

Quick Facility Assessment

Rank the following on a scale of 1 to 5; one being poor, five being excellent.

___ 1. Does it have an adequate number of parking spaces?

Formula: Number of parking spaces ___ times 2 (or the average number of people per car) times .80 (to account for fluctuations in attendance from week to week) = ___ MAXIMUM AVERAGE NUMBER OF PEOPLE ON SITE at any given time.

___ 2. Does it have adequate sanctuary seating?

Formula: Multiply the number of seats ___ (figuring 24 inches per person) times .80 (to account for fluctuations in attendance from week to week) = ___ MAXIMUM AVERAGE CAPACITY at any given time. Also, the seating capacity shouldn't be greater than twice the worship service's average attendance. If it is, the sanctuary space is too big and the service will not have as much energy and magnetism as it should.

___ 3. Does its site have adequate land for future expansion?

Formula: Multiply the number of acres ___ times 100 = ___ MAXIMUM AVE. WORSHIP CAPACITY. (Note: There are exceptions; for example, urban locations may require fewer acres.)

___ 4. Is its narthex/gathering area large enough?

Formula: Multiply the sanctuary's square footage ___ times .25 = ___ MINIMUM SIZE NEEDED.

___ 5. Is the fellowship hall's seating capacity adequate?

Formula: Multiply worship attendance average time .50 = ___ MINIMUM SIZE NEEDED.

___ 6. Is the facilities' classroom spaces adequate?

Formula: Multiply the number of children 1st grade and younger to be served ___ times 35 square feet + number of children older than 1st grade to be served ___ times 20 square feet = ___ MINIMUM SQUARE-FOOT AMOUNT OF SPACE NEEDED.

___ 7. Are its restrooms large enough (ask the women), clean, and accessible?

___ 8. Is the facilities fully handicapped accessible?

___ 9. Is it air-conditioned?

___ 10. Is its nursery large enough, clean, and near the sanctuary? Does it have a bathroom?

___ 11. Will it meet state requirements for a day care or pre-school? (*optional*)

___ 12. Is it energy efficient and easy to maintain?

___ 13. Does it have adequate fellowship hall or large-group meeting/recreational space?

___ 14. Does it have an adequate kitchen facilities? Does it meet health codes?

___ 15. Is there adequate land available for recreational space? (*optional*)

___ 16. Does it have a prayer room with outside access? (*optional*)

Prioritize which of the above needs to be included in a building project.