

Form 2
D.Min. Practical Research Project Proposal Outline
DMin in Spiritual Renewal, Contemplative Practice, and Strategic Leadership

Office of the Registrar

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The following is a guide for preparing an outline for approval. The outline should form the basis for the Introduction/Chapter 1 and be **approximately 10-15 double-spaced pages**, not including bibliography.

1. **Title** - The title should be succinct, specific, informative and, as appropriate, creative.
2. **a. Ministry Need**
Use precise language and a **single sentence** to state a clear ministry need that you are addressing.
b. Response to the Need
Provide a single sentence that captures what you plan to do to address that need.
3. **Significance of the Project:** (1-2 pages)
Elaborate on the ministry need articulated above by addressing the following:
 - (i) Context - Describe the background and context for your research/context of the research problem/question.
 - (ii) Justification – Why is the project important and to whom is it important? What contributions do you hope the project will make?
 - (iii) Audience – Consider whether there is more than one potential audience. Who do you hope will read your work and benefit from it?
4. **Theological and theoretical/conceptual stance** (1-2 paragraphs)
Identify and briefly explain the theological standpoint(s) from which you are working. Identify (if any) the leadership theories and practices that shape your approach. How will these affect the way you approach this project?
5. **Review of Closely Related Literature** (2-5 pages)
Provide a conceptual framework. Briefly describe work others have done related to the ministry need that you have identified. How will your project rely on, be similar to, and/or differ from this previous work?
6. **Methods** – (1-2 pages)
How will you go about developing and evaluating the project? What steps will you take (include timeline) in carrying out the project? How will you assess the effects of what you do? If you have particular goals, how will you assess the extent to which you have met these goals? If your project will involve human subjects (such as participant interviews or surveys), briefly describe how you will protect participants' safety and privacy.
7. **Definitions, delimitations, and limitation** – (1-3 paragraphs)
Describe the boundaries of your project, and any questions related to the topic or issue that you will not try to answer.
8. **Project Outline** – (1 page)
 - a. Identify the purpose of each chapter and its function in the overall flow of the project. Include, where relevant, the topic or problem to be addressed in each chapter.
 - b. Provide a brief description or draft outline of each chapter's contents, showing how each component will support the chapter's purpose and the project as a whole.
9. **A preliminary bibliography** – what bibliographic resources have you discovered so far, and how will you go about seeking additional relevant bibliography?

The completed DMin project should be approximately 50-80 pages (12,500-20,000 words) or the equivalent, excluding Table of Contents, Bibliography, and Appendices (charts, graphs, etc.)