



“Mission, Ministry and Facilities Needs Study”

Assessing Your Church’s Space Needs and Your “Institutional Readiness” for Building

Taking on a building program is serious business for your church. Whether you’re considering an all-new campus in an undeveloped site, a comprehensive “catch-up” of deferred maintenance items and delayed renovations, or anything in between, such a program involves a great deal of preparation if it’s to be successful. Such work could be compared with a once-in-a-lifetime backpacking trip in the mountains – the rewards can be exhilarating, but in order to experience the thrilling end result, you’d better be well prepared! If you haven’t done this in a long time – that is, either backpacking *or* a church building project – it’s best to have a thorough check-up to assess your resources, stamina, and motivation.

The non-profit fundraising world has an expression for this kind of check-up. It’s called *assessing institutional readiness* and it can mean quite literally the difference between life and death for your building project.

In the same way that the wise backpacker may visit his or her cardiologist before taking on such a strenuous journey, our “*Mission, Ministry and Facilities Needs Study*” is built on *Miller Architects & Builders*’ extensive experience with congregations and parishes who yearn to have the facilities that will allow their ministry to soar. Just as a cardiologist listens, listens, and *listens* some more, our professionally-conducted study gives your church members four different means to let their voices be heard:

- **Our “Getting Started”** town hall-style meeting gets the process underway. Everyone in the church is invited to participate in identifying hopes, dreams, concerns and obstacles as the church’s future is envisioned.
- **One-on-One, Professionally-Conducted Interviews**, each about 45-50 minutes in length, are offered on a strictly confidential basis to a number of church members selected to match Miller-provided profiles, and to others who are selected at random.
- **Focus Group** discussions, also facilitated by your Miller Development Consultant, allow members to talk with each other about what’s important to them about their church.
- **E-mail Submitted Comments** are treated with the same confidentiality as one-on-one interviews, sent directly to your Development Consultant through Miller’s secure electronic mail service.

The “***Mission, Ministry and Facilities Needs Study***” explores with people on a very personal level how they’re feeling about their church and its plans (to whatever extent those plans may be developed or understood). The study discovers those things about which people are passionate, and, just as importantly, how to effectively communicate about potential challenges and obstacles. *Every study is highly customized to fit the needs of an individual church, and the study will also reflect and build on any prior needs assessment work your church may have completed.* Among the topics typically pursued in the study:

- How well is your church’s mission understood by your members?
- What parts of your ministry get your church members excited – even passionate?
- What does your church do well? What needs improving?
- What are the greatest challenges your church faces?
- How adequate is the current facility for meeting your church’s ministry goals?
- What are your members’ highest personal priorities for additional or renovated space?

Your experienced *Miller Architects & Builders* Development Consultant, Richard Wehrs (an experienced strategic planning and fundraising guide), will be on-site with you to design and prepare for this study, and again for 2-4 days (depending on the size of your church) to execute it. Arrangements for professionally conducted, confidential interviews and focus groups, as well as promotion of the “Getting Started” event and tabulation of the optional church survey, are performed by a specially trained team of church members, under the constant care and guidance of your Development Consultant.

At the same time, we’ll also be doing a thorough analysis of your existing facility – the quantities and types of space, general appearance, condition of systems, etc. – and provide an objective assessment of needs and recommendations for maintenance, renovations, and possible expansion.

The study concludes with a comprehensive written report of findings and recommendations directed to your church leaders, and, if desired, a PowerPoint-based presentation for interested church members.

It is recommended that this study be conducted prior to or concurrent with the development of your Schematic Design, and certainly prior to any fundraising for construction. Our experience has shown that such a study has great value both for creating strong consensus, and demonstrating the commitment of the church’s leadership to include church members in the planning and decision-making processes for their new facilities. Information gathered will be invaluable for your fundraising efforts as well, as recommendations will include insights into the financial capacity – and financial *will* – of your church to support your plans.

Total cost for this study is \$2200, *all* of which may be applied to Schematic Design Services for your church’s project.

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