

ANOTHER

"MP"

WEBINAR

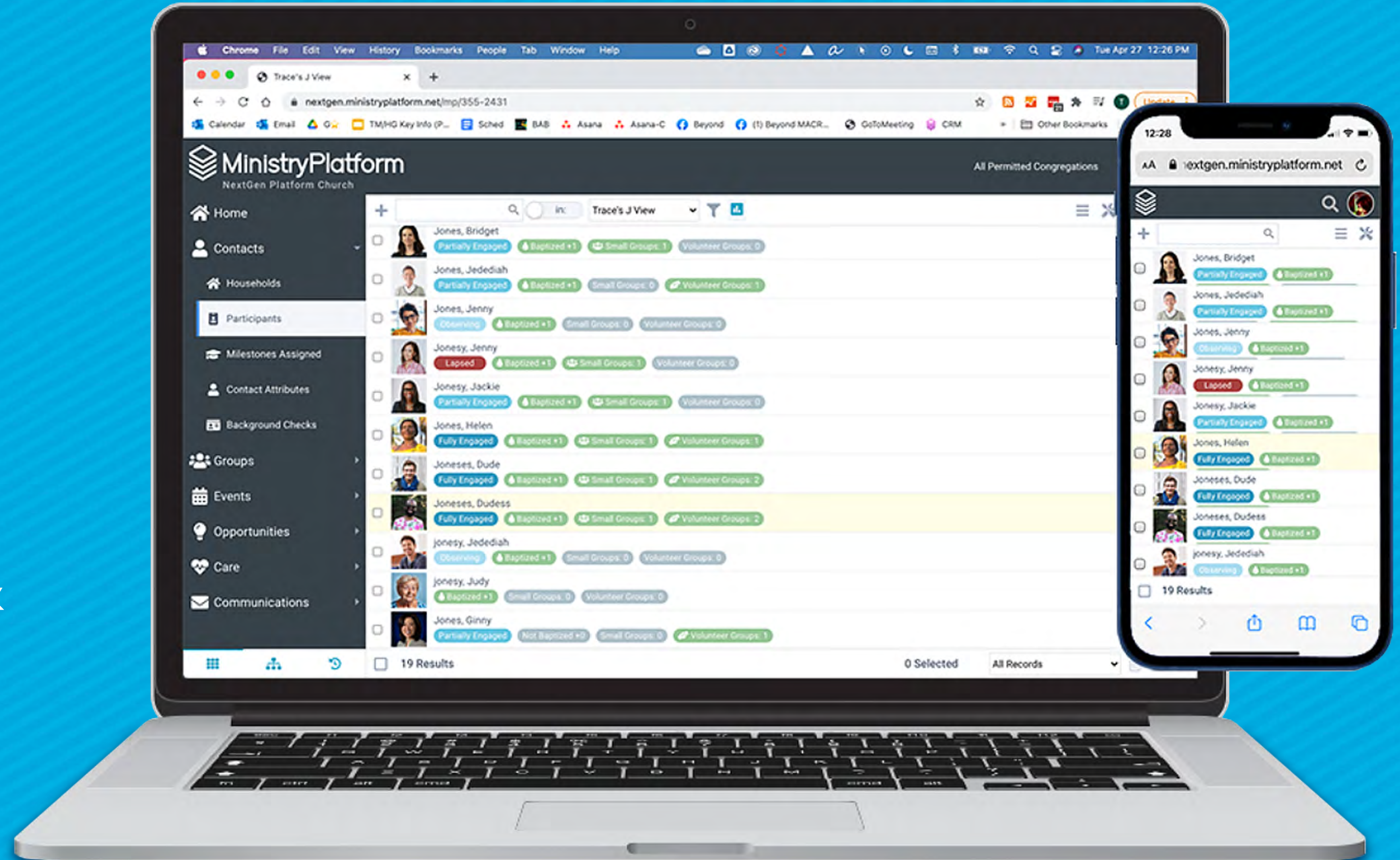
PARTICIPATION REQUIREMENTS

MANAGING REQUIREMENTS FOR
MINISTRY INVOLVEMENT



PARTICIPATION REQUIREMENTS & COMPLIANCE

Bonus:
Certifications!





