



THE SOUTHERN BAPTIST THEOLOGICAL SEMINARY

## **D.MIN./D.ED.MIN. PROPOSAL OUTLINE**

### **80600 Project Methodology Seminar**

ATS standards require that the Doctor of Ministry/Doctor of Educational ministry programs conclude with “the design and completion of a written doctoral-level project that addresses both the nature and the practice of ministry. The project should be of sufficient quality that it contributes to the practice of ministry as judged by professional standards and has the potential for application in other contexts of ministry.” The project should “demonstrate the candidate’s ability to identify a specific theological topic in ministry, to organize an effective research model, to use appropriate resources, and to evaluate the results, and should reflect the candidate’s depth of theological insight in relation to ministry.” The project includes an oral presentation and evaluation.

To meet this requirement, SBTS professional doctoral students complete a project proposal and written report following this outline:

#### **I. Front and Back Matter** (see Southern’s Style Guide for details)

All front and back matter, such as title page, copyright page, table of contents, etc., must be included.

#### **II. Title** (see Southern’s Style Guide on formatting titles)

The title must clearly and concisely describe the project. Include the church’s name and location; e.g., “Developing Personal Evangelists at First Baptist Church, Ohio City, Kentucky.”

#### **III. Introduction**

Following your title, students will provide an introductory paragraph regarding the nature and direction of your project.

#### **IV. Context** (about 2-3 pages)

This section should focus upon issues and descriptors which relate to the purpose of the project. Do not provide general information related to your church’s leadership, demographics, growth patterns, etc., unless they revolve around the project’s purpose. Any information not related to the purpose is superfluous and should be left out of the proposal.

#### **V. Rationale**

This section should flow out of your context and establish the need for this project in your ministry. From what you have discussed in the context, it should be evident that there is a need

for this project in your ministry setting. The rationale should therefore state what should be evident to your reader.

## **VI. Purpose**

Be specific. You should include the target group, what you hope to accomplish and where. The purpose statement should be a single sentence.

## **VII. Goals**

State your three to five goals. These should be enumerated (“1., 2., 3., etc.”). See project proposals on the Writing Resources website for professional doctoral students. Each goal should progressively help you achieve the purpose of your project. You must also specify a measurement and benchmark of success for each goal. The language for goal development can be found on the Goal Development Worksheet, also located on same website.

## **VIII. Research Methodology**

State in some detail the process you will follow in securing input, data, and feedback from project participants. This will require restating each goal and then providing the appropriate detail for your reader to understand how you will accomplish each one. Will you do a pre-project survey? Post-project survey? Interviews? Be as specific as possible. What statistics will you use to evaluate whether your “intervention” (your project) made any statistically significant difference?

Every student **MUST** include the following as a footnote to the Research Methodology section of the project proposal: “*All of the research instruments used in this project were performed in compliance with and approved by the Southern Baptist Theological Seminary Research Ethics Committee prior to use.*”

## **IX. Definitions and Limitations/Delimitations**

You will need to define terms that may be ambiguous or unclear, as well as state if you are using a special definition of a term. Alphabetize, indent, and place a period after each term, and provide bibliographic support for each definition. You will also need to identify and explain your limitations and delimitations. The following is an example:

***Patristic Christology.*** This term refers to the understanding of the person of Christ in the period following the NT (100–451 AD).<sup>1</sup> Some of the major councils that shaped Christology during this period are Nicaea (325) and Ephesus (431).

A limitation is something that limits your research that is beyond your control (like the fifteen-week duration of the project). A delimitation is a “fence” you put around the research to limit the size of the data pool, scope of intention, etc. (such as choosing to work with only a certain group of people, like senior adults).

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<sup>1</sup>Walter A. Elwell, ed., *Evangelical Dictionary of Theology* (Grand Rapids: Baker, 1984), 224. The dating for the patristic period is taken from Alistair McGrath, *Historical Theology: An Introduction to the History of Christian Thought* (Oxford: Blackwell Publishers, 218), 17.

