

FACILITY & GROUNDS CHECK LIST

CHURCH HEALTH & REVITALIZATION

MEASUREMENT 3

MEASUREMENT TARGET:

Facility & Grounds Check List will assist church leaders in their effort to measure the current condition of their grounds and facility.

MEASUREMENT PROCESS:

Make copies of pages 1-5 of this measurement and hand them out to leaders or a group of selected individuals.

MEASUREMENT SCORE:

Invite participants to write the number that most closely reflects your answer to the left of each observation. Once you determine the average score for each channel fill in the box at the top. Grade each section fairly and honestly. Your score is only as good as the data you input.

1

Strongly
Disagree

2

Disagree

3

Uncertain

4

Agree

5

Strongly
Agree

YOUR OPINION MATTERS

FACILITY MEASUREMENT

HEALTHY CHURCH

Thank you for participating. Your honest response to the observations in this measurement assist church leaders in their efforts to properly maintain the facilities and grounds!

MEASUREMENT SCORE:

This measurement has seven channels which contains various observations. There are a total of fifty observations. Please measure each one using the numeric scoring system listed below. Write the number that most closely reflects your answer to the left of each observation. Once you determine the average score for each channel fill in the box at the top. Grade each section fairly and honestly. Your score is only as good as the data you provide.

Turn to page 2 to get started.

1

Strongly
Disagree

2

Disagree

3

Uncertain

4

Agree

5

Strongly
Agree

FACILITY MEASUREMENT

1

2

3

4

5

- ___ Our property has great curb appeal.
- ___ Landscaping is well kept (Fresh mulch/rocks, bushes trimmed, weed free, etc.).
- ___ Grass areas are maintained (grass cut and trimmed, weed free, properly edged).
- ___ Outside church signage is readable, neat in appearance, and visible to the public.
- ___ Entire property is suitably lit at night.
- ___ Parking lot is striped appropriately, free of clutter, and free of weeds.
- ___ Because we have such excellence outside, it suggests we offer excellence inside.

- _____ Total Score - Divided by 7 = _____ [Circle the average above]

PROPERTY

1

2

3

4

5

- ___ Our overall appearance is neat, clean, and orderly.
- ___ The stage area is clean and free of clutter.
- ___ The seating area is free of debris and clean (no visible rips or stains).
- ___ Exist signs are visible and there is easy access to exits in case of an emergency.
- ___ Worship screens and projections are visible from every seat.
- ___ Accessible to attendees are Kleenex, Wi-Fi, giving envelopes, pens, and mints.
- ___ The sanctuary is properly lit. Every light fixture is in working condition.

- _____ Total Score - Divided by 7 = _____ [Circle the average above]

SANCTUARY

FACILITY MEASUREMENT

1

2

3

4

5

- ___ Our restrooms are clean to the eye and smell.
- ___ There is proper signage and lighting.
- ___ Changing tables are in all restrooms.
- ___ Extra provisions are in the bathrooms (hand lotion, hair spray, diapers, etc.).
- ___ Toilets and sinks are fully functional.
- ___ Restrooms are fully sanitized after every service and use of facility.
- ___ **Total Score - Divided by 6 = _____ (Circle the average above)**

RESTROOMS

1

2

3

4

5

- ___ Our nursery is clean, sanitized, bright, and appealing to students and parents.
- ___ Our nursery is stocked with ALL necessary childcare products.
- ___ A check-in system is in place for the safety of the children.
- ___ There is an up-to-date first aid kit in the nursery.
- ___ Our nursery workers are trained in basic first aid.
- ___ The toys are often sanitized.
- ___ A system is in place to contact parents during service when needed.
- ___ **Total Score - Divided by 7 = _____ (Circle the average above)**

NURSERY

FACILITY MEASUREMENT

1

2

3

4

5

- ___ Our classrooms have age-appropriate furniture.
 - ___ Our signage includes the ages for each class.
 - ___ Rooms are clean, smell good, and well organized.
 - ___ Rooms have décor to match the age group.
 - ___ Our teachers are well prepared and on time to greet students.
 - ___ Classroom equipment works.
- _____ Total Score - Divided by 6 = _____ [Circle the average above]

CLASSROOMS

1

2

3

4

5

- ___ Worship Folder is informative, current, colorful, and proofread.
 - ___ Our logo is added to all printed material (brochures, promo cards, signage, etc.).
 - ___ Our logo is added to all social media (website, fb, Twitter, Livestream, etc.).
 - ___ We have an informative and attractive guest brochure/booklet.
 - ___ Our guest cards do not require DNA samples (short and easy to fill out).
 - ___ Information brochures are an easy read and readably available.
 - ___ We offer shareware to our members to advertise to the public (shirts, hat, etc.).
- _____ Total Score - Divided by 7 = _____ [Circle the average above]

BRANDING

FACILITY MEASUREMENT

1

2

3

4

5

___ There is nothing hazardous in the building or on the property.

___ Our windows, doors and floors are clean throughout.

___ The building (including storage) is clutter free.

___ There are no signs of peeling paint or broken items.

___ Our décor is up to date.

___ We have made safety and security a high priority at our church.

___ Our fire extinguishers are all up to date.

___ All of our exit signs are functional (backlit signs).

___ We offer virtual services via Livestream.

___ Our kitchen is clean and well organized.

___ Total Score - Divided by 10 = ___ (Circle the average above)

GENERAL

FACILITY & GROUNDS SCORE

Property: _____

Sanctuary: _____

Restrooms: _____

Nursery: _____

Classrooms: _____

Branding: _____

General: _____

Total
Combined
Score:

SCORES

MEASUREMENT MARKERS:

Your Measurement Markers will provide critical data for your overall need for maintenance in seven critical areas.. Add the scores for each channel individually and for all the channels collectively.

Excellent: 201 to 250

Your grounds and facilities are in superb condition. There is next to no maintenance needed at this time. Take a moment to celebrate the people who have worked hard to keep things up.

Good: 151 to 200

Everything passes the eye and nose test, but when you look a bit longer you can see that things need some attention. Minor to moderate maintenance is needed

Subpar: 101 to 150

The weeds abound, paint is peeling and the carpet is dirty. The good news is that all these thing can be fixed with a small budget and a couple of solid work days.

Poor: 0 to 100

We are talking roof leaks, structural damage and mechanical failure. It's time to raise some money and hire a few professionals. It might take awhile, but the end result will be worth the effort..