CERTIFICATIONS

Track training or certification courses completed through a third party!

- Child Safety
- Abuse Awareness
- Stephen's Ministry
- First Responder
- Active Shooter

Bonus: Integrations coming in the future!

The screenshot displays the MinistryPlatform interface for a participant certification. The header shows the MinistryPlatform logo and 'MinistryPlatform Integration'. The main content area is titled 'Participant Certification #5' and includes a green status indicator and the text 'Booth, Tatum | Scoop Shop Training | 9/13/2021'. Below this, the 'General' tab is active, showing a table of certification details:

GENERAL	
Participant * Booth, Tatum tatum@emailbox.com	Certification Type * Scoop Shop Training
Certification Submitted * 9/13/2021 07:41 PM CT	Certification Completed 9/20/2021 09:00 AM CT
Passed Yes	Certification Expires 9/20/2022 09:00 AM CT
Certification GUID 8e95fd35-08bf-45f4-af3a-1ecebeaf08ec	
Notes Completed virtual training	

On the right side of the interface, there are sections for 'Tasks', 'Files', and 'Audit Log'. The bottom navigation bar includes icons for Home, Contacts, and other navigation options.



CERTIFICATION TYPES

Certification Type

The type of certification (e.g., training course).

Months Till Expires

The number of months after which a volunteer needs a new Certification of this type.

The screenshot displays the MinistryPlatform interface for configuring a certification type. The left sidebar lists various system settings, with 'Certification Types' selected. The main content area shows the configuration for 'Certification Type #1', 'Scoop Shop Training'. The 'GENERAL' tab is active, showing the following details:

- Certification Type ***: Scoop Shop Training
- Description**: Required for all Scoop Shop volunteers in any position. This four-week course meets weekly to ensure volunteers are fully equipped and prepared to serve their community in this capacity. [Show More](#)
- Months Till Expires ***: 48

The right sidebar contains a 'Participant Certifications' section with a 'Tasks' dropdown menu.



CERTIFICATIONS

Participant

The Participant record of the volunteer completing the Certification.

Certification Type

The type of certification (e.g., training course).

The screenshot displays the MinistryPlatform interface for a Participant Certification record. The header shows the MinistryPlatform logo and the text "MinistryPlatform Integration". The top right corner indicates "All Permitted Congregations" with a search icon and a user profile picture. The left sidebar contains a navigation menu with items such as Home, Contacts, Animal Types, Animals, Households, Vehicle Types, Participants, Vehicles, Groups, Events, Milestones, Opportunities, and People Lists. The main content area shows the details for "Participant Certification #5" for "Booth, Tatum | Scoop Shop Training | 9/13/2021". The record is categorized under "General" and includes the following information:

- Participant ***: Booth, Tatum | tatum@emailbox.com
- Certification Type ***: Scoop Shop Training
- Certification Submitted ***: 9/13/2021 07:41 PM CT
- Certification Completed**: 9/20/2021 09:00 AM CT
- Passed**: Yes
- Certification Expires**: 9/20/2022 09:00 AM CT
- Certification GUID**: 8e95fd35-08bf-45f4-af3a-1ecebeaf08ec
- Notes**: Completed virtual training

Additional features include a "Show More" button for the notes, a "Tasks" sidebar, and a "Files" sidebar.



CERTIFICATIONS

Certification Submitted

The date this Certification was submitted to the Provider.

Certification Completed

The date this Certification was completed. Set by the Certification Provider upon completion.

The screenshot displays the MinistryPlatform interface for a certification record. The header shows 'MinistryPlatform MinistryPlatform Integration' and 'All Permitted Congregations'. The left sidebar lists various navigation options, with 'Participant Certifications' highlighted. The main content area shows details for 'Participant Certification #5' for 'Booth, Tatum | Scoop Shop Training | 9/13/2021'. The 'General' tab is active, displaying the following information:

Field	Value
Participant *	Booth, Tatum tatum@emailbox.com
Certification Type *	Scoop Shop Training
Certification Submitted *	9/13/2021 07:41 PM CT
Certification Completed	9/20/2021 09:00 AM CT
Passed	Yes
Certification Expires	9/20/2022 09:00 AM CT
Certification GUID	8e95fd35-08bf-45f4-af3a-1ecebeaf08ec
Notes	Completed virtual training

Additional UI elements include a 'Show More' button at the bottom right of the details panel and a sidebar on the right with 'Tasks', 'Files', and 'Audit Log' sections.



