



*“NDPC sustains, nourishes and challenges all of us in these difficult times.”
– NDPC Member Carol Tveit, June 2025*

2026

Dream Budget

Prepared by Elder Susan Henschen (Stewardship), Elder Roberta Goldbaugh (Finance), and Rev. David Lewicki

GRATITUDE CAMPAIGN DREAM BUDGET GOALS:

- **Sustain:** Ensure the foundation and heartbeat of our church remains strong and steady.
- **Nourish:** Spiritual sustenance infuses the body of Christ at NDPC with opportunities to serve and flourish. We deepen our ties to each other, the community, and the world.
- **Challenge:** Energy drives us to continue work in progress as well as embolden us to urgently and radically care for God's creation in new ways.



PROPOSED NDPC REVENUE FOR 2026

Pledged Offerings	\$965,000
Rent, Interest, Inc. Grants, Other	\$133,240
Non-Pledged Offerings	\$40,000
Total Revenue	\$1,138,240

PROPOSED NDPC EXPENSES FOR 2026

Administration: Property, Personnel, General Administrative	\$893,673
Education: Adult Formation, Children and Youth Formation	\$40,470
Worship & Music	\$55,250
Community Life Council: Community Fellowship & Special Events, Congregational Care, and Engagement	\$19,950
Mission: Mission and Social Concerns; and Denominational Benevolences	\$122,956
Other	\$5,592
Total Expenses	\$1,137,891

ADMINISTRATION \$893,673

Property

Manages and maintains church property; inside and outside. This budget line includes insurance, utilities, maintenance, custodial services, and annual funding for the property reserve.

2026 Budget: \$305,918

Chair: David Evans, property@ndpc.org

Personnel

Supervises and supports our staff and pastors on behalf of the session and congregation. This line includes all salaries and benefits for David, Mary Anona, Huu, Kristin, and Mahsheed.

2026 Budget: \$547,755

Chair: John Sandifer, personnel@ndpc.org

Administration

Oversees legal and institutional aspects of the church's operations. This line includes all technology, communications, printing, financial services, fundraising, and planning.

2026 Budget: \$40,000

Chairs:

Charlie Cromwell, adminelder@ndpc.org;

Christine Jolley, clerk@ndpc.org;

Ruth Bonner, youth@ndpc.org;

Kieva Morrison, youth2@ndpc.org;

Penny Cannon, communications@ndpc.org;

Roberta Goldbaugh, finance@ndpc.org;

Kip Duchon, planning@ndpc.org;

Susan Henschen, stewardship@ndpc.org

If we consider the church and its members and outreach as a pyramid, then administrative functions are part of the broad base for sustenance, nourishment and challenges to thrive. We know from our own lives that while dealing with utilities and insurance, as well as the various unplanned bumps in the road, aren't fun, they are necessary parts of our life structures.

NDPC is fortunate to have Mahsheed Khawary as office manager to anchor the church's administrative operations.

-Elder Charlie Cromwell

The Finance Council monitors expenditures and conservatively manages funds to ensure a solid financial base for the church's operations. Mission has always been an important component of NDPC expenditures and our target is to hold mission spending at 10% or above of the overall budget. - Elder Roberta Goldbaugh

CHRISTIAN FORMATION \$40,470

Adult Formation

Organizes Christian Formation programs for adults, including Sunday morning and midweek programs.

2026 Budget: \$12,520

Chair: Adulted@ndpc.org

Children and Youth Formation

Manages a vibrant children's program, which is strengthened through the curriculum used during church school, children's involvement in worship, youth group opportunities, and family activities and education.

2026 Budget: \$27,950.00

Chair: Jesse Bowen, CYF@ndpc.org

We are making a really big impact on the lives of our children and youth. This began with our commitment a year ago to make "centering children and youth" one of NDPC's two strategic priorities. We are committed to not only making the experience of every young person in our congregation special, but to giving our young people opportunities to lead our congregation and set our future direction as a church. A grant from the Candler School of Theology focusing on children, the arts, and worship is helping us re-learn how young people think and how our church can learn from our kids. We are especially excited about the leadership of our new CYF Director, Kristin Hicks. There's never been a better time to be a young person growing up at NDPC. -Elder Jesse Bowen

WORSHIP & MUSIC \$55,250

Worship

Oversees programs and activities for the church's worship of God. This line includes guest preachers and support for liturgical arts.

2026 Budget: \$9,200.00

Chair: Cindy Hays, worship@ndpc.org

Music

NDPC aspires to be a musical community for all ages. This line includes support for our adult and children's choirs, youth band, bells, adjunct musicians, instrument maintenance, and our two music fellows.

