

Congregational Application for B4 Workshop

Please complete this form as thoroughly as possible after reviewing the [B4 information on the UUA website](#) and send it **by September 7th (but know that first-come, first-scheduled and your first preferred date may not be available). Workshops will take place between September and December. If your congregation will need a workshop scheduled outside of this range, please reach out to the Transitions Office to explain. Our email address is Transitions@uua.org.**

The cost of a virtual workshop is covered by search support fees your congregation paid to UUA Congregational Life staff.

For in person workshops, congregations will be required to pay \$1,700 to cover the travel costs for their facilitator. In person requested workshops will not be scheduled until payment or proof of payment has been received.

For either format of workshop, If the congregation would also like their B4 facilitator to preach their worship service during the weekend of their workshop, the congregation pays the facilitator an honorarium according to [UUMA's Scale of Fees](#). Honoraria remains the same regardless of whether the workshop and worship happen virtually or in person.

We strongly encourage as many search committee members and board members as possible as well as the interim minister to be present for the workshop. We also ask that you designate someone from your congregation to run the technical aspects of the virtual workshop and worship service.

Application Deadline: Sept. 7, 2025. This gives us time to schedule facilitators.

A hard copy of the questions in this application can be found [HERE](#).

You should receive an email copy of your application following submission. If you do not receive this copy, please reach out to our administrator at ASzen@uua.org.

*** Indicates required question**

1. Email *

General Information

2. Full Name of Congregation (No Abbreviations) *

3. City *

4. Province/State *

5. Zip/Postal Code *

Search Committee Information

6. B4 Workshop Coordinator Contact Person *

7. Email Address for Contact Person *

8. Cell Number for Contact Person *

9. Chair(s) of Search Committee

10. Email(s) for Search Committee chair(s)

Workshop Scheduling Details

For in person workshops, congregations will be required to pay \$1,700 to cover the travel costs for their facilitator. In person requested workshops will not be scheduled until payment or proof of payment has been received. You will be sent a PayPal invoice for this cost following receipt of your application. If you wish to pay via check, please reach out to our Administrator, Amy Szen, via email, ASzen@uua.org.

For either format of workshop, If the congregation would also like their B4 facilitator to preach their worship service during the weekend of their workshop, the congregation pays the facilitator an honorarium according to [UUMA standards](#). Honoraria remains the same regardless of whether the workshop and worship happen virtually or in person.

An online B4 usually happens in two 90-to 120-minute sessions. Typically, there is also a separate meeting between the search committee and facilitator(s) after the workshop. Congregations host/staff the technical aspects of Zoom. There are breakout sessions and screen shares. An in-person B4s happens on Saturday morning.

Are you requesting the facilitator preach your worship service? **Please note that congregations are responsible for paying the facilitator an honorarium** according to [UUMA guidelines](#). Congregations are expected to pay this honorarium directly to their facilitator. Please have this payment ready to give or send to your facilitator by their preaching date.

Please choose dates when the entire search committee and most of the church leadership can attend. We ask that you do your best to select dates that have the same degree of availability for your leadership and/or congregants.

****We will do our best to honor 1st choice dates, however, we cannot guarantee this. Scheduling depends on a variety of factors including facilitator availability. ****

Please do not anticipate receiving confirmation of B4 Workshop scheduling any earlier than 6 weeks prior to the approved workshop date(s).

11. Preferred Workshop Platform *

Mark only one oval.

- ☐ In-Person (Please note, all in person workshops require a contribution of \$1,700)
- ☐ Virtual
- ☐ Other

12. If you selected "Other" on the previous question, please explain

13. Preferred Date(s) for Workshop. Please list dates in order of preference. *

Please note: Due to the interactive nature of the workshop between facilitator and attendees, recording the workshop is not an option but for extraordinary circumstances. We realize not everyone can attend all congregational events; choose the best dates you can!

Congregational Information

14. Current Minister *

15. If the current minister is not an interim (developmental, contract, settled, non-UU, *
or if you are lay led) please note or explain here:

16. If there are associate/assistant ministers, please list: *

17. If there are affiliated community ministers, please list: *

18. If you wish to list any additional information about the current ministry, you would *
like to share please do so here.

Search Committee

19. Size of search committee: *

20. Do you have search committee members that are? *

Check all that apply.