CERTIFICATIONS

Passed

A flag indicating whether this Participant has passed the Certification.

Certification Expires

The date this Certification expires. Set by a nightly routine based on the Certification Type.

The screenshot displays the MinistryPlatform interface for a Participant Certification. The left sidebar contains navigation options such as Home, Contacts, Animal Types, Animals, Households, Vehicle Types, Participants, Vehicles, Groups, Events, Milestones, Opportunities, and People Lists. The main content area shows the details for 'Participant Certification #5' for 'Booth, Tatum | Scoop Shop Training | 9/13/2021'. The 'General' tab is active, showing fields for Participant, Certification Type, Certification Submitted, Certification Completed, Certification Expires, Certification GUID, and Notes. The 'Passed' field is set to 'Yes', and the 'Certification Expires' field is set to '9/20/2022 09:00 AM CT'. The 'Notes' field contains the text 'Completed virtual training'. A 'Show More' button is visible at the bottom right of the notes section.

Field	Value
Participant *	Booth, Tatum tatum@emailbox.com
Certification Type *	Scoop Shop Training
Certification Submitted *	9/13/2021 07:41 PM CT
Certification Completed	9/20/2021 09:00 AM CT
Passed	Yes
Certification Expires	9/20/2022 09:00 AM CT
Certification GUID	8e95fd35-08bf-45f4-af3a-1ecebeaf08ec
Notes	Completed virtual training



Participation Requirements

A flexible, consolidated, and holistic approach to manage requirements for participants in your church encompassing training, background checks, waivers, and more!



REQUIREMENTS

The components required for serving in a particular Group Role or in a specific Group Role Type.

Components include:

- Background Checks
- Certifications
- Milestones
- Forms

Pro Tip: Layer as needed!

The screenshot displays the MinistryPlatform interface for configuring a Participation Requirement. The main content area shows the following details:

- Participation Requirement #4** (Adult Small Groups | Leader)
- General** tab selected
- GENERAL** section:

 - Ministry ***: Adult Small Groups
 - Group Role Type ***: Leader
 - Group Role**: Group Leader | Leader
 - Background Check Type**: Basic
 - Certification Type**: Small Group Leader Computer Training
 - Milestone**: Discover Grace | Assimilation
 - Custom Form**: Volunteer Testimony

The left sidebar contains a navigation menu with categories like Groups, Events, Milestones, Opportunities, People Lists, Certification Testing, Church Structure, Accounting Companies, Congregations, Ministries, Programs, Program Groups, Group Roles, Participation Requirements (highlighted), Journeys, Priorities, Needs Management, Facilities, Communications, Custom Forms, Mission Trips, and Stewardship. The right sidebar shows a list of tabs: Tasks, Files, and Audit Log.



REQUIREMENTS

Ministry

The Ministry this Requirement applies to.

Group Role Type

The Group Role Type this Requirement applies to.

Group Role

The Group Role this Requirement applies to.

If null, applies to all Group Roles in the set Group Role Type.

The screenshot displays the MinistryPlatform interface for configuring a Participation Requirement. The page title is "Participation Requirement #4" and it is associated with "Adult Small Groups | Leader". The "General" tab is active, showing the following configuration details:

- Ministry ***: Adult Small Groups
- Group Role Type ***: Leader
- Group Role**: Group Leader | Leader
- Background Check Type**: Basic
- Certification Type**: Small Group Leader Computer Training
- Milestone**: Discover Grace | Assimilation
- Custom Form**: Volunteer Testimony

The left sidebar contains a navigation menu with categories such as Groups, Events, Milestones, Opportunities, People Lists, Certification Testing, Church Structure, Accounting Companies, Congregations, Ministries, Programs, Program Groups, Group Roles, Participation Requirements, Journeys, Priorities, Needs Management, Facilities, Communications, Custom Forms, Mission Trips, and Stewardship. The right sidebar includes sections for Tasks, Files, and Audit Log.



