



Endurance Huddle Guide

Vision - To see the endurance world impacted for Jesus Christ through the influence of athletes and coaches.

Mission - "To present to athletes and coaches, and all whom they influence, the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving Him in their relationships and in the fellowship of the church."

Core Values - Integrity, Serving, Teamwork, and Excellence

Purpose Statement - To achieve FCA's Vision and Mission in the endurance community through: Uniting and Equipping Christian endurance athletes to grow in their relationship with Jesus and to share their faith with others.

Ministry Win – Endurance athletes who are fully mature Disciples of Jesus.

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Guide Introduction:

This FCA Endurance Huddle Guide is meant to supplement FCA's resource, "The Manual – Community Training for FCA Leaders" (Manual). The Manual outlines general FCA information and principles that apply to all FCA adult ministries, including Endurance Huddles. The information contained within the Manual is extremely valuable for Huddle Leaders to know and understand, equipping them with basic knowledge regarding FCA and adult Huddle administration. The Manual is available to download and view from our website.

This Endurance Huddle Guide (Guide) will expand upon information contained within the Manual, giving more specific direction regarding Endurance Huddle Ministry. While we pray the information contained here will be helpful, we realize that this is all a work in progress. If you feel that there is something missing or needing correction, please contact Chris Anderson with your suggestion(s).

Huddle Introduction & Definition:

"Huddle" is a term that FCA has used since 1966 to describe a certified small group Bible study for coaches and athletes. FCA Endurance Huddles are simply FCA Huddles (chapters) with an endurance focus. Most FCA Endurance Huddles are made up of adult endurance athletes, although many also include student-athletes as well. FCA Endurance Huddles are Biblical relational environments in which discipleship takes place through fellowship, Bible Study, and service/outreach.

Part of ONE Global Ministry:

FCA Endurance Huddles operate in a specific geographic location and have significant flexibility in programming, style, and administration. However, it is important to note that they are not a separate ministry in and of themselves. Rather, they are a small, yet significant, part of ONE global ministry team, made up of individuals and Huddles from around the world, united in purpose, strategy, and name.

Huddle Leaders: Intro & Job Description

FCA Endurance Huddle Leaders are first and foremost disciples of Jesus. They are men and women committed to following Jesus, to being changed by Jesus, and to accomplishing the mission of Jesus. By definition, they are disciple-makers.

Within FCA Endurance, Huddle Leaders are ministry volunteers called and committed to making disciples of Jesus within their endurance community. Following the Biblical example of leadership, a Huddle Leader is a servant. Through their service, they intentionally create relational environments within their endurance communities where discipleship can take place.

Huddle Leaders: Criteria to Serve

The following is from the FCA Ministry Leadership Application (MLA) for all FCA Ministry Leaders:

1. **Committed Christian** – you have accepted the challenge and adventure of receiving Jesus Christ as Savior and Lord, and are demonstrating this by walk and talk.
2. **Vision** – you will help FCA fulfill their Vision: “To see the world impacted for Jesus Christ through the influence of athletes and coaches.”
3. **Athletically Focused** – you are involved in the world of sport, have an athletic background, and/or understand that athletics is a powerful medium to impact the world for Jesus Christ.
4. **Influence** – you will use the gifts and talents that God has entrusted to you to be a Christ-like example in your relationships and be a Christian role model.
5. **Church** – you will be actively involved in a local church.
6. **Time** – you will be willing to invest time in ministering to athletes and coaches.
7. **Values** – your relationships will demonstrate steadfast commitment to Jesus Christ and His Word through Integrity, Serving, Teamwork and Excellence. Integrity – you will demonstrate Christ-like wholeness, privately and publicly. Serving – you will model Jesus’ example of serving. Teamwork – you will express your unity in Christ in all your relationships. Excellence – you will honor and glorify God in all you do.
8. **Grow** – you will seek God’s will with all your heart through prayer, Bible reading, and other spiritual disciplines.
9. **Minister** – you will be involved with one or more of the FCA Ministries that encourage, equip and empower coaches and athletes on the professional, college, high school, junior high and youth levels to use the powerful medium of sports to impact their world for Jesus Christ. The FCA Ministries are: Coaches Ministry, Campus Ministry, Camp Ministry and Community Ministry.
10. **Policies** – you will function within all the FCA policies, guidelines and authority structure.

Huddle Leaders: FCA Endurance Expectations

1. Meet all MLA requirements (above)
2. Be a FCA Endurance Teammate: You are personally involved in endurance ministry
 - a. Done through www.fcaendurance.org/join
3. Monthly Huddle Communication
 - a. Unite & Equip Huddle Members through a Monthly Update
 - i. A brief electronic group update
 - b. Contact new members within 48 hours
4. Bimonthly Gathering Opportunities (minimally 6 times per year)
 - a. Unite & Equip Huddle Members through regular Huddle Meetings
 - i. Includes Bible studies, service opportunities, socials, training, & more
5. Remain connected to FCA Staff and other Endurance Huddle Leaders
 - a. Include local staff in monthly communication blasts
 - b. Be a member of the Huddle Leader Facebook Group
 - i. <https://www.facebook.com/groups/FCAEndurance.HuddleLeaders/>

Huddle Formation: The Process

The steps for Huddle formation are listed below. Details for each step follow the list.

1. Pray
2. Explore Huddles
 - a. Review the Huddle Guide & Website
 - b. Ensure Adequate Margin for Committed Service
3. Contact Your Local Staff Member
 - a. Set-up a phone call or meeting to explore launching a new Endurance Huddle
 - b. Find your staff member: <http://www.fca.org/quick-links/find-local-staff>
4. Certify the Leaders
 - a. Potential leaders complete FCA's Ministry Leadership Application (MLA)
 - b. Review your MLA and discuss Huddle formation with your local staff member
 - c. Local staff review and approve/deny MLA's
5. Prepare
 - a. Submit Draft Huddle Launch Plan to your local staff member
 - b. Recruit at least 2 other core Huddle members who will participate in Huddle ministry
 - c. Invest in the FCA Endurance Huddle Starter Kit (optional)
 - d. Submit Final Huddle Launch Plan to your local staff member
6. Certify the Huddle
7. Launch
8. Complete Discipleship Training in the first year of Huddle certification

Huddle Formation: Step 1. Pray

Seek the Lord's will for you and your endurance community. Ask Him to affirm your calling, equip you for this role, and work through you as you serve.

