

# Submitting Your Congregation's APF Pledge Online

**Request for Support for Fiscal 2026: July 1, 2025 – June 30, 2026**

Every congregation in our Association is asked to contribute to the Annual Program Fund (APF). Congregations that contribute the full amount requested are recognized as **Honor Congregations** for the fiscal year. The Ask Amount is based on information reported by the congregation in the prior year's [certification process](#).

- Congregations are strongly encouraged to **submit their APF pledge online** at [www.uua.org/giving/apf-pledge](http://www.uua.org/giving/apf-pledge), to ensure timely and accurate processing of each pledge.
- **New for FY26:** Congregations enrolling in **scheduled ACH debit payments** on a one-time, quarterly, monthly or semi-annual basis must use the online pledge form and enroll at the time of pledging. This change ensures that your banking information remains confidential and secure.



**Before entering any pledge details, please read through these instructions in their entirety, as the process has changed from last year.**

## UU Congregation and Congregation Mailing Address

- Enter your congregation's 4-digit UUA ID in the **Congregation ID** field. It can be found on the APF Request for Support letter and on any past APF statement received in the mail.
  - This will pre-populate your congregation's name, UUA Region, and mailing address. If your mailing address has changed, please update it at <https://my.uua.org/contactinfo>.
  - This will also pre-populate the FY26 Ask Amount farther down in the pledge section.

## Congregational Contact

- Please enter the name of the primary contact person to receive APF communications during the year, such as monthly statements, along with phone number and email address.
  - This is most commonly the Church Administrator or Director of Finance, a lay leader (Treasurer, Finance Committee Chair, Board President/Chair, or a designated Board Member), or the congregation's minister.

## APF Pledge for UUA Fiscal 2026

- Your congregation's requested FY26 pledge amount will be pre-populated. If pledging a different amount for the fiscal year, change the amount in the **Enter Pledge Amount** field.
  - *If your congregation's fiscal year is different than the UUA fiscal year, please pledge the amount the congregation intends to contribute between July 1, 2025 - June 30, 2026.*
- The **Fulfillment Date** is pre-set as June 30, 2026, the last day of fiscal 2026.

## Choosing the Payment Frequency and Start Date

If you are **enrolling in scheduled ACH debit payments** to fulfill your FY26 APF pledge, the Payment Frequency and Start Date fields will dictate when your first bank debit will occur and the dates of any subsequent payments.

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**Payment Frequency** – Available options are:

- **One-time:** Choose any date between 7/1/25 – 6/30/26 for your one-time payment.
- **Monthly:** Choose any date on or after 7/1/25 to begin monthly payments through June 2026.
- **Quarterly:** Choose any date on or after 7/1/25 to begin quarterly payments through June 2026. Choose a start date between 7/1/25 – 9/30/25 to ensure four quarterly payments are scheduled.
- **Semi-Annually:** Choose any date between 7/1/25 – 12/31/25 to schedule two payments six months apart.

**APF pledge amount for the fiscal year**  
*Your congregation's full requested APF pledge amount for the fiscal year has been pre-populated. If pledging a different amount, change the amount in the field below.*

**Enter Pledge Amount**

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**Frequency**  **Fulfillment Date**

**Start Date**

## Start Date



**Do not choose a Start Date that is before July 1, 2025, as that will result in pledge installments being calculated over greater than a 12-month period.**

- If you are enrolling in scheduled ACH debit payments, your first bank debit payment will be processed on whatever **Start Date** you enter.
- Once both Frequency and Start Date have been entered, the form will display the total number of installments to be debited by June 30, 2026, as well as the installment amount. Changing either the Frequency or Start Date will recalculate the installments and amount.
  - **Example 1:** If you choose Monthly payments and a Start Date during the month of July, you will schedule 12 monthly payments through June 30, 2026.
  - **Example 2:** If you choose Monthly payments and a Start Date during the month of September, you will schedule 10 monthly payments through June 30, 2026.