REQUIREMENTS

Background Check Type

The Background Check Type required to participate in the Group Role(s) set above.

Certification Type

The Certification Type required to participate in the Group Role(s) set above.

If null, the component is not required or requirement is set in a different Requirement record.

The screenshot displays the MinistryPlatform interface for a Participation Requirement record. The record is titled "Participation Requirement #4" and is associated with the group "Adult Small Groups | Leader". The record is in the "General" tab. The record details include:

- Ministry: Adult Small Groups
- Group Role Type: Leader
- Group Role: Group Leader | Leader
- Certification Type: Small Group Leader Computer Training
- Background Check Type: Basic
- Milestone: Discover Grace | Assimilation
- Custom Form: Volunteer Testimony

The "Background Check Type" and "Certification Type" fields are highlighted with red boxes in the screenshot.



REQUIREMENTS

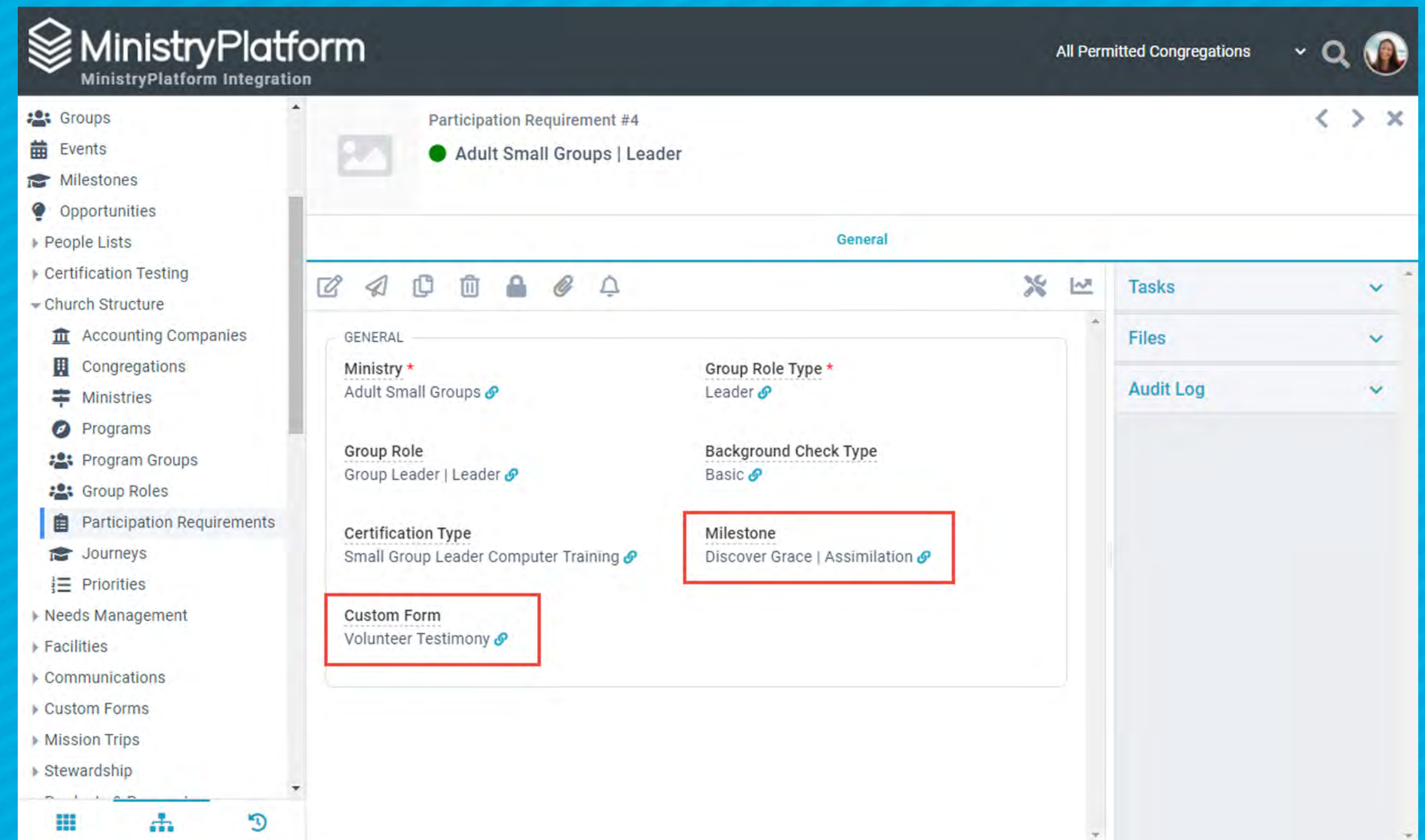
Milestone

The Milestone required to participate in the Group Role(s) set above.

Form

The Custom Form required to participate in the Group Role(s) set above.

If null, the component is not required or requirement is set in a different Requirement record.





Participation Compliance

A powerful read-only page plus views that consolidate information regarding your volunteers eligibility for service in one place - at your fingertips!



COMPLIANCE

Group Name

The Milestone required to participate in the Group Role(s).

Display Name

The Custom Form required to participate in the Group Role(s).

Role Title

The Custom Form required to participate in the Group Role(s).

The screenshot shows the MinistryPlatform interface with a table of compliance records. The table has columns for Group Name, Display Name, Role Title, Background Check, Certification, Milestone, and Form. The data is filtered for 'Silly Kids' group members.

	Group Name	Display Name	Role Title	Background Check	Certification	Milestone	Form
<input type="checkbox"/>	Silly Kids	Tanner, Danny	Leader of Fun	Missing	Missing	Missing	Not Required
<input type="checkbox"/>	Silly Kids	Tanner, D.J	Leader of Fun	Passed	Passed	Passed	Not Required
