Church Yearbook Instructions – 2025

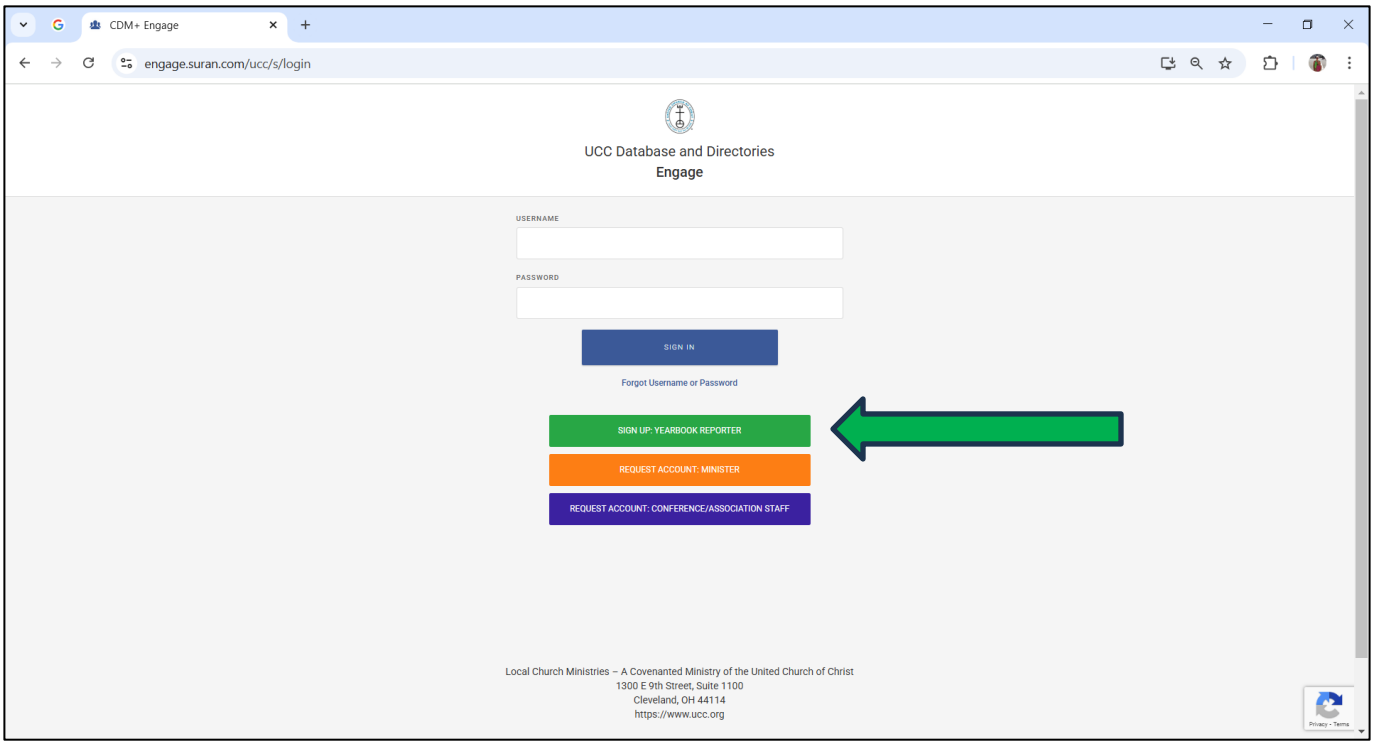
Why submit your annual data?

We have compiled twelve reasons for you to consider why you should submit your annual data. You can find it on the Yearbook webpage.

The Data Hub will be available from January 22, 2025 through April 11, 2025. Please submit your data as early as possible to avoid potential delays if you should need assistance. *If your Conference has asked you to submit your data before April 11th, please follow their guidelines.*

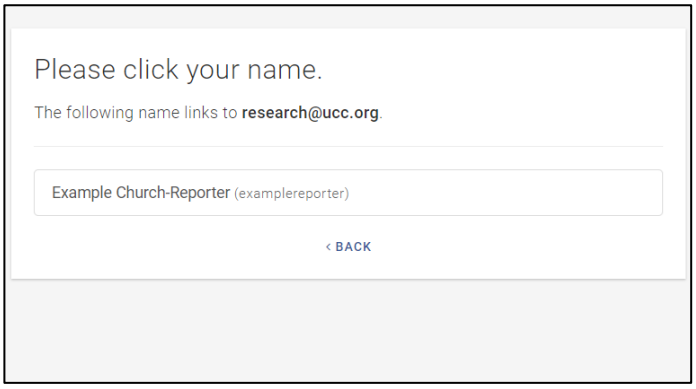
Accessing the Data Hub

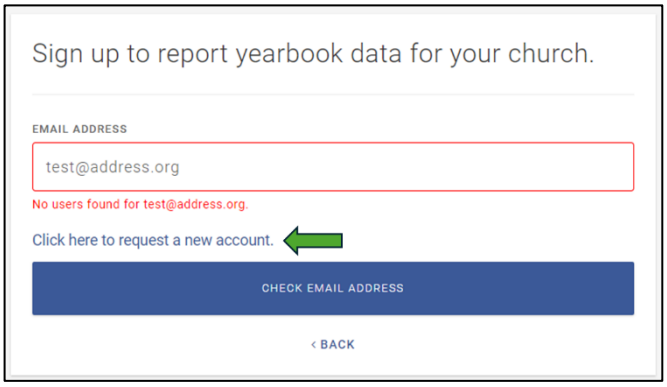
- To **log into the UCC Data Hub** please go to https://datahub.ucc.org/. Alternately, you will find a link to the Data Hub on the Yearbook webpage (www.ucc.org/research_yearbook).



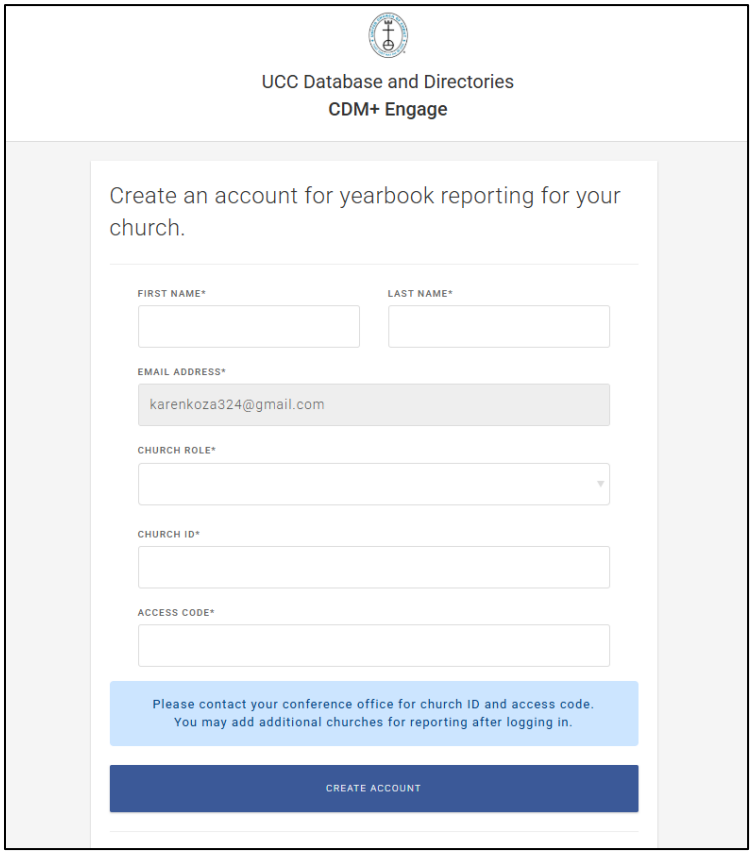
- If you already have an Engage account (the same platform that hosts ministerial profiles), simply enter your username and password to sign in.
- If you do not have an existing account or are unsure if you have one, click the green "Sign Up: Yearbook Reporter" button and enter your email address on the following screen.

- If the email address matches one or more of the accounts on record, you will be prompted to select the account on the following screen (see below, left). If no match is found, click "Click here to request a new account" (below, right)

