

This schedule is only a suggestion to help you think through how to maximize the team. This is an assembly event, in no way does C3 want to tell your assembly what to do, we want to come along side your assembly and encourage you in the work. Although planning is key, the most important part of the preparation process is prayer.

Prep week I	Prep week 2	Prep week 3	Prep week 4	Prep week 5	Prep week 6	Prep week 7	Prep week 8	Prep week 9	Prep week 10	Prep week 11	Prep week 12	Outreach week
Get a planning committee together	Assign responsibilities to committee members		Make a rough schedule for the week of evangelism				Revise the schedule and distribute it to the Saints					
	Announce the opportunity to house team members		Ask for volunteers for events, evangelism, follow up and meals	Let nearby assemblies know about events and evangelism opportunities		Assign responsibilities to volunteers.	Make a plan for follow up	Decide on where the team will stay				
	Pray about what form of evangelism to do.	Decide what forms of evangelism to do, begin announcing at meetings	Decide on how many people you hope to reach and decide on materials	Order materials	Reserve any venues or contact any Preachers for outreach	Start advertising any events with signs, radio/newspaper Ads	Get maps ready to use for the outreach	Plan an initial door to door in your assemblies immediate neighborhood before the team comes. And a follow up door to door day after the team	Organize materials (stuff door hanger packets)	Go door to door around the neighborhood next to your assembly to let them know what will be going on	Try to figure out any logistical concerns. Will drivers be needed. And sort out any last minute details	