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[project/thesis title]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A Proposal

Presented to

the Faculty of

The Southern Baptist Theological Seminary

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In Partial Fulfillment

of the Requirements for the Degree

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

by

approval sheet

[Thesis/project title]

Read and Approved by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Name of Faculty Supervisor] (Faculty Supervisor)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Name of Second Reader]

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For the glory of God

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List of Abbreviations

*ABD* D. N. Freedman, ed., *The Anchor Bible Dictionary*

ANE Ancient Near East

*ANET* J. B. Pritchard, ed., *Ancient Near Eastern Texts Relating to the Old Testament*, 3rd ed. with supplement

List of Tables

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PREFACE

This is the preface. See *Southern Seminary Manual of Style* 6.9 “Preface” for instructions about what does and does not belong in the preface of your dissertation, thesis, or ministry research project.

chapter 1

introduction

This space is where you will write your single-paragraph (or so) introduction to your project or thesis.

This paragraph and the next give you information about paragraph and block quote formatting. The body of your text should be formatted to 12-point Times New Roman font, exactly 24-point leading (see *Southern Seminary Manual of Style* 1.2 “Font” and 1.3 “Line Spacing”). There should only be one space between your sentences, *not* two! If you need help using this template, you can view the [Template Tutorial Video](https://youtu.be/3fI3OkHkyZU). See also the [Bible Citations Guide](https://static1.squarespace.com/static/595e537bbe65948f4ba72838/t/5d5cd9f0732cdc0001378a86/1566366193194/Bible_Citations_Guide03.pdf) for help with citing biblical texts.

This is an example of a block quotation (see *Manual of Style* 2.8 “Indentations”). A quote must be 5 lines or longer to qualify as a block quotation. Indent the left margin of a block quotation 0.35 inch, and continue to use 12 point font. Do not italicize block quotations unless the original is italicized. The block quotation is automatically formatted via the style “Block Quotation” on the “Styles” menu (on the “Home” tab). Do not indent the first line of a block quotation unless it is indented in the original text. If the text you are quoting is indented, add an additional 0.35 inch indentation to the first line. Leave one blank line both before and after the block quotation. When you hit enter, you will return to “Body of Text” style.[[1]](#footnote-2)

Hit “backspace” if you are continuing your paragraph from above, otherwise the style will automatically indent following a block quotation and you will begin a new paragraph. Continuing the previous paragraph may cause the cursor to start at the left margin for the next paragraph. Select the “Body of Text” style to resume proper formatting.

# Context

Begin typing here. This section should be 2-4 pages.

# Rationale

Begin typing here. This section should be 1-2 pages.

# Purpose

The purpose of this project is to [restate your title in this single sentence purpose statement].

# Goals

Write a brief paragraph introducing your goals, followed by an enumerated list of your project goals.

1. The first goal is to [adapt the remaining wording from the “Developing Goals and Measurements”].
2. The second goal will be to [same as above].
3. And so on for however many goals you have.

Write something like this: [A specific research methodology has been created that will measure the successful completion of these four goals.[[2]](#footnote-3) This methodology is described in the following section.] In other words, write a sentence or two to create a smooth transition to the next section.

# Research Methodology

Successful completion of this project depends upon the completion of these four goals. The first goal is to [repeat the exact wording from the enumerated goals above]. This goal will be measured by [adapt the wording from the “Developing Goals and Measurements” worksheet to fill out the rest of your goal measurements according to the type of goal you are writing and your particular context]. Here, you will provide a brief description of your research instrumentation (see appendix 1). This goal will be considered successfully met when [adapt the wording from the “Developing Goals and Measurements” worksheet to fill out the rest of your benchmarks according to your goal and context].

The second goal will be to [see Goal 1 example]. This goal will be measured by [see Goal 1 example]. This goal will be considered successfully met when [see Goal 1 example].

And so on for however many goals you have.

# Definitions and Limitations/Delimitations

The following definitions of key terms will be used in the ministry project:

*Definition 1.*Please provide a clear and succinct definition for your first key term. Refer to a key work or necessary dictionary for reference.[[3]](#footnote-4)

*Definition 2.*There are only two reasons you should include a term as a definition: (1) A term is necessary for understanding your project but is not likely to be common knowledge to the reader (e.g., specific ministry name or concept unique to your church/ministry); (2) a term is necessary to understanding your project and is likely to be known by the reader, but you are employing the term in a different manner or have a specific understanding of the term of which the reader must be aware.

