



Mission Investment Fund
A Financial Ministry of the ELCA



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mif.elca.org



(877) 886-3522

Church Facilities Maintenance Log

What to Review. When to Prepare. How to Plan Wisely.

Why this Log Exists

Church facilities exist to serve ministry. And caring for them is part of faithful stewardship.

At the Mission Investment Fund of the ELCA (MIF), we work alongside congregations navigating major building decisions—roof replacements, HVAC modernization, accessibility improvements, renovations and expansions.

When congregations understand what is aging—and when—decisions can be made thoughtfully rather than reactively.

This log is designed to support that awareness.

How to Use this Log

Use this log to record and centralize notes on property maintenance and upkeep.

Planning with Confidence

When building needs arise, the Mission Investment Fund (MIF) can help you finance projects of all shapes and sizes. As a financial ministry of the ELCA, MIF provides both adjustable and fixed-rate building and renovation loans with competitive rates to ELCA congregations as they look to better serve their communities. Even if you're doing your own capital campaign, MIF financing can bridge the gap, so that you can address immediate needs sooner.

MIF is more than a source of financing. We are a financial partner with decades of experience guiding communities of faith throughout every phase of the borrowing process, and you can count on us doing the same for you.

Explore financing options and request a free quote at mif.elca.org or by calling **877-886-3522**.



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A Note on Lifespan Estimates

The planning ranges in this guide reflect industry-standard averages commonly referenced by engineers, property managers, insurers and lenders, including:

- American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)
- Building Owners and Managers Association (BOMA)
- National Roofing Contractors Association (NRCA)
- RSMMeans (Gordian)
- U.S. Department of Energy

Actual system life varies based on climate, building use, installation quality and maintenance history.

These ranges are planning tools—not guarantees.

Planning Horizon Guide

Use this key to complete the “planning horizon” section of your annual review.



MONITOR (10+ YEARS)

Include in long-range discussion.



PREPARE (5—10 YEARS)

Begin saving. Gather budget estimates.



ACT (0—5 YEARS)

Secure quotes. Align funding strategy.



IMMEDIATE PRIORITY

Past expected life or safety concern. Schedule evaluation.

