



October 31, 2019

# The Episcopal Diocese of Olympia

The Episcopal Church in Western Washington

[www.ecww.org](http://www.ecww.org)

## Congregational Intent to Build

### Board of Directors, Diocese of Olympia, Inc.

*Topics for priest in charge of congregation to address in interview with Canon to the Ordinary*

Date Submitted: Congregation/ City:

Primary Contact: Daytime Phone: Email:

### Building Project:

Background Information:

Project Description: *(example...construction of an approximately 1500 square foot media-equipped multipurpose room, and upgrade of existing kitchen to commercial. Provide background and as much detail as is needed to fully convey the nature and scope of the project.)*

Estimated Start & Completion Dates:

Major Project Milestones & Dates:

How the Project Will Benefit the Congregation:

Steps Taken to Date:

Challenges or Concerns:

### Estimate of Project Cost and Plan of Payment:

Estimated Project Cost:

Congregational Resources:

Capital Campaign:

Capital Campaign Start & Finish Dates:

Cash/ Savings Dedicated to Project:

Estimated Loan Amount:

Loan Repayment Start & Finish Dates:

## Required Attachments:

List of financial assets (all fund balances) and liabilities:

Operating Budget and YTD Actuals:

Estimate of operating income and expenses for the next three years.