

# Your City Reaching Blueprint

	Week 1 & 2	Week 3 & 4	Week 4 & 5	Week 6	Week 7 & 8
<b>HUB Focused – Set up and Maintenance</b>	<ul style="list-style-type: none"> <li>• Design Call with MTN</li> <li>• Design Web Page(s)</li> <li>• Create Template &amp; Links</li> <li>• Complete Web Design</li> <li>• Review HUB Packet information</li> <li>• Watch training videos</li> </ul>	<ul style="list-style-type: none"> <li>• Complete Web Design</li> <li>• Review FAQ's</li> <li>• Post your ministry needs if applicable</li> <li>• Provide MTN with a list of your partners to help you track progress</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain and update website as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to post your ministry needs if applicable</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain and update website as needed</li> </ul>
<b>Communication &amp; Sharing</b>	<ul style="list-style-type: none"> <li>• Announce to partners via email your new relationship with MTN</li> <li>• Include MTN partnership in all existing newsletters and external communications</li> </ul>	<ul style="list-style-type: none"> <li>• Share MTN partnership through existing meetings (individual or group)</li> <li>• Drive your partners to website to register &amp; join you</li> <li>• Arrange specific sharing meetings with influential/large churches or ministries</li> <li>• Review FAQ's</li> <li>• Email informational materials and flyers as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Arrange group webinars to introduce MTN partnership – MTN will present</li> <li>• Email informational materials and flyers as needed</li> <li>• Communicate with MTN representative regarding process</li> <li>• Evaluate progress and continue to share as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Monthly Newsletter announcement</li> <li>• Communicate with MTN representative regarding process</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to drive organizations to website to register</li> <li>• Communicate with MTN representative regarding process</li> </ul>

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	<b>Week 1 &amp; 2</b>	<b>Week 3 &amp; 4</b>	<b>Week 4 &amp; 5</b>	<b>Week 6</b>	<b>Week 7 &amp; 8</b>
<b>Events</b>	<ul style="list-style-type: none"> <li>• Begin to think about events you could attend in your City and community specifically to share MTN partnership and the benefits</li> </ul>	<ul style="list-style-type: none"> <li>• Consider and plan a site visit by Jim Morgan, MTN President</li> <li>• Attend and share MTN at large community wide events to churches and ministries</li> <li>• Attend City Gatherings /events and share MTN and its value to the City</li> </ul>	<ul style="list-style-type: none"> <li>• Publicize site visit by MTN and send invitations – collect RSVP's</li> <li>• Arrange individual special meetings during site visit</li> <li>• Please release regarding site visit</li> <li>• Encourage partners to attend MTN Monthly webinar trainings held on the 2<sup>nd</sup> Tuesday of every month</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to attend and share MTN at large community wide events to churches and ministries</li> </ul>	<ul style="list-style-type: none"> <li>• Attend and share MTN at large community wide events to churches and ministries</li> </ul>
<b>PR &amp; Media</b>	<ul style="list-style-type: none"> <li>• Press release regarding new partnership/site visit</li> <li>• Connect with MTN via Facebook, LinkedIn, Twitter, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Post on social media sites encouraging joining network</li> </ul>	<ul style="list-style-type: none"> <li>• Press release regarding event/site visit</li> </ul>	<ul style="list-style-type: none"> <li>• Follow up press release with updates of site visit</li> </ul>	<ul style="list-style-type: none"> <li>• Continue media and PR as appropriate</li> </ul>
<b>On-going</b>		<ul style="list-style-type: none"> <li>• Follow up with partners that have not registered yet</li> <li>• Record activity and notes on shared spreadsheet of partners</li> </ul>	<ul style="list-style-type: none"> <li>• Stay in communication weekly with your MTN Representative</li> </ul>	<ul style="list-style-type: none"> <li>• Follow up with partners that have not registered yet</li> <li>• Record activity and notes on shared spreadsheet of partners</li> </ul>	<ul style="list-style-type: none"> <li>• Stay in communication weekly with your MTN Representative</li> </ul>