



**Capital Gifts Initiative – Generation to Generation  
Frequently Asked Questions  
February 22, 2017**

**What will the Capital Gifts Initiative – Generation to Generation campaign accomplish for Holy Trinity Episcopal Church?**

The Vestry and the Block Design Committee have approved the following project list for the Capital Gifts Initiative, Generation to Generation (G2G), to thoroughly update and improve our existing space. The initiative will update and upgrade our Parish House, unify our block, provide the maximum number of parking spaces our block will accommodate and add new covered outdoor gathering spaces. The estimated cost of the campaign is \$6,500,000.00. The comprehensive list of project activities includes:

**Updating and upgrading our Parish House and existing facilities.** We are long overdue for a significant cosmetic overhaul of our Parish House, with new flooring, lighting, technological capacity and decor. We plan to address safety and accessibility concerns by adding an elevator and a sprinkler system for our Day School/Sunday School spaces. We will also take care of deferred maintenance items throughout our facilities.

**Unifying the appearance of our block and addressing parking.** As the northern part of our downtown develops, parking will be an increasingly important issue. Holy Trinity currently has 26 actual parking spaces on our block. Hanes-Lineberry generously shares their parking lot with us. However, our use of their lot is becoming increasingly restricted, and this arrangement is not permanent. The proposed plan would add 57 parking spaces on our block. The purchase of an additional lot on Simpson St. would add another 40-50 spaces, bringing us to 130+ total parking spaces. Creating space for parking, along with a coherent landscaping plan, will unify and improve the appearance of our block.

**Creating new covered outdoor gathering spaces.** The narthex of our church is extremely small, often congested, and a bottleneck when it rains. Consistent with the look of the church, the new covered entrance adds outdoor space for gathering and greeting before and after services. Connecting with our existing covered walkway, we extend a covered space beyond the doors of the Parish House to the corner of the building, where it would open to a significant new covered outdoor gathering space/terrace capable of seating approximately 175-200 people. This new terrace would also be accessible through French doors from the Haywood Duke Room, thus providing complementary outdoor space for this important room for gathering, overflow and special events.

**When will the project start and approximately how long will construction take?**

Our architects have informed us that they believe construction will take 12-13 months. This is contingent on all approvals from GSO Historic Commission and permitting needed by the city. Actual construction would not likely begin until spring of 2018.

### **How will construction affect parking?**

We will do our best to limit the time our parking lot will be inaccessible. During construction, parking will be available at Hanes-Lineberry and along Fisher Ave and Greene and Simpson Streets. Our plan is to add as much parking the block will allow. It is estimated we will gain approximately 130 parking spaces.

### **How will the G2G campaign affect the entire block?**

We will create a unified block appearance by removing several old houses which, while useful as transitional housing in recent years, were not well cared for by previous owners, are in bad shape and expensive to maintain. This will also lay the foundation of doing most of the site work necessary for eventual construction of new space, establishing the footprint of a proposed new building, and providing the maximum number of parking spaces our block will accommodate. Adding landscaping will unify our block as well.

### **How will construction affect Holy Trinity Day School?**

We will improve safety and accessibility by adding an elevator and a sprinkler system for our Day School/Sunday School spaces. New flooring, ceilings, lighting and décor will improve the appearance of the Day School space. Replacement of windows and HVAC units, as needed, will improve comfort and energy efficiency. We will work with the HTDS Board and staff to minimize disruptions to school schedules and families. Our hope is to conduct actual construction work in the Parish House during summer months to work around program schedules. All of this is contingent on city permitting and construction schedules.

### **Will we raise pledges before starting construction?**

Our goal is to have the gifts and pledges in hand that will ensure success of the project before we order construction documents and begin the actual construction process. We will account for yearly payment installments as we plan fundraising efforts for the initiative. It is likely that the church will take on some short-term debt with construction loans which will be paid off as pledges are fulfilled.

### **Can our G2G pledge be paid over time?**

Yes, pledges may be paid over a period of up to three years. You can help see this project to completion while reducing our borrowing costs in several ways:

- Make your pledge as soon as possible
- Consider paying your 2017 pledge installment right away
- Accelerate future installments where possible

### **Can we designate our pledge for a specific component of the G2G?**

The G2G campaign is comprehensive and interconnected. It is important to fully fund all components. Thus, we are asking that pledges be made to support the entire Campaign, and not be limited to just one of the components. Gifts may be made in honor or memory of a loved one.

### **Who will determine the goals and priorities of the G2G campaign?**

Setting the priority of the projects will be a collaborative effort taking into account the physical needs of our facility, the reports of experts (architects, engineers, heating and air conditioning experts, etc.), and others within the church. Our Block Design Committee, Vestry and clergy will work to prioritize the needs based on the success of our campaign fundraising efforts, cash flow timing, construction costs, interest rates, and input from professionals.

### **How is the G2G campaign different from our EMC/Annual Giving Campaign?**

Our EMC/Annual Giving Campaign funds our annual operating budget, covering the day-to-day expenses associated with running Holy Trinity as well as fund all our ministries and activities that further our mission. Your faithful annual giving of treasures as well as time and talent, are essential to the vitality of our church community. The G2G campaign is a well thought out plan to raise a substantial amount of funds over a three-year period to accomplish the above goals that cannot be funded through our annual budget. Please do not stop your regular pledge giving.

