



DIOCESAN PUBLICATIONS
One God. One Church. *One Company.*

Web Development Proposal



6/14/17

Erin Dunne

Parish Scheduler / Communications
St. Matthew Catholic Church
(704) 543-7677 x1031
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www.stmatthewcatholic.org

St. Matthew Catholic Church (Charlotte, NC)
www.stmatthewcatholic.org

Project

Design and Development **35 hrs**

- New Website and Logo

Site Build, Content and Administration **55 hrs**

- Custom website on the WordPress platform
 - *For improved administration, content management and marketing functionality*
- Custom integration with
 - ☒ "DPI Bulletins" (exclusively from Diocesan Publications)
 - ☒ "myParish App" (mobile app exclusively from Diocesan Publications)
 - ☒ "PDS Software" (parish management software exclusively from Diocesan Publications)
- Custom featured items
 - Upcoming Events
 - Mass Times
 - Contact and Submission Forms
 - Multilingual Site
 - Staff Directory
 - Resources and Partner Links
 - Homilies (TBD)
 - Image Galleries
 - Site Analytics
 - Dynamic Post Content (Adult Faith Formation, Youth Ministry)
- Integration with
 - Multiple Calendars
 - Online Giving
 - Social Media
 - Video
- Full mobile support
- Content migration
 - Input and/or transfer of current site content (to be supplied by client)
- Creation of back-end admin users (full access administration for client-side content management)
- Creation of limited access admin users for volunteers or additional staff members (Faith Formation, Ministries, Youth)

Training **Free**

- Includes one training session for all web staff via remote computer access and phone consultation before the site goes live (a session averages around two hours).
- Includes a second training session for a deeper level of follow-up after website launch.
- For any further training, we will gladly apply our discounted rate of \$50 per hour.



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Services

Website Hosting **\$20 per month**

- Billed annually at \$240 per year
- Hosting and support of website on Diocesan Publication, Inc. (DPI) servers
- All sites hosted by DPI incorporate:
 - *Daily backups and off-site weekly backups*
 - *Site maintenance and updates*
 - *Phone and email support*
 - *Free security suite of tools (\$80 per year value)*
 - *1GB online storage and 10GB monthly bandwidth*

Services (Optional)

Domain Name Registrar **No Charge**

- Domain name (website address) to be managed by:
 - ☒ *Client*
 - ☐ *Diocesan Publications (\$20 per year)*

Email (5 hrs) **No Charge**

- Setup and creation of client email by Diocesan Publications with Google Apps for non-profits.
 - *Includes: account setup as Gmail (does NOT include inbox migration), Google Apps suite, storage and more.*
- Email Accounts (Staff)
 - ☐ Yes ☒ No
- Email Accounts (Calendar or Other)
 - ☐ Yes ☒ No

Web Design and Development Services **\$70 per hr**

- Hourly rate for additional web-related services outside the scope of original project.



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Total Estimate

New Website and Logo Development (90 hrs)	- \$6300
Website Allowance (Credit)	+ \$6300
Total Due	\$0
Domain Name	+ N/A
Hosting (\$20 per month)	+ \$240 per year

Project Agreement

I hereby authorize Diocesan Publications, Inc. (DPI) to begin work on the above proposed project. I understand that this proposal represents the estimated time to perform the items listed and any changes to the scope of the project may change the projected cost. Unless noted otherwise below, hosting of the new website (including all databases) are to be transferred to DPI and billed on an annual basis. Responsibility and billing of the Website Domain (Domain Name Registrar) and Email Accounts are stated below.

Please sign and return to Diocesan Publications, attn: Kevin Ferguson.

- Fax: **(616) 878-4835**
- Email: **webdepartment@diocesan.com**

Authorized Signature

Mary Gail McSweeney

Domain Name ☒ Client ☐ DPI

Title

PASTOR, St. Matthew

Email (Staff) ☒ Client ☐ DPI

Date

June 21, 2017

Email (Other) ☒ Client ☐ DPI