**QUUF Affinity Group Application Form**

Please read the Affinity Group Procedures and Guidelines for more information before submitting this application form. Affinity Groups are common-interest groups, open to all members of QUUF and those interested in being part of the QUUF community. The purpose is to connect and build community. Collectively, the various Affinity Groups make up the QUUF Affinity Team and are part of the Community Council.

**Step 1.** To Start a New Affinity Group, submit this application to Affinity Group Coordinator, Debra Bouchard ([debdbouchard429@gmail.com](mailto:debdbouchard429@gmail.com)). Debra will get the application processed through the Community Council and then will direct you to reach out to the QUUF office staff to renew/update slots on the fellowship calendar.

By checking this box, the Convener acknowledges they have read the Affinity Group Procedures and Guidelines Document.

QUUF member/s applying (Convener):

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Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact information for interested person(s) seeking more information:**

Name of Affinity Group. The name should be a clear title that easily explains the focus of the group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Explanation of group purpose (3-4 sentences):

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Meeting time and place (if known). If at QUUF, check calendar for availability:

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Participation is open to all, unless limited by space, amount of equipment, and/or logistics, such as group size for conversation. If a size-limited group is “full,” a waiting list of interested people should be started and contacted if space becomes available. Size limit, if pertinent: \_\_\_\_\_\_\_\_

**Step 2.** Once the application has been processed by the Community Council, the Affinity Group Coordinator will notify the convener to proceed with the next steps.

**Roles**

* The Affinity Group Coordinator will:  
  - manage signup sheets at the beginning of the church year and follow up with the Convenor.

- will submit an announcement with the names and descriptions of the groups in the Weekly Update at the beginning of the church year, and will manage the Affinity Group Master list posted online.

* The Convener will:

- connect with the QUUF administrator to get the group on the church calendar. If QUUF space is being used, determine what room is best.

- follow up with all people who are interested.