Huddle Formation: Step 2. Explore Huddles

- a. Review the Huddle Guide & Website:** Review the information necessary to make an informed decision about the organization you are exploring being a part of and what is expected of you as a ministry volunteer. Go through the content on our website (www.fcaendurance.org) and read through the entire Huddle Guide posted on our site.
- b. Ensure Adequate Time Margin:** Serving as a Huddle Leader takes time and intentionality. While not overly exhaustive, successful impact often depends on demonstrated commitment over time. If you have 5 minutes a week, your Huddle will struggle to be fruitful. Do you have an hour each week to commit to building relationships, marketing the Huddle, communication, and planning? Prayerfully assess your availability and how much of a priority you can make serving. To experience joy and fruitfulness, you'll need to commit adequate time to serving those you desire to impact.

Huddle Formation: Step 3. Contact Your Local Staff Member

- a. Set-up a Call or Meeting:** The Fellowship of Christian Athletes has staff members positioned around the country to develop and oversee FCA's ministries (Coaches, Campus, Community, and Camp) within their areas. Your local staff member will help you explore launching a new Huddle and be your primary contact as you serve. Schedule a time to connect with this individual to share your heart and desire, and to receive council regarding the best way to proceed in ministry together.
- b. Find Your Local Staff Member:** <http://www.fca.org/quick-links/find-local-staff>

Huddle Formation: Step 4. Certify the Leaders

- a. Complete a Ministry Leadership Application:** Any volunteer interested in representing FCA in an official capacity, including leadership roles such as an Endurance Huddle Leader, must have an approved Ministry Leadership Application (MLA) on file. The MLA allows FCA to get to know the applicant and ensures that our leaders are minimally qualified to lead and represent FCA in an official capacity. MLAs are submitted online here: <https://mla.fca.org/apply>
- b. MLA Review and Approval Decision:** Once your MLA has been submitted, your local staff member should contact you in order to review your MLA and further discuss your role within FCA. If you have not heard back from them within one week after submitting your MLA, it may be wise to follow-up with them to ensure they got it.

Huddle Formation: Step 5. Prepare to Launch

The following best practices will help you be successful in launching your new Huddle:

- a. **Submit a Draft Huddle Launch Plan.** The Huddle Launch Plan (p. 25) is a series of questions that will help you explore your local ministry opportunities and plan the action steps you'll take to impact your endurance community for Christ. Prayerfully complete this form and share it with your local staff member for feedback and support.
- b. **Recruit at Least 2 Other Core Huddle Members.** By definition, a Huddle is a group. Before you move forward, we want to be sure you've got some committed partners to join you in your Huddle efforts and activities. These core members do NOT need to be co-leaders (no MLA needed) but simply endurance athletes in your community who are committed to participating in Huddle activities. It is also encouraged that they be Teammates of FCA Endurance (www.fcaendurance.org/join).
- c. **Invest in the Huddle Starter Kit.** As you begin inviting others to join you in our mission, we encourage investing in a few resources that will help you succeed in sharing the vision and recruiting additional members. Suggested items in our starter kit are listed below:

<u>Item</u>	<u>Qty</u>	<u>Cost Each</u>	<u>Total</u>
Brochures	50	\$0.06	\$3.00
Web Cards	100	\$0.03	\$3.00
Tri Check-lists	15	\$0.15	\$2.25
Tattoos	25	\$0.05	\$1.25
Running Tracts	4	\$0.25	\$1.00
Tri Tracts	4	\$0.25	\$1.00
Team Bible	1	\$6.95	\$6.95
Bracelets	30	\$0.30	\$9.00
3x6 Banner	1	\$45.00	\$45.00
Shipping (est.)			\$24.00
FCA Cost			\$96.45
Cost to Huddle			\$75.00

We invite the Huddle to cover \$75 of the cost of these resources. As a non-profit ministry dependent upon ministry donations for our operation, we need committed Teammates to invest financially in our work. This includes covering ministry resource costs. However, if helping cover these costs creates any financial hardships for the Huddle and its members, please contact your local staff member to discuss other available options. The contents of this starter kit can also be edited as desired by the Huddle Leader. Order the kit through this page:

<http://fcaendurance.com/resourcesprint>

- d. **Submit Final Huddle Launch Plan:** After additional thought, prayer, and feedback from your core members and local staff member; you should have a plan ready to execute. Submit this plan to your local staff member for additional feedback and support.

Huddle Formation: Step 6. Certify the Huddle

When you're ready to launch and the above have all been taken care of, please contact your local staff person (same person who approved your MLA), requesting that they certify the Huddle.

Certification lasts 1-year and expires on July 31. **All certification costs are covered through FCA Staff budgets and generous FCA donors who support our mission financially.**

The last topic of Huddle certification is naming the Huddle. While we hate to squash creativity, we have established a pattern that helps us easily track endurance Huddles within the FCA database. As such, your Huddle will be named: "FCA Endurance – [fill in geographical area here]". Regarding the geographic area, you are free to choose whatever you wish, but we will refer to your huddle in terms that others will easily understand. For example, the "FCA Endurance - Inland NW" Huddle means something to those who live there, but nothing to everyone else. For this reason, we refer to it as the Coeur d'Alene Huddle.

Once the Huddle has been certified, it can be added to our national [Huddle map](#). Please have your local staff person contact [Chris Anderson](#) to have it added.

Huddle Formation: Step 7. Launch the Huddle

If you've gotten to this step, you now have a certified Huddle with at least one recognized servant leader, two core members, a resource kit, and an approved plan. Your next step is to move the Huddle from recognized to reality through executing your plan. As you move through this plan, please know that help is available through FCA staff, Endurance volunteers, our website, other Huddle Leaders, and the Huddle Guide. Please see page 24 for resource help.

Lastly, as you begin to execute your local ministry plan, we simply remind you of the goal... ***your Huddle exists to create biblical relational environments that will result in people growing as disciples.*** Be aware – distractions are everywhere! May the Lord protect our vision and mission, and may we faithfully accomplish His plan through your new Huddle!

