



TENDING THE VINEYARD

Stewardship of Religious Property

Educational Sessions for Strategic Property Planning

SESSION 2

Glossary of Key Terms used in Session 2

The following terms are associated with Session 2 of Tending the Vineyard’s educational sessions for strategic property planning.

TERM	DEFINITION
<i>Capital planning</i>	The process of budgeting religious institute resources that will be devoted to repair, renovation or improvement of facilities
<i>Capital improvement</i>	A structural change intended to restore, enhance, adapt or increase the useful life of a religious institute’s buildings and facilities
<i>Decision</i>	<p>A definitive action, usually taken by religious institute leadership, on recommendations developed through a strategic property planning process</p> <p>These actions could include repurposing of land or buildings or institute divestiture of some or all of its real estate assets.</p>
<i>Divestiture</i>	A religious institute’s decision to let go of a real estate asset or property through a sale, gift or other transaction
<i>Facilities study</i>	A study typically performed by professional architects and engineers that provides detailed technical information about buildings based on an assessment of conditions, including building superstructure, roofing and mechanical systems
<i>Land title survey</i>	<p>A survey of a parcel of land performed by a Registered Professional Land Surveyor</p> <p>It is used to identify legal boundaries and is typically required for real estate transactions.</p> <p>Standards that govern land title surveys are established by the American Congress of Surveying and Mapping (ACSM) and adopted by the American Land Title Association (ALTA).</p>





TENDING THE VINEYARD

Stewardship of Religious Property

Educational Sessions for Strategic Property Planning

<i>Market value</i>	<p>The amount for which a religious institute property or facility can be sold on an open market</p> <p>It generally reflects the amount a buyer is willing to pay and the amount a seller is willing to accept.</p>
<i>Membership engagement</i>	<p>A conscious effort to educate, inform and provide resources to enable membership of a religious institute to engage substantively in a strategic property planning process</p>
<i>Mission sustainability</i>	<p>The capability to continue a religious institute's mission, ministries and works into an indefinite future period given the human, financial and leadership resources continuation realistically requires</p>
<i>Operating costs</i>	<p>Expenses associated with the ongoing operation of a religious institute's property or campus, including items such as utilities, repairs and maintenance, capital improvements and property and casualty insurance</p>
<i>Past Service Liability</i>	<p>The amount a religious institute should have in savings today to care for the retirement needs of members, as well as the amount that should already be in savings for the members below retirement age in anticipation of their retirement needs</p>
<i>Real estate appraisal</i>	<p>An opinion obtained from an appraisal professional on the value of a parcel of real estate, following standards set forth for the appraisal profession. The most common type of appraisal is an opinion as to the market value of a specifically defined parcel of real estate, expressed in a formal report accompanied by a certification signed by the appraiser.</p>
<i>Religious institute reality</i>	<p>Objective facts expressed in simple, declarative sentences intended to describe a religious institute's current or future situation or circumstances</p> <p>Examples include realities related to membership, finances or space utilization. Defining and articulating a religious institute's realities provides a solid foundation for a strategic property planning process and common frame of reference for religious institute members.</p>
<i>Recommendation</i>	<p>A product or outcome from a strategic property planning process</p> <p>Ownership of recommendations within the religious institute is typically broadened if institute membership actively participates in shaping</p>





TENDING THE VINEYARD

Stewardship of Religious Property

Educational Sessions for Strategic Property Planning

	recommendations through their substantive engagement in a strategic property planning process.
Repurposing	The act of converting real estate property from one use to another consistent with a religious institute’s strategic property planning process goals
Strategic property planning	A structured, long-term planning process through which a religious institute makes major decisions as to future ownership and use of defined real estate property and assets
TRENDS	<p>Tracking Revenues, Expenses, Net assets, Demographics, Savings - A software tool originally developed by the National Association of Treasurers of Religious Institutes (NATRI)—now the Resource Center for Religious Institutes (RCRI)—to assist religious institutes in projecting fund cash flows and member census over time</p> <p>Actuarial assumptions developed specifically for religious are the basis of this planning tool.</p>
TRENDS levels of care	<p>One of four classifications TRENDS assigns to retired members of religious institutes based on their care needs</p> <p>They are independent, independent with services, assisted care, skilled care.</p>
Underutilization	A measure or assessment of the extent to which the use of a real estate property or asset falls below optimal capacity for use
Unfunded Past Service Liability	The difference between a religious institute’s projected financial need to care for members in the future (i.e., its past service liability) and the savings currently designated to cover future retirement costs
Zoning	A land-use and planning tool local governments use to control the development and uses of property within a given jurisdiction

