


**St. John the Baptist Building
Process Flowchart**

 = step completed

Phase 1

1.0 Notify Archdiocese (Dir of Admin & Finance) of intent to build

1.1 Preliminary approval to proceed?

2.0 Communicate plan to build with the parish

3.0 Conduct analysis of physical plant detailing repairs/renovations that will need to occur within a 10 yr timeframe

3.1 Discuss mission/ministries in parish and how it relates to proposed project

4.0 Establish parish committees for construction, financing, & communications

Provide additional information and re-review intent to build

Building Design

5.0 Begin preliminary building design

5.1 Is consultant needed?

5.2 Send RFQ & RFP to consultants

5.3 Receive RFQ's & RFP's back and interview consultants

5.4 Select consultant

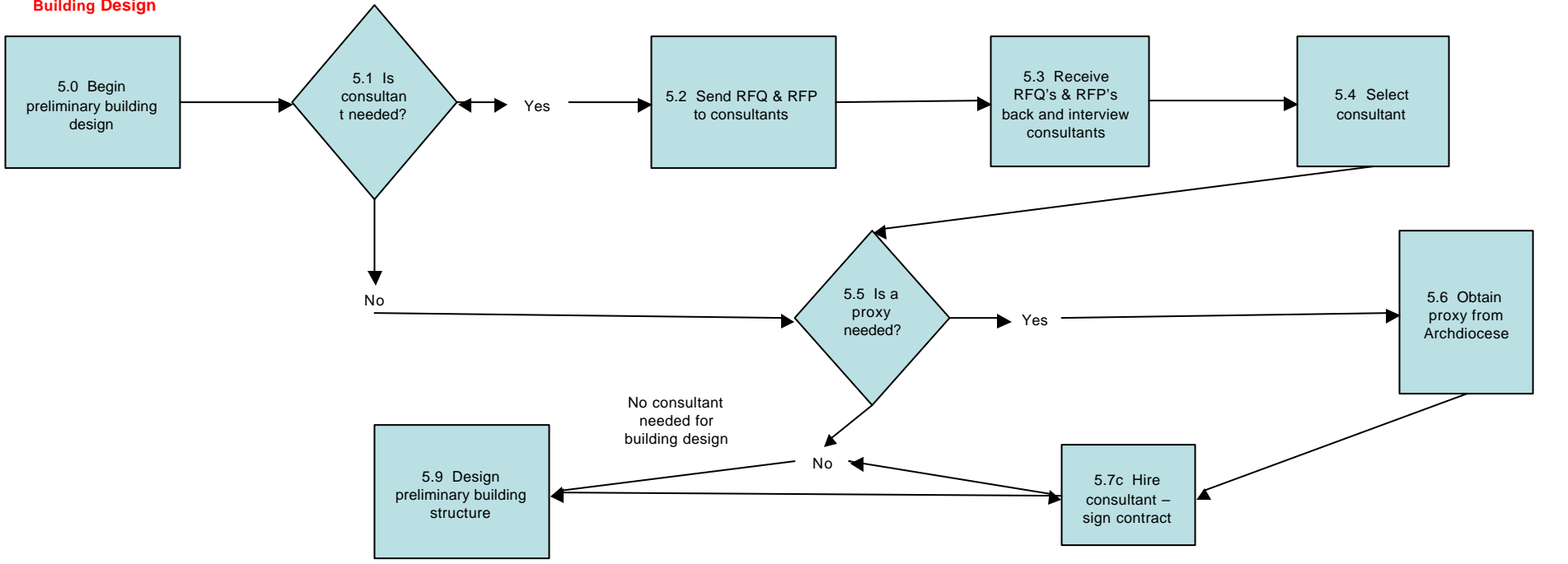
5.5 Is a proxy needed?

