



Unitarian Universalist Society 2024 Operating Budget Pledge Form



2024 Pledge Campaign Goal: \$400,000

Name(s): _____ Total Pledge for 2024: \$ _____

Thank you for your generous contribution. Together, we share in the stewardship of our community.

Check here if you cannot or do not wish to pledge in 2024. (UUS Members in financial difficulty may request a waiver through the minister to maintain membership status in the absence of a pledge or giving.)

Check here to set up or update a **sustaining pledge** using the pledge information on this form.

Sustaining pledges remove the need for you to fill out a new pledge form each year. If selected, your pledge this year will be reentered automatically each year until you request a change on a future pledge form or by contacting the office at any time.

If you previously set up a sustaining pledge and would like it to continue unchanged you may disregard this form.

FULFILLING YOUR PLEDGE

You can pay your pledge in many ways. UUS recommends using Realm to set up a scheduled giving plan to help us manage our cash flow. Scheduled gifts can be made on a weekly, monthly, quarterly, or one-time basis. Please check one:

- I/we will set up or update scheduled giving in Realm directly (*see reverse for instructions*)
- I/we authorize UUS to set up or update scheduled giving on my/our behalf (*using the form below*)
- I/we will give another way (cash/check, bank bill pay, as-can Realm payments, stock transfer, etc.)

Check here to mark your Realm scheduled giving for the 2023 Pledge Campaign as a **sustaining gift**.

Sustaining Giving: If you are setting up or updating a sustaining pledge, you may wish to also mark your scheduled giving in Realm as a sustaining gift. By electing into sustaining giving, UUS will continue your scheduled giving plan indefinitely until you request a change on a future pledge form or by contacting the office at any time.

Please enter your pledge in Realm or return this pledge card to UUS (2355 Oakdale Road, Coralville, IA 52241) **by Sunday, October 15th, 2023.**

Please contact the office with any questions concerning pledging and giving: admin@uusic.org or 319-337-3443.

UUS SCHEDULED GIVING AUTHORIZATION FORM

I/we authorize UUS to set up scheduled giving in Realm on my/our behalf (check one):

- Please **set up a new** scheduled giving plan. OR Please **update** an existing scheduled giving plan
(Any previous scheduled pledge payments will be deleted)

I/we would like our scheduled giving to be processed according to the following schedule (check one):

- In 52 weekly payments (on the following weekday: _____)
- In 12 monthly payments (on the _____ day of every month)
- In 4 quarterly payments (on the _____ day of March, June, September, and December)
- In one lump payment on _____ (MM/DD/YYYY)

BANK ACCOUNT

- Checking Account Savings Account

Routing number: _____

Account number: _____

CREDIT/DEBIT CARD

Name on Card: _____

Credit card no: _____

Expiration date: _____ Security Code: _____

Billing address: _____

NOTE: A 3% processing fee will be **added** to all credit/debit transactions.
 OPT OUT (reduces the utility of your pledge by 3%)

By signing below I/we authorize UUS to process payments on my/our behalf in accordance with the information given above:

Signature(s): _____

Date: _____

How to Pledge Online

1. Find the online pledge form:

Option 1: Visit <https://bit.ly/2024Stewardship>

OR use your phone app to scan the QR Code:



Option 2: Go to the giving page of your Realm account and click the gray “+ Pledge” button

2. Fill out the online pledge form. **Read instructions carefully!**

3. To set up a **new one-time or recurring online payment**, click the check box on the Acknowledgment page after your online pledge has been submitted. (See below for instructions on creating new or updating existing online giving). *If you intend to pay your pledge by another method (check, stock, outside bank bill pay, etc.), leave the check box blank.*

Sustaining Pledges

If you did not check the sustaining pledge box on the pledge form, please contact the office if you would like to have your 2024 pledge recorded as a sustaining pledge. Once recorded, your 2024 pledge information will be entered automatically on your behalf for future pledge campaigns, until you request a change or cancellation on a new pledge card or by contacting the office. *You can make a sustaining pledge even if you do not have a recurring giving plan set up.*

Once a pledge has been entered it can only be edited by the office.

How to Set Up Online Giving To Pay Your Pledge

1. Find the online giving form:

Option 1: Enter your pledge online (see above) and click the check box on the Acknowledgment page.

Option 2: Go to the giving page on your Realm profile and click the gray “+ Give” button.

2. Fill out the form that pops up:

Make sure the fund is set to Operating Budget.

Set up either a one-time payment (Give Once) or recurring giving plan (Give Multiple Times). For recurring giving plans, set the end date to December 31st, 2024. Double check the summary total amount.

Sustaining Giving

If you would like your giving to continue indefinitely to match a **sustaining pledge**, do not set an end date and, if you did not check the sustaining gift box on your pledge form, notify the office (admin@uusic.org or 319-337-3443). Once recorded as a sustaining gift, no changes will be made to your scheduled giving until you request a change or update your giving in Realm.

3. Click “Continue” to choose an existing payment method or enter a new one.

For credit/debit payments, UUS asks that you click the check box near the bottom to add 3% to your payments to cover processing fees. This maximizes the utility of your pledge.

To Update a Previously Entered Recurring Gift

Go to the giving page on your Realm profile and click the “Scheduled” button. To edit a gift, click on the three light gray dots (***) that appear to the right and choose the appropriate actions.

Contact the office (admin@uusic.org or 319-337-3443) for assistance in setting up a new pledge or online payment, or to make changes to a submitted pledge.