



# Local Project & COO Guidelines:

## Purpose:

To equip and encourage Groups of people at Hopevale to enter into the ministry opportunities the Lord places on their hearts and in their regular pathways of life. We seek to represent the hands, feet, and voice of Jesus to people who are far from God so the Spirit can work to reconcile them to Himself.

## Steps:

1. As a Community Group, prayerfully consider how you can serve others together. This could be for a cause the Group is passionate about (at-risk youth, human trafficking, hunger, etc) and can partner you with a great [local organization](#) for that cause, or it can be your Group entering deeply into the life of someone far from God, outside the Hopevale community who you know is in need.
2. Decide on a Local Project together and be sure it involves as many of the Group as possible (everyone can do something). Invite another Group to help if you need more people. Make a huge impact for Jesus, together!
3. Be clear about the scope of what you hope to accomplish. How much time will it require? Coordinate roles and tasks well. When will you begin and end the ministry opportunity? Remember, you are representing Jesus and His Church to those you serve. We want people to be drawn to Him through our love in word and action.
4. **Important:** *Christmas Outreach Offering* funds are available to your Group when serving outside the walls of Hopevale. The *Christmas Outreach Offering Request Form* can be found on the [MyCommunity homepage](#). Once submitted, the COO Review Team (Hopevale lay people designated by and with the Outreach Pastor) will review your request and let you know if it has been approved, denied, or amended. Please get approval of your COO Request *before* you spend money on your Local Project idea. Prayerful consideration of each COO request is based on the amount of funding available, and its fit with the below COO funding guidelines:
  - Community Groups actively partnering with a Local Organization on an event or ministry opportunity will be given highest consideration for a request up to \$2,000.
  - Community Groups entering deeply into the life of someone in need who is far from God will be given next highest consideration for a request up to \$500.
  - Requests that do not involve a group of people from Hopevale in serving will not be given COO consideration.
  - Requests by individuals, groups, or organizations who are not a part of the Hopevale Church community will not be given COO consideration.

5. Be discerning of how the Spirit is working. Be ready to answer questions, speak encouragement, and pray with people. We serve others as a practical way to show the love of Jesus, with no strings attached, but be careful not to *force* spiritual conversations or make anyone feel obligated to do anything in return. Let the Spirit work powerfully in the lives of people as He draws them to the Father.
6. Do a *great* job with whatever you decide to do. Make sure to keep your commitments and always leave an organization's building or person's home better than you found it. We don't want to over-promise and under-deliver.
7. If *Christmas Outreach Offering* funds are approved, please return the project summary page you will receive within 30 days from the date of approval, or December 23, whichever comes first. If appropriate, remember to take some pictures of your Group serving together and turn those in also.

*Let your light so shine before men that they may see your good deeds  
and praise your Father in Heaven. (Matthew 5:16)*

**May the LORD bless you richly as you serve together!**