This Route Map provides an outline - please adapt it to your own context; section numbers [0.1] link to relevant sections on the website.

**task**

A. Establish your overall church vision followed by the specific aims of the building project. 1.2 | 1.3

B. Establish structures that will be robust enough to deliver the whole project. Make key appointments. 3.1

C. Develop detailed timelines & budgets for the project.

D. Appoint and manage the ‘professional support’ you will need.

E. Develop the fundraising strategy and implement to achieve goal.

F. Develop a design through an iterative process within the timeline framework. 5.1 | 5.2 | 5.3 | 5.4 | 5.5 | 5.6 | 5.7

G. Keep momentum for the project going.

H. Build the building.

J. Open & run the building!

**tools**

- Establish theology of the project
  - Survey the community to ascertain their needs by using a questionnaire and your local social atlas.
  - Engage with agencies/community in the area (health, police, social services...). What are their priorities?
  - Consider Partnerships. Develop a mission statement.
  - Ask teams to visit new builds
  - Finalise the aims of the building 1.1 | 2.1 | 2.2 | 2.3

- Will your current governance structure work for the building? Will your volunteer / lay structure provide enough appropriately skilled and time-rich people?
- Develop a Building Group / Committee
- Develop terms of reference for that group
- Appoint chair and/or employer’s agent 4.3 | 4.5

- Timelines and budgets for:
  - Community surveys/research.
  - Obtaining land (if applicable).
  - Fundraising
  - Congregational input
  - Strategic plan
  - Build 4.4 | 6.1 | 6.2 | 6.3 | 6.4

- Financial aspect of strategic plan
  - Monthly monitoring.
  - ‘Internal’ and ‘external’ elements.
  - Run capital appeal and pledge days.
  - Applications to trusts/ corporates. 6.3 | 6.4

- Develop design: Plans, elevations, sections, site plans, survey reports, planning permissions, etc...
  - RIBA stages
  - Appoint builder
  - Timelines from builders/architect
  - ‘Open days’ for congregation to view progress. 4.2 | 4.6

- How will you regularly and appropriately communicate to all the ‘stakeholders’? 4.6

**people**

- All Church attendees and Church leadership
  - Someone/researches/interviews key people
  - Agree the statement among the church congregation.
  - Church congregational teams
  - Agree among the church congregation

- Church leadership
- Church leadership and key volunteers / lay people.
- Define roles and recruit a group of say 5-8 people.
- Church leadership
- Church leadership / chair / agent

- Congregation
- Leadership/Building Group/solicitors
- Building Group & fundraiser/s
- Architect & associated professionals

- Leadership/Building Group
  - Building Group with church leadership
  - Building Group with church leadership, Architect and Building Group

- Treasurer and church leadership.
- Fundraising advisor / fundraiser
- Communications person

- Architect
- Building Group
- Church congregation
- Church leadership

- Communications person on your Building Group

- Building group
- Architect, builder and other professionals
- Communications person on your Building Group,

- Communications person on Building Group
- Building management group—will this be a different group from the original group? Staff appointed?
- Overall ‘site manager’?
- Church leadership setting the tone/culture of the new building.
- Treasurer