



BUILDERS FOR CHRIST

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QUESTIONS CONCERNING YOUR CHURCH, BUILDINGS AND MINISTRIES

Below are questions which Builders for Christ believe are important for you to answer to communicate your church's situation so that we can evaluate how each of us will be able to dependably build your new facilities next Spring and Summer. Please be concise, but complete. It would be helpful if you would arrange your reply in the order of these questions and tab them in 8 1/2 x 11 size. A few items, such as drawings, may need to be 11 x 17. It would help us if you would copy the question before you state your reply. We need two (2) copies of drawings, two (2) copies of the replies to the questions and two (2) copies of other data. Bulky, irrelevant and peripheral information is counterproductive in our review process. Completeness and spiritual depth are the goal of your submission.

A. Include an outline type History of your church which includes:

- 1) How you were Organized, Founded, Sponsored
- 2) Meeting Places, Land Purchases, Building Overall Capacities, for each major Program
- 3) Major Staff Additions & Changes, Including Current Staff
- 4) Denominational Affiliation(s)
- 5) Statistical Pilgrimage and Attendance Norms for Each Year Since you were Constituted for:
 - a) Worship
 - b) Bible Study / Sunday School
 - c) Baptisms of Individuals Within Families Who are Active in Your Church
 - d) Baptisms of Non-Churched Individuals From Your Neighborhoods

B. Ministries

- 1) List Each Significant Ministry or Service Indicating:
 - a) Purpose
 - b) Normal Attendance
 - c) High Attendance
 - d) Strengths and Opportunities for Improvement

C. Resume on Each Current Church Staff Member

D. A copy of your most recent Long Range Plan, Strategic Plan, Church Ministry and Facility Goals . . . both near-term and for the next 10 years. If you have none, write a one page summary of your Ministry Visions.

E. Characteristics of Your Ministry Area (within 10 miles of your Site)

- 1) Demographically
- 2) Sociologically
- 3) Economically
- 4) Ethnically
- 5) Spiritually

F. Other Churches In Your Ministry Area (10 miles)

- 1) List all other Southern Baptist Churches
- 2) List all other Evangelical Churches
- 3) Tell size & location of each relative to your location
- 4) A simple statement on their effectiveness with Evangelism and Discipleship with Christ's work would be helpful

G. Description of Your Existing Facilities

- 1) Land Area (Both existing location and potential sites if you own it, are purchasing property or are focused on another tract, or this is a Relocation)
- 2) Building Capacities for each of your Major Ministries
- 3) Parking Lot Capacity, Currently
- 4) Building Age (each Structure)
- 5) Building and Land approximate Market Value, if Sold
- 6) Building and Land approximate Market Value, at Cost
- 7) Appropriateness of using current facilities for your ministries
- 8) Photographs of Interior and Exterior of Existing Buildings, and Site Photographs from All Important Points of View

H. Property Development Characteristics

- 1) Total Land Area
- 2) Usable Land Area
- 3) Existing Structures/Structures to be Retained
- 4) Existing Zoning/Zoning Requirements
- 5) Parking Requirements
- 6) Significant Development Restrictions & Issues including possible solutions
- 7) Date of Purchase
- 8) Power, Water, Storm, Sanitary, Gas Utility Availability & Current Location and their Location Relative to New Building
- 9) Topographic Survey - Ground Run, Aerial, or USGS
- 10) Status of Civil Engineering Design
- 11) Status of Governmental Approvals; list each one with your realistic estimate of both Financial and Time Investments necessary to accomplish each.

I. Building Design of Proposed Structure

- 1) Area, Number of Stories, Capacity of Significant Rooms, Number of Classrooms.
- 2) Exterior Materials
- 3) Type Framing
- 4) Type Roofing Materials and Slope
- 5) Major Building Materials
- 6) Major Building Systems
- 7) Special Features
- 8) Include a copy of your drawings to date

J. Building Committee

- 1) Organization, roles of each member.
- 2) Leaders names and full contact information on each.
- 3) A relatively complete description of the logistical and building leadership skills available within your Congregation to support this project. This should also be discussed as to whether these individuals are available during the times they may be needed, as well as for the duration of the project.

K. Financial Status and Abilities

Please furnish a copy of:

- 1) Cash on Hand
- 2) Debt - For What, To Whom, Rate, Term, Payments
- 3) Capital Stewardship Campaigns - Recent or Planned
 - a) Goals for Pledges
 - b) Giving Period (Start and Completion Dates)
 - c) Financial Pledges Received to Date
 - d) How much of the pledges have been actually received
 - e) Who was your Consultant for Campaign - Contact Information for that person
- 4) Potential for Mortgages – Source, Amount, Rate Predicted, Realistic Viability of Each Source, Your Ability to Repay, etc.
- 5) A Project Budget indicating the 20 to 30 items on which you are likely to have as expenses. This may be estimated, but should be realistic and as complete as you can develop. This should include separate line items of the savings, as a result of Volunteer Assistance.
- 6) Three Previous Years Budgets including:
 - a) Budget by Line Item
 - b) Expenses by Line Item
 - c) Collections - Undesignated
 - d) Collections - Designated
 - e) Savings/Funds Reserved, for each purpose, if different than Item 1, above.
- 7) What is the maximum you can spend on this Building Project?
- 8) What is the maximum you can pay on the monthly payment on the Loan from all sources (Budget, Campaign Proceeds, Other)?
- 9) What is the maximum you believe you should borrow?

L. References

Name and Telephone Number both during the day and at night for:

- 1) Two People on your overall Church Situation (from outside your Congregation)
- 2) One Person on Building Situation (from outside your Congregation)
- 3) Your Building Committee Chairperson
- 4) Your Chairperson of your Finance Committee
- 5) Your Pastor
- 6) Your Director of Missions
- 7) If you intend to work with a Construction Company or Manager to prepare for our Team, or to complete portions of the work, that person, also. Describe that person's scope of responsibility, qualifications and whether they are under Contract, or not

M. Commitment

- 1) You best understand when and how God needs you to construct significant facilities for your Ministries. A small number of competent, committed, Christian Leaders cannot carry the responsibilities of your project, without giving more than is reasonable. It will take virtually all of your Congregation's members supporting your Project's processes, in some manner, to build with Volunteers. We are most willing to share how you can organize for these tasks. Please describe how you believe your people will be able and willing to respond to such an opportunity of Service and Spiritual burden.

*... A network of Baptist Laypersons with a vision in their hearts to build churches for
Congregations who are actively leading others to know Christ as Savior.*