### **What happens if the G2G pledges total more or less than the \$6.5M goal?**

The Vestry will have oversight of how the money is allocated and will make decisions that will then be communicated with the parish.

**What is the current operating budget of Holy Trinity?**

The Vestry has approved the 2017 operating budget of \$1.9M

**What is the church membership?**

2300+ individuals from over 1100+ households.

**What is the Holy Trinity Day School enrollment?**

Approximately 100 children are enrolled at Holy Trinity Day School. Enrollment is 99% full.

**What is the financial status of Holy Trinity?**

The financial status of Holy Trinity is healthy. We conduct annual audits and the Business and Finance Commission, with Vestry approval, provides oversight to the annual audit and budgeting process. We are happy to report that, as good stewards of our resources, Holy Trinity currently carries no debt.

**Can Holy Trinity accept matching gift contributions from my company? How do I take advantage of that opportunity?**

Yes! Matching gifts are a great way to maximize the impact of your gift! Contact your company's human resources department to make sure your company matches gifts for institutions that operate exclusively for religious purposes. They can provide you with the paperwork you will need to get started. You or your company will then need to get in touch with our Accountant, so we can complete our portion of the paperwork to facilitate the match.

**When was the last capital campaign and what was accomplished during that campaign?**

It has been over 25 years since Holy Trinity's last Capital Campaign in 1991. That campaign solved a significant water problem, added an elevator and conducted partial remodeling in areas of the church. An attractive stone exterior was added to the Greene St. side of the Parish House, but not significant work was done to the interior of the Parish House.

**Why and what professional firms have we engaged to help us with the G2G campaign?**

We have engaged CapDev, a qualified and highly recognized firm in fundraising and campaign implementation to share their expert experience and wisdom in guiding us through the Capital Gifts Initiative. Their consulting services will be instrumental in helping us raise the required funds and complete a successful Campaign. In addition, we have engaged the services of EDC, to serve as the owner's representative to oversee the architects, construction firms and other partners we engage in the renovation. Teague, Freyaldenhoven and Freyaldenhoven (TFF) Architects and Planners, LLP have been hired to do our block planning and design of our G2G campaign.

**Is there a contingency budget (if we have costs overruns)?**

We are still in the preliminary cost estimation phase, but will build a contingency for cost overruns and unforeseen costs into the final budget.

**Who will be responsible for overseeing the completion of the G2G campaign projects?**

Oversight includes the Rector, the Vestry, Senior Warden, Junior Warden, Block Design Committee and other qualified parishioners who are knowledgeable of our needs.

**Will the renovations and construction work be priced on competitive bids?**

Yes, we will request competitive bids. However, actual selection of a contractor will be based on more than just the lowest price. Other factors for selecting a contractor include experience and knowledge of working on historical buildings, their reputation for quality work, on-time performance, and knowledge of our church. Our goal is to make sure any renovations stay true to our historic building, and we achieve quality results at the most cost-effective price.

**Will Holy Trinity count bequests towards the G2G campaign?**

While bequests fulfilled beyond the time frame of the G2G campaign cannot be counted to cover the current expenditures, the Vestry has approved that bequests made during the G2G campaign giving time frame will be allocated to the G2G campaign.

**Can I make a memorial gift to the G2G campaign?**

Memorials are welcomed and loving gifts in remembrance of loved ones. We will work with families to decide the best way to dedicate funds in honor of loved ones. Please contact Holy Trinity’s Stewardship and Planned Giving Coordinator for G2G memorial gifts.

**How does my gift breakdown over the three years?**

**Giving Chart\***

<b>Pledge Amount</b>	<b>Initial Gift</b>	<b>Monthly</b>	<b>Per Day</b>
<b>\$500,000.00</b>	<b>\$100,000.00</b>	<b>\$11,111.11</b>	<b>\$365.30</b>
<b>\$250,000.00</b>	<b>\$50,000.00</b>	<b>\$5,555.56</b>	<b>\$182.65</b>
<b>\$100,000.00</b>	<b>\$20,000.00</b>	<b>\$2,222.22</b>	<b>\$73.06</b>
<b>\$75,000.00</b>	<b>\$15,000.00</b>	<b>\$1,666.67</b>	<b>\$54.79</b>
<b>\$50,000.00</b>	<b>\$10,000.00</b>	<b>\$1,111.11</b>	<b>\$36.53</b>
<b>\$25,000.00</b>	<b>\$5,000.00</b>	<b>\$555.56</b>	<b>\$18.26</b>
<b>\$15,000.00</b>	<b>\$3,000.00</b>	<b>\$333.33</b>	<b>\$10.96</b>
<b>\$10,000.00</b>	<b>\$2,000.00</b>	<b>\$222.22</b>	<b>\$7.31</b>
<b>\$5,000.00</b>	<b>\$1,000.00</b>	<b>\$111.11</b>	<b>\$3.65</b>
<b>\$3,000.00</b>	<b>\$600.00</b>	<b>\$66.67</b>	<b>\$2.19</b>

\*Assumes 20% given in first year and balance paid over remaining three years