

Association Sunday

Checklist for Organizing Your Service

- Put up the Association Sunday Posters.
- Consider doing a pulpit exchange with neighboring congregations.
- Organize the service to include lay participation.
- Publicize the service and special collection in your newsletter and on your website.
- In your newsletter, ask those who will be unable to attend to mail in their contributions.
- Provide the <http://www.uua.org/giving> link in your electronic newsletter.
- Contact members of the congregation about making lead gifts.
- Consider making a lead gift yourself, perhaps by donating one wedding fee.
- Put information about Association Sunday funds in your order of service (publicity materials are available online).
- As we trust people will be inspired by it, schedule the offering for after the sermon.
- At the service, announce your gift, and ask that each member consider a gift of \$20 or more. Remind them that this Sunday's collection is a special opportunity to connect and combine our resources for the future of our faith.
- Indicate that all checks should be made out to the UUA.
- Have a check made out for all cash collected.
- Send us sermons, pictures and other materials you used for sharing with others.

**For further information email us at AssociationSunday@uua.org,
or call Katrina Bergmann at 617-948-4662.**