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 CAPACITY 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.

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

   Formula: Multiply the number of acres ____ times 100 = ____ MAXIMUM SITE CAPACITY.

____  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 to be served ____ times 35 square feet for first grade and younger classrooms (20 square feet for classrooms of older ages) = _____ MINIMUM SIZE NEEDED.

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

____  8. Is the facility fully handicapped accessible?

____  9. Is it air-conditioned?

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

____ 11. Will the building 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? 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.