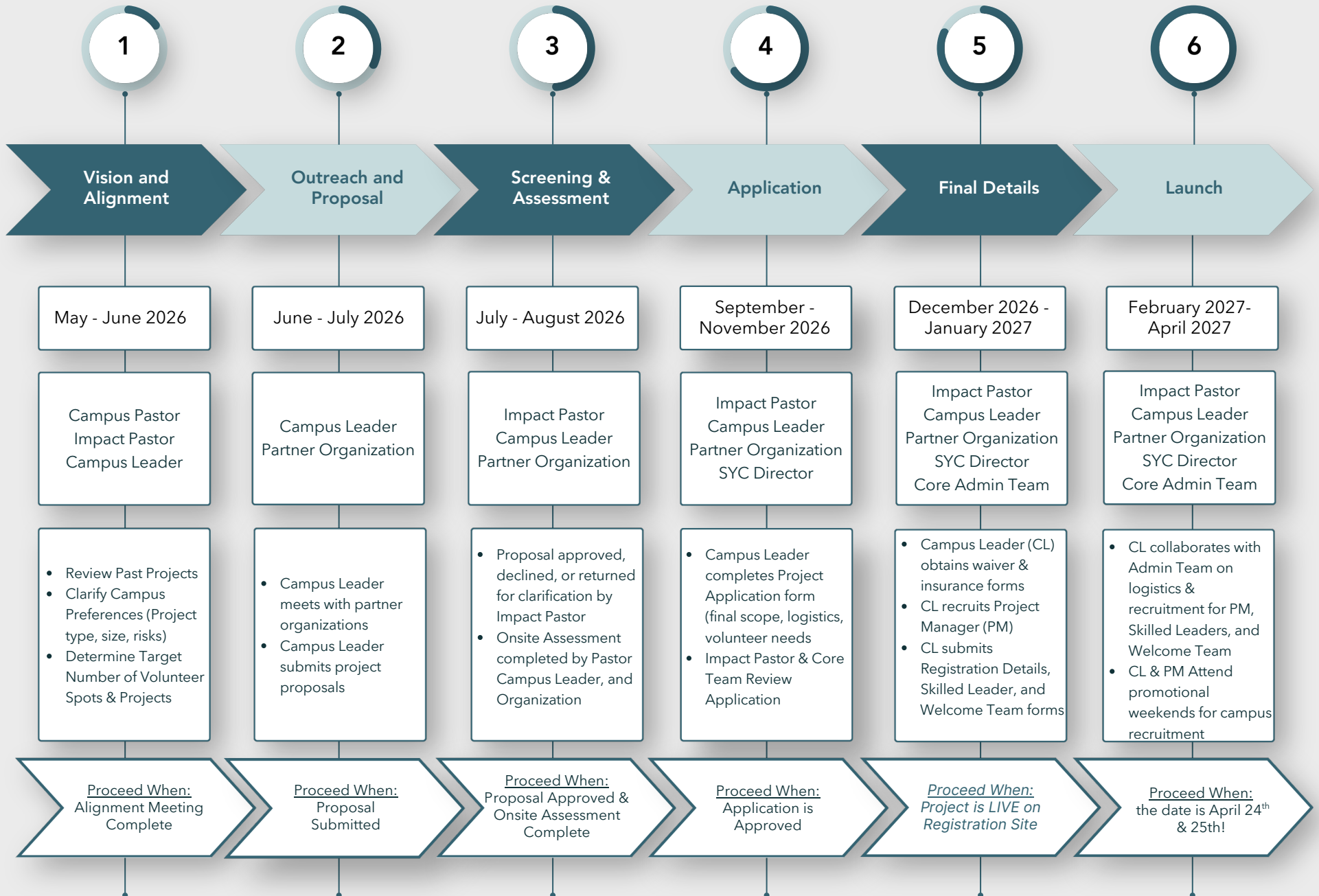


SYC Project Roadmap



Vision and Alignment

Purpose

- Establish campus alignment before pursuing projects

Timeline

- May - June 2026

Key Questions

- What worked last year? What projects should not be repeated?
- What project types best fit our campus?
- How many volunteers can we realistically mobilize, across how many sites?

Action Items

- Conduct alignment meeting with Campus Pastor, Campus Leader(s), and Impact Pastor and review the key questions above.

Resources

- [Project Decision Matrix](#) *
- [Volunteer Projections](#) *
- [2023 & 2025 SYC Project Sites](#)*

Proceed When:

- Campus alignment meeting completed and key questions are answered.