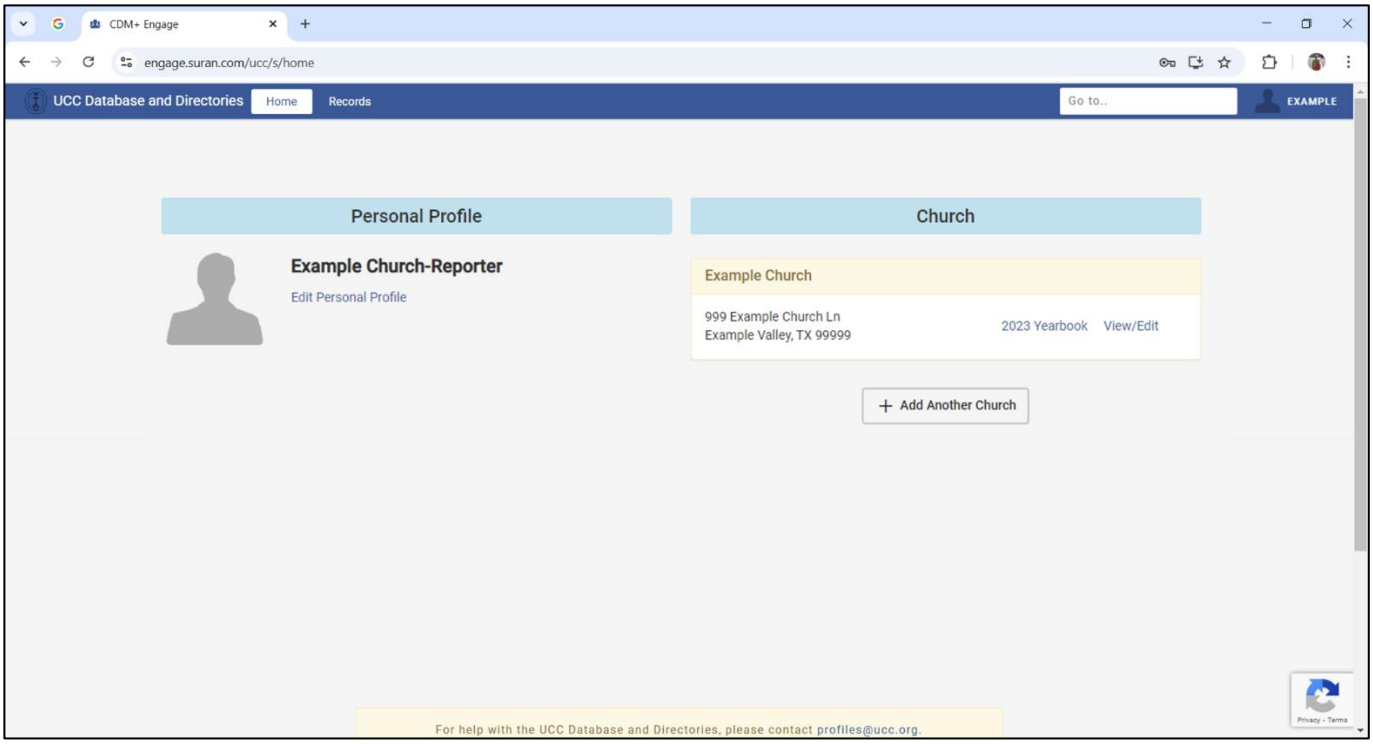




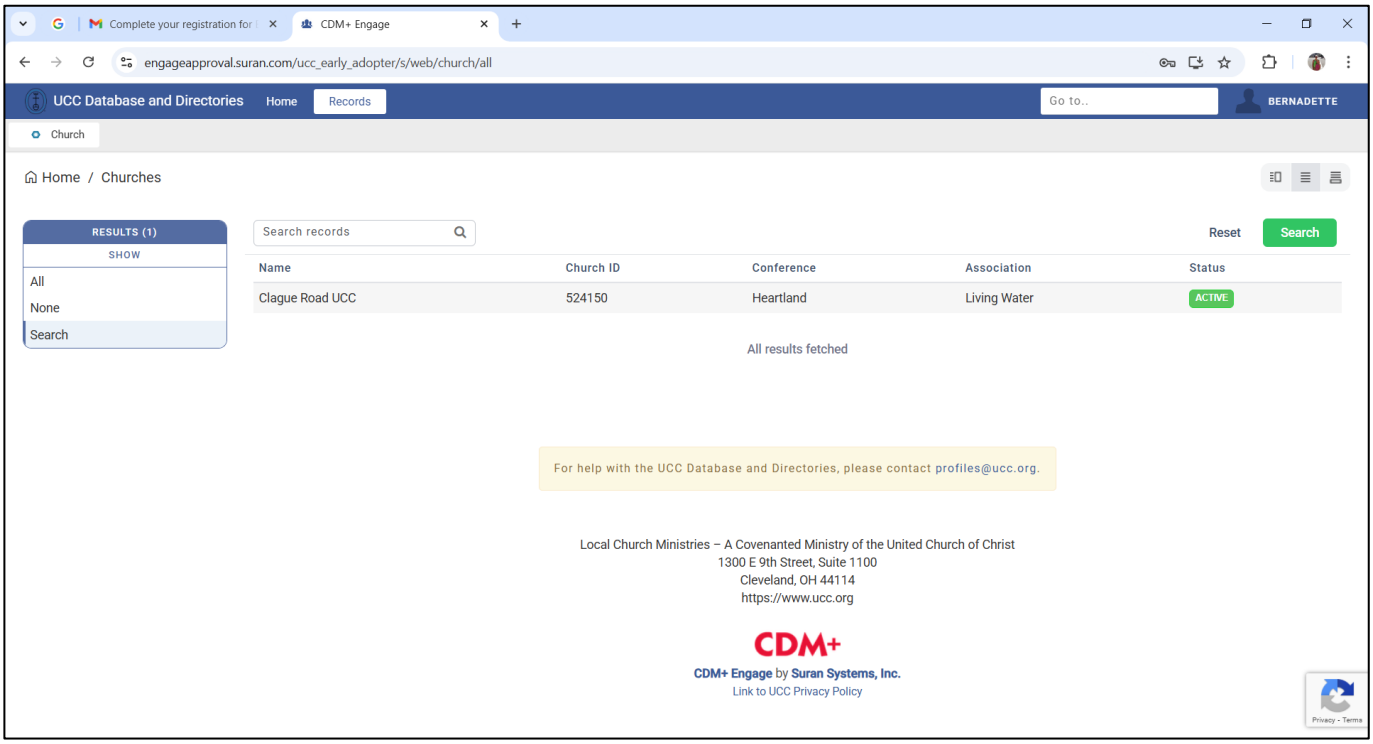
- From here, you will be prompted to enter your first and last name, church role, church ID, and access code.
  - **Your Conference or Association can provide your Church ID**
  - Your default access code (aka password) is "graceabounds"



- After clicking "Create Account", you will receive an email from Suran/Engage and then be prompted to create a username and to set your password via the emailed code or password reset link. **We highly recommend using the code instead of the reset link.**
- After agreeing to the site's **Terms and Conditions**, you will be taken to your UCC Database and Directories home page.



Your church will be automatically added to your Personal Profile but may not appear on the Home page at first. If it does not appear automatically, you can find it by clicking on the Records tab. Your church(es) will be the only record(s) under the Records tab.

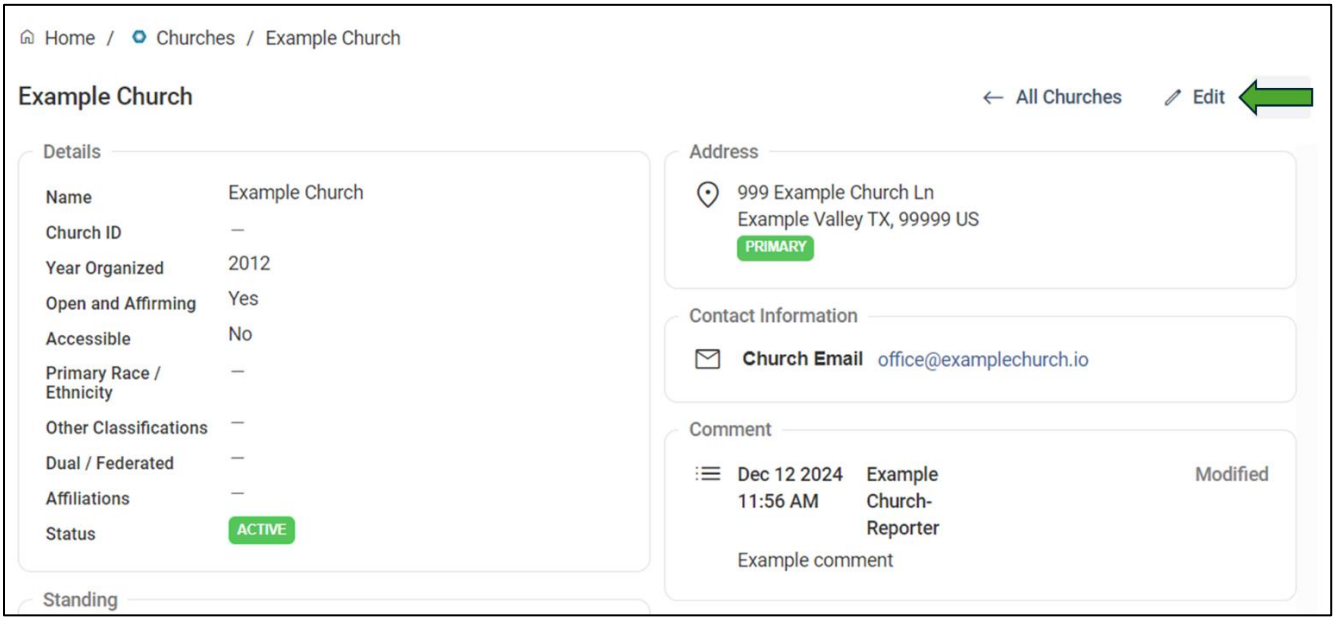


Main Church Info

Clicking on the name of your church will take you to the Main Church Info page. Here you will see all the available information for your congregation. This information is sorted into seven sections:

- ***Details*** include name, Church ID#, year organized, and other general information about the congregation
- ***Standing***, which lists the congregation's Conference, Association (if applicable), Standing in the UCC
- ***Address*** includes physical location and mailing information for the church
- ***Contact Information*** includes phone number(s) and email information
- ***Staff*** lists staff, both current and historical, and can be sorted by name, position, status, and start/end year
- ***Yearbook*** displays current and previous values for membership, attendance, finance, and other metrics published in the yearbook
- ***Group Members***, which contains information relating to Conference and Association created groups

If you would like to update one or more of the fields, click the "Edit" button in the top righthand corner and enter or edit records in the relevant sections. When you are finished, **be sure to click "Save" in the upper righthand corner**.