For additional information regarding Huddle Meeting and activities, please review our complete Huddle Guide, downloadable from our website: www.fcaendurance.org/resources

Huddle Formation: Step 8. Complete Discipleship Training

One of your primary roles as a Huddle Leader is that of a disciple-maker. As such, we want to make sure that you have the training necessary to both grow as a disciple and effectively model disciple-making within your Huddle. We request that you complete some type of training in this within your first year of service if you haven't already. Discipleship training can be completed through your local church (as applicable) or local FCA staff office.

Huddle Activities Introduction:

The content and/or programming for Huddle Activities will vary drastically, dependent on many factors, including: *who is leading, who is involved, and current area opportunities*. While this guide will give some direction and examples, each Huddle will accomplish our mutual mission differently based on the Huddle Leader's and Huddle Member's Spiritual gifts, personalities, experiences, resources (time, geography, opportunity, etc), and other factors.

While this lack of uniform guidance and structure may frustrate some, we know that one size does not fit all, and we cannot simply cookie-cutter your activities based upon what is working for another very different Huddle 2,000 miles away. We also realize that we don't have everything figured out yet, and some of the best ideas are yet to be discovered. That's one of the main reasons for maintaining communication within the leadership community... so we can learn and grow together. That said, we believe the principles and ideas shared in this guide will be a great blessing for you as you prayerfully consider how to accomplish our mission where you live.

Initial Huddle Leader Activity Advice:

Four pieces of advice have proved to be helpful in maximizing the Huddle Leader's strengths while minimizing stress, resulting in a happier and more successful Huddle Leader.

1. Start with Your Passions:

Example: If you are a gifted teacher, a Bible study or evangelism course might be a great start-up activity. If you enjoy hospitality, perhaps leading social activities (BBQ or Ironman party) would work best for your talents. If you enjoy service, organize the Huddle to do packet pick-up for a local race, etc.

We encourage Huddle Leaders to analyze their giftedness and tap into their God-given strengths. Spiritual Gift assessments are a great place to start, but simply exploring what you enjoy, what you are good at, what you have experience with, what you're passionate about, what activities you would like to be involved in, and what others have affirmed in you should be valuable. Once you've got an idea of this, you've got an idea of where to start.

The basic premise of this advice is that if you are doing what you're good at and enjoy, you will likely succeed, and this will bless others you are interacting with (the Huddle). The last thing anyone needs is one more set of tasks that creates extra stress or anxieties in an already overbooked schedule. While this is sometimes necessary for personal growth and the administration of any group, we want to minimize it. We also pray that others will be brought into the Huddle with other gifts and passions to tap into. As this happens, allow them to lead in these areas to diversify Huddle meetings and activities without requiring you to do more, especially in areas where you may struggle.

2. Start with What You are Already Doing:

Examples: (1) If you are already committed to riding your bike every Saturday morning, make this a Huddle activity. While you will have to do a little bit of work to market the activity (inviting others), the ride is already happening with or without a Huddle meeting. You just need to be consistent about the time and place where you start from. (2) Are you currently (or planning on) studying the book of Timothy? Invite others to join you, and you've got a Huddle Bible study!

Let's face it, most of us are really busy and adding one more thing to most schedules is a source of stress. Therefore, it is suggested that you start with something that you are already doing or plan on doing regardless of the Huddle. From there, you simply call it a Huddle activity and start inviting others. By doing so, you are not adding something more to your calendar. Also, in a worse case scenario, if no one shows up, while you will likely be very disappointed, you have not "wasted" any time.

3. Tap into Other Group Opportunities:

Example: You are considering hosting a Thursday night Huddle ride. As you explore this, you realize that a great ride is already taking place through AAA triathlon club on Thursday night. Rather than competing with a successful ride or trying to re-organize your own, consider attending theirs. This allows you to participate in a fun, successful ride from the get-go with minimal administrative stress. This also creates an opportunity for Huddle members to make and grow relationships with other riders, creating ministry opportunity.

As you consider various Huddle activities, don't feel like you always need to re-invent the wheel. If someone is already doing what you would like to do, consider joining them. It is certainly easier to partner with or attend someone else's activity than recreating your own. This can save time, as well as increase the group size and impact of the activity.

4. Commit for the Long Haul: Consistency Pays Off!

Example: Steve and Leigh White started a Thursday evening run, simply inviting people to join them for something they were passionate about and committed to (Advice 1 & 2 above). The problem... it didn't grow like wildfire, and there were nights where it was only them. However, by sticking with it for the long haul, it eventually grew, and the Savannah Huddle is now one of our largest Huddles, having a significant impact in the southeast!

The reality is that sometimes things take time to grow. Any activity you plan is competing against MANY others, and it may not be an immediate priority for others you invite. Their schedule may also be busy for a one-time event. However, by having a consistent activity, people can plan for it for when it does work for them... even if it's six weeks later. Also, having a consistent activity arms you with the ability to always invite interested people to something. It provides a way to move people you're sharing with from ministry vision to practical engagement. Now, this doesn't mean you should stick your head in the sand if an idea just won't draw people, but don't be too quick to give-up or get discouraged either.

The Four C's of Huddle Ministry:

1. **Communication - To the Huddle Masses:** Keeping Huddle members in the loop is a valuable ministry, even if you rarely hear back from people. The truth is, many in your Huddle may not be overly involved in person. This is not because they don't love Jesus, FCA Endurance, or you. It's because their calling and margin may prevent it. Between work, family, church life and other obligations/roles; people may lack the time available to be overly involved in regular Huddle activities. Add in geography and drive times, and many are faced with legitimate barriers. Thus, you may only see some people once a year. That shared, getting a monthly update from you is encouraging and blesses them. By sending a monthly note, you invite them to celebrate what the Lord is doing, keep them in the know regarding future opportunities, and equip them for future ministry. They also continue to feel like part of the team (their desire). One final point - as you minister to the masses in your Huddle, remember to keep it brief. This will bless them and you.
2. **Community – With the Committed:** There will be a smaller group of Huddle Members who will be actively involved in regular meetings. Their margin, and likely geography, will allow this. These are the individuals you will build deep relationships with and partner with to impact your endurance community on a regular basis. These are the individuals you will disciple, or may disciple you, as well as one another. Celebrate this group, even if it seems small. Remember, the Lord can do an awful lot with 3 fully committed Teammates. I pray the Lord will grow your committed group in His time. I also encourage you to continually and enthusiastically invite those around you to join it. However, if it starts or remains small, please be encouraged and maximize this time to invest in one another and impact those around you together.
3. **Consistency – With Both:** This is touched on above, but to have effective ministry, consistency in communication and community are vital. We recommend a Monthly Huddle Update to keep everyone in the know and a Huddle Meeting of some type every two weeks. Can you get by with less – yes. However, if you want to build intimacy and effectiveness, a regular investment is often required. These meetings can vary greatly in format (studies, training, racing, fellowship, etc.), but nothing replaces being together as you grow in the Lord.
4. **Christ-Centered – In Everything:** There are countless distractions (disguised as “opportunities”?) that could pull a Huddle into a training group, race team, or clique of friends. While none of these is inherently bad; on their own, they do not accomplish our mission. Remember, the Huddle is designed to help disciples of Jesus mature. This will require Christ-centered intentionality in all things. Keep Him and His mission front and center in your minds as you strategically impact your community for Him.