**If pledging online for FY26 after July 1, 2025** – If you have already made one or more APF payments toward FY26 by the time you submit your online pledge, you must select the Pay Later option.

For FY26, you can **only enroll in automatic, scheduled ACH payments if your congregation is paying its full pledge amount** that way. We are unable to apply previous FY26 payments to an auto-pay pledge.

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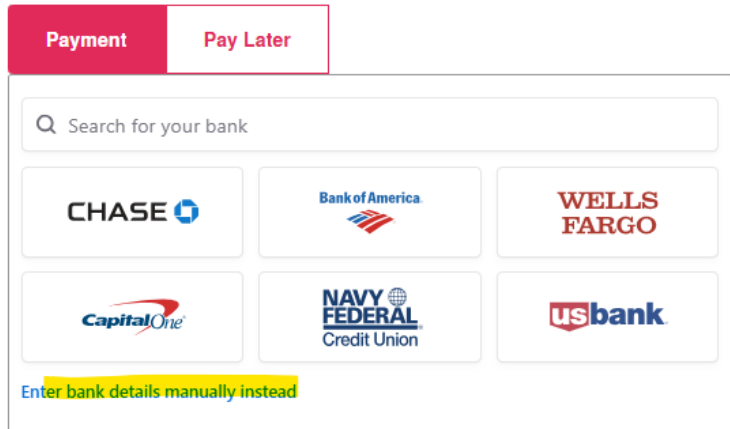
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## Payment vs. Pay Later

The default setting of the pledge form (**Payment**) allows you to securely authorize scheduled ACH debit payments from your bank account based on the Frequency and Start Date selected above.

Choose **Pay Later** if you intend to pay by check and receive monthly reminder statements.

With Pay Later you can also make APF contributions on your own via direct debit from your congregation's bank account any time at [www.uua.org/giving/apf-debit](http://www.uua.org/giving/apf-debit).

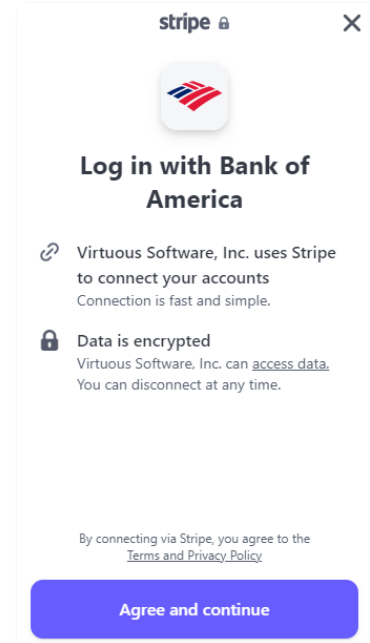


To enroll in scheduled ACH debit payments, start by typing your financial institution's name in the search box.

- A pop-up box will appear authorizing Stripe to securely connect to your account. Select **Agree and continue**.
- A new box will appear that says "Next, you'll be prompted to log in and connect your account." Select **Continue**.
- You'll then be prompted to enter your bank account's online banking credentials (**User ID** and **Password**). *Your login credentials will be used for a one-time authorization only and will not be saved, nor will UUA staff have access to them.*



If you are not able to find your bank using the search box, click on **Enter bank details manually instead**.



## Pledge Authorization

Enter the name and title of the senior minister or elected lay leader who has authorized this pledge commitment in the **Authorized Person** field. Please enter as [First Last], [Title or Role]. If there is any additional information you wish to provide, you may enter it in the **Comments** field.

Finally, review all the information you've entered and once you are satisfied with it, click on red **Submit Pledge** button. You'll receive an automated confirmation email right away and a personal confirmation from a member of our Congregational Giving team as soon as we have recorded your pledge.

**Questions?** Contact us at [apf@uua.org](mailto:apf@uua.org) or at (617) 948-6512, Monday through Friday between 9:00am and 5:00pm Eastern Time.