2026 Budget: \$46,050.00

The Worship Committee, with many dedicated volunteers, sustains NDPC's corporate worship through creative and thoughtful services that nourish us each week, as well as special services throughout the year. We embrace the challenge to keep worship fresh and meaningful for all ages with new experiments like summer's Brunch Church. -Elder Cindy Hays

COMMUNITY LIFE \$19,950

Community Fellowship & Special Events

Facilitates social gatherings, shared meals, and special community activities like retreats.

2026 Budget: \$11,300

Chair: Susan Castle, fellowship@ndpc.org

Community Fellowship sustains and nourishes our community by allowing time together outside of worship. The different opportunities for fellowship deepen our friendships and allow us to connect with others. CF offers time of fellowship at the church with receptions for celebrations, popsicle Sundays, potlucks and special meals together as well as outside of church with Women together, Men's fellowship, Women's retreat, Men's retreat, church-wide retreat, Fun on the Farm, Sages and Salt Shakers. CF can challenge us in unexpected ways by encouraging us to discuss and explore with others what it means to be a Christian in today's world and to expand our friendships and learn about perspectives from all walks of life. -Elder Susan Castle

Congregational Care

Offers special care to church members during life changes and major events.

2026 Budget: \$2,300

Chair: Anne Topple, Mealcare@ndpc.org

The Congregational Care Team sustains and nourishes the heartbeat of NDPC. Every member of the church is enriched as we care for each other and accept care. It's the glue that holds us together and deepens our ties to one another. Due to the generosity of our members in providing meals and sending notes and cards, our committee's budget remains the same as last year's. -Elder Anne Topple

Engagement

Works with members to invite, meet and greet our visitors. Helps NDPC's newest members find their way.

2026 Budget: \$6,350

Chair: Lynne Repasky, Engagement@ndpc.org

Sustain: Gives us as a committee, the incentive to keep our membership strong. Sustaining membership means meeting each member where they are in the present moment, attending to their current needs - whether that be friendship, grounding them in service, or inviting them into worship for spiritual guidance.

Nourish: Our committee is dedicated in assisting Visitors and New Members alike to be able to easily connect with other church members, and with all church activities through mentoring and educating them on how to engage themselves in the work and life of NDPC.

Challenge: Our committee is on the frontline in getting to know the newest members of NDPC, spotting their interests and their talents such that they can plug in to our community in ways that will give them further engagement and help the church rise to the challenge of what is demanded of us in today's culture. -Elder Lynne Repasky

MISSION \$81,190

Community Ministry

Supports the church's local and national mission initiatives and activities.

2026 Budget: \$42,020

Chair: Jordan Helms, Community@ndpc.org

Our verbs are "Challenge and Change." Our ministry partners are engaged in work related to affordable housing, emergency services, immigration and refugee services, and food insecurity. As we see new horrors unfold every day, we know the need to support our community members in their needs related to shelter, safety, and food. -Elder Jordan Helms

Creation Care

Engages in environmental stewardship and environmental justice activities.

2026 Budget: \$2,400

Chair: David Wilkes, CreationCare@ndpc.org

For Creation Care, the verb is Challenge. Our committee is looking at potentially embarking on NDPC becoming a "Resilience Hub" for our community, both the church community and the surrounding neighborhood. This designation will involve significant expenditures in the coming years for battery backup for our solar energy system and EV charging stations for the parking lot. -David Wilkes

Global Mission

Oversees the church's support of international mission initiatives.

2026 Budget: \$22,250

Chair: Mike Nichols, Globalmissions@ndpc.org

Global missions are part of NDPC's responsibility to engage with the world and meet the challenge of improving people's lives. We benefit by learning other perspectives through interaction with our global mission partners, whether they are individual missionaries or mission organizations.

These challenges include responding to the changing political situations in countries including our own. More specifically, we are focusing our mission contributions on specific projects as the PCUSA re-focuses their global efforts; reviewing and proposing new strategies to continue long-term support of the Haiti Ecovillage; formalizing our coordination and support of CEDEPCA in its efforts in Guatemala and Central America. -Elder Mike Nichols

Peace and Justice

Engages in political advocacy, in conjunction with the church's mission commitments, and facilitates congregational support for peacemaking.

2026 Budget: \$14,520

Chair: Pat Mueller, PeaceandJustice@ndpc.org

Skills and Interests - You can be part of the action!

Use this form to let us know your skills and your interests (the NDPC ministry areas where you'd like to participate). You can also complete this in Realm. Instructions are included in this packet. Thank you!