## **X. Conclusion**

You will need to provide a concluding paragraph to your proposal and direct the reader to what they should expect for the remainder of the project.

## **XI. Outline of Chapters 1, 2, 3, 4, 5**

The project should be 80-125 pages in length. Unless otherwise agreed upon, the chapter content should be:

Chapter 1: Introduction (10-12 pages)

Chapter 2: Biblical and theological support (20-25 pages)

Chapter 3: Theoretical/sociological, etc., support (20-25 pages)

Chapter 4: Details of the project (15 pages)

Chapter 5: Evaluation of the project (15-20 pages)

## **XII. Completion Calendar**

This should include the submission of your proposal and chapters, and your intended month of graduation. Include the following dates:

1. Date you expect to receive approval of the proposal (be reasonable and include time for the full process to take place—usually between six weeks to two months).
2. Date you plan to start chapter 2.
3. Date you plan to finish chapter 2 and submit it to your faculty supervisor.
4. Date you plan to start chapter 3.
5. Date you plan to finish chapter 3 and submit it to your faculty supervisor.
6. Date you plan to start chapter 4.
7. Date you plan to finish chapter 4 and submit it to your faculty supervisor.
8. Date you plan to start chapter 5.
9. Date you plan to finish chapter 5 and submit it to your faculty supervisor.
10. Date you plan to graduate.

You will also be required to submit a detailed writing plan for chapter 2 with allotted hours and self-imposed writing deadlines.

## **XIII. Research Instruments**

Place all research instruments (e.g., surveys, questionnaires, etc.) that you propose to use in the project in a separate appendix (Appendix 1, Appendix 2, etc.). Be aware that all instruments must be approved by your faculty supervisor and the SBTS Research Ethics Committee prior to their use.

If you are going to employ a scale, you must use the following *Likert* model. If you wish to employ a different scale, please contact the Professional Doctoral Studies Office for approval.

<b>Strongly Disagree</b>	<b>Disagree</b>	<b>Disagree Somewhat</b>	<b>Agree Somewhat</b>	<b>Agree</b>	<b>Strongly Agree</b>
<b>SD</b>	<b>D</b>	<b>DS</b>	<b>AS</b>	<b>A</b>	<b>SA</b>

**XIV. Bibliography** (at least 50-75 entries)

Include books, periodical articles, dissertations, other projects, and any other material you think is germane to the project. Include at least three commentaries for each book of the Bible used in the chapter. Be sure your commentaries are academic. You may choose your own theological position, but be informed of others.

**XV. List of Appendices** (if necessary)

**XVI. Vita Sheet** (follow the guidelines on p. 18 of The Southern Seminary Manual of Style)

**XVII. Abstract**

**XVIII. Signature Sheet**

You are required to sign the form attached to the DMin/DEdMin Project Proposal Outline. By signing this form you are saying that your project complies with the standards set forth in the proposal outline. Your project will not be accepted until it has been signed.

**Submission Process**

After you submit your proposal at the conclusion of Project Methodology, a Project Methodology coach will review your work, return your proposal to you with suggested changes, and submit your final course grade. You will then receive a supervisor who will review your proposal no more than two times. After two submissions (at most), you will submit a revised copy to the Professional Doctoral office for final approval. Please expect a response time of three weeks for each submission.

## Description of Chapter Outlines

**Chapter 2**—List 4-5 major texts that you will cover in an attempt to answer the question, “What does the Bible say about my topic?” Explain your use of each text in a brief sentence. Use sub-points. Be sure to consider Old Testament texts as well as New Testament texts. Be as thorough as you can at this point. Do not leave much to our imagination. This chapter should take on the form of exegeting and applying the text. This will require using the most scholarly commentaries— *do not use weak commentaries*.