<input type="checkbox"/>	Silly Kids	Tanner, Stephanie	Leader of Fun	Missing	Missing	Passed	Not Required
<input type="checkbox"/>	Silly Kids	Tanner, Michelle	Leader of Fun	Missing	Expired	Missing	Not Required
<input type="checkbox"/>	Silly Kids	Katsopolis, Jesse	Leader of Fun	Missing	Missing	Missing	Not Required
<input type="checkbox"/>	Silly Kids	Gladstone, Joey	Leader of Fun	Missing	Passed	Passed	Not Required
<input type="checkbox"/>	Silly Kids	Friendship, Franny	Leader of Fun	Expired	Passed	Passed	Not Required
<input type="checkbox"/>	Silly Kids	Baker, Kristin	Leader of Fun	Missing	Missing	Passed	Not Required



Compliance Statuses

Not Required

This Requirement is not required for the Group Participant

Missing

This Requirement is required, but not present for the Group Participant

Passed

This Requirement is required, and present for the Group Participant

Expired

This Requirement is required, but expired for the Group Participant



COMPLIANCE VIEWS

- Compliance Required*
- Current All Clear
- Current Need Background Check
- Current Need Certification
- Current Need Form
- Current Need Milestone
- End Dated Group Participant
- Recently Added

The image displays two screenshots of the MinistryPlatform interface. The top screenshot shows a table with the following data:

	Group Name	Display Name	Role Title	Background Check	Certification	Milestone	Form
<input type="checkbox"/>	Silly Kids	Katsopolis, Jesse	Leader of Fun	Missing	Missing	Missing	Not Required
<input type="checkbox"/>	Silly Kids	Tanner, Danny	Leader of Fun	Missing	Missing	Missing	Not Required
<input type="checkbox"/>	Silly Kids	Tanner, Michelle	Leader of Fun	Missing	Expired	Missing	Not Required
<input type="checkbox"/>	Silly Kids	Tanner, Stephanie	Leader of Fun	Missing	Missing	Passed	Not Required

The bottom screenshot shows the same table with a dropdown menu open over the 'Current Need Certific:' filter. The dropdown menu lists the following options:

- All Records
- Compliance Required
- Current All Clear
- Current Need Background Check
- Current Need Certification
- Current Need Form
- Current Need Milestone
- End Dated Group Participant
- Recently Added