5.6 Obtain proxy from Archdiocese

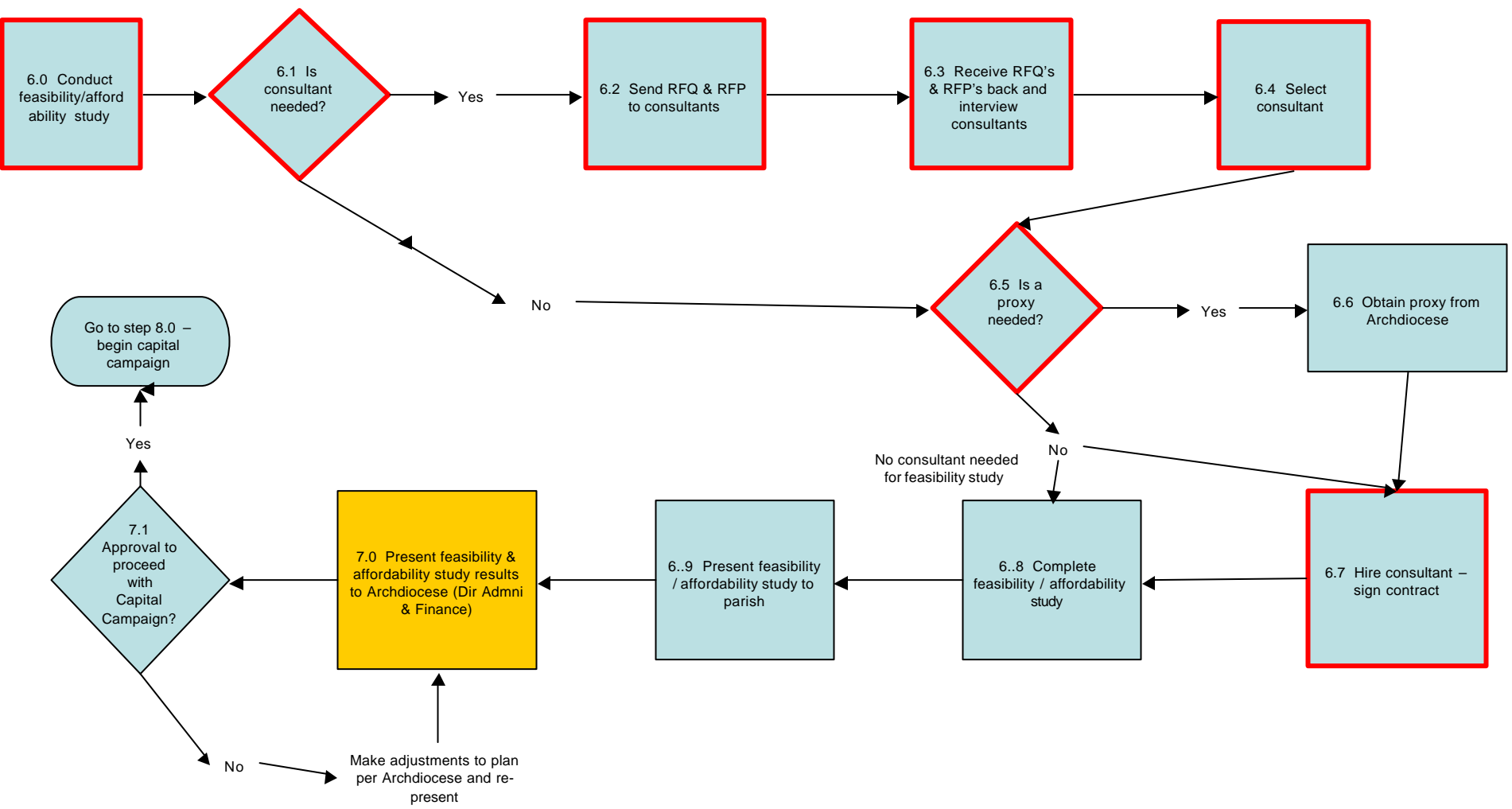
5.9 Design preliminary building structure