Your name _____

Phone number _____

Email address _____

Skills

- | | | |
|---|--|--|
| <input type="checkbox"/> Accounting/Finance
Auditing, balancing books, supporting orderly and transparent finances. | <input type="checkbox"/> Decorating
The ability to beautify, enhance and adorn | <input type="checkbox"/> Organizing
The ability to simplify, arrange, organize, classify and coordinate |
| <input type="checkbox"/> Audio/Video
Recording and editing digital audio and/or video. | <input type="checkbox"/> Encouraging
The ability to cheer, inspire and support | <input type="checkbox"/> Photography
You can take good pictures, with a camera and/or a phone. |
| <input type="checkbox"/> Building/Construction
Building, painting, plumbing, electrical, etc. Handy at fixing and repairing things. | <input type="checkbox"/> Engineering
The ability to construct, design and plan a room or building | <input type="checkbox"/> Planning
The ability to help another individual, group, or organization dream, plan, and prepare. |
| <input type="checkbox"/> Cleaning
You have a knack for keeping spaces clean and well-ordered. | <input type="checkbox"/> Landscaping
The ability to plan, plant, and maintain green growing things | <input type="checkbox"/> Visual Arts
You can create beautiful things with paint, drawing, or computer graphics. |
| <input type="checkbox"/> Computing/Tech
Handy with computers and/or electronics and can be called upon to help others | <input type="checkbox"/> Languages
You speak and/or write in languages other than English. | <input type="checkbox"/> Web Design/Social Media
You can edit a website and/or create an engaging social media presence. |
| <input type="checkbox"/> Cooking
The ability to prepare, serve, feed and cater | <input type="checkbox"/> Medical/Nursing
The ability to provide medical care, heal, aid and make comfortable | <input type="checkbox"/> Welcoming
The ability to entertain, greet, embrace and make others comfortable |
| <input type="checkbox"/> Counseling
The ability to guide, advise, support, listen and care for | <input type="checkbox"/> Mentoring
The ability to advise, guide, and teach others | <input type="checkbox"/> Writing
The ability to compose, create, and edit the written word. |
| | <input type="checkbox"/> Musical
You play a musical instrument or love to sing. | |

Interests

- | | | |
|---|---|---|
| <input type="checkbox"/> 1000
SPIRITUAL FORMATION | <input type="checkbox"/> 1003 Adult Formation Coordinat
Volunteer coordinator for Sunday Adult Formation classes (take attendance, ensure room setup) | <input type="checkbox"/> 1007 Sunday School Teacher
Teach Sunday School for K-5 (1-month commitment) |
| <input type="checkbox"/> 1001 Adult Formation Team
Serve on the Adult Spiritual Formation team (guide and support adult formation programs) | <input type="checkbox"/> 1004 Adult Formation Tech
Provide tech support for Sunday Adult Formation (Zoom & basic audio/visual tech) | <input type="checkbox"/> 1008 Sunday School Shepherd
Spend time with a class of Sunday School children (9 month commitment) |
| <input type="checkbox"/> 1002 Teach/Lead a Class
Lead a class for our Adult Spiritual Formation curriculum in an area of your expertise and/or passion. | <input type="checkbox"/> 1006 Children's Formation Team
Serve on the Children, Youth and Family team (guide & support NDPC's CYF program) | <input type="checkbox"/> 1009 Worship & Wonder Leader
Help lead the Worship & Wonder time for kids ages 4 - 3rd grade during the 11AM worship. Training provided. |

