

MINISTRY ARCHITECTURE, INC.

Serving ministries in developing countries since 1997

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July 12, 2018

Ministry Architecture, Inc. offers to help your ministry if your building project is practical, possible, and will advance the gospel of Jesus Christ.

Pro Bono Services

We offer *pro bono consulting services* consisting of preliminary project planning, programming, evaluation of land and existing buildings, site planning, architectural design from concepts through design development, assessment of existing facilities, related multi-discipline engineering, artist's sketches and brochures for fundraising, and on-going advice and counsel.

Fees and Contributions

Processing fee for this Application is \$300.

There is no fee for the *pro bono* services.

We are a faith-based ministry and depend on contributions to support our services. Therefore, we are grateful if the Lord will enable you to volunteer a contribution to our ministry.

Reimbursement for Expenses

Your ministry will reimburse us for approved ministry expenses.

Expenses may include: (1) long distance travel to and within your country, including housing and food, (2) long distance travel within the USA for project meetings, (3) printing and postage.

Intent

This application serves as a statement of intent; it is not a contract or obligation of financial commitment.

Application Form

Please fill-in every line item.

1. Your office contact: (Home Office)
Name:
Address:
E-mail address:
Web site:
2. Project Name:
3. Your name, title, address, and E-mail address:

4. Name of any other partnering organizations:

5. Your telephone number as dialed from Denver:

6. Preferred method to contact you:

7. Local Office Contact; field contact at project site during our visit
Name: Office-Phone:
E-Mail: Cell-Phone:

8. Name of person(s) including title, address, and E-mail, who has authority to make decisions about this project:

9. Board member, elder, or overseer contact
Name: Office-Phone:
E-Mail: Cell-Phone:

10. Reference person; someone outside of your ministry
Name: Cell-Phone:
E-Mail Office-Phone:

11. Statement of Faith of Your Ministry; please attach:

12. Description of your ministry; please include people group you are targeting, annual budget, number of staff, latest business plan, and other relevant information:

13. Letter from your Board of Directors; please attach:

14. How did you hear about Ministry Architecture, Inc.?

15. How will this project advance the work of Jesus Christ?

16. Description of your project; please include location, site size, building size, number of floors, budget in US dollars, and other relevant information. Send photos and dimensions of your site and existing buildings.

17. Is land already owned?

18. Does your ministry already have necessary funds to complete the project? If not, how will you raise or obtain funds?

19. When would you like an initial visit? When would you like to begin project planning?

20. When would you like to begin construction?

21. Is there anyone who has begun any part of this project? (i.e. builder, architect, engineer?)

Name:

Cell-Phone:

E-Mail:

Office-Phone

22. How long has this project been underway?

23. Is there anyone opposed to this project?

24. Will you need local government approval to complete your project? If so, what are risks associated with getting this approval?

25. Who are the local municipal jurisdictions or building departments that will require plan reviews, approvals, or the submission of drawings by a locally licensed professional?

26. Waiver: In consideration of the volunteer, unpaid, and charitable design consulting services of Ministry Architecture, Inc. we, the recipients of these services, agree to make no claim, and hereby waive, to the fullest extent permitted by law of the State of Colorado, USA, any claim or cause of action of any nature against Ministry Architecture, Inc, its Board of Directors, employees, agents, or sub consultants, that may arise out of or in connection with this project or the performance by any of the parties above named, or services offered.

Name of authorized person and Title:

Date:

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27. Indemnification: In consideration of the volunteer, unpaid, and charitable services of Ministry Architecture, Inc., we the recipients of these services agree, to the fullest extent permitted by law of the State of Colorado, USA, to indemnify and hold harmless Ministry Architecture, Inc, its Board of Directors, employees, agents, or sub consultants, from and against all damage, liability or cost, including reasonable attorney's fees and defense costs arising out of or in any way connected with services offered.

Name of authorized person and Title:
Date:

28. Responsibility: We the recipients of these services understand and agree that Ministry Architecture, Inc. offers *pro bono* consultation, design, and planning services and makes no offer of architectural practice, engineering practice, or building construction, is not licensed to practice architecture in your country, and is not in any way responsible for construction means, methods, techniques, sequences, or safety procedures. Consulting services of Ministry Architecture, Inc. may lead to the point where final work should be continued by design professionals licensed in your country and in conformance with your governing local law.

Name of authorized person and Title:
Date:

After receipt of your completed application and processing fee, the Board of Director's of Ministry Architecture, Inc. will review your application, pray about how we can participate, and then promptly reply to you.

Thank you for your contact. We trust the Lord to be your Guide.

Yours, in Christ,

Leonard C. Rosenberg, Architect, AIA, NCARB
Executive Director

End of Application