5.7c Hire consultant – sign contract

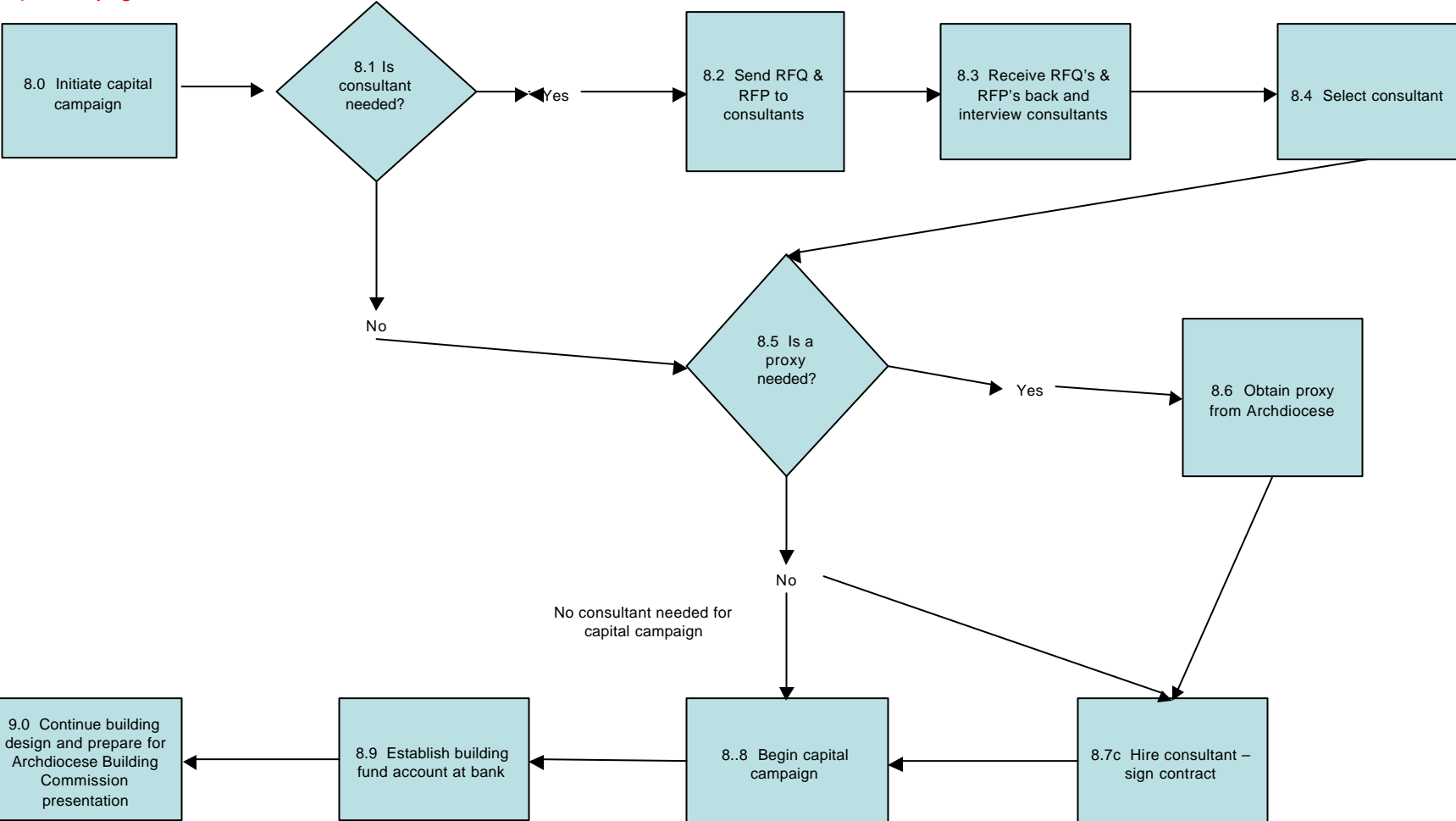
No consultant needed for building design



Feasibility / Affordability Study



Capital Campaign



Approval from Archdiocese

