

Summary of Assessments:

Checklist Months 6-9: **Personal**

Completed Task Sub-Task

1. Continue to pray without ceasing for God's guidance and study God's Word!
2. Continue to keep intercessors informed of prayer needs for you, your family and your church
3. Ask each day, "What will I do today to let people know we are planting a church?"

Checklist Months 6-9: **Christian Alliance of Pastors (CAP)**

Completed Task Sub-Task

4. Complete all CAP V- Launch Phase Items
5. Create an ongoing list of questions for your CAP Coach

Checklist Months 6-9: **Ongoing Information Meetings**

Completed Task Sub-Task

6. Develop an invitation card to pass out to people
7. Have all your printed materials ready for display at this meeting
8. Share church vision with anyone joining your Launch Team

Checklist Months 6-9: **Website**

Completed Task Sub-Task

9. Finalize website
10. Decide who will maintain website

Checklist Months 6-9: **Ministry SOPs**

Completed Task Sub-Task

Develop short handbooks with policies and procedures for each area of ministry

11. Children's Ministry
12. Worship and Arts
13. Parking Lot
14. Greeters
15. Ushers (Seat people, provide order and collect offerings)
16. Prayer Counselors
17. Financial Team (work with Pastor in counting offerings)

Checklist Months 6-9: **Sermon Series Development**

Completed Task Sub-Task

18. Pray about your first sermon series. Choose a theme for the first several months.

Checklist Months 6-9: **Marketing**

Completed Task Sub-Task

19. Create visitor brochure
20. Create prayer request and testimony cards
21. Order banners for Children's Ministry

Checklist Months 6-9: **Discipleship Track**

Completed Task Sub-Task

22. Identify (acquire or write) lessons for membership classes
23. Prepare content for discipleship classes

Checklist Months 6-9: **Worship**

Completed Task Sub-Task

24. Get CCLI License for song lyrics usage on screen (Church Copyright License)
25. Begin developing a song listing and files with Praise and Worship Leader
26. Begin having worship practices
27. Develop your band (drummer, bass guitar, lead guitar, keyboard)

Checklist Months 6-9: **Fundraising**

Completed Task Sub-Task

28. Raise a minimum of \$50,000 in cash
29. Send out at least 300 letters asking for support. You may also send out that same letter to the same people via e-mail with links to give online
30. Preach at other churches
31. You and your Spouse decide as a couple how much you will personally invest in your church
32. Reach out to local business people (Share your: Vision, How the Vision helps your city, Ask for Support)

Checklist Months 6-9: **Networking**

Completed Task Sub-Task

33. Meet with local Pastors to build relationships
34. Have neighborhood parties
35. Meet people and invite them into your home or meet for coffee
36. Contact other CAP pastors
37. Continue to have information meetings
38. Continue to ask people to join your Launch Team

Checklist Months 6-9: **Legal**

Completed Task Sub-Task

39. Acquire license to perform marriages (if required in your state)

40. [Contact SecureSearch](#) regarding creating an account for background checks for ministry servants who volunteer with the Children and Teens

Checklist Months 6-9: **Church Location**

Completed Task Sub-Task

41. Acquire a location for your Sunday Services

42. Obtain liability insurance (corporate, event and property, on storage as well)