Intentionality of Events:

With the above as a backdrop, it is strongly encouraged that each Huddle activity be strategic towards achieving FCA Endurance's Mission. The truth is that there are countless activities out there for Huddles to get engaged in, but we pray that each one you participate in has a purpose. Most of us are under a time crunch, and we would hate for you to spin your wheels with no fruit at the end. This is not to say that everything has to be a process or "work", but that you have considered the desired result of your time and efforts.

For example, there is nothing wrong with studying Matthew in the Bible as a Huddle, but as you do, we pray there will be some application beyond head knowledge. There is also nothing wrong with a group ride just to get some miles in, but we pray that there will be intentionally created opportunities during the ride to build relationship, explore spiritual topics, share a prayer, or perhaps even the Gospel. Again, serving runners a cup of water during a marathon is a great and necessary service for an event and the race organizers, but we pray that you are seeking ways to serve that will allow you an opportunity to love people in such a way that they could see Jesus through the service.

As we consider Huddle programming, we feel that there are four major classifications of activities. We strongly suggest that you consider how your envisioned event fits into these categories as a way of determining how it helps you achieve FCA's mission locally.

1. Recruiting Activities:

These activities are designed specifically to get the word out to other Christian endurance athletes about the ministry, inviting them to join us. A few examples include:

- Setting up a table with flyers and possibly a banner. <http://fcaendurance.com/resourcesprint>
Set up locations could include a local gym such as a YMCA, a church (before and after their service), and/or a race site. At the event, it's very important to make sure you collect email address and then send them the direct link to sign up (www.fcaendurance.org/join).
- Connect with friends that are already athletes and Christians (from your church, running club, etc.). Share the ministry vision and encourage them to join up.
- Multimedia post. We have had several huddles use online communities such as Facebook – sharing the ministry and including the direct link to sign up. <http://fcaendurance.com/join>
- Flyer placement. Putting flyers out at local running, biking or other sport stores. Also putting them out at churches, gyms, aquatic centers, coffee shops, smoothie shops, etc.
- As a note, we have flier templates available for our Huddle Leaders to tweak and print.

2. Uniting Activities:

As the name implies, these are activities designed to build and unite the Huddle. Many of these activities will be social in nature and tend to target and draw in those who already know Christ or are minimally seeking. Their purpose is to grow the Team/Huddle in number of participants and to build relationships within the Huddle and body of believers. It is worth noting that Uniting Activities are generally the easiest to hold, require the least amount of work, are generally the most comfortable, and will often times happen automatically when brothers and sisters are brought together with a common passion.

Examples:

- Socials- BBQ, dinners, Ironman (pick a sport) watching parties, etc.
- Team Bible Studies – a great way to bring people together
- Physical Training Events- at least those focused within the ministry
- Race Expos- often attract and encourage current believers and Teammates

3. Equipping Activities:

These activities are designed to help equip our Team to grow spiritually and/or to more effectively share their faith. In “Christianese”: discipleship and evangelism training. During these events, the hope is that each person will have grown a little closer to Christ through some form of learning and experience that draws him or her closer to the Father. This translates into an action that can impact the endurance community for Christ. Another hope would be that through learning and practicing, we could become more proficient at sharing our faith.

These activities obviously require more planning and are often geared intentionally towards the Huddle members or current Christians. These activities are also not the sole responsibility of the Huddle, and we highly encourage you to tap into other Christian resources around you (local church, conferences, etc.). FCA Endurance is also in the ongoing process of seeking out and developing resources and training conferences to help Huddles and Teammates more actively become equipped for endurance ministry (Endurance Ministry Institute/EMI).

Because Equipping activities are harder to plan, they will typically not happen unintentionally. It is also usually the case that Equipping activities will automatically serve as Uniting activities for those who attend, as relationships are built through the process of growth.

Examples:

- Bible Studies- intentionally find practical application
- Discipleship Training- Spiritual Disciplines
- Evangelistic Training- How to effectively and comfortably share your faith

4. Presenting Activities:

Presenting activities are intentionally designed to create opportunities for Huddle Members to share their faith with non-believers. These activities are geared specifically toward getting the Huddle actively engaged with non-Christians for the purpose of building relationships. Through engaging with others, we pray that the Holy Spirit will work through us in ways that will allow us to boldly, yet lovingly share our faith and invite them to respond.

In considering Presenting activities, it is extremely important to consider the setting. You want to create opportunities where there will be unrushed time to talk, where individuals will be less distracted, and where relationships can truly be built. Also, while Presenting Activities may seem simple from the interacting with non-believers side of things, we need to be intentional about purpose. We do want to form relationships and friendships, but that is not the end goal and hanging out is not the point. Our desire is to love others as Christ would and share as the Spirit leads.

From a practical administrative standpoint, these activities can go from “easy” to “hard.” On the easy end, it might mean just showing up to another’s event. On the other end, you may create and host activities designed to pull in and welcome non-believers. It is also worth noting that it is strategic to do some Equipping Activities before the Presenting Activities. Just like you would train for a marathon by doing some running during the months before hand, we want to be prepared to share before we actually have to do it. The Holy Spirit will do the heart change, but we need to be ready to be used.

