

**Important Answers  
To Questions You May Have  
Regarding Our**



# **Making Room TO BUILD DISCIPLES**

**Capital Campaign**

**Alpine Baptist Church**

Updated: October 8, 2009

## General Questions

**1. Q: *I know the congregation voted in favor of expanding our facility at its present location, but how did we get to that point?***

**A:** Great question. Many years of planning preceded this recommendation from the Building Committee and the Church Board. Ministry groups, staff, and the Board discussed how to use our existing space most efficiently. Now Alpine Baptist Church is literally busting at the seams! While that's a good problem to have, the need to expand our space must now be addressed. We believe that God is leading us to this project because the current **quantity** of our facilities don't match the space needs of the ministries God is blessing us with. We've reached capacity and in some cases are well beyond it.

**2. Q: *Should we build here or sell and build elsewhere?***

**A:** Replacing new square footage on a new site could cost twice as much as updating our current square footage. In light of the fact that we have a prime location (Alpine Avenue) and that our site is fully serviced with all necessary utilities, we believe that expanding and remodeling at our present site represents our best stewardship.

**3. Q: *It seems logical that adding classrooms means we will need additional teachers. We often hear of the need for more teachers now. What is our plan to meet this increased need in the future?***

**A:** We are taking a number of steps to address this need:

- Currently offering teacher training classes to train new teachers.
- Planning a teacher mentoring program.
- Planning to provide a class that will help people assess their ministry gifts, encouraging those who have the gift of teaching.

**4. Q: *When could we envision actually starting construction of the project?***

**A:** Assuming we reach our capital campaign commitment goal this fall, we could be ready to break ground in Spring, 2010. Depending on how early the money flows in from the commitments, we may obtain a short-term (3 year or less) construction loan based on our campaign commitments. This would allow us to take advantage of the current favorable construction cost environment.

## Building Project

**5. Q: *What is the reasoning behind the expansion plan?***

- A:** Some of the factors motivating this project are the need to:
- a) Meet the obvious immediate ministry needs.
  - b) Accommodate growth, particularly for our children and youth.
  - c) Enable the ministries God appears to be blessing.
  - d) Improve adult, children and youth access and egress.

**6. Q: *Can we build this project in phases? If so, what are the phases?***

- A:** We envision a master plan with three initial phases as follows:  
Phase 1 – multi-purpose space and new classrooms  
Phase 2 - enlarged lobby, enlarged commons area, and more parking  
Phase 3 - fellowship hall, remodeling of present facilities, and additional parking  
We are currently working on phase 1 of this master plan.

**7. Q: *What has been done to reduce the cost of this expansion up to this point in the project?***

- A:** The Building Committee is working to be good stewards of this project. Some of their decisions to this point have included:
- a) Making the best use of our present facility.
  - b) Enhancing overall appearance of our current facility
  - c) Emphasizing the efficiency of the design over “fluff.”
  - d) Identifying the most cost effective materials for construction.
  - e) Allowing the use of in-house labor as much as possible.

**8. Q: *Have we decided on who will build the expansion? If so, how did we decide, if not, how do we plan to decide?***

- A:** No decision has been made in this regard. The Wieland-Davco Corporation has been retained as a consultant during this conceptual design phase to assist in budgeting. We have not yet entered into a contract with them for construction, but may do so when the time for construction arrives to guide us in this decision.

**9. Q: *What are our plans in regard to parking spaces?***

- A:** We plan to increase our parking as necessary and required by appropriate codes and planning guidelines.

## Building Project continued

**10.Q:** *When this project is entirely complete, have we given consideration to future building additions - and the ease of such - with our current project? How so?*

**A:** The Building Committee has worked with the architect specifically to create a comprehensive master plan. The master plan has been carefully developed to provide great flexibility in building our project in phases, depending upon the amount of our financial commitment.

**11.Q:** *What is going to be done with the basement space?*

**A:** We plan on doing a complete remodel of the basement to accommodate the Senior High teens. We hope to do as much of this work as possible with our own volunteers to minimize cost during Phase 1.

**12.Q:** *How will the fellowship hall be utilized in the future?*

**A:** In Phases 1 and 2 of the master plan, the current fellowship hall usage will be similar to its current usage. On Wednesday's, the majority of our AWANA game time will be in the new multi-purpose room, which will free up the fellowship hall for our Junior High ministry - enabling us to keep them on our campus. Once Phase 3 of the plan is completed, the current fellowship hall will become classrooms.

**13.Q:** **The current proposal doesn't include any expansion of our sanctuary seating. What options do we have to allow our worship service growth to continue while our other ministries benefit from the new building expansion**

**A:** Our last major building project was renovating the auditorium. We have options to handle growth in our worship attendance on Sundays – through venue services or multiple morning services, for example. We have implemented all options for mid-week Christian Education ministries and still have a pressing need for space, so there is a negative impact on these ministries. This has become our current priority. The master plan does address our possible need for expansion of our sanctuary seating in the future as necessary.