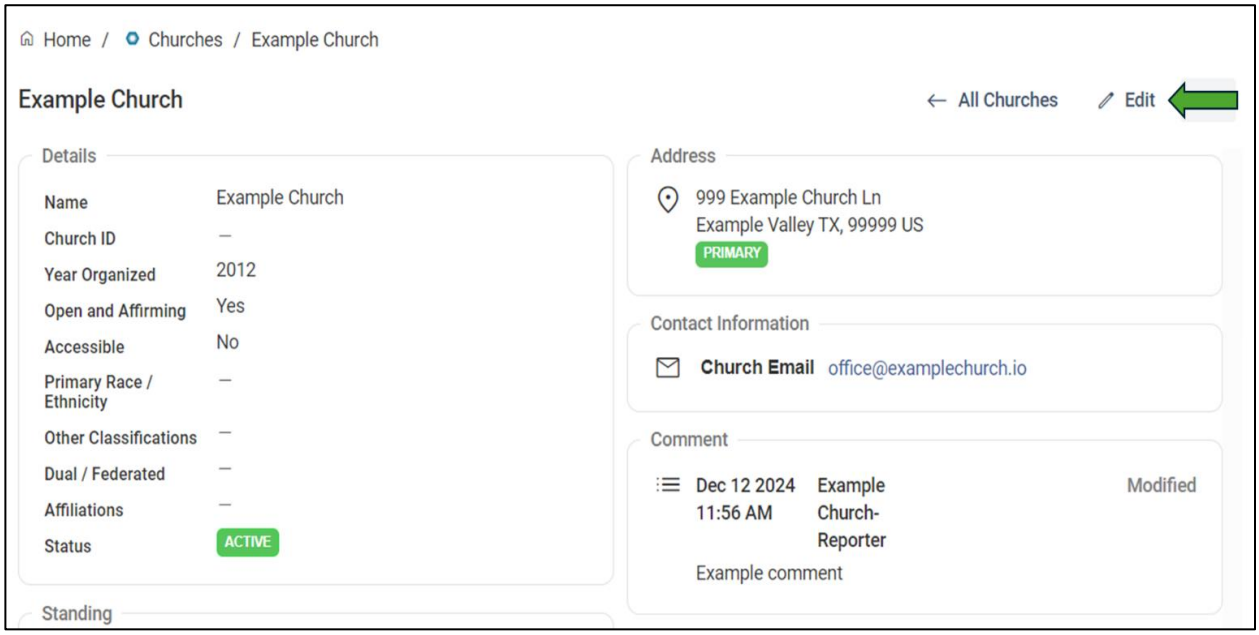
- Please note that you will not be able to edit most of the fields in the Details and Standing sections. You're your Conference and/or Association can edit those fields, so if there are any errors in these areas, please notify your Conference or Association immediately.
- Open and Affirming status can only be modified by Data Hub Administrators at the National Office. This data is updated upon notification from the UCC Open and Affirming Coalition. If your church has completed the ONA process with the Open and Affirming Coalition, please email us at research@ucc.org with your church's name and location. Include ONA Church in the subject line. We will work with the Open and Affirming Coalition to verify this and update your record appropriately.

Addresses

- We currently track three types of addresses for churches: mailing, location, and campus.
    - *Location* is the physical location of the church. This address is used on Church Finder on ucc.org to provide a map of your church location. Please note that this address is required.

- *Mailing* is the address that is used for all church mailings. **(Please note, when mailing and location address are the same, both addresses must be entered.)**
- *Campus* is the physical location of any additional campus of your church. This address is also used on the Church Finder on ucc.org

- To add a new address, click "Edit" on the main information page (see below) and then "Add Address" in the address section.

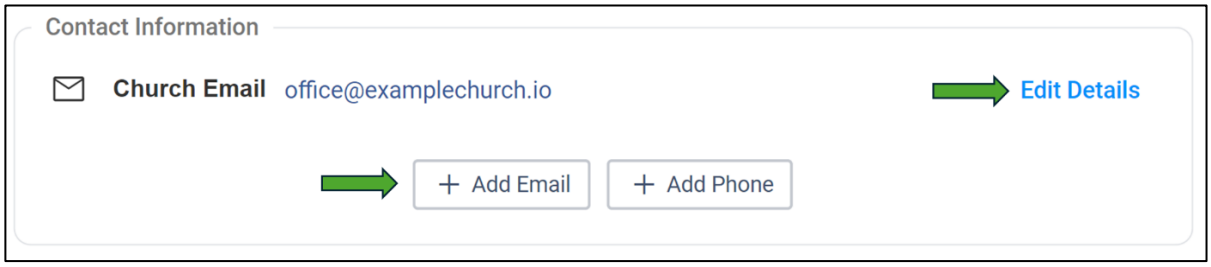


- To edit an existing address, click the "Edit Details" link to the right of the corresponding address.

- Be sure to provide Address, City, State, Zip, and Address Type.
  - ***Please only use the United States Postal Service-approved abbreviations in all addresses. Please do NOT use any punctuation.*** The abbreviation guide can be accessed at: http://pe.usps.gov/text/pub28/28apc_002.htm
- Once the information is entered, click "Confirm Change" in the lower lefthand corner of the box, and if you are finished with all other edits on the church page, click "Save" in the upper righthand corner of the screen. **Note that "Save" must be clicked for all changes to be logged.**

Contact Information

- There are two kinds of contact information that can be logged in the present system: phone and email.
    - ***Phone*** may include any phone numbers associated with the church. More than one may be entered. If so, the phone number marked as "Primary" will be used for the UCC Church Finder.
    - ***Email*** may include all email addresses used by the church to field inquiries and conduct correspondence. If your church has more than one email address (e.g., one public and another for internal or administrative work), both may be entered. Those marked as "Primary" will be used in the Church Finder on ucc.org.
- To add a new phone number or email address, click "Edit" on the main information page and then "Add Email" or "Add Phone" at the bottom of the contact information section. To edit an existing phone number or email address, click the "Edit Details" link to the right of the corresponding phone number or email address.



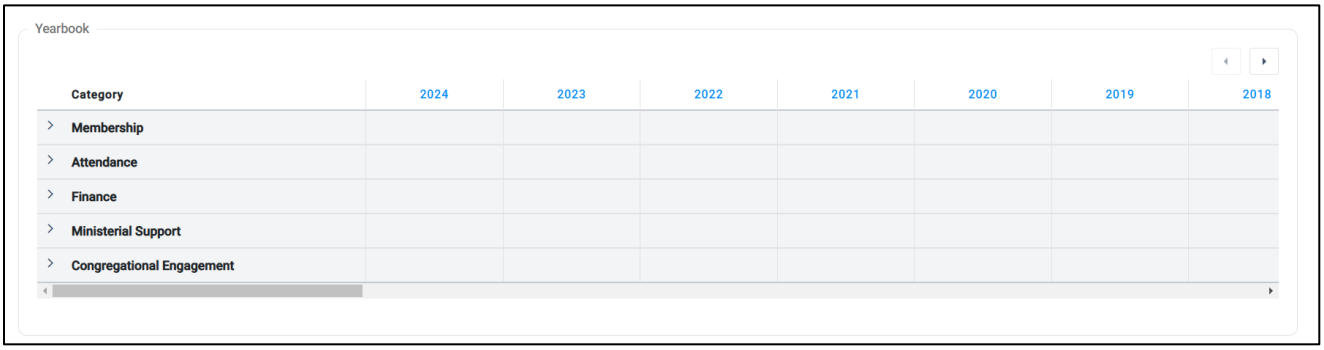
- For both email and phone, please indicate the type of contact it is and whether you would like it to be listed in the yearbook. Once you are finished, click "Confirm Change" in the lower lefthand corner of the box and "Save" in the upper righthand corner of the screen.

Staff Listings

- This section displays ministerial staff for your church according to Data Hub records. This section can be grouped by Name and Position. Please report inaccurate information to your Conference or Association.

Yearbook

- This section displays your congregation's yearbook data going back to 1992.
- To input current yearbook data, click on the link for the corresponding year, and you will be taken to the yearbook reporting section (see below).
- If previous years' data needs to be corrected, please contact your Conference or Association.

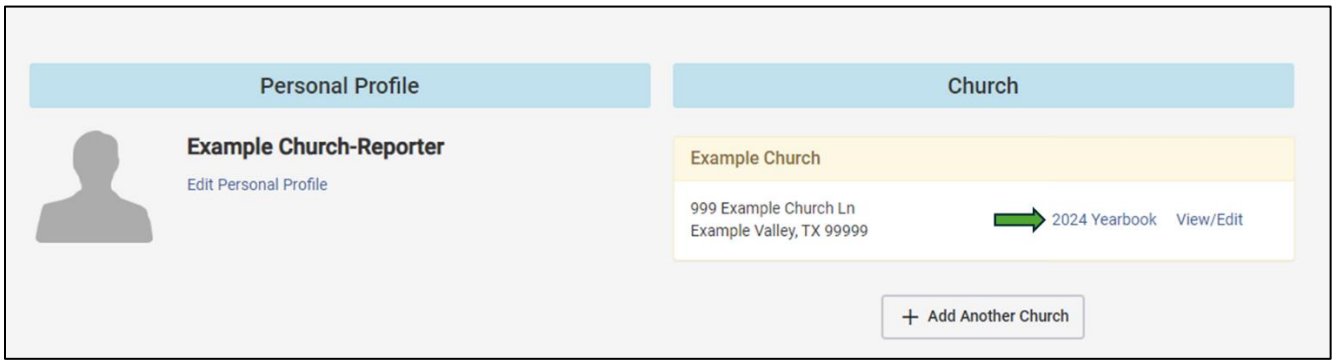


Group Members

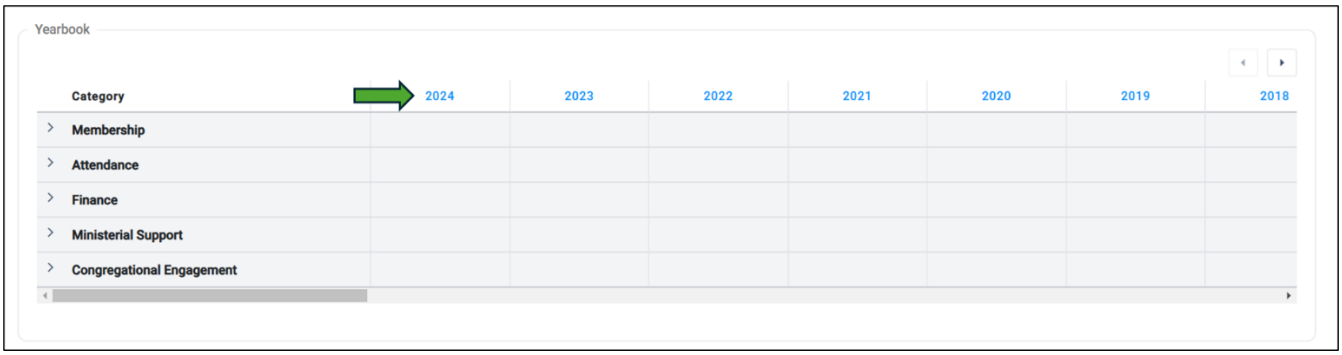
- This section displays group membership records made by your Conference or Association. Please report inaccurate information to your Conference or Association.