Lastly, as with Equipping activities, Presenting activities will also usually serve as Uniting Activities for those who participate. You will also prayerfully be welcoming new Christian brothers and sisters into you midst as you share.

Examples:

- Group Training- attending other club/team workouts
- Event Service- when serving in ways that creates interaction (Novice Table, T-helper...)
- One-on-One Training- inviting others to train one-on-one or in small groups
- Wear the gear – let people know why you race and respond to questions/opportunities

As was noted, these four classifications of activities are not mutually exclusive. All will generally serve to Unite, but not all Uniting activities will Equip or Present. It was also suggested that Uniting activities will usually happen automatically as we naturally pursue Christian community due to its nature, fun, and comfort. Because of that, we must be intentional about creating both Equipping and Presenting activities, each done strategically and regularly. It might be a goal worth aiming towards to have your Huddle activities split up evenly in purpose between the categories. Remember, we are a ministry, not a Christian running/cycling/triathlon club.

Seasonal Possibilities (an option):

As with a good physical training plan, there are different times of the year (seasons) where different training may be preferable to achieve maximal results. While this is not always the case with Huddles, it can be beneficial for growth, variety, and effectiveness. The following outlines a possible basic strategy.

Base: Possible time frame Sept-Dec. This time of year is a great time to build on basic Christian growth and building relationships within the Team... a bunch of Uniting with some general Equipping. This can be done through various fellowship activities, focused Bible study, or sports-related devotionals. The goal is to grow closer to Christ and to each other. Part of this could include accountability and general discipleship.

Build: Possible time frame Jan-April. This is the time of year to get ready for the season. Here you are practically Equipping yourself to reach out to others through strategic planning (season events, service, etc.), evangelism training, and continued growth through Christian disciplines.

Peak: Possible time frame May-Aug. This will likely correlate with your racing season. Here most Huddle activities will be spent “working the fields”. You are Equipped and ready, so instead of meeting together as an isolated group, you are meeting at events to serve and race, as well as holding and going to training events where you can impact nonbelievers for Christ. You will continue to build relationships within the Huddle as you train, race, and serve together.

Programming Ideas: just a small sample

Uniting	Equipping*	Presenting**
Nearly every Equipping and Presenting Event	Go through/study an equipping book or program together	Host a local clinic – consider a group presentation opportunity
Any social activity: BBQ, holiday party, watch an event, etc.	Take an evangelism or discipleship class together through a local church	Train with a secular club/team together while wearing ministry gear
Train together (regular training ride, run, etc.)	Go through our online equipping resources together: http://fcaendurance.com/resources	Teach a class – adult or through a school
Bible study or go through Christian living/discipleship material together		Serve together in an environment that allows for relationship formation/growth
Serve together		Host a training event that draws non-believers
		Tract distribution through events
	* Intentionally equipping members to grow as disciples/disciple-makers	** Intentionally build relationships that could provide opportunities to share the Gospel

“Active” Huddles:

It is our desire that each certified Huddle be actively engaged in ministry in their community. Because each Huddle is wonderfully unique and opportunities vary greatly, we don’t define “success” by any specific measurement beyond whether the Holy Spirit is moving among and through them. That said, we appreciate that impact will likely come through intentional behaviors. Thus, we have come up with a few rough guidelines to loosely define an “active” Huddle. It is our desire that each Huddle prayerfully strive to meet and exceed these, and we’re happy to help in that.

**Active” Huddles meet or exceed the following guidelines:

1. Have at least bimonthly scheduled face-to-face meetings/events (gather 6 out of 12 months)
2. Some form of monthly communication is present between the Huddle Leader and each Huddle member
 - a. Monthly Huddle Update (see page 27)
3. Participate in or schedule at least 3 ministry events per year
4. Huddle Leader is meeting all HL expectations

Frequency of Meetings:

This, like programming and activities scheduled, will depend immensely on the time availability of both the Huddle Leader(s) and Huddle members. It will also likely vary during different times of year as there are varying degrees of opportunity. As such, we don't have a set schedule to dictate. That said, a Huddle's success and impact will largely be dependent on relationships, which are generally time-sensitive. Simply, Huddle members will know each other better, be able to work together better, and have a deeper bond as they spend more time together. In an ideal setting, this might mean meeting at least weekly in some form or another. This may or may not be realistic, but it would be a best practice to get together at least 1-2 times each month. From our experience, it is hard to maintain relationships and ministry momentum if you meet less regularly than this.

Church Partnerships:

Church partnerships can be a great resource for a Huddle. Church's often have access to a body of believers, meeting space, professional pastoral staff, and perhaps other administrative or capital resources that the Huddle can tap into. A Huddle partnership can also be a win for a church as a way to reach out to a population group that might not otherwise be ministered to within their community. It may also provide the endurance enthusiasts within their congregation with a "small group" that caters to their passions and desires to minister through personal hobbies.

That said, it is important to remember that FCA and all FCA ministries are intentionally non-denominational. As such, we welcome partnerships with churches that support the FCA Statement of Faith, but we must remain an independent group/ministry rather than a program of a specific church. If you've got questions about if or how to partner with a local church, please don't hesitate to contact your local staff member.

Other Partnerships:

As with churches, it often makes sense to partner with other ministries who have a similar mission. By partnering with other ministries, we tap into a larger pool of resources and can often times accomplish more and have a larger impact than we could alone. Examples of other ministries we've partnered with include: Believers on Mountain Bikes (BOMB), ChristianCycling.com, Step Up to Life Ministries (SUTL), Multisport Ministries (MSM) and others.

As we partner, seeking unity to accomplish a given task, it is important to remember and respect that each ministry has a God-led vision and mission to accomplish. As such, we must be faithful to not stray from what God has called FCA Endurance to do or pull the other ministry off its given course. If you've got questions about if or how to partner with another local ministry, please don't hesitate to contact your local staff member.

Funding – FCA Endurance:

While discussing funding, there are two overshadowing thoughts that must be remembered. First, everything belongs to God. We, personally and as a ministry, are simply entrusted to steward what the Lord puts in our hands. Secondly, it is important to remember that a Huddle is a part of one united ministry rather than a separate entity. As such, we would like to view funding very Kingdom-mindedly. It is our prayer that a well-funded ministry will benefit all parts of the ministry.

