

Church Program/Group/Event Update Form

Please submit this form annually by **September 1**

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- Yes, I have reviewed this year's "Church Programs, Groups, Events, and Sponsorship Information" and "Communications Policies", and I agree to abide by the policies and procedures set forth to ensure the efficient running of the UUCA. (Check if agree)

Name of Group/Program/Event _____

Check one: (See definitions on *Church Programs, Groups, Events, & Sponsorship Information*)

- Program Event Sponsorship of an outside event or program

Give a brief description of your group/program/event and/or its' activities (for use in church publications, calendar, etc.). *You can view the current description (if there is one) by logging on to uuannapolis.org and clicking the calendar link in the upper corner – then click on a meeting or event related to your group:*

The Board of Trustees has stated: *The Unitarian Universalist Church of Annapolis exists to create the Beloved Community by inspiring and empowering all souls to live bold and compassionate lives.* What role does this group/program/event serve in furthering this vision for our congregation?

List the designated active church members (must be in UUCA membership book) who will be responsible for the group/program/event and who will be on site for meetings/events (**for church groups/programs, at least three active church members must be directly involved**). List more if applicable.

These members will be primarily responsible for communicating with staff liaisons, communicating information to our publications for church-wide dissemination, unlocking and

