

Activity Name: _____
Where: _____

When (date/time): _____
Assigned to: _____

Detailed Service and Activity Plan

Which areas will this activity address or focus on?

SPIRITUAL

SOCIAL

PHYSICAL

INTELLECTUAL

PURPOSE

Why are we doing this activity? How does it meet the needs of our group? How will it help us become more like the Savior? (See [Service and Activity Guidelines for Children](#) or [Service and Activity Guidelines for Youth](#).)

DESCRIPTION

What are we doing for the activity?

ATTENDING

Who is invited? How will we tell people? Who needs a personal invitation?

BUDGET

How much will it cost? Do we need to purchase anything?

TRANSPORTATION

What travel arrangements need to be made for all to attend?

SAFETY

What needs to be done to keep participants safe? Do release forms need to be completed? (See [safety.ChurchofJesusChrist.org](https://www.churchofjesuschrist.org/safety).)

DISCUSSION

What can we do before, during, and after the activity to help participants understand and apply the purpose of the activity?

ASSIGNMENTS

REVIEW

Was the purpose of the activity accomplished? What did we learn that will help in planning future activities?