

VBS Planning Tool: Discovering Our Assets

BUDGET

What is our budget?

What other funding streams might be available (grants, fees, memorial funds, etc.)?

SPACE

What spaces have we used for VBS in the past? How have they been used in the past? In what other ways might they be used?

Spaces

Past Use

Other Use

What other spaces might we use (include “adult” spaces, outdoor spaces, community spaces)? How might they be used?

Spaces

Possible Use

VOLUNTEERS

Who helps make VBS happen? Which tasks do they do? Are they well suited for these tasks? If not, what might spark their passion?

Names

Tasks

Suited?

Passion

Who else can we invite into leadership? What qualities do they have? What would you like them to do?

Names

Qualities

Tasks to invite

VBS Planning Tool: Developing Goals

CONGREGATION/PARISH GOALS

What are the goals of your congregation/parish?

How might these goals connect to the goals you are forming for VBS?

FAITH FORMATION GOALS

What are the goals of your faith formation program?

How might these goals connect to the goals you are forming for VBS?

NEEDS AND PREFERENCES ASSESSMENT

Who is your target audience? What are the needs and preferences of your audience?
(space here for the highlights of what you learned from your assessment)

How might these needs and preferences connect to the goals you are forming for VBS?

VBS GOALS

What are your goals for VBS? (focus on 3-5 goals)

How will we measure the ways in which these goals will be achieved?

How will we work to assess whether/how we met these goals after the conclusion of VBS?

VBS Planning Tool: Choosing a Curriculum

Goals: In what ways can this curriculum meet your VBS goals?

Budget: Can you afford this curriculum? Is purchasing this curriculum good stewardship of your congregation/parish resources?

Space: In what ways will this curriculum fit in your space?

Volunteers: In what ways will this curriculum engage the gifts and talents of your volunteers?

Audience: How does this curriculum fit with the audience you are trying to reach? Is it age-appropriate?

Format: How does the format of the curriculum meet stated needs of your congregation/parish? Is it easily adaptable to the number of days/weeks you plan to hold VBS? How about at-home/hybrid/in person options (if needed)?

Gut Check: Does this curriculum feel like the right one for your congregation/parish at this time? In what ways? Are you excited to present this curriculum to your team and audience? Why or why not?