



**Church Land & Building Development Advisors**

**Count The Cost - Budget Worksheet**

*Name & Address of Ministry*

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*Location of Subject Property*

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**Property Acquisition Costs:**

Purchase Price

|                          |       |
|--------------------------|-------|
| Contract Price           | _____ |
| Escrow Expenses          | _____ |
| Title Insurance - Owners | _____ |
| Title Insurance - Lender | _____ |

Due Diligence Costs

|                      |       |
|----------------------|-------|
| ALTA Boundary Survey | _____ |
| Topographic Survey   | _____ |
| Geotechnical Survey  | _____ |
| Utility Survey       | _____ |
| Environmental Survey | _____ |

Entitlement Costs

|                                      |       |
|--------------------------------------|-------|
| Architectural Schematic Plans        | _____ |
| Governmental Processing              | _____ |
| Environmental Impact Studies         | _____ |
| Site Specific Impact Studies/Reports | _____ |

Professional Services

|                         |       |
|-------------------------|-------|
| Attorney                | _____ |
| Architect               | _____ |
| Civil Engineer/Surveyor | _____ |
| Environmental Engineer  | _____ |
| Land Planner            | _____ |
| Traffic Engineer        | _____ |

|                  |      |
|------------------|------|
| <u>Sub-Total</u> | \$ - |
|------------------|------|

**Construction Costs:**

On-Site Improvements

|                          |       |
|--------------------------|-------|
| Parking Lot Paving       | _____ |
| Curb & Gutters           | _____ |
| Landscaping & Irrigation | _____ |
| Lot Lighting             | _____ |
| Utility Lines            | _____ |
| Storm Drainage System    | _____ |

Building Improvements

|                             |       |
|-----------------------------|-------|
| Walls, Floor & Roof Systems | _____ |
| Mechanical & Electrical     | _____ |
| Finish Materials            | _____ |

Off-Site Improvements

|                                     |       |
|-------------------------------------|-------|
| Street Improvements/Widening        | _____ |
| Utility Line Extensions to Property | _____ |
| Traffic Lights & Signage            | _____ |

Sub-Total

|    |   |
|----|---|
| \$ | - |
|----|---|

**Furniture, Fixtures & Equipment**

Worship Venue

|                       |       |
|-----------------------|-------|
| Seating               | _____ |
| Audio & Video Systems | _____ |
| Baptistery            | _____ |

Class Rooms

|                 |       |
|-----------------|-------|
| Tables & Chairs | _____ |
| Supply Cabinets | _____ |

Offices

|           |       |
|-----------|-------|
| Furniture | _____ |
| Equipment | _____ |

Sub-Total

|    |   |
|----|---|
| \$ | - |
|----|---|

**Other Soft Costs & Expenses**

Construction Documents

Building Architect & Engineers \_\_\_\_\_  
On & Off Site Civil Engineer \_\_\_\_\_

Permits

Building Permit Fees \_\_\_\_\_  
Impact & Assessment Fees \_\_\_\_\_  
Utility Connection Fees \_\_\_\_\_  
Reimbursable Infrastructure Fees \_\_\_\_\_

Contractor

Overhead & Profit \_\_\_\_\_

Professional Services

Capital Campaign/Fund Raising \_\_\_\_\_  
Count The Cost/Owners Rep \_\_\_\_\_  
Construction Manager \_\_\_\_\_

Project Contingency

Construction Costs \_\_\_\_\_  
Furniture, Fixtures and Equipment \_\_\_\_\_  
Soft Costs \_\_\_\_\_

Ministry

New Staff Members \_\_\_\_\_

Sub-Total

|    |   |
|----|---|
| \$ | - |
|----|---|

**Total Cost**

|    |   |
|----|---|
| \$ | - |
|----|---|

*The above activities and costs are shown as a generic list of probable expenses but are not specific to any one project. Once a property is identified and the site investigation process has been completed then a project specific budget can be created.*