Yearbook Data Entry

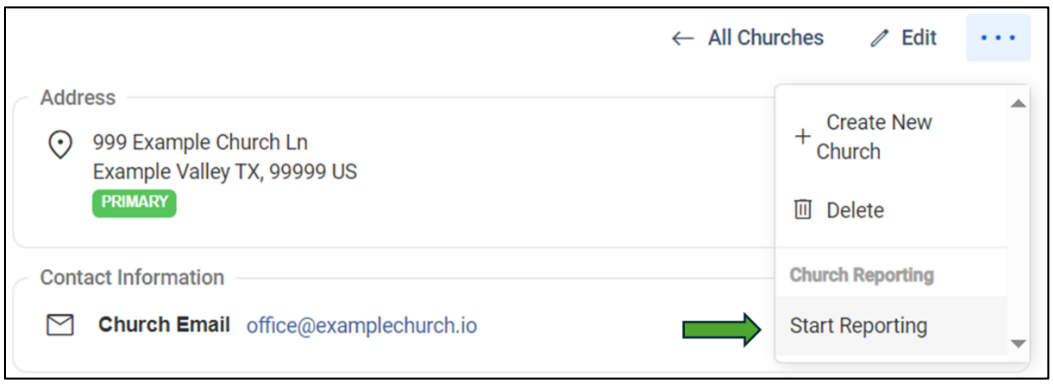
- There are several ways to begin entering yearbook data. The first and most direct is to click on the yearbook link next to your church on the landing page.



- The second is to click on the link for the current year in the Yearbook section of the Main Church Info page.



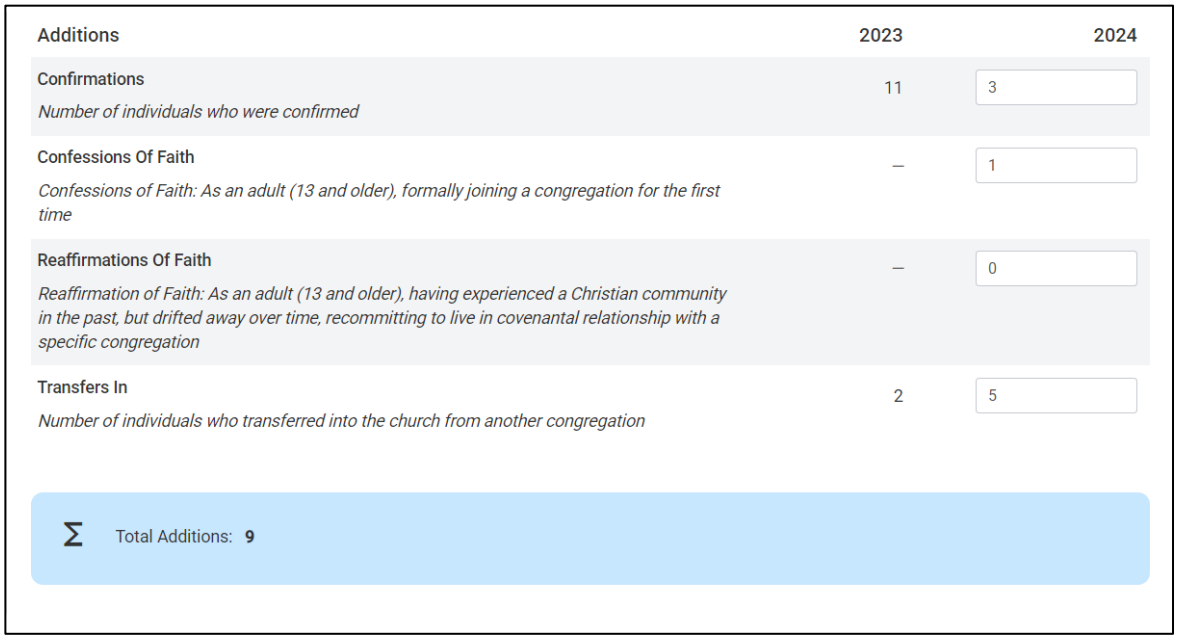
- Finally, from the Main Church Info page, you can click on the ellipses button in the top righthand corner and select “Start Reporting” from the dropdown.



- This will take you to the yearbook reporting section, which is comprised of five sections: Membership, Attendance, Finance, Ministerial Support, and Congregational Engagement.

Membership

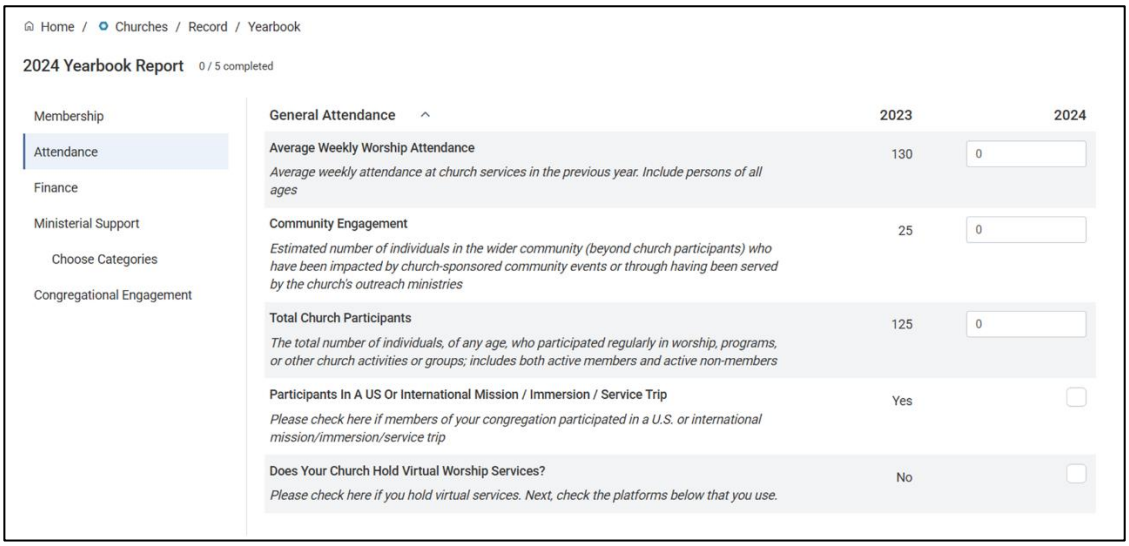
- Enter data for the year's Additions, Removals, and Baptisms here. When doing so, **please be sure not to leave any blank values and to input zeroes when no change has taken place over the last year.**
    - Subtotals will be calculated automatically for Additions and Losses, which will be combined with the previous year's membership to calculate your 2024 *Total Membership*.
    - If this number is incorrect due to the previous year's membership being inaccurate, please enter an adjustment number in the adjustment field. **DO NOT** enter the correct 2024 membership total in this adjustment field; enter only the number you need to adjust the calculated total to be correct. (Negative numbers can be entered here.)
    - When you are satisfied that everything is correct click the "Save and Continue" button. If you need to return later, please click the "Save and Quit" button.



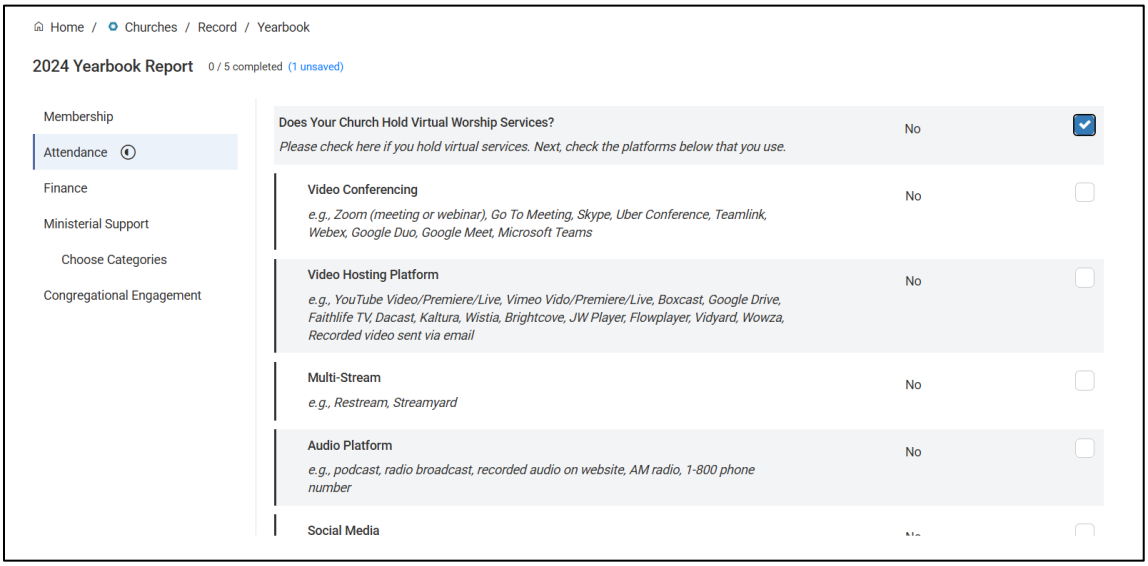
Attendance

- This section includes fields for Average Weekly Worship Attendance, Community Engagement, Participants in Mission/Immersion/Service trips, Virtual Worship, Youth Programs, and Christian Education/Faith Formation. To help ensure the precision and accuracy of our records, we have divided the attendance category into in-person and several forms of virtual attendance.

