

# Church Building Consultant Application



Mission Investment Fund  
Evangelical Lutheran Church in America  
God's work. Our hands.

Date of Application \_\_\_\_\_

## 1. Congregation Information

\_\_\_\_\_  
Congregation Name

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Church E-Mail Address

\_\_\_\_\_  
Web Address (if applicable)

\_\_\_\_\_  
Senior Pastor

## 2. Contact Person

\_\_\_\_\_  
Name

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Daytime Phone Number

\_\_\_\_\_  
Cell Phone Number

\_\_\_\_\_  
E-Mail Address

## 3. Service Requested

Available Church Building Consultant services:  
(Please check all that apply)

**Building/Renovation Project**

- Discuss steps of building program, the building process, project timeline, and funding for capital campaign project.
- Review architectural process, conceptual/schematic design drawings, construction methods, building costs and project over-runs.

**Upgrade facilities (sanctuary, enhance first impressions, energy efficiency, signage)**

- Review the first impressions of visitors to the church facility, accessibility issues related to persons with disabilities.
- Conduct a building assessment to address interior and exterior specific issues, green building issues .

**Use of the building (how the building is used for ministry)**

- Discuss purpose of the building as a tool for the Congregation's ministries, vision/planning for the future and the planning for a proposed building project.
- Evaluate the current use of space, make suggestions and provide options for improvement.

**Property Evaluation (consolidations, mergers, new starts, rentals)**

- Evaluate current building use for congregations.
- Pros and cons of new site locations, rental or use of existing space.

**How did you hear about this service?**

\_\_\_ Regional Manager    \_\_\_ Synod    \_\_\_ Web  
\_\_\_ Call Center

**(Continue on back side)**

Anticipated Date Project Will Begin: \_\_\_\_\_

Summary of your project and expected outcome from Church Building Consultant:

If requesting a visit by a Church Building Consultant

Date visit requested (List 3 options):

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Return Application To: MIF Church Building Consultants, 8765 W. Higgins Rd., Chicago, IL 60631 or by email to: [mif.cbc@elca.org](mailto:mif.cbc@elca.org)

For Office Use Only:

Assigned to: \_\_\_\_\_ Date: \_\_\_\_\_

Phone Call  Email  Visit