## Finance

**14.Q:     *How do we plan to pay for this and raise the funds?***

**A:**     We plan to conduct a capital campaign to identify the congregation's voluntary financial commitment to the project for the next three years. This campaign will be Biblically based and will not pressure anyone to give. We are dependent on God to provide for us as well.

**15.Q:     *Why is our church involved in a Capital Campaign?***

**A:**     The campaign allows us to prayerfully consider our individual involvement in the commitment of our time, talents and treasures. The treasures (finances) committed will enable us to build our expanded facility. The time and talents commitments will allow us to continue to grow and better minister to our church family and community.

**16.Q:     *What is the confidence level in raising the funds needed in the worst economic conditions in modern times?***

**A:**     It will take God's intervention to get this project done. It's beyond our ability, but not His. The current economic conditions do provide a "silver lining" of extremely competitive construction costs. In some ways, the economy may have made a major "gift" to the project through major cost savings.

**17.Q:     *How much money do we trust the Lord to supply in this campaign?***

**A:**     All of it, by His grace. We have set a faith goal of \$1.7 Million, which will allow us to build Phase 1 and accommodate growth of present ministries while providing new opportunities for community outreach.

There are five sources available to fund our expansion project:

1. Cash already in our Building Fund.
2. Up-front cash and non-cash gifts.
3. Regular weekly or monthly gifts given over 3 years.
4. We may obtain a short-term (3 years or less) construction loan for less than or equal to the commitments made during the capital campaign. This would be repaid from the proceeds of our 3 year capital campaign.
5. An additional source of "funding" will be volunteer labor. Once all commitments have been counted, we will return to our architect and construction manager to sort out what we could additionally accomplish with volunteer help.

## Finance continued

**18.Q:     *Do we plan on using any debt to fund the project?***

**A:**     Church leaders have seriously struggled with this issue. We recognize there is a wide spectrum of opinion regarding the use of debt. However, at this time, we believe God would have us pursue the project without incurring any long-term debt. Accordingly, the expansion that we build will be fully dependent on our level of financial commitment in the capital campaign.

**19.Q:     *Are there certain financial checkpoints for this project in order to proceed? If so, what are they?***

**A:**     Yes, we firmly believe that the project should proceed “one step at a time.” The first checkpoint was the very positive results of the Pre-Campaign Assessment conducted by Church Growth Services. Their analysis and recommendations gave us the “green light” to proceed with a capital campaign. The next checkpoint will be the results of the capital campaign commitments. This is when the real “vote” will be taken - when we vote with our finances. The next checkpoint will be a period of collectively monitoring our commitments to ensure that they are coming in as promised. The final checkpoint will be obtaining the costing and bids for the project. Only when all of the checkpoints are satisfied will we proceed to begin construction.

**20.Q:     *What happens if we don't meet one of these checkpoints or raise the finances for grand total?***

**A:**     As noted above the checkpoints are sequential. We will not move from one to the next until we've proven our ability at each checkpoint. This should enable us to maintain the project costs within the available financial commitments from our capital campaign.

**21.Q:     *If our actual capital campaign financial commitments are less than the cost of Phase 1, what will happen?***

**A:**     If we don't raise the capital needed to complete Phase 1, we will need to meet with our architect and contractor to determine our options based on the actual financial commitments from our campaign. It may require a compromise solution that is considerably different than our current design or Phases. This would be brought back to the congregation for approval. Therefore, it is important that we offer our very best commitments during the campaign, since the results will directly impact our building options.

## Finance continued

**22.Q: *What are the projected ongoing monthly costs of this project including maintenance, utilities, insurance, etc.?***

**A:** Once our capital campaign is complete and we know the scope of the project to be constructed, we will obtain detailed estimates on increased maintenance, utilities and insurance. These costs will then need to be built into our operational budget in the year following completion of construction.

**23.Q: *There are times when we have a difficult time meeting the weekly budget now. How would we plan to meet this future budget, assuming it will be even larger?***

**A:** One of the main reasons we have chosen not to incur debt to construct this project is to avoid the large monthly commitment to a mortgage payment. We believe that by pursuing this conservative financial plan (only building what we have commitments to fund) we will minimize the impact to future operational budgets.

**24.Q: *What do we plan to do if we can't meet these additional operational costs associated with this expansion?***

**A:** Just as now, any fixed costs of operation of our current facility must be funded. If our giving were to decline, adjustments would need to be made in other areas of the budget.

## Commitments

**25. Q. *Isn't the capital campaign just a front to get money for the new facility expansion?***

**A.** While it is our prayer that the Lord will use this emphasis to provide resources for the new facility, our *Making Room to Build Disciples* Capital Campaign is a time of teaching that God owns everything - our time, talents, and treasures. We are simply managers of it. When we understand that, the rest takes care of itself. Our goal is that each of us will surrender everything to Jesus Christ, and manage it all to honor Him.