- *Average Weekly Worship Attendance (i.e., In-Person Worship)* is the average number of individuals attending services at the church building
  - To log these values, follow the same procedures as were used for membership
  - Below weekly worship attendance, you will also find fields for community engagement, total church participants, and mission/immersion/service. These should be filled out in the same manner.
    - If you have questions about Church Participants and Community Engagement please see the "Guide to Yearbook Community Engagement and Total Church Participants Categories" posted on the Yearbook webpage.

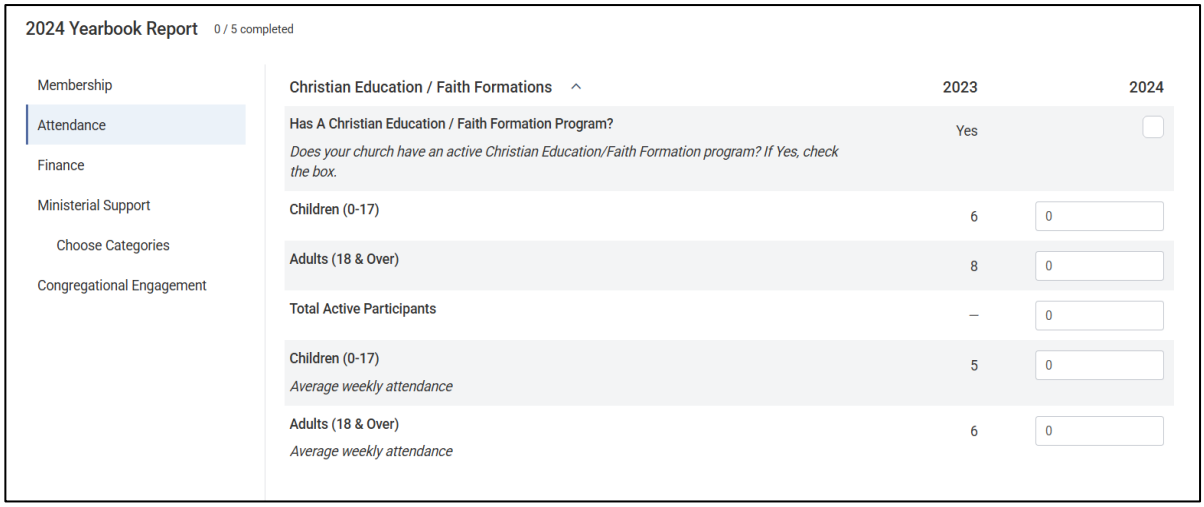


- *Virtual Worship* includes the average number of views, listeners, or devices logged per service, depending on the platform. To accommodate differences in the way worship attendance is tracked across platforms, we have divided virtual worship into 5 sub-categories. *These categories will not appear unless the checkbox for "**Does Your Church Hold Virtual Worship Services**" is checked.*
  - Video-conferencing platforms such as Zoom or Skype, which log **devices**
  - Video hosting platforms such as YouTube, Boxcast, and Vimeo, which log **views**
  - Multi-stream platforms such as Restream or Streamyard, which log **viewers**
  - Audio platforms such as podcasts, radio broadcasts, or a 1-800 number, which log **listeners**
  - Social media platforms such as Facebook Live, which log **views**



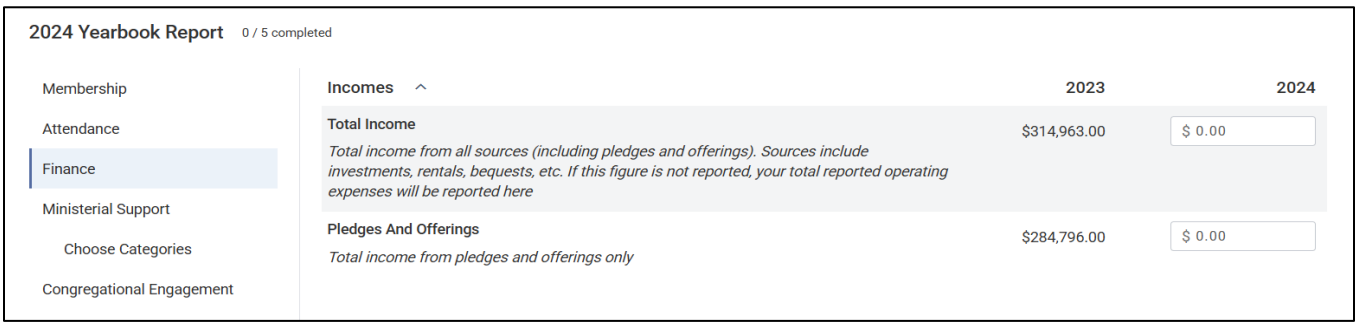
- To log virtual attendance, click the checkbox next to the category of attendance you would like to report and enter the corresponding number of devices, views, viewers, or listeners *estimated* for that category.
- When calculating averages, please include only those weeks where worship was conducted in the form indicated (in-person, video-hosted, etc.). If services were put on social media for only half of the year, for instance, then the average social media views should be calculated only for that half of the year and not for the full year.

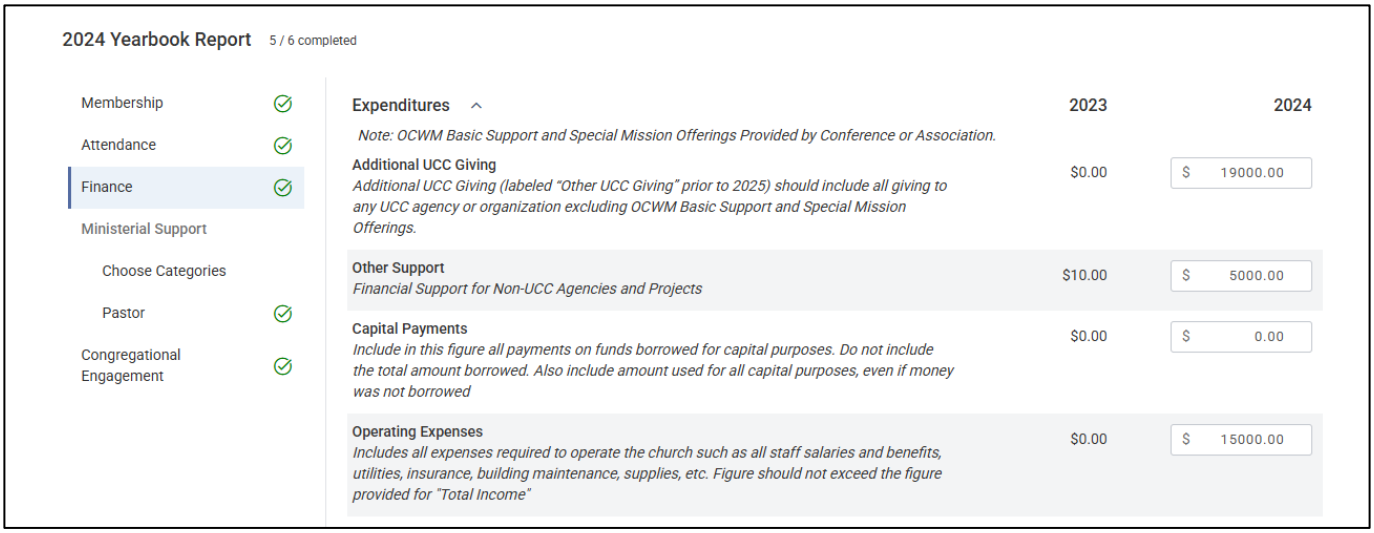
- Youth Programs and Faith Formation
  - To report participation in youth programs or Christian education/faith formation, follow the same steps as virtual attendance, clicking the box next to the relevant category and entering relevant participation numbers below