Chapter 2 outline will start with an initial “chapter thesis.” The rest of the outline will flow from it, demonstrating how you will argue your thesis statement. Your thesis statement will be the central claim of your chapter. The following is an example of a clear chapter thesis statement: “The thesis of this chapter is that Scripture presents parents as the primary disciple makers of their children.”<sup>2</sup> If this were your thesis statement, the rest of your chapter would demonstrate its validity. After doing this, you will need to list in your outline (not only in the bibliography) the commentaries/resources you plan on using in your writing. A sample portion of a chapter 2 outline is noted below.

### **Chapter 2: Biblical and Theological Foundations for Parents as Primary Disciple Makers<sup>3</sup>**

- I. The thesis of this chapter is that Scripture presents parents as the primary disciple makers of their children.
  - A. Deuteronomy 6:1-8 provides some of the clearest evidence of parents as the primary disciple makers. In this passage, parents are called upon to teach the laws and commandments to their children so that they may grow up to fear the Lord. Such a perspective from this passage substantiates the claim that the burden of training children is on their parents.
    1. Christensen, Duane L. *Deuteronomy 1–21:9*. Word Biblical Commentary. Dallas: Word Books, 2001.
    2. Craigie, Peter. *The Book of Deuteronomy*. New International Commentary on the Old Testament. Grand Rapids: Eerdmans, 1976.
    3. Tigay, Jeffrey. *Deuteronomy*. The JPS Torah Commentary. Philadelphia: JPS Society, 2003.
    4. Weinfeld, Moshe. *Deuteronomy 1-11*. Anchor Bible Series. New York: Doubleday, 1991.

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<sup>2</sup>For specific information on developing and constructing thesis statements, See Kate L. Turabian, *A Manual for Writers of Research Papers, Theses, and Dissertations*, 7th ed. (Chicago: University of Chicago Press, 2007), 48–61; Wayne C. Booth, Gregory G. Colomb, and Joseph M. Williams, *The Craft of Research* (Chicago: University of Chicago Press, 2003), 127–50.

<sup>3</sup>Much of the creative inspiration for this sample outline comes from Michael Paul Rodriguez’s project proposal draft, *Discipling Parents to Be Primary Disciple Makers at First Baptist Church, Andalusia, AL*.

Note that the sample outline above begins with a thesis and is followed by the explanation of a verse that demonstrates the validity of the thesis. After doing so, list 4-5 scholarly commentaries that will be employed in this section. Then, you would have several other subpoints that you would employ to validate your thesis— each of them also following the pattern noted above.

**Chapter 3**—The goal of this chapter is to answer the question, “What else do I need to study to complete this project?” In short, the format of the chapter 3 outline will follow that of the chapter 2 outline—the main difference being that the chapter 3 outline is theoretical/sociological in essence not biblical/theological. The materials often come from secular sources, though it is not mandatory that they do so. Provide a clear outline indicating the material you study to complete this chapter. You should be able to write your chapter simply by filling in the details of the outline you provide.

As with the chapter 2 outline, you will list your chapter thesis, followed by the subpoints that will validate it. After doing this, you will list 4-5 sources that you will employ in this section. The difference in the chapter 3 outline is that the subpoints will not revolve around biblical verses but theoretical/sociological propositions, and your sources will not necessarily be biblical/theological in nature but theoretical/sociological.

**Chapter 4**—Describe your project in detail. Your goal should be to provide enough information that someone could take your chapter and duplicate your project for the local ministry context. The outline should clearly indicate what will take place during each of the fifteen weeks of the project.

**Chapter 5**—Evaluate your project by answering *at least* the following questions:

- Did the project fulfill its purpose?
- Were the goals met?
- What were the strengths of the project?
- What were the weaknesses of the project?
- What would you do differently if you were to do the project again?
- What did you learn about God, His church, His Word, etc., through this project (theological reflection)?
- What did you learn about yourself as a minister (personal reflection)?

The headings for Chapter 5 should look as follows:

- I. Introduction appropriate
- II. Evaluation of the project’s purpose
- III. Evaluation of the project’s goals
- IV. Strengths of the project
- V. Weaknesses of the project
- VI. What I would do differently
- VII. Theological reflections
- VIII. Personal reflections
- IX. Conclusion