CivitasPress

You've got a book. We've got a plan.

Civitas Press Community Project Submission Document

Dear Friend,

We are so pleased that you are considering submitting to a Civitas Press Community Project. These projects are developed around the idea of the "wisdom of the crowd". We believe a collective voice is just as powerful, and often more powerful than a single voice.

The following document will hopefully answer a lot of your questions about the project. In it, you will find submission guidelines, formatting instructions, project information, where to place your submission in this document and submission instructions.

If you have any additional questions not found in this document or about this project, please contact the project coordinator. We look forward to seeing your submission and wish you the best in writing.

Much Love

Jonathan Brink, Publisher

Submission Guidelines

The following are guidelines that you need to be aware of regarding your submission. By submitting your contribution, you agreeing to the following:

- You grant Civitas Press permission to edit, market, and publish your work in electronic and printed form;

- All content is original and has not been published before, unless approved by Civitas; we occasionally make considerations for material published on blogs.

- All personal names have been changed unless you have permission.

- You have secured permission to use any quote or personal identifying information regarding another person.

Civitas Press allows Anonymous or Pseudonym submissions but you must provide us with your real name and contact information in the submission section. We do not provide royalties for community project submissions, but we will make every effort to provide you with a copy of the project upon completion.

Civitas Press reserves the right to make final edit to submissions, but we will make a reasonable effort to give you an opportunity to edit your work first, as long as you respond by the project deadline. Editorial decisions include content, length of submission, titles, grammar, and flow. Although we can't guarantee acceptance of your submission, we value your time and effort that has gone into it.

You may use Scripture but you must signify which version is being used (ex: Matt 5:6 - TNIV). Please refer to BibleGateway.com's [Translation](#) for version information.

Formatting Instructions

To streamline the editing and production process, we've provided the following formatting guidelines. Simply cut and paste, or retype your [submission](#) into the document. If you cut and paste, or add new content, we ask that you use the provided Word Styles. In some cases you might need to Clear Formatting before applying a style.

If you are not familiar with Styles, they are simple to use. Simply highlight the text with your cursor and select the corresponding style. It will automatically update your text. The default style for text is normal.

To access Styles in Word, use these steps:

> MS Word 2007: Home > AA > Change Styles.
>
> Mac: View > Formatting Palette > Styles

Fonts: The base font for formatting is Calibri, which is a preinstalled font on most PCs and Macs. If you do not have Calibri on your computer, do not worry. As long as you use this document to format your submission, you should be fine.

Paragraphs: Paragraphs use the Style Body Text, which includes the following elements:

> Calibri, 12 pt, Left Line Spacing, 1.5 Line Spacing, Space After: 6 pt, Widow/Orphan Control, Justified

Paragraph Spacing: Do NOT add paragraph breaks in between paragraphs. Paragraphs are automatically formatted with Styles.

Bold: If you wish to use Bold to highlight an idea or thought, highlight the text and select Bold.

Italics: If you wish to use italics in your paragraph, highlight the text and select Italics.

Quotes: If you have quotes longer than two lines, we suggest breaking it out into a separate paragraph and using the Quotes Style.

Finding Church Community Project

Project Coordinator: Jeremy Myers – jmyers@tillhecomes.org

Word Count: 1,000 – 2,000 words

Submission Deadline: April 30th, 2012

Estimated Publishing Date: November 2012

Summary: *Finding Church* is a Civitas Press community project that explores stories of people and their relation to church. The church is currently experiencing seismic shifts in how people think of church and get involved with church.

On the one hand, the number of mega churches in existence continues to increase every year. People are returning to church who have not attended in years, and more often than not, when they return to church, it is to a mega church where they get the best sermons, the best music, and the best programming. In a culture where excellence is required, mega churches are often seeing substantial increases in size and influence.

But at the same time, millions of people "leave church" every year. This is not because they are abandoning God, ignoring Scripture, or giving up on Jesus. While a few do leave for such reasons, the vast majority report that they leave church to better follow Jesus, obey God, and live out their faith in meaningful and relational ways. They stop attending church to pursue something more intimate and personal.

Behind each and every person who has returned to church or stopped attending church, there is a story filled with doubt, fear, and judgment, as well as faith, freedom, and redemption. And though millions of people have similar stories, many feel alone on their journey back to or away from church. It also does not help that those people who are returning to church often condemn and criticize those who are leaving, and those who are leaving sometimes judge and denounce those who return.

It is for these reasons that your story needs to be told. Telling your story will inspire others to take a step of faith in following your example, and will help those who disapprove to hear what led to understand the decision you made and why you made it.

We are looking for real, honest stories of people wrestling with this issue. We encourage you to let it all out on the page, and share in detail both the external circumstances and the internal conflicts that arise because of it. When at all possible show – don't tell. Give us the gritty details, the emotions, the conflict, how you felt, how you responded (good and bad), and what you learned, if applicable to your story. Although we rarely censor graphic content or language if it serves the story, we ask that you use discretion. Please make sure that in telling your story, you do not condemn those who are finding church on a different path. We are NOT looking for self-help essays on solutions, professional opinions, theological argumentation, or personal agendas.

Current Categories:

The project is currently broken up into four categories. These categories may change as the project develops. We encourage you to shape your submission to fit within one of these categories.

1. **Leaving Church**

   Stories about personal life adjustments, theological changes, or church moral failures which led people to leave church for good.

2. **Returning to Church**

   Stories about people who used to attend church years ago, but stopped for a while, and have now decided to start attending again. These stories explain why they left, and what caused them to return.

3. **Reforming Church**

   Though many people are leaving the church and criticizing how church is done, some people want to stay within their church and be part of the solution. These stories relate what problems exist in the church, and how the person is seeking to reform and renew the church from within.

4. **Changing Church**

   Many people leave one church to attend another. Sometimes they attend a similar church across town; other times the new church is a completely different denomination, or form of church, such as going from a mega-church to a house-church. These stories reveal what moves the person made, and why they changed churches.

Current Authors Contributing Content: Jeremy Myers (Narrator), Jonathan Brink, David Spell, Alan Knox, Kimberly Parker, Brian Swan, John Martinez

Begin Your Submission Here

Author First Name Last Name

Address Line 1

Address Line 2

City, State, Zip

Telephone #

Email: name@emailaddress.com

Total Submission Word Count: Enter #

Category: Enter Selected Category

Submission Title (Style: Heading 2)

By Author's Name (Style: Author)

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About "Author's Name" Sample – 50 to 60 words

(Style: Bio) Author is the author of *Fictional Book Name* (Publisher's Name, Year) a collection of stories about such and such. The book was nominated for a *Tiggy Award* for best fiction by an up and coming author. Author lives in Folsom, CA with her husband and three kids. She loves to cook, paint, and spend the weekends camping.

Submission Instructions

1. Save this document as a new document using your name as the title of the Word.doc format: (Ex John_Smith.doc)

2. Create an email with the headline: Project Name – Submission – Your Name

3. Email your submissions to: jmyers@tillhecomes.org and jb@civitaspress.com

4. You should receive a notice of receipt within 1 business day. If you don't receive a notice, please don't hesitate to contact us.

5. We evaluate each submission based on the scope and the need of the project. Although we review every submission, we cannot guarantee your submission will be accepted. We may request additional editing or changes before inclusion.

6. Projects submitted after the deadline will be evaluated on a need-only basis.