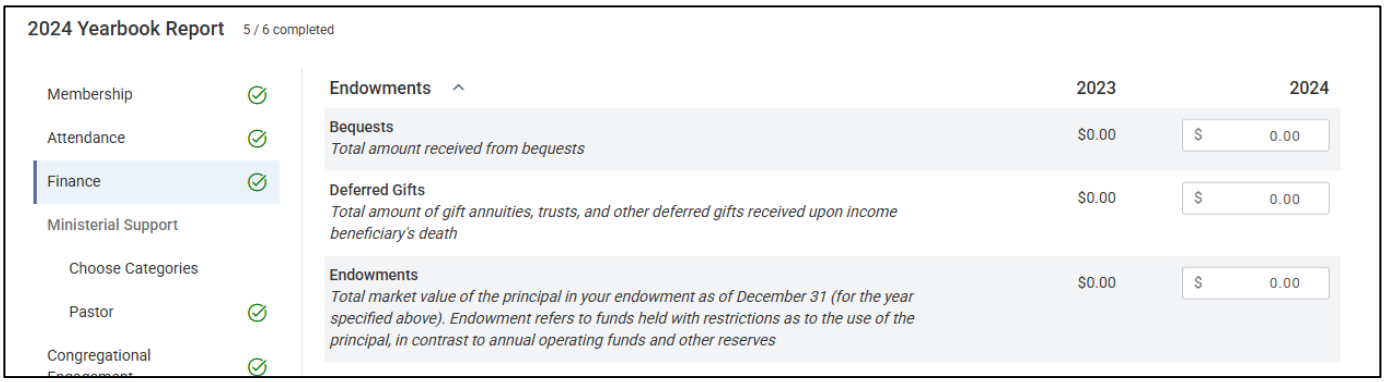


Finance

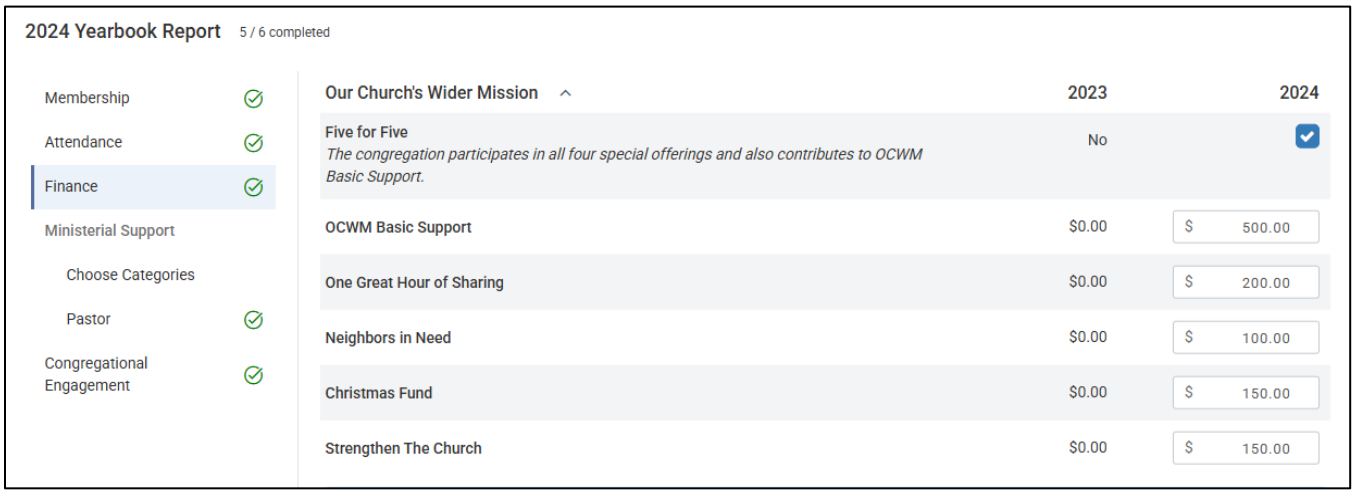
- This section covers Income, Expenditures, Endowments, and Our Church's Wider Mission offerings for the year.







- Data entry operates the same as the *Membership* section, but **fields can be left blank here. Only add zeroes when that is accurate. Do not add zero if you are opting to not provide a value.**
- All salaries should be included in your Operating Expenses, even if reported in the Ministerial Support tab.



Notes:

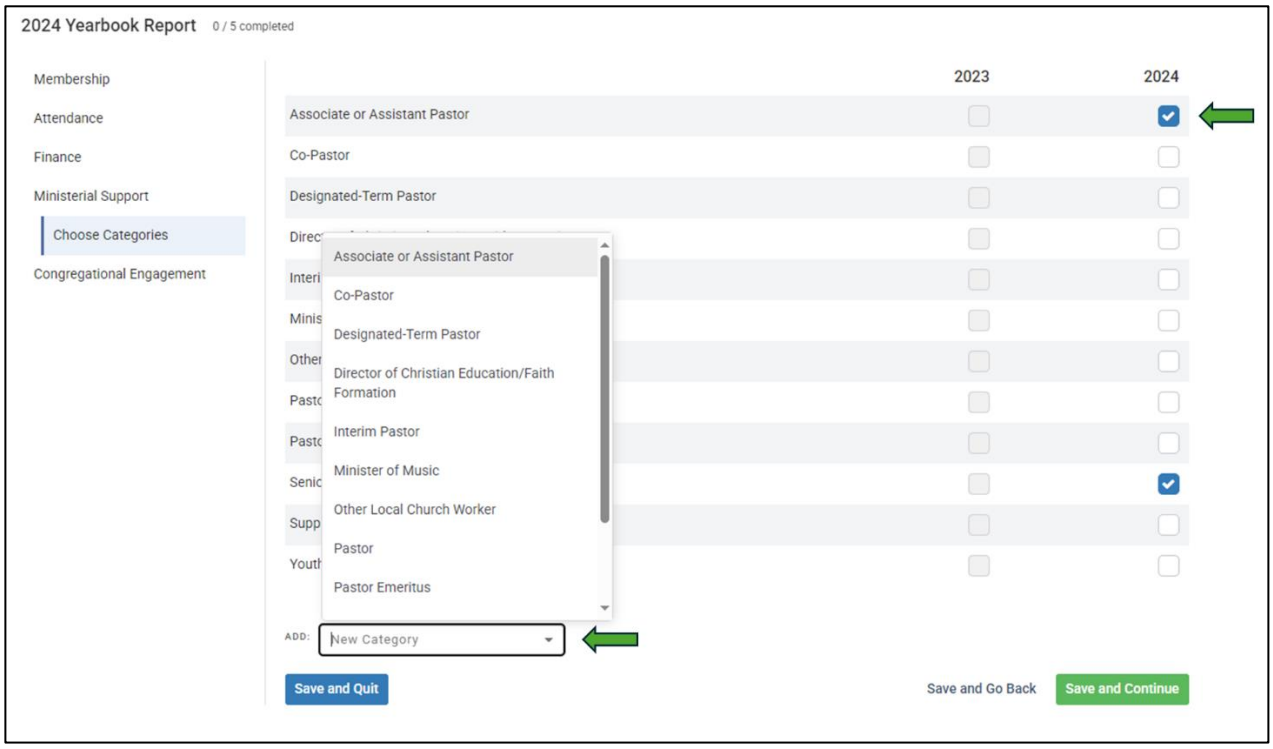
- 5 for 5 can not be manually changed. This designation is a function of the data hub and is automatically checked once there is a dollar value entered in all five fields of "Special Offerings".
- Additional UCC Giving Guide

Special Notes

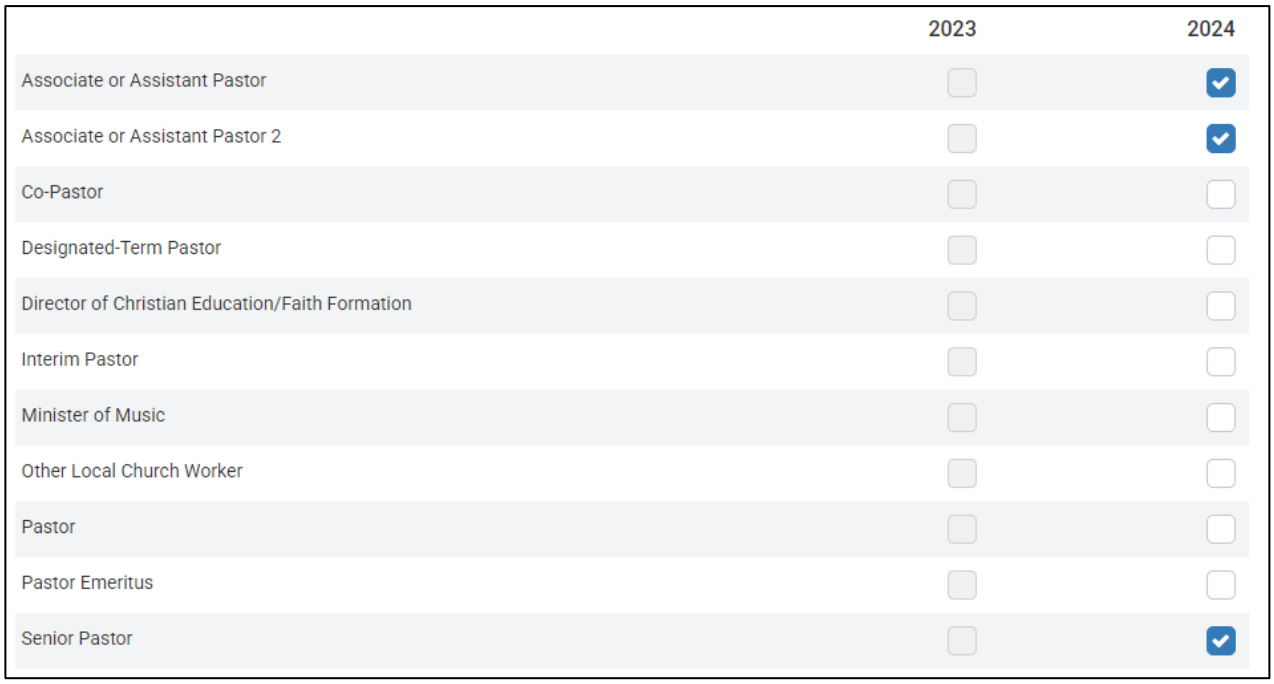
- ❖ Southern New England Conference churches should NOT include their Proportional Gifts as Additional UCC Giving (previously Other UCC Giving). Your Conference will report Proportional Gifts in the Basic Support Giving column. Since it is shared with the National Setting, it is analogous to Basic Support for this report.
- ❖ New York Conference Reformed Association churches should **NOT** report your Assessment as Additional UCC Giving (previously Other UCC Giving). Your Conference will be reporting this giving on your behalf.