- **Nationally/Globally:** FCA Endurance’s national budget is established yearly by the Northland Director of Talent Advancement (former FCA Endurance National Director). It is then approved by the Northland Vice President of Field Ministry. The national budget covers the basic operating expenses to maintain the infrastructure of the ministry as a whole. It also provides matching grants that help support new local FCA Endurance staff members. All funding to meet the national budget comes from God through gifts given to FCA Endurance by individuals, foundations, companies, and churches..
- **Locally:** As a FCA Adult Huddle, you have the ability to raise and spend funds for Huddle activities. Guidelines outlining how to do this in accordance with FCA policies and IRS laws are available in “The Manual”, and will be covered in the next section of this Guide. As you consider Huddle funding needs and potential funds available, we ask each Huddle to pray about how to best steward God’s gifts in the context of the ministry as whole. For example, if you as a Huddle were gifted with funds beyond your local funding needs, it is encouraged that you prayerfully consider sharing these funds with your local staff office, the national FCA Endurance account, or other FCA/FCA Endurance ministries. Please contact your local staff member with any questions regarding this.
- **Corporate Ministry Partners:** In addition to gifts given by individuals, churches, or foundations, we have the opportunity to invite corporations to invest in our ministry. This is a large topic, and one addressed by our Corporate Ministry Partnership Proposal (available through Chris Anderson). We’ll cover a few quick points regarding partnerships here, and invite any potential companies to contact our Chris to discuss opportunities further.
 - We are a ministry
 - Although we often function like a club or team, we have been called by God for a purpose and are His ambassadors. Therefore, we must be careful in considering who we yoke ourselves with and be intentional that any partnership helps us accomplish our mission versus just provide a benefit for individual Teammates or marketing for a company.
 - We have obligations to National Corporate Partners
 - Certain companies have responded to a calling to partner with FCA Endurance in a significant way. As such, we have an obligation to honor their commitment to our ministry through returned loyalties as applicable. This needs to be considered as we explore what other companies God may be calling to join us and how we interact with all companies.

- We are One ministry
 - This is important to remember as we consider our unified presence across the country, especially in regard to branding and marketing, often represented on clothing. To increase our impact, we want to present one unified look, and therefore have restrictions on ministry racing apparel. These restrictions also help strengthen our Team purchasing power, thereby benefitting all.

FCA Funding – Part of the Bigger FCA Family

This section has been created at the request of FCA Endurance Huddle Leaders, seeking clarity regarding how the various ministries of FCA are funded, as well as how funds are raised and used.

Funding Big Picture:

FCA Ministry Distinctive #9 – FCA is:

Faith-Financed... funded through those who are moved by God to give.

FCA is a 501 (c)(3) not-for-profit corporation, similar to many/most other ministries. As stated above, it is funded by the Lord, primarily through gifts made to the ministry. The bulk of these gifts are made by individuals called to partner in its work, but funds are also given by companies, churches, and foundations.

United but Individually Funded:

While the ministries of FCA are absolutely united in Vision and Mission as directed by the Lord through those called to serve through leadership, they are funded nearly independent of each other.

- **Local Field Staff/Offices:** These staff members are in reality domestic Christian missionaries, working full or part-time for the Lord through FCA. As such, they are completely dependent on Him to support their and their family's needs through giving to their ministry. Generally, each staff member is responsible for asking the Lord to fund their work through gifts given specifically for this person's/office's ministry. As such, part of their ministry is inviting others to partner with them in funding their work. Typically, they receive little to no direct funding from FCA nationally. In addition to gifts, they may also use events (banquets, golf tournaments, auctions, etc.) to raise funds to support their ministries, which include staff support and program expenses.
- **FCA National Support Center (NSC):** The NSC, located in Kansas City, MO, houses the FCA Executive Leadership and other staff who support local field staff. They are responsible for ministry leadership and supporting field staff with systems that help make what they do possible or at least more efficient. This includes resource creation and distribution, receipting, accounting, legal, marketing, IT, online ministries, and others. The NSC is funded by an administrative charge of 11% of all gifts made locally, gifts that come in directly for the NSC, and other forms of revenue (resource sales, etc.).

- **FCA Endurance and other Sport-Specific Ministries (SSM):** FCA Endurance staff members operate in the same way a local field staff/office operates (see above). However, sport-specific staff focus on impacting one sport's culture within a giving geography (vs. all sports). As field staff, part of their ministry is inviting others to support their calling through financial giving that directly supports their ministry human resource requirements, as well as ministry resource and program expenses. SSM staff typically receive no direct financial support from FCA Nationally or other Local Field Staff.
- **FCA Endurance Huddles:** FCA Endurance Huddle needs and expenses come primarily from two sources. The first is through the Local FCA Staff Offices (see above). The second source is gifts given directly to Huddle Leaders, explicitly for Huddle programs. Because Huddles don't have any staff, their needs are generally smaller and easier to meet through specific local giving.

Giving Options:

As you consider the above, you can see that there are at least four different ways to financially support the ministries of FCA. Like the Church, each part of this FCA body does something different, their specific calling, while achieving their part of the bigger collective FCA vision. While there are certainly instances where one part shares financial resources with another, generally, each part must seek its own funding from the Lord.

Knowing this, an individual could be given the opportunity to support 4 different opportunities within FCA at the same time. As an example:

- Local staff member raising funds for a local football sports camp
- NSC raising general support to upgrade the FCA IT department
- FCA Endurance staff raising funds to support their ministry work
- Local FCA Endurance Huddle raising funds to participate in a local marathon expo

What do you do with all of these options? Prayerfully discern where the Lord would have you give and then respond immediately, faithfully, and generously!

3T's:

While this document has focused on ministry financial support, it is critical to remember that we each have resources beyond funds (Treasure - in the form of cash or assets). We also have Time and Talent, each of which can be just as valuable a resource to give.

FCA Ministry Distinctive # 7 – FCA is:

Volunteer-Intensive... mobilizing adults to accomplish the mission

This means we need you to accomplish what the Lord has put before us. FCA's mission is far too great for staff to cover alone! We need and are counting on passionate volunteers around the country to give of themselves to see the world impacted for Jesus Christ through the influence of coaches and athletes! Whether it's leading a Huddle, giving a few hours at an event's packet pick-up, or donating graphic art skills; this ministry depends on people stewarding what the Lord has placed in their hands for His glory!

