**Your Church Name Here**

Your Logo Here

**New Building Project - Timeline**

*02/12/2025*

1. **Hire Fund Raising Consultant**. Oct, 2024-Nov, 2024 (end of Nov deadline, otherwise wait for Fall 2025 Campaign)
   1. Virtual Interview two (2) candidates, Obtain Proposal, Contracting
2. **Complete Strategic Plan**. Nov, 2024-Dec, 2024
   1. Financial Feasibility (Budget – What Your Church an afford)
   2. Total Project Cost Estimate (20,000 SF Ground Up)
   3. Cash Flow Model (donation inflows, project cost outflows)
3. **Complete Facility Goal Report**. Nov, 2024-Jan, 2025
   1. Includes Your Church History, Your Church Staff Bios, Your Church Attenders (narrative, donor map), Your Church Expansion Vision Narrative, Your Church Financial Projections (Total Project Cost, Cash Flow), Summary of Church Space Requirements (Phase 1), Current Property Alternatives, etc.
4. **Fund Raising Campaign**. Nov, 2024-May, 2025 (6 months)
   1. Pledge Sunday. May, 2025. Collect 25% of Pledges in the first few days (estimated $600K of $2.4M).
5. **Team Selection**. For Architect, GC - send RFP, interview, obtain proposals, negotiate, contract. Modified selection for Civil Engineer.
   1. Hire Architect: Oct, 2024-Nov, 2024. CFS recommends \_\_\_\_\_\_\_\_.
   2. Hire Civil Engineer: Oct, 2024-Nov, 2024 (local to your community)
   3. Hire General Contractor: Oct, 2024-Nov, 2024 (local to your community; must have metal building (PEMB) experience or perhaps be a dealer). Note: CFS generally prefers a CMGC Delivery Method in which GC’s fees, general conditions and self-performed work are negotiated up front so that the GC can assist with cost estimating and design ideas to meet budget. All subcontracted work will be bid to three candidates.
6. **Seek Property / Review Alternatives**. Oct, 2024-Apr, 2025 (plan 6 months)
   1. Site Due Diligence. Your church consultant along with Civil Engineer, Architect
   2. Site Test Fit. Architect does basic concept plan (allow 2-3 weeks for each)
   3. Obtain Concept Design for target acquisition from Architect: Mar, 2025-Apr, 2025 (2 months)
7. **Land Site Contracting**. May, 2025-June, 2025 (2 months)
8. **Lender Selection**. Feb, 2025-May, 2025 (4 months). Note: Need completed 2024 calendar year financial statements completed.
   1. Identify church specific lenders, interview lender candidates, obtain term sheets, loan commitment prior to contracting for acquisition in May, 2025. Note: Loan Origination occurs just prior to construction commencement about June, 2026.
9. **Complete Civil Design** and Make Application for Site Development Plan (SDP): May, 2025-July, 2025 (3 months).
10. **Site Development Plan**. Plan four (4) months from completion of Civil Design (assume Aug, 2025-Nov, 2025). Approval about Nov, 2025.
11. **New Property Closing**. Upon approval of SDP by Authority Having Jurisdiction (Nov, 2025)
12. **Design**
    1. Schematic Design. Resume after obtaining first round SDP comments from AHJ on or about Sept, 2025-Oct, 2025 (2 months).
    2. Design Development. Nov, 2025-Jan, 2026 (3 months)
    3. Construction Documents. Feb, 2026-Apr, 2026 (3 months)
    4. Obtain Permit. May, 2026 (1 month)
13. **Loan Origination**. June, 2026
14. **Construction**. June, 2026-May, 2027 (11 months)
15. **Grand Opening**. June, 2027