[X number] of limitations will apply to this project. First, [list limitation 1]. To mitigate this limitation, [state mitigating action]. Second, [list limitation 2]. To mitigate this limitation, [state mitigating action]. And so on for however many limitations you have. If you only have one, then make that clear in the very first sentence.

[X number] of delimitations will apply to this project. First, [list delimitation 1]. Provide a brief explanation for the purpose of this delimitation. Second, [list delimitation 2]. Provide a brief explanation for the purpose of this delimitation. If you only have one, then make that clear in the very first sentence.

# Conclusion

Provide a brief concluding paragraph to your proposal and direct the reader to what they should expect for the remainder of the project. Note: For your proposal, your chapter outline will appear on the next page. For your project or thesis, your chapter 2 will begin on the next page.

Chapter outline

**Chapters**

1. **THE BIBLICAL AND THEOLOGICAL BASIS FOR THE PROJECT (20-25 pages) Thesis: [State arguable proposition here].**
2. [State supporting point/main idea #1 here].
3. [List potential sources that you may use here. List sources in bibliographic citation form. A couple of examples follow below].
4. Arnold, Clinton E. *Ephesians*. Zondervan Exegetical Commentary on the New Testament. Grand Rapids: Zondervan, 2010.
5. Best, Ernest. *A Critical and Exegetical Commentary on Ephesians*. International Critical Commentary. London: T & T Clark, 2010.
6. [State supporting point/main idea #2 here].
   * + 1. [Bibliographic citation].
7. And so on for however many supporting points/main ideas you have for chapter 2.
   * + 1. [Bibliographic citation].
8. **THEORETICAL/PRACTICAL/HISTORICAL ISSUES RELATED TO YOUR PROJECT (20-25 pages). Thesis: [State arguable proposition here].**
   1. [State supporting point/main idea #1 here].
      1. [List potential sources that you may use here. List sources in bibliographic citation form. An example follows below].
      2. Allison, Gregg R. *Sojourners and Strangers: The Doctrine of the Church*. Foundations of Evangelical Theology. Wheaton, IL: Crossway, 2012.
   2. [State supporting point/main idea #2 here].
      1. [Bibliographic citation].
   3. And so on for however many supporting points/main ideas you have for chapter 3.
      1. [Bibliographic citation].
9. **DETAILS AND DESCRIPTION OF THE PROJECT (15 pages)**
   1. Description of preparation period (Weeks #-#).
      1. During Week 1, I will [state action to be taken during Week 1].
      2. During Week 2, I will [state action to be taken during Week 2].
      3. And so on for however many preparation weeks you intend to have.
   2. Description of implementation period (Weeks #-#).
      1. During Week #, I will [state action to be taken during Week #].
      2. And so on for however many implementation weeks you intend to have.
   3. Description of follow-up period (Weeks #-#).
      1. During Week #, I will [state action to be taken during Week #].
      2. And so on for however many preparation weeks you intend to have.
10. **EVALUATION OF THE PROJECT (15-20 pages)**
    1. Introduction
    2. Evaluation of the project’s purpose
    3. Evaluation of the project’s goals
    4. Strengths of the project
    5. Weaknesses of the project
    6. What I would do differently
    7. Theological reflections
    8. Personal reflections
    9. Conclusion

Calendar

Proposal Approval May 2022

Start Chapter 2 October 2022

Chapter 2 Submission December 2022

Start Chapter 3 December 2022

Chapter 3 Submission May 2023

Project Implementation May 2023

Start Chapter 4 August 2023

Chapter 4 Submission December 2023

Start Chapter 5 December 2023

Chapter 5 Submission January 2024

Graduation May 2024

CHapter 2

BIBLICAL AND THEOLOGICAL BASIS FOR THE PROJECT

Begin typing here.

Chapter 3

THEORETICAL, PRACTICAL, and HISTORICAL ISSUES RELATED TO the PROJECT

Begin typing here.

Chapter 4

DETAILS AND DESCRIPTION OF THE PROJECT

Begin typing here.

Chapter 5

Evaluation OF THE PROJECT

Begin typing here.

Appendix 1

[APPENDIX TITLE]

Each appendix should have a brief introduction. Tell your reader what the following instrument does and then provide the instrument on the following page. Notice that the instrument should not appear on the Appendix introduction pages.