- ☐ 1011 Youth Sunday School Teacher
Teach Sunday School for 6-8th grade or 9-12th grade (9 mo. commitment)
- ☐ 1012 Youth Formation Team
Support NDPC's youth through leadership and planning.
- ☐ 1013 Youth Group Leader
Meet with youth (middle school or high school) Sunday evenings to listen, teach, share your faith, guide service projects, play games
- ☐ 1014 Sunday Night Meals
Make & serve a communal meal for ~30 on Sunday night for our children's choir and youth groups.
- ☐ 1100
COMMUNITY MINISTRY
- ☐ 1101 Community Min. Team
Serve on the Community Ministry Team
- ☐ 1103 Hagar's House
Prepare or serve meals at Hagar's House, during NDPC's assigned times and/or when an urgent need arises
- ☐ 1104 Mercy Laundry
Wash clothes for unhoused neighbors w/Mercy Laundry Project
- ☐ 1105 Init. Affordable Housing
Support neighbors transitioning out of homelessness into self-sufficiency through the Initiative for Affordable Housing
- ☐ 1106 Homelessness and Housing
Help meet the needs of neighbors who risk homelessness or are unhoused (DCM & A Home for Everyone in DeKalb) Ministries.
- ☐ 1107 Food Insecurity
Address hunger/food insecurity w/ DEAM (our local food pantry)
- ☐ 1108 Refugee Support Services
Support a hub of refugee services at Memorial Drive Ministries in Clarkston
- ☐ 1109 Shalom/Inspire
Tutoring and academic support for refugee middle school girls w/ Shalom(Inspire)
- ☐ 1110 Team Libertad
Volunteer with Team Libertad (supporting immigrants and asylum seekers at ATL airport)
- ☐ 1111 El Refugio
Support families of detained immigrants w/El Refugio
- ☐ 1200
COMMUNITY FELLOWSHIP
- ☐ 1203 Hospitality
Help organize and provide food, drinks, and hospitality at various church program events.
- ☐ 1204 Kitchen Crew
Be on the team to clean & organize our church kitchen (quarterly)
- ☐ 1205 Salt Shakers Dinners
Help organize NDPC's get-to-know-each-other dinners, Salt Shakers.
- ☐ 1300
MUSIC
- ☐ 1301 Music Committee
Support the musical life of NDPC by serving on the Music Committee.
- ☐ 1302 Sing
Sing in our Community Choir.
- ☐ 1303 Play Handbells
Play Handbells
- ☐ 1304 Play an instrument
Share your instrumental talents with the church
- ☐ 1305 Children's Choir
Provide adult support for our Children's Choir
- ☐ 1306 Youth Music
Provide adult support for our Youth Band & Youth Music program.
- ☐ 1307 Drumming Circle
Participate in a drumming circle
- ☐ 1308 Worship Band
Participate in a worship band
- ☐ 1400
WORSHIP
- ☐ 1401 Serve on Worship Team
Help dream up, organize, and plan NDPC's worship services.
- ☐ 1402 Worship Livestream Team
Volunteer to help run sound and video for NDPC weekly livestream of the 11AM service. Training provided.
- ☐ 1403 Visual Arts for Worship
Create visual arts for worship with NDPC's Many Hands liturgical arts group.
- ☐ 1404 Communion
Prepare and coordinate communion
- ☐ 1405 Usher
Serve as Usher for either service.
- ☐ 1406 Lay Liturgist
Serve as Lay Liturgist
- ☐ 1407 Word in Worship
Lead Word in Worship for children
- ☐ 1408 Acolyte
Serve as acolyte (Children 3rd – 5th grades)
- ☐ 1409 Acolyte Coordinator
Coordinate acolytes
- ☐ 1411 Flowers
Provide flowers for services
- ☐ 1412 Drama in worship
Participate in/coordinate drama in worship
- ☐ 1413 Dance in worship
Participate in/coordinate liturgical dance.
- ☐ 1500
ARTS AND SKILLS
- ☐ 1501 Interior Design
Keep the church looking great. Provide NDPC with interior design & decoration advice.
- ☐ 1502 Writing and Copywriting
Provide writing and copywriting expertise for church publications, including the website.
- ☐ 1505 Languages
Do you speak language(s) other than English? Let us know!
- ☐ 1600
PROPERTY
- ☐ 1601 Maintain Indoor Plants
Water and care for plants in the sanctuary and church offices.
- ☐ 1602 Landscape and Gardens
Help maintain our outdoor environs (Garden, Landscaping, Memorial Garden)
- ☐ 1603 Indoor Maintenance
Help with small tasks to keep the church in good shape (Painting, Light Carpentry, etc)
- ☐ 1700
FINANCE AND STEWARDSHIP
- ☐ 1701 Serve on Finance
Be part of the team that supports healthy and transparent financial systems at NDPC.
- ☐ 1703 Bequeath to NDPC
Include NDPC in my will