Adult Ministry Policies for Handling Funds: Copied from the Manual pages 42-43.

All funds and/or property received by or coming into the custody of any Adult Ministry shall be the property of the Fellowship of Christian Athletes to be expended or applied only for the purposes and in accordance with the policies and regulations prescribed by the Board of Trustees.

Liabilities or Obligations: FCA shall not be liable for any act or failure to act by any Ministry or any or all of the members, committees, officers, agents, servants or employees thereof or for any obligation assumed or incurred by any Ministry except to the extent expressly authorized in writing by the Chairman of FCA's Board of Trustees or the National President of FCA.

Local Huddle Checking Account:

Huddle checking accounts can be set up at a bank by a FCA Adult Ministry. When setting up the checking account, the bank will require all those signing checks to sign a signature card on file with the bank.

- For control purposes, it is necessary that an employee of FCA (State Director, Area Director, Area Representative, or V.P. of Field Ministry) also be included on the signature card, although they will not be involved in signing checks for normal account transactions.
- In addition to this FCA employee, others on the signature card should include the officers of the Adult Ministry. The bank signature card should be updated periodically to reflect current information.
- Copies of the signature card and related banking agreements must be filed with the local FCA office.
- According to FCA policy, when writing a check, two signatures are required for withdrawal of monies. When setting up the account, please notify the bank of this double signature policy, so that they can set up the account accordingly.

Local Funds:

Funds solicited and/or generated by the Adult Ministry fall into two categories:

1. **Non-Contribution Gifts:** The amount of money received equals the services rendered to the person giving the gift. Examples include: merchandise sales, price of admission for a breakfast/lunch/dinner program, car wash proceeds, event proceeds, payment of money due for retreat and/or camp for specific students. Non-contribution gifts are not eligible as a tax deduction. Therefore, these monies must be deposited directly into the local checking account.
2. **Contribution Gifts:** Donations given to the Adult Ministry to support the needs of the FCA ministry. No services, consideration, or products are rendered to the donor. Examples include: non-designated scholarships for retreat and/or camps, gifts for ministry events and expos, Huddle resources, etc. It is necessary for donors to have proper tax-deductible receipts in order to claim this gift on their tax return.

Huddle Fund Reporting Requirements:

To satisfy IRS requirements, contribution gifts should be sent on Funds Returned Contribution Transmittal Form (see appendix for form) to:

Fellowship of Christian Athletes
Attn: Receipting
8701 Leeds Road
Kansas City, MO 64129

A tax-deductible receipt for the gift will be generated for the donors and properly credited to the Adult Ministry. The Adult Ministry is responsible to spend the money in accordance with FCA policies.

To record contribution gifts, use the Funds Returned Contribution Transmittal form for Community and Adult Ministries. The funds will be returned to the Community Ministry, less a 11% administrative charge. In the event a Community Ministry has annual gross receipts in excess of \$25,000, the group must contact the FCA National Support Center for special guidance.

In order to assist the FCA National Support Center in being compliant with an IRS requirement, each Adult Ministry must complete the Annual Ministry Financial Summary. Information needed to prepare these two reports can be obtained from the Adult Ministry checkbook and other financial data. Adult Ministries are to prepare this aforementioned financial report as of August 31st of each year. This report must be submitted to the FCA National Support Center no later than September 30th.

When submitting these two forms (see appendix for forms), please mail them to the following address:

FCA National Support Center
ATTN: Finance Department
8701 Leeds Road
Kansas City, MO 64129

Local FCA Staff:

As a Huddle of FCA Endurance, please remember that you are just a small part of the larger FCA Team. While FCA Endurance has only been around since 2005, FCA has been impacting lives for Jesus Christ through sports since 1954. As such, you are part of a much larger legacy and huge ministry team of staff and volunteers around the world. With that in mind, it is highly recommended that you read the first chapter of “The Manual,” which highlights basic information regarding the larger FCA Team.

A significant part of the FCA Team is FCA field staff. These are men and women called to minister through FCA in a local community. They generally do this by focusing on one or more of the “4 C’s”: Coaches, Campus, Camps, and Community. As a staff person, they have been called by God to impact an area and are the local FCA experts and have ultimate authority and responsibility within their areas. As such, they can be a hugely valuable resource to you in terms of contacts, administration, resourcing, local FCA history, opportunity, etc. You and the Huddle can also be a significant blessing to them by providing a local ministry for endurance athletes and a potential volunteer force for local FCA events.

With this in mind, Huddle Leaders are expected to establish and maintain a relationship with their local FCA field staff member. This should bless you, the staff person, and both of your ministries. Historically, some of our most “successful” Huddles have been those who have a close relationship with their local staff. To find your local staff person, please visit: <http://www.fca.org/quick-links/findlocalstaff/> This web page will ask for your zip code and pull up your local staff person and his/her contact information.

As you contact your local field staff, we bring two things to your attention for consideration. First, FCA field staff generally have huge demands placed upon them. Most of them have large ministries over large geographic areas, tons of opportunity, and are usually responsible for raising their own support on top of it all. As such, please exercise extreme grace in communicating with them. If responses are slow or interest seems weak, it is generally a function of being over-stretched rather than being indifferent towards you and/or your ministry. Also, as a sports ministry servant, their personal passion and calling may be within a different arena (for example college football coaches). As such, they will be grateful for your heart to achieve our common mission in your local adult endurance community, but they may not be overly passionate, experienced, and/or extensively involved in your local Huddle’s ministry.

Secondly, FCA Endurance and FCA Sport-Specific Ministries as a whole are relatively newer ministries and strategies within FCA. As such, a local staff person may not be completely familiar with either by the time you contact them. By reading our website and this guide, you will likely know more about FCA Endurance than they do. Should this be the case, use this opportunity to explore and grow FCA Endurance together in your community.

Huddle Leader Reporting:

As a volunteer within FCA, Huddle Leaders “report” to local FCA staff members for resourcing and accountability. Local staff members have the responsibility, authority, and joy of engaging, equipping, and empowering volunteers to effectively accomplish FCA Endurance’s mission within their local community. To accomplish the mission, Huddle Leaders are given a great deal of freedom, based on trust and understanding, as well as a common purpose. At the same time, it is important that communication and accountability take place to guide and protect the Lord’s ministry through FCA’s appointed staff.

