



Timeline: A Step-by-Step Guide to Implementing C20

Steps	Time Frame	Materials Needed/Source	Personnel	Done
Outreach Materials	September	<ul style="list-style-type: none"> ➤ Decide what outreach materials you will use (Postcards, business cards, banners) ➤ Decide how many of each you will use (Based on budget) ➤ Order outreach materials from Echt Printing . 		
Children’s Christmas Service	September	<ul style="list-style-type: none"> ➤ Read and discuss A Healthy Tension article with your LES faculty and/or Sunday School faculty as well as other responsible for making worship scheduling decisions. ➤ Decide when you will hold your children’s Christmas service. 		
Equipping Children	September	<ul style="list-style-type: none"> ➤ Read and discuss Encouraging Evangelism with Children and their Families with your LES faculty and/or Sunday School faculty. ➤ Decide how your congregation/school will encourage and equip children and families to invite others to Christmas Eve worship. 		
Christmas for Kids	September	<ul style="list-style-type: none"> ➤ If you choose to offer a <i>Christmas for Kids</i> event in December, identify and recruit organizers. ➤ You can read about the benefits of such an event as well as where to find resources here. 		
Promotion	October	<ul style="list-style-type: none"> ➤ Bulletin insert: Use the bulletin insert to alert your members about the C20 effort. It can be found here. ➤ Bulletin/Newsletter blurb: If you choose not to use the full bulletin insert, include a blurb in your bulletin or newsletter. A suggested blurb can be found here. 		
Christmas for Kids	October	<ul style="list-style-type: none"> ➤ Identify and recruit volunteers. 		

Worship	October	<ul style="list-style-type: none"> ➤ Identify any special music and/or musicians you will be using on Christmas Eve. ➤ Begin recruiting musicians and rehearsing 		
Canvassing	October	<ul style="list-style-type: none"> ➤ Begin planning for any door-to-door canvassing you will be doing. ➤ Choose dates in December when you will be canvassing. ➤ Begin advertising to recruit volunteers for those dates. ➤ Door Hanger Canvasses provides information and resources to assist you. 		
Encourage and Equip Members to Invite Others	November	<ul style="list-style-type: none"> ➤ Distribute My Personnel Mission Field cards to LES and/or Sunday School children and your congregation. ➤ Distribute postcard and/or business card invites to members of your congregation. Explain how to use them and encourage your members to use them. 		
Worship Visitor Follow Up	November	<ul style="list-style-type: none"> ➤ Put your plan together for following up on those who visit your Christmas worship. Worship Visitor Follow-Up provides ideas and resources to assist you. 		
Social Media Ad	December	<ul style="list-style-type: none"> ➤ Post social media ad. You can download the free video here. 		
Postcards and business card invites	December	<ul style="list-style-type: none"> ➤ Continue to provide these invites to your members and encourage their use. 		
Mailings	December	<ul style="list-style-type: none"> ➤ Send out mass mailing invites a couple of weeks before Christmas Eve. 		
Canvassing	December	<ul style="list-style-type: none"> ➤ Conduct canvasses. 		