



International Facility Management Association



Religious Facilities Community of Practice

January 2010

Today's Discussion

- Religious Facilities Online Community
www.ifmacommunity.org

IFMA's Religious Facilities Community of Practice (CoP) consists of members who work as either full-time, part-time or volunteer facility managers at their houses of worship. This CoP provides a valuable network for facility managers interested in religious facilities to benefit from continuing education through webinars and roundtables, participate in religious facilities benchmarking studies and access the online community.

Today's Moderator:

Tim O'Malley

Today's Discussion: Rental Fees

1. Church fees charged by a church
2. Church fees charged to a church
3. Contracts need to be reviewed by a lawyer

Rental Fees

1. Church fees charged by a church

A. Internal rent fees need to cover costs – i.e. utilities, custodial and depreciation

B. Should have a printed work sheet covering the above

C. External rent fees should cover the above and a reasonable charge for church

D. Should have a standard legal agreement with a hold harmless

Rental Fees

	Item	Annual costs
1	Utilities	
2	Electric	6,504.00
3	Gas	3,852.00
4	Water & Sewer	1,548.00
5	Data	1,068.00
6	Phone	1,836.00
7	Insurance (property, Liability)	6,876.00
8	Yearly Maintenance	
9	Custodial	21,893.00
10	Building Repairs (5 year fund)	102,466.00
11	Capital Stewardship Fund	50,000.00
12	Burden (taxes, accessment)	12,556.00
13	Facility Depreciation	257,756.00
14	Clerke of the Works	55,501.00
15	TOTAL: \$	521,856.00
16		
17	\$521,856.00 / 2080 hours = \$250.89	
18		
19	\$250.89 / 12,200 sq. ft. = \$.02 sq. ft.	

Rental Fees

1	\$521,856.00 / 2080 hours = \$250.89
2	
3	\$250.89 / 12,200 sq. ft. = \$.02 sq. ft.
4	
5	Internal rent to ministry
6	
7	St. Patrick Hall 520 sq. ft. * \$.02 = \$10.40 per hour of use
8	
9	Nehemiah Hall 2,498 sq. ft. * \$.02 = \$49.96 per hour of use
10	
11	External rent
12	
13	St. Patricks Hall - \$35.00, two hour minium, includes tax
14	
15	Nehemiah Hall - \$170.00, three hour minimum. Includes tax
16	Plus cleaning fee
17	Plus opening & closing fee for after hours, \$15.78 per hour

Rental Fees

2. Church fees charged to a church

A. From school districts or other public facilities by law need to recover costs

B. Escalating due to increase of utility costs

Rental Fees

3. Contracts need to be reviewed by a lawyer
 - A. Hold harmless
 - B. Insurance
 - C. Responsible parties
 - D. Deposit and how it will be used

Other topics?

- How do you handle workloads with the revenue down and more facilities?
- Can we buy things in bulk or a COOP to purchase a CAFM system with many organizations sharing in the initial purchase and paying for individual user licenses?