signatures):

Checklist

- ✓ Complete application
- ✓ Obtain Student Leadership Team approval
- ✓ Obtain Youth Pastor approval (including availability of adult leaders)
- ✓ Initial registration (contact host organization)
- ✓ Create budget (work with Youth Pastor)
- ✓ Create itinerary (pick-up and drop-off times and locations)
- ✓ Promote activity (include description, dates, times, location, cost, etc)
 - Create flyers and distribute them at Sunday School and Wednesday Night Life
 - Announce the activity at Sunday School and Wednesday Night Life
 - Post Facebook event and invite Ignite Youth Ministries group
 - Post an announcement on the New Life Church blog
 - Put an announcement in the New Life Church bulletin
 - Email the Ignite Youth Ministries group (get email addresses from Youth Pastor)
 - Text the Ignite Youth Ministries group (get cell phone numbers from Youth Pastor)
- ✓ Collect sign-ups/registration, medical release forms and money by set deadline
- ✓ Organize transportation
- ✓ Finalize registration
- ✓ Have a great time!

FOR YOUTH PASTOR USE ONLY:

Received Completed Application: _____

Checked Adult Leaders Availability: _____

Application Approved: _____