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Outreach and Proposal

Purpose

- Identify and explore potential projects with non-profit partners

Timeline

- June - July 2026

Key Questions

- Does the Partner Organization align with SYC values, as defined in the Project Decision Matrix?
- Is the project meaningful? Would volunteers clearly understand the impact?
- Is the size of the project realistic for the campus?
- Are there any liability / insurance concerns?

Action Items

- Campus Leader schedules and conducts meetings with partner organization(s) to discuss potential project(s)
- Campus Leader gathers information needed to submit project proposal form, using the Project Proposal Guide
- Campus Leader submits Project Proposal Form by August 1st.

Resources

- [Project Decision Matrix](#) *
- [Volunteer Projections](#) *
- [Project Proposal Guide](#) *
- [Project Proposal Submission Form](#)*

Proceed When:

- Project Proposal Form(s) submitted for Project Site(s)



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Screening and Assessment

Purpose

- Evaluate project feasibility, clarity, and volunteer experience

Timeline

- July - August 2026

Key Questions

- Does this project meet criteria as defined by the Project Decision Matrix? Should it advance to an on-site assessment?
- Are there any immediate concerns related to safety, logistics, or complexity?
- Can this project realistically support the proposed volunteer count and skill level?
- Is the volunteer experience clear, meaningful, and manageable?

Action Items

- Impact Pastor evaluates Project Proposal within 1-2 weeks of submission. Determines:
 - Project is ready for on-site assessment
 - Project needs clarification
 - Project not suitable for Serve Your City
- Impact Pastor, Campus Leader, and Partner Organization conduct on-site assessment

Resources

- [Project Decision Matrix](#) *
- [Volunteer Projections](#) *
- Completed Proposal Form

Proceed When:

- Proposal is approved
- On-Site Assessment Completed



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Application

Purpose

- Finalize operational details required to complete the project.

Timeline

- September - November 2026

Key Questions

- What is the finalized scope of the project?
- Are any permits or approvals needed to complete this work?
- What volunteer roles, teams or skill levels are needed?
- What pre-work is needed prior to project weekend?
- Has a budget been estimated? Will the partner organization be contributing funds or materials?
- Does this project fit within the campus's overall project variety, volunteer goals, and leadership capacity?

Action Items

- Campus Leader submits Project Application NO LATER THAN November 1st.
- Application reviewed by Impact Pastor & Core Team
 - Approved
 - Returned for clarification
 - Determined not suitable for Serve Your City
- Waiver and Insurance Coordinator determines legal requirements, insurance required, and waivers needed.
 - Campus Lead gathers required forms determined by Waiver & Insurance Coordinator
- Skilled Leader Coordinator begins intake of skilled leader needs

Resources

- [Volunteer Projections](#) *
- Campus Budget - link coming soon!
- Completed Proposal Form
- [Application Guide](#) *
- [Application Submission Form](#) *

Proceed When:

- Application is submitted



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Final Details

Purpose

- Prepare approved projects for public registration and launch by organizing project details, staffing, logistics, and volunteer-facing information.

Timeline

- November 2026 - January 2027

Key Questions

- Are all required forms and documentation completed?
- Has a Project Manager been identified?
- Is the project scope organized into manageable and understandable volunteer teams or sub-projects?
- Does the registration listing clearly communicate expectations, impact, and logistics?

Action Items

- Submit Waivers & Insurance forms by December 1st
- Campus Leader & Project Manager submit Registration Details form for each sub-project at their site by January 10th
- Confirm Online Registration Listing by January 20th
- Recruit Project Manager by February 1st
- Submit Skilled Leader Form by February 15th
- Submit Welcome Team Leader Form by March 1st

Resources

- Waiver/Insurance Instructions - coming soon!
- Copy of Completed Application
- Registration Details Cheat Sheet - coming soon!
- Registration Details Form - link coming soon!
- Project Manager Role Description - coming soon!
- Skilled Leader Form - link coming soon!
- Welcome Team Form - link coming soon!

Proceed When:

- Project is LIVE on registration site

Launch

Purpose

- Support the successful execution of Serve Your City through volunteer engagement, project support, communication, and final coordination.

Timeline

- February 2027 - April 2027

Key Questions

- Are volunteers receiving clear communication and expectations?
- Are projects adequately staffed and supported?
- Are campuses prepared to promote and support their projects?
- Are logistics, supplies, and leadership structures finalized?
- Are project leaders equipped for SYC weekend execution?

Action Items

- Submit leader T-Shirt order form by April 2nd
- more action items coming soon!

Resources

- Two Week Checklist - coming soon!
- Weekly Campus Lead & Project Manager Updates
- T-shirt order form - link coming soon!

Proceed When:

- It's Serve Your City Weekend! April 24th & 25th, 2027