

# Church Building Projects: Purpose, Planning, Procurement

## One-Day Workshop – 10am – 4pm



**This workshop** was developed in 2016 by the National Stewardship & Resources Team for churchwardens, PCC members, Treasurers, clergy, Building Committee Members, Project Managers and others involved in starting a building project in your church or church hall.

In a process which involves a lot of money, a lot of time and some changes to your church building, avoiding some of the common pitfalls is not just a question of using your common sense.

Attending this workshop will help you to benefit from the collective wisdom of experts and of people who have been involved in successful projects in the past. By focussing on the main questions, it will help you to find and work with professionals effectively to achieve your church's goals.

### Some key risks of building projects

(even quite small ones)



We didn't set out right



It cost a lot more than we were expecting



People aren't responding the way we hoped



Some things were badly delayed



We were too optimistic

### We will focus on six big questions:

- How do you get project scope right and to budget?
- What organisations do you need to involve and how do you work with them effectively?
- How do you organise and how do you find the right professionals?
- The practical processes and things to avoid – what are they?
- What must you do, and what ought you to do?
- Raising the money – how do you budget it and how not to waste it?

Delegates will be invited to provide critical feedback and comment on its components to make it better for future delegates. Preferred numbers are 15-25 per workshop.

***See next page for what past delegates have found most useful about the workshop***



This workshop complements the Funding Capital Campaign workshops which are facilitated by Eleanor Stead (previously Gill) – see [www.parishresources.org.uk/funding-capital-projects](http://www.parishresources.org.uk/funding-capital-projects). You may wish to consider hosting for your parishes one of these helpful workshops on fundraising.

## What participants found most useful

- "...packed with great information, links, downloads and much more...personally I thought it was a day that was invaluable."*
- "A refresher about what to consider in the run-up to a project. Good clear vocal presentation."* London, Nov 2016
- "Excellent in-depth information"* Bath & Wells, Jan 2017
- "Realising how much help there is out there to tap into"* Guildford, Jan 2017
- "A thorough consideration of all aspects of the process"* Norwich, May 2017
- "Finding other people in the same situation and lots of issues discussed"*
- ".. shared table with participants from other churches did make it a workshop"*
- "Comradeship. Sharing. Interesting facts and connections."* St Edmundsbury & Ipswich, May 2017
- "The information can be used to inspire the PCC."*
- "A useful grounding on the subject for a complete novice"* Ely, May 2017
- "The stages of researching and planning leading into procurement."* Coventry, June 2017
- "Comprehensive information, handbook, other resources"*
- "The informal chats through the facilitator."* Peterborough, June 2017
- "Understanding and appreciating the wider context of planning a project, and not just focussing on the technical aspects."*
- "Presentation of a simple road map for a project."*
- "Comprehensive in depth overview of subject - answered so many questions."* Chester, July 2017
- "Outlined the processes in a very clearly defined way with pointers to useful tools to help manage the process from start to finish"* Ely, October 2017
- "It has provided clarity and given me confidence to start the journey"* Exeter, January 2018
- "Well broken down into manageable chunks"*
- "Thinking about the theology of the building project - the different stages needed"*
- "Great overview with helpful details on the client team. Lots of important pertinent questions now occur to me to take back to the church!"* Sheffield, March 2018
- "Good pointers to other resources to help - good to have interaction - videos good to illustrate points and break up the sessions"* Canterbury, April 2018