Capital Projects Planning Cycle

Organizational Strategic Plan

Demand Analysis

- · Current / Future Audience Demand
- Local / Regional Supply
- Current Trends

Facilities Master Planning

- Site and Existing Facilities Analysis
- Site Requirements / Restrictions
- Options to Renovate, Expand, Build New
- Priorities / Phasing

Recapitalization Planning

- Post Project Analysis / Deficiencies
- · Annual Maintenance /Repairs
- · Long Range Upgrades / Recapitalization Plans

Functional Plan / Building Program

- · Space Needs by Function with Functional Relationships
- Growth Projections
- Equipment Specifications
- Preliminary Capital Costing & Updates

Project Design & Construction

- Architect and Consulting Team Selection
- Capital Project / Construction Budgets
- Preliminary and Detailed Designs
- Planning / Zoning / Permit Approvals
- Construction

Feasibility Studies / Assessments

- · Business Plans (governance, staffing, operating budgets, etc)
- · Capital Fundraising Feasibility
- · Organizational Capacity / Leadership Analysis
- Partnerships / Collaborations

Community Engagement / Capital Campaigns

- Stakeholder Consultations / Open Houses
- Fundraising Campaign