Name of Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Curriculum Evaluation Tool** | | | | | |
| **1 = insufficient 2 = requires attention 3 = sufficient 4 = exemplary** | | | | | |
| **Criteria** | **1** | **2** | **3** | **4** | **Comments** |
| **Biblical Accuracy** | | | | | |
| Each lesson was sound in its interpretation of Scripture. |  |  |  |  |  |
| Each lesson was faithful to the theology of the Bible. |  |  |  |  |  |
| **Scope** | | | | | |
| The content of the curriculum sufficiently covers each issue it is designed to address. |  |  |  |  |  |
| The curriculum sufficiently covers a biblical pedagogical methodology. |  |  |  |  |  |
| **Pedagogy** | | | | | |
| Each lesson was clear, containing a big idea. |  |  |  |  |  |
| Each lesson provides opportunities for participant interaction with the material. |  |  |  |  |  |
| **Practicality** | | | | | |
| The curriculum clearly details how to develop a lesson to teach the Bible. |  |  |  |  |  |
| At the end of the course, participants will be able to better teach others the Bible. |  |  |  |  |  |

Other Comments:

Appendix 2

[appendix title]

Begin typing here. Name of Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Ministry Plan Evaluation Tool** | | | | | |
| **1 = insufficient 2 = requires attention 3 = sufficient 4 = exemplary** | | | | | |
| **Criteria** | **1** | **2** | **3** | **4** | **Comments** |
| The goal of the ministry plan to multiply leaders is clearly stated. |  |  |  |  |  |
| The need to multiply leaders at FBC is clearly stated in the ministry plan. |  |  |  |  |  |
| The material presented in the ministry plan is faithful to the Bible. |  |  |  |  |  |
| The material presented in the ministry plan is theologically sound. |  |  |  |  |  |
| The components of the ministry plan are well-organized and concise. |  |  |  |  |  |
| A timeline for implementing the ministry plan is clearly stated. |  |  |  |  |  |
| The number of people necessary for implementing the ministry plan have been stated. |  |  |  |  |  |
| Obstacles that may hinder implementing the ministry plan have been stated. |  |  |  |  |  |
| Overall, I believe the plan, when executed will promote multiplication of leaders at FBC. |  |  |  |  |  |

Other Comments:

Appendix 3

[Appendix title]

Begin typing here.

bibliography

Allison, Gregg R. *The Baker Compact Dictionary of Theological Terms.* Grand Rapids: Baker, 2016.

[Citation].

[Citation].

abstract

[project/thesis title]

[Full Legal Name], [DMin/DEdMin]

The Southern Baptist Theological Seminary, [Planned Year of Graduation]

Faculty Supervisor: Dr. [Supervisor’s Full Name]

Begin typing here. “Body of Text” style is used here. See 6.14 “Abstract.”

VITA

[FULL LEGAL NAME]

education

BA, University of Kentucky, 2001

MDiv, The Southern Baptist Theological Seminary, 2006

Publications

“That Research Paper I Wrote While a Student at SBTS and Got Published.” *Generic Theology Journal* 12, no. 1 (2012): 1-22.

organizations

Society of Biblical Literature

Institute for Biblical Research

The Evangelical Theological Society

academic Employment

Adjunct Faculty, Generic Theological Seminary, Deerfield, Illinois, 2011-

ministerial Employment

Pastoral Intern, Generic Community Church, Louisville, Kentucky, 2007-2008

Associate Pastor, Generic Community Church, Louisville, Kentucky, 2008-2010

1. Footnotes should be 10-point font, indented 0.7 inch, single-spaced (i.e., 10 point leading), and have a blank line before the text (see *Manual of Style* 2.9 “Footnotes”). Footnotes are automatically formatted via the style “Footnote Text” on the “Styles” menu (on the “Home” tab). For footnote citation style requirements, see *Southern Seminary Manual of Style* chapter 5 “Footnote and Bibliographic Forms” and the [SBTS Citation Quick Guide](https://sbtswriting.squarespace.com/resources/). Also, if you have quotations that are five lines or longer in the footnotes, you should format them as you would a block quotation in the body of text. [↑](#footnote-ref-2)
2. MAKE SURE YOU INCLUDE SOME KIND OF STATEMENT LIKE THIS: [All of the research instruments used in this project will be performed in compliance with and approved by The Southern Baptist Theological Seminary Research Ethics Committee prior to use in the ministry project.] [↑](#footnote-ref-3)
3. Gregg R. Allison, *The Baker Compact Dictionary of Theological Terms* (Grand Rapids: Baker, 2016), s.v. “justification.” [🡨 example source citation] [↑](#footnote-ref-4)