PRE-DEVELOPMENT PROCESS

**Step 1**
- Organize
  - Check for Consistency with Mission
  - Obtain Board Support
  - Select Project Team
  - Prepare Work Plan

**Step 2**
- Validate the Project
  - Identify Services to be Provided
  - Determine Need for Project
  - Explore Collaboration Opportunities
  - Evaluate Funding Potential
  - Quantify Need and Services
  - Prepare Architectural Program

**Step 3**
- Prepare For Development
  - Decide Whether to Proceed
    - No
      - Revise
    - Proceed
      - Compile Business Plan
      - Acquire Funding
      - Procure PM/AE Services
      - Start Development Phase

- Prepare Concept Plan
- Prepare Project Cost Estimate
- Analyze Operational Costs
- Evaluate and Select Site
- Prepare Archival Program