Ministerial Support

- **Start with "Choose Categories".** Select **all** the positions that you want to report financial support for in your congregation.
- If you have additional ministers of a given type (e.g., co-pastors), go to the dropdown labelled "New Category" and select the category you would like to report multiple of. Once you have selected, it should appear on the screen with a number next to it (e.g., co-pastor 2). Repeat this process as needed until the number of positions matches the number you would like to report.



- A congregation with one Senior Pastor and two Assistant Pastors would see a screen like the following (note the double Associate or Assistant Pastors):

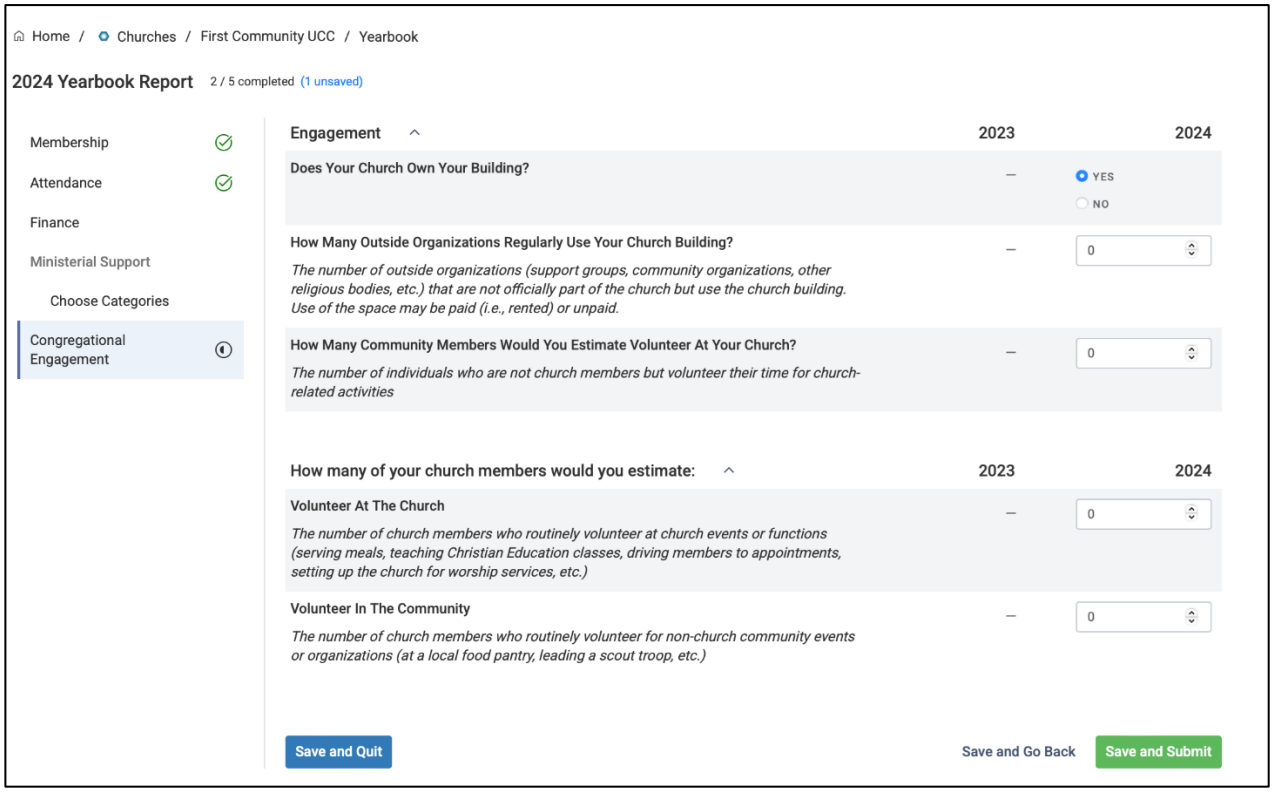


	2023	2024
Associate or Assistant Pastor	☐	☑
Associate or Assistant Pastor 2	☐	☑
Co-Pastor	☐	☐
Designated-Term Pastor	☐	☐
Director of Christian Education/Faith Formation	☐	☐
Interim Pastor	☐	☐
Minister of Music	☐	☐
Other Local Church Worker	☐	☐
Pastor	☐	☐
Pastor Emeritus	☐	☐
Senior Pastor	☐	☑

- From here, you will be asked to enter allowances and expenses for each person. This section operates very similarly to the *Membership* section, with dollar values being entered for each category. Please be sure to indicate if this is a full-time position.
- All data provided in this report should be annualized. If your church only had a pastor for part of the year, the compensation should be computed on an annual basis. This will ensure we can compare across churches. **This is not an actual accounting of the amount your church paid, but rather what the church would have paid for this position for an entire year.**
- This data is only used in providing summary reports of average compensation packages of numerous churches. Your church's ministerial support data will not be released.
- All actual staff and ministerial compensation should also be included in your Operating Expenses reported on the *Finance* tab.

Congregational Engagement

- This section is new with the updated database and is meant to reflect aspects of our churches' work and missions not captured by attendance, membership, or other measures. The questions pertain to building ownership/usage and volunteer activities in and around the church.



Supplemental Survey

- To better understand the congregations we serve and to help us plan future research projects, we ask churches to answer a few additional questions on the annual Supplemental Survey.
- The Survey can be found at https://www.surveymonkey.com/r/2025_supplemental_survey_YB.
- The questions on the Supplemental Survey are also at the end of these instructions.
- The survey is brief and should take less than ten minutes to complete.

Incentives

- This year we are offering several incentives for churches that submit **both** their annual Yearbook data and answer the supplemental research questions. Every church that responds to both will be entered into a random drawing for one of several prizes (40 prizes in all). If your church is selected, we will send an email to the email address noted in the database. Please be sure to respond to us if you receive an email.

  The following prizes will be awarded:

  - $100 UCC Resources Gift Card – 5 gift cards will be awarded
  - One-year free subscription to Access UCC (online Yearbook and Directory) – 10 subscriptions will be awarded
  - 2024 Yearbook and Directory – 10 books will be awarded
  - Statistical Profile – 15 will be awarded

REMINDERS

- The Data Hub Church Field Guide, also posted on the Yearbook webpage provides descriptions of most of the data you will be entering. Refer to this as needed.
- Change your password immediately. Make a note of your updated password.
- Use only USPS-approved abbreviations in addresses.
- All questions, concerns, or comments should be directed to your Conference or Association.
- All inaccurate data should be reported to your Conference or Association for correction.
- A Data Hub Reporting Guide is provided at the end of this document to assist you in gathering data before submitting it. Please print this to assist you in gathering your data.
- Please report any errors to your Conference in the manner they asked to be notified.
- Explanatory notes may be found next to data entry fields in the Data Hub. You can also find the Data Hub Church Field Guide and on the Yearbook webpage.
- Please feel free to reach out for assistance if your Conference or Association is unavailable to assist you.

Yearbook Reporting Assistance

Dates: January 22nd – April 11th (excluding holidays)
Email: research@ucc.org

DATA HUB REPORTING GUIDE

Membership

Additions

Confirmations	
Confessions of Faith	
Transfers In	
Reaffirmations of Faith	

Removals

Deaths	
Transfers Out	
Other Removals	

Baptisms

Child Baptisms (12 & younger)	
Adult Baptisms (13 & older)	

Total 2024 Membership

Attendance

Average Weekly Worship Attendance (in person only)	
Community Engagement	
Church Participants	
Have your members participated in US or international mission/ immersion/service trips?	Yes No

Youth Program

Active Jr. High Participants	
Active Sr. High Participants	

Virtual Attendance

Video conferencing (e.g., Zoom)—Average devices logged per service	
Social media (e.g., Facebook Live)—Average views per service	
Video hosting (e.g., YouTube)—Average views per service	
Multistream (e.g., Restream.io, Streamyard)—average views per service	
Audio platform (e.g., podcast, radio broadcast, 1-800 number)—Average listeners per service	

Christian Education/Faith Formation Program

Active Participants

Children (0-17 years)	
Adults (18 years & over)	

Average Participants

Children (0-17 years)	
Adults (18 years & over)	

Financial

Income

Total Income	
Pledges and Offerings	

Expenditures

Additional UCC Giving	
Other Support	
Capital Payments	
Operating Expenses	

Endowments

Bequests	
Deferred Gifts	
Endowment	

Ministerial Support

	Yes	No
Full-time		
Minister Category		
Salary		
Additional Amount Paid by Other Church		
Parsonage		
Rental Allowance		

Utility Allowance	
Social Security	
Annuity	
Insurance	
Other Expenses	
Business Expenses	

If you have multiple pastoral staff, please complete additional ministerial support reports.

	Yes	No
Full-time		
Minister Category		
Salary		
Additional Amount Paid by Other Church		
Parsonage		
Rental Allowance		

Utility Allowance	
Social Security	
Annuity	
Insurance	
Other Expenses	
Business Expenses	

	Yes	No
Full-time		
Minister Category		
Salary		
Additional Amount Paid by Other Church		
Parsonage		
Rental Allowance		

Utility Allowance	
Social Security	
Annuity	
Insurance	
Other Expenses	
Business Expenses	

Yearbook Supplemental Survey

1. Does your church use church management software?
   - ☐ Yes
   - ☐ No **(skip to question 3)**
   - ☐ Unsure **(skip to question 3)**
2. What church management software do you use?