- ☐ Over the age of 60
- ☐ Between the age of 40-59
- ☐ Under the age of 40

21. How many members self-identify as BIPOC (Black/Indigenous, People of Color— IPOC in Canada) and/or Latino/a/x? *

22. How many people self-identify LGBTQ? *

23. How many self-identify as transgender? *

24. How many self-identify as gender nonbinary? *

25. What is the gender breakdown of the committee? *

26. How many people self-identify as being a person with physical disability, as neurodiverse, and/or having a mental or physical health concern? *

Congregation Demographics

Age

27. Give your sense of the age demographics in the congregation. *

28. Any ministries/groups/small groups in the congregation that are age-related? *
Please list.

29. Please share any significant education, notable achievements, and/or significant growth/learning around age/ageism in your congregation's story. *

Gender Expression

30. Give your sense of the gender/ gender fluidity demographics in the congregation. *

31. Any ministries/groups/small groups in the congregation that are gender-related? *
Please list.

32. Please share any significant education, notable achievements, and/or significant growth/learning around gender/sexism/transphobia that is part of your congregation's story. *

Race & Ethnicity

33. Give your sense of the race/ethnic demographics in the congregation. *

34. Any ministries/groups/small groups in the congregation that are race/ethnicity-related? Please list. *

35. Please share any significant education, notable achievements, and/or significant growth/learning, around race/ethnicity/racism that are a part of the congregation's story. *

Sexual Orientation

36. Give your sense of the demographics of sexual orientation in the congregation. *

37. Any ministries/groups/small groups in the congregation that are sexual orientation-related? Please list. *

38. Please share any significant education, notable achievements, and/or significant learning/growth around sexual orientation/homophobia/biphobia that are a part of the congregation's story. *

Neurodiversities, Disabilities, Health Concerns

39. Give your sense of the demographics of people living with neurodiversity, disabilities, and mental and physical health concerns. *

40. Any ministries/groups/small groups in the congregation that are related to neurodiversity, disabilities, mental and physical health concerns? Please list. *

41. Please share any significant education, notable achievements, and/or significant growth/learning around neurodiversity, disability/mental health and health concerns/ableism that are a part of the congregation's story. *

Eighth Principle

42. Is or has your congregation *

Mark only one oval.

- ☐ Actively considering adopting the Eighth Principle
- ☐ Already adopted the Eighth Principle
- ☐ Neither

43. Please check any identity bias you feel the congregation has struggled with and you would wish the facilitator specifically mentions (the facilitator will speak with the Search Committee in advance): *

Check all that apply.

- ☐ Ageism
- ☐ Congregational exceptionalism
- ☐ Fatness
- ☐ Feeling "pushed out" of the circle of concern
- ☐ Gender expression
- ☐ Mental disabilities
- ☐ Neurodiversity
- ☐ Physical disability access
- ☐ Racism
- ☐ Sexual orientation
- ☐ Women as leaders

Article II

44. Did a majority of your congregation support [adoption of the new Article II statement of values and beliefs](#)? *

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Don't Know

Ministerial History

45. Please list ministers who have served the congregation with historically marginalized identities in the past and what impact have these ministers had on the congregation? *

The Wider Community

Demographic information can be as specific as you are able to provide, approximation is permitted

46. Give a sense of where the members of your congregation live? *

Age

47. How do the demographics of the congregation around age compare to the demographics around age in your wider community? *

48. Do you partner/interact with any age-related groups in your community? Please list and share any information you like. *

49. What should any new minister know about issues around age that are current in your wider community? *

Gender Expression

50. How do the demographics of the congregation around gender compare to the demographics around gender in your wider community? *

51. Do you partner/interact with any gender-related groups in your community? Please list and share any information you like. *

52. What should any new minister know about issues around gender that are current in your wider community? *

Race & Ethnicity

53. How do the demographics of the congregation around race/ethnicity compared to the demographics around race/ethnicity in your wider community? *

54. Do you partner/interact with any race/ethnicity-related groups in your community? *
Please list and share any information you like.

55. What should any new minister know about issues around race/ethnicity that are current in your wider community? *

Sexual Orientation

56. How do the demographics of the congregation around age compare to the demographics around sexual orientation in your wider community? *

57. Do you partner/interact with any sexual orientation -related groups in your community? Please list and share any information you like. *

58. What should any new minister know about issues around sexual orientation that are current in your wider community? *

Disability/Mental Health/Health Concerns

59. How do the demographics of the congregation around disability/mental health/health concerns compare to the demographics around disability/mental health/health in your wider community? *

60. Do you partner/interact with any disability/mental health/health concerns -related groups in your community? Please list and share any information you like. *

61. What should any new minister know about issues around disability/mental health/health concerns that are current in your wider community? *

Other

62. Any other information you would like to include for your B4 facilitator and prospective ministerial applicants?

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