



# Outreach Form

**Church Name:**

**Pastors Name:**

**Phone:**

**E-mail:**

**Date of Outreach:**

## Description of Outreach

Please provide a detailed description of your outreach event, including the purpose, target audience, and activities.

## Detailed Budget

Please list all anticipated expenses for your outreach event, including but not limited to:

- venue rental
- food and beverages
- supplies and materials
- entertainment or speakers
- marketing and promotion

## Tips for a Successful Outreach

- Promotion: Utilize social media platforms and distribute flyers to promote your event.
- Registration: Create a registration card for each guest to gather contact information.
- Follow-up: Follow up with attendees through calls, emails, or letters to express appreciation and provide additional information.
- Documentation: Take pictures of the event to capture memories and share on social media.
- Testimonies: Collect testimonies from attendees to highlight the impact of your outreach