   _____

   _____

3. We appreciate you submitting your church's annual data for the Yearbook. Are you aware that the office that produces the Yearbook (CARDD – the Center for Analytics, Research & Development, and Data) produces an annual Statistical Profile of church, member, and clergy trends based on Yearbook data that is available for free download?
   - ☐ Yes
   - ☐ No **(skip to next section)**
   - ☐ Unsure **(skip to next section)**
4. If yes: How do you use the Statistical Profile? (select all that apply)
   - ☐ To read for my own understanding of the UCC
   - ☐ To share with clergy
   - ☐ To share with my congregation
   - ☐ To use for research
   - ☐ Other: please specify

Online Giving

5. How has giving in your church changed since COVID-19?
   - ☐ Giving has decreased significantly
   - ☐ Giving has decreased modestly
   - ☐ Giving has stayed the same
   - ☐ Giving has increased modestly
   - ☐ Giving has increased significantly
6. Does your church offer electronic giving options?
   - ☐ We offered electronic giving before March 1, 2020
   - ☐ We have made electronic giving options available since March 1, 2020
   - ☐ We do not offer electronic giving options **(skip to Congregational Engagement Questions)**
   - ☐ We are considering offering electronic giving options **(skip to Congregational Engagement Questions)**
7. What platform(s) are you using for electronic giving? (Choose all that apply.)
   - ☐ Vanco/Realm
   - ☐ Tithe.ly
   - ☐ PayPal
   - ☐ Venmo
   - ☐ Church website
   - ☐ Other (please specify) _____
8. What percentage of your giving would you estimate is received electronically? _____%

Harm Reduction and Overdose Prevention Ministries

9. Has your church done any of the following? Select all that apply:
   - ☐ Hosted an overdose prevention training?
   - ☐ Developed a congregational overdose response plan?
   - ☐ Have installed an overdose response kit, including naloxone (opioid overdose reversal medication) available/accessible in the event of an overdose emergency?
   - ☐ Hosted a Harm Reduction Justice Sunday service?
   - ☐ Explored implementation opportunities of the Faithful Advocacy and Intersectional and Transformational Healing in Harm Reduction resolution?
10. Which, if any, of the following ministries does your church offer? Select all that apply:
   - ☐ Self-help and mutual aid fellowships?
   - ☐ Ministries with neighbors who are unhoused?
   - ☐ Ministries with neighbors who are incarcerated?
   - ☐ Ministries with people living with HIV/AIDS and/or HCV?
   - ☐ Family Support Groups for loved ones touched by substance use/overdose?
   - ☐ Outreach with people who use drugs?
   - ☐ Harm Reduction Education / Resources?
11. What resources does your congregation, and its leadership, need to be able to expand wellness and justice ministries with people who use drugs, people who love people who use drugs, and people who have experienced an overdose?

    _____
    _____
    _____
    _____

12. Would you be interested in being contacted by the Harm Reduction and Overdose Prevention Ministries to discuss how we might assist your congregation in growing wellness and justice ministries in partnership with people with lived and living experience of substance use and overdose?

    - ☐ Yes

      If yes, please include your contact information:

      Name: _____

      Role at church: _____

      Email address: _____

      Phone number: _____

    - ☐ No

UCC Wellness Ministries Questions

1. There are many ways local churches and other settings of ministry support health and wellbeing. Please select the activity or activities that your church provides: (Check all that apply)
   - ☐ Spiritual care (e.g., healing circles, prayer circles, meditation, bereavement support etc.)
   - ☐ Meal delivery, food pantries
   - ☐ Visits (e.g. home, care facility, hospital, etc.)
   - ☐ Cards or notes to parishioners
   - ☐ Phone calls to parishioners
   - ☐ Health education and promotion
   - ☐ Mental health awareness and promotion
   - ☐ Disability awareness, access, and support
   - ☐ Walking programs
   - ☐ Support groups (e.g., caregiver support, NAMI mental health, AA, NA Al-Anon. etc.)
   - ☐ Advocate for universal access to health and wellness options
   - ☐ Prayer shawls
   - ☐ Transportation
   - ☐ Small group activities
   - ☐ Other (please specify) _____
   - ☐ We do not provide any of the above activity/activities but would be interested in providing health and wellness programs
     If so, which health and wellness programs would you be interested in providing?
     _____
     _____

14. Which, if any, of the following Wellness Ministries resources or communication channels are you aware of?
    - ☐ The wellness.ministries.ucc Instagram account
    - ☐ The Wellness Ministries Facebook page
    - ☐ Videos on the UCC YouTube channel
    - ☐ The monthly newsletter: Mind, Body, Spirit – Linking Lives for Health and Wholeness
    - ☐ The Wellness Ministries Toolkit on ucc.org
    - ☐ The Zoom Train-the-Trainer series: Orientation of Wellness Ministries Volunteers
    - ☐ The UCC Wellness Ministries Handbook for Visitation

15. Which, if any, of the following Wellness Ministries have you used to assist your ministry?
    - ☐ The wellness.ministries.ucc Instagram account
    - ☐ The Wellness Ministries Facebook page
    - ☐ Videos on the UCC YouTube channel
    - ☐ The monthly newsletter: Mind, Body, Spirit – Linking Lives for Health and Wholeness
    - ☐ The Wellness Ministries Toolkit on ucc.org
    - ☐ The Zoom Train-the-Trainer series: Orientation of Wellness Ministries Volunteers
    - ☐ The UCC Wellness Ministries Handbook for Visitation

16. Are you your church's contact person for wellness ministries?
    - ☐ Yes
    - ☐ No

17. Do you give consent to be contacted by UCC's Wellness Ministries about your church's wellness ministries?
    - ☐ Yes
      If yes, please include your contact information:
      Name: _____
      Role at church: _____
      Email address: _____
      Phone number: _____
    - ☐ No

Environmental Justice Ministries

18. Has your church divested from fossil fuels?
    - ☐ Yes
      If yes, can the UCC's Environmental Justice Ministries add your church to the UCC's online list of divested churches?
      - ☐ Yes
      - ☐ No
    - ☐ No
    - ☐ Unsure

19. Does your church have solar panels?
    - ☐ Yes
      If yes, can the UCC's Environmental Justice Ministry add your church to the UCC's online list of solar churches?
      - ☐ Yes
      - ☐ No
    - ☐ No
      If no, is your church interested in being contacted by our Environmental Justice Ministry to learn more about solar panels?
      - ☐ Yes (please include your contact information below) ☐ No
        Name: _____
        Role at church: _____
        Email address: _____
        Phone number: _____
      - ☐ Unsure

Administrative Support Questions

20. Does your church have a designated administrative support person?
    - ☐ Yes
    - ☐ No **(skip to question 25)**
    - ☐ Not currently but we are in the process of hiring someone **(skip to question 25)**

21. What is the current employment status of your administrative support person?
    - ☐ Full-time/Paid
    - ☐ Full-time/Unpaid
    - ☐ Part-time/Paid
    - ☐ Part-time/Unpaid

22. Does the administrative support position offer benefits other than income? Select all that apply:
    - ☐ Medical insurance
    - ☐ Dental insurance
    - ☐ Vision insurance
    - ☐ Life insurance
    - ☐ Housing allowance
    - ☐ Paid vacation time
    - ☐ Other (please specify) _____

23. How long has the administrative support person been in this position?
    - ☐ Less than 1 year
    - ☐ 1-2 years
    - ☐ 3-5 years
    - ☐ 6-10 years **(skip to question 25)**
    - ☐ 11-15 years **(skip to question 25)**
    - ☐ 16-20 years **(skip to question 25)**
    - ☐ More than 20 years **(skip to question 25)**

24. How long was the previous person at your church?
    - ☐ Less than 1 year
    - ☐ 1-2 years
    - ☐ 3-5 years
    - ☐ 6-10 years
    - ☐ 11-15 years
    - ☐ 16-20 years
    - ☐ More than 20 years

25. How important do you think having administrative support staff is to the operation of your church?
    - ☐ Very important
    - ☐ Somewhat important
    - ☐ Neither important nor unimportant
    - ☐ Somewhat unimportant
    - ☐ Very unimportant

Questions on Lay Led Congregations

26. Is your congregation primarily served by a UCC-ordained clergyperson?
    - ☐ Yes **(skip to end)**
    - ☐ No

27. Who leads your congregation's worship services? (Check all that apply)
    - ☐ A UCC member in discernment or multiple UCC members in discernment
    - ☐ Someone in formation for ordination in another denomination
    - ☐ Someone with lay ministerial standing or licensed through your Association
    - ☐ A layperson or laypeople without lay or licensed ministerial standing
    - ☐ A UCC-ordained pastor or pastors serving in a limited capacity
    - ☐ A pastor or pastors ordained by another denomination
    - ☐ A UCC-ordained chaplain or chaplains serving in a limited capacity
    - ☐ A chaplain or chaplains from another denomination
    - ☐ A retired UCC-ordained minister acting in a limited capacity
    - ☐ A retired pastor from another denomination
    - ☐ Other (please specify) _____

28. When was the last time your congregation was primarily served by a UCC-ordained clergyperson?
    - ☐ A few months ago
    - ☐ Several months to a year ago
    - ☐ Between one year and two years ago
    - ☐ Two to five years ago
    - ☐ More than five years ago
    - ☐ We have never had a UCC-ordained clergyperson
    - ☐ Don't know/unsure

29. On which of the following topics would additional resources be most helpful? Select up to 3.
    - ☐ Church governance
    - ☐ UCC polity
    - ☐ Church finances (e.g., navigating financial statements, insurance)
    - ☐ Search and call (e.g., creating job descriptions, ministry covenants)
    - ☐ Pastoral care (e.g., caring for the bereaved)
    - ☐ Baptism, communion, and life rites (e.g., weddings, funerals)
    - ☐ Legal compliance (e.g., nonprofit filing, copyright law)
    - ☐ Worship (e.g., sermon writing resources, lectionary resources)
    - ☐ Community engagement and support
    - ☐ Theology
    - ☐ Other (please specify) _____
    - ☐ None of the Above