**26. Q. *What is expected of my family in making a financial commitment?***

**A:** Every family is being asked to pray about how God would have them be a part of this project, then act on it. No one will be pressured. Nothing will be published. This is God's work we are involving ourselves in. If God owns everything and we are simply managers, then we believe that God will provide everything we need to effectively do His work.

**27. Q. *Is there a certain amount of money that I will be expected to commit to our capital campaign?***

**A.** No. After asking God for guidance in the decision, each person will decide his particular commitment. Our goal of involvement is not equal gifts but equal sacrifice.

**28. Q. *Do I need to make my commitment in writing?***

**A.** Yes, that will be key to help us confirm God's direction for this project. The total amount of commitments are carefully analyzed to forecast future income and to establish a realistic construction budget and timetable for the expansion.

**29. Q. *Will I be asked for a commitment publicly?***

**A.** Absolutely not! Your commitment is a private matter between you and God. We will not make your personal commitment a matter of public knowledge in any way, shape or form.

**30. Q. *How will commitments be received?***

**A.** We will ask you to place your financial commitment in a sealed envelope so that we can maintain the confidentiality of your commitment.

## Commitments continued

### **31.Q. *How will the commitments be reported?***

**A.** Your sealed commitment envelope will be received and opened only by the Campaign General Chair. A simple Church-wide, Grand Total commitment dollar amount will be reported to the congregation.

### **32.Q. *When and where will the commitments be made?***

**A.** Most commitments will be made on Commitment Sundays, November 29 and December 6, 2009, during our church services.

### **33.Q. *When should we start contributing to honor our commitments?***

**A.** We anticipate the commitments will begin on Celebration Sunday, December 13, 2009. Of course you may begin honoring your commitment at the time you designate in accordance with your income schedule.

### **34.Q. *Will I have opportunity to revise my commitment?***

**A.** Certainly, since this is a commitment between you and the Lord, you have opportunity to revise your commitment. It would be helpful if changes could be communicated in a written manner so church leadership can reflect your decision.

### **35.Q. *Do I have flexibility in making my financial commitment?***

**A.** Yes, there are three general categories under which you can make the commitment.

1. Non-regular, "Lump-sum" gifts any time during the 3 year timeframe.
2. Regular weekly or monthly gifts of a designated amount over 3 years.
3. Non-cash assets such as property, stocks, bonds, etc.

### **36.Q: *May I give assets other than cash?***

**A.** Yes. There may be tremendous tax advantages to giving assets other than cash. One of the teams working with the campaign committee is specializing in this area, and its members will be happy to discuss this with you, or you may choose to consult with your personal tax advisor.

## Commitments continued

**37.Q. *If I should fall behind, will the church take steps to make me pay?***

**A.** No. We are not in the business of building buildings or raising money. We will most certainly *not* take any action to collect on a voluntary financial commitment. Our purpose in this campaign is to provide adequate facilities so that we can continue to accomplish the mission of our church. We are simply asking that you pray and seek God's guidance as to what He would have you commit to this facility expansion. We are asking you to fill out Commitment Forms to help us to plan wisely.

**38.Q. *I already tithe to the general budget and feel like that is all I can do. Am I wrong?***

**A.** Only you and the Lord can decide how much you can give. This program has been designed so that everyone can give something, no matter what the size. No gift is too small to count! If each one does as God directs, then victory is assured.

**39.Q. *Can I divide my present giving between the General Budget and the Capital Campaign?***

**A.** We strongly encourage you to make your commitment "over and above" any other giving to our church. The present ministries and missions still need to be funded to continue God's work through us.

**40.Q. *Can we make one commitment for our entire family?***

**A.** Yes you may. We urge you to consider involving your children in some way, either by individual commitment or by their participation in the family giving.

**41.Q. *Will God help me make a commitment which right now seems beyond my means?***

**A:** Making a commitment that you know for certain is unrealistic might be detrimental to you and the church. However, sometimes things that seem beyond reach are actually closer than they appear! Priorities may need to be rearranged in order to participate at a sacrificial level.

## Commitments continued

**42.Q. *I have heard the phrase “Equal sacrifice, not equal gifts.” What does that mean?***

**A.** We want to encourage everyone to participate in this expansion project, and believe God will bless us as we sacrificially give. Every size of gift that is given sacrificially is big to God, and He can do wonderful things with it. We will not be encouraging each person to pay for a percentage share of the project.

**43.Q. *Will my commitment constitute a permanent investment?***

**A.** Definitely. That which we keep for ourselves can be lost, but that which we willingly give away can never be lost. The gifts you give for the purpose of expanding God's Kingdom here will flourish and bear fruit into eternity, as God adds His blessing to your faithfulness.

**44.Q: *Can I direct my gift to a specific area or for a particular purpose?***

**A:** Until the campaign commitments are reviewed, we will not know what revisions, if any, need to be made, or what extras can be added. For those reasons we ask that you not limit your gift by designating it for an area or purpose that is not part of the present plan.