In order to maintain a beneficial level of understanding and support, it is expected that Huddle Leaders will communicate with their local staff monthly. This can most efficiently be done through the Monthly Huddle Update. It is also encouraged that the HL meet with their local staff person quarterly, either one-on-one or by attending a staff/board meeting. This will allow for relationship growth and increased cooperation within the ministries of FCA.

FCA Endurance Volunteer Team:

Within FCA Endurance, there is a small group of volunteers who serve on nationally/globally-focused teams. These teams maintain/grow resources that help unite and equip the FCA Endurance ministry as a whole. Teams include: ministry calendar, gear, Iron Prayer events, resources, social media, and website. The Volunteer Team is captained by Mark Long. If you have any questions about this team or would like to explore serving on one of the volunteer teams, please contact him at mlong@fca.org.

Resources Available:

- Web sites:
 - www.fcaendurance.org Check out all the pages and resources on this site!
 - Resources: <http://fcaendurance.com/equip>
 - www.fca.org
 - www.fcaresources.com
- On-line Communities:
 - **Huddle Leader Group:** www.facebook.com/groups/FCAEndurance.HuddleLeaders/
 - FCA Endurance Facebook Fan Page: <http://www.facebook.com/fcaendurance>
 - FCA Endurance Facebook Group: <https://www.facebook.com/groups/fcaendurance/>
 - FCA Endurance Prayer Team: www.facebook.com/groups/FCAEndurance.PrayerTeam/
- Physical Resources:
 - “The Manual”- download through the Huddle page on the FCA Endurance site
 - FCA Endurance Events Guide and Events Resources – available <http://fcaendurance.com/event-resources>
 - FCA Endurance Printed Resources: <http://fcaendurance.com/resourcesprint>
 - FCA Endurance Clothing: <http://fcaendurance.com/gear>
 - Huddle Small Group Studies: Available through the Huddle Leader Group
- FCA Staff:
 - Local Staff: www.fca.org/hotpicks/FindlocalStaff.lsp
- Other Huddle Leaders:
 - Available through the Huddle Leader Group
 - Map and email addresses here: <http://fcaendurance.com/huddles>
- Team Database:
 - <http://fcaendurance.com/teammatesonly>
- Templates (event and other):
 - Available through the Huddle Leader Group or via the FCA Endurance office

Huddle Launch Plan

Please prayerfully consider the questions below as you create a Huddle plan. You do not need to answer each question, but we encourage you to think about it as you draft your plan.

Personal Calling:

- What do you feel is your greatest local opportunity to impact your endurance community for Christ?
- What are you personally passionate about within your endurance community?
- What are your gifts and skill sets that you could engage in Huddle ministry?

Who:

- Who do you know who might want to be involved?
- How can you get to know others who might want to be involved?
- Which local churches could you share this opportunity with in hopes of recruiting participants?
- Which local bike shops, running shoe stores, fitness centers, nutrition stores and/or other businesses could you share this opportunity with (managers, employees, & customers)?
- Which local running, biking, swimming, etc. groups could I be a part of as a way of meeting new people who may be interested? Would these clubs leaders/organizers be open to partnering or letting me share this opportunity?

Materials:

- What materials do I need to share this opportunity? (Fliers, brochures, cards, banners, etc.)
- Will I have local resources created or use national resources?

Communication:

- How will I communicate with interested individuals?
 - Email, Online Groups, Web Site/Page, Mass email distribution?

Meeting Logistics:

- How often will we meet?
- When will our first meeting be?
- Where will we meet?
- How long will we meet?
- What will we do before, during, after the meeting?
- Who will be involved in serving?
- Will food be involved? Who will cover this?
- Will working out be involved? Will groups be needed? Who will lead the groups?

Ministry:

- How will you intentionally create discipleship opportunities within and through this Huddle?
- What resources may be needed (Bibles, books, videos, etc.)?
- Which equipping experiences will you incorporate: Bible study, prayer, devotionals, spiritual training, serving in Jesus name, etc.
- Is there a specific church you may partner with and/or help plug people into if they are currently unchurched?

Huddle Launch Plan

Given your answers to the previous questions, please create your plan below:

- Core Members:
- Others to invite:
- Other recruiting plans:
- Resources to create or order:
- First Meeting (date, time, location, agenda):
- Ongoing Ministry Meeting Plan (How often will you meet? Where? What will you do?):
- How will the Huddle foster spiritual growth, within and outside of the Huddle group?
- Other plans and/or considerations:
- My top 3 priorities & action steps to accomplish God's will through the Huddle:
 - 1.
 - 2.
 - 3.

Monthly Huddle Update Template

This template is meant to serve as a helpful guide to report how the Lord is working within your Huddle. It is our hope that by creating a relatively simple report once a month, you will efficiently meet multiple demands with one simple document. **Please note that shorter is better!**

Send once per month to:

- 1 **Huddle Members:** Publically thank those who have been involved and regularly reach out to those on the fringe.
- 2 **All new Teammates:** Quickly get them up to speed and engaged.
- 3 **Your Local FCA Office:** They can celebrate & share what is taking place in your Huddle.
- 4 **FCA Endurance Huddle Leaders:** Please post on the Huddle Leader Facebook Group. This allows other leaders to celebrate what God is doing. It also provides an opportunity for our Huddle Leaders to learn from one another.

You can complete all or part of this in whatever format works best for you... (bullet points, sentences, etc.). Attach a few photos, and you've got a quick, easy "Newsletter." The point is to regularly share what the Lord is doing through your ministry in a simple way that blesses you and the Huddle. Remember, keeping it short and using photos blesses you and the reader!

INSPIRE: Celebrate what the Lord has done through the Huddle!

- List and/or describe the Huddle activities from this past month
- Describe experiences where the Lord moved through your Huddle this month

INVITE: Enthusiastically invite others to join you!

- Regularly scheduled events are taking place (training, studies, etc.)
- Special ministry opportunities that Huddle members need to put on their calendars
- Encourage active involvement and recruiting to the above activities – why are they needed, how will it bless them and others, how can they plug in?
- What can Huddle Members be praying for?