- ☐ 1704 Count Offering
Assist with counting Sunday offering
- ☐ 1705 Accounting Support
Help office with routine accounting processes
- ☐ 1800
COMMUNICATION AND PROMOTION
- ☐ 1802 Social Media
Create a unique voice and post content on NDPC's Facebook and/or Instagram feeds.
- ☐ 1803 Sermon Podcasts
Help manage NDPC's Sermon Podcasts
- ☐ 1804 NDPC Website
Monitor NDPC's website for accurate, up-to-date content.
- ☐ 1805 Events Calendar
Monitor NDPC's events calendar (review to make sure all relevant information is posted)
- ☐ 1806 Photography/Videography
Photographer / videographer for church events
- ☐ 1809 Publicity & Advertising
Create publicity and advertising for NDPC events
- ☐ 1810 Graphic Design
Provide graphic design for NDPC
- ☐ 1811 Banners
Help design and hang outdoor banners
- ☐ 1900
CREATION CARE
- ☐ 1901 Serve on Creation Care
Serve on Creation Care Team
- ☐ 1902 Recycling Manager
Recycling Manager (ensure NDPC is maximizing recycling by checking bins, creating signage) Products)
- ☐ 1903 Compost Manager
Compost Manager (support our relationship with Compost Now buy checking bins, creating signage, etc.)
- ☐ 2000
ENGAGEMENT
- ☐ 2002 Greeter: In Person
Be an in-person greeter for Sunday Worship services and special events.
- ☐ 2003 Greeter: On-line
Be an online greeter on Sundays and/or for special services and events
- ☐ 2004 New Members
Support new members by being a sponsor for incoming new members and/or attending new member classes.
- ☐ 2006 Pew Racks
Help keep pew racks tidy
- ☐ 2007 NDPC Neighbor Liaison
Help NDPC keep up great relationships with our residential and commercial neighbors through conversation, dialogue, and occasional meetings.
- ☐ 2008 Veg Out!
Help plan and organize the Veg Out (April 2025)
- ☐ 2100
GLOBAL MISSION
- ☐ 2101 Serve on Global Mission
Serve on Global Mission Committee
- ☐ 2102 Alternative Gift Market
Help with Alternative Gift Market (annual market in December for fair trade goods)
- ☐ 2104 Haiti Partnership
Join Haiti partnership (Planning, Support, Trips)
- ☐ 2105 Guatemala partnership
Join Guatemala partnership (Planning, Support, Trips)
- ☐ 2106 Joining Hands for Justice
Join Joining Hands for Justice: Palestine/Israel Partnership
- ☐ 2107 Missionary Liaison
Liaison with Noura Eid, Middle East peacemaking
- ☐ 2108 Missionary Liaison
Liaison with Larry & Inga Sthresley (DRC)
- ☐ 2109 Refugee Resettlement
Participate with refugee resettlement
- ☐ 2110 GM Web Page
Manage Global Mission Web Page
- ☐ 2111 Peacemaking Liaison
Serve as liaison to Presbytery's Peacemaking/Global Mission Partnership
- ☐ 2200
CONGREGATIONAL CARE
- ☐ 2201 Congregational Care Team
Serve on the team that creates systems to provide care and comfort for all NDPC members.
- ☐ 2202 Write Cards
Write cards to those with major life changes, at-home members with health and mobility issues, college students, those in hospital
- ☐ 2203 Prayer Shawl Ministry
Participate in prayer shawl ministry (Knit Wits)
- ☐ 2204 Visitation Ministry
Participate on Visitation Ministry Team by making at-home visits to those who can't make it to church.
- ☐ 2205 Midweek Prayer
Participate in the midweek prayer gathering
- ☐ 2206 Provide Meals
Provide meals to church members in times of need
- ☐ 2207 Provide Rides
Provide rides to church members in times of need
- ☐ 2208 Funeral Receptions
Help with funeral receptions (prepare food, set up, clean up, flowers)
- ☐ 2209 Valentines
Help send Valentines to at-home members and college students
- ☐ 2210 First Responder: CPR
I am trained in CPR.
- ☐ 2211 First Responder: Defib
I am trained in the use of a portable defibrillator.
- ☐ 2212 First Responder: Training
I wish to receive First Responder Training.
- ☐ 2300
ADMIN / IT / OFFICE ASSISTANCE
- ☐ 2302 Office Help
Help office with routine tasks or staff the main office when our administrator calls out.
- ☐ 2400
PEACE AND JUSTICE

- ☐ **2401 P&J Committee**
Work with others to plan, organize, and lead NDPC's peacemaking and public advocacy ministry.
- ☐ **2402 LGBTQIA Advocacy**
Support NDPC as an open, affirming congregation. March with us in the Pride Parade.
- ☐ **2403 Presb. for a Better GA**
Work with Presbyterians for a Better Georgia to support public policy advocacy around healthcare access, increasing affordable housing, and ending homelessness
- ☐ **2404 Many Hands**
Participate in arts-based advocacy projects with the Many hands arts group
- ☐ **2405 Afford. Housing Advocacy**
Local affordable housing advocacy with the Coalition for a Diverse DeKalb/Decatur
- ☐ **2407 Mental Health**
Education, advocacy, and care for mental health concerns.
- ☐ **2414 Gun Violence**
Promote Gun SENSE Laws. Become active in advocacy work: letter writing, going to the Capital, etc.
- ☐ **2500**
PERSONNEL
- ☐ **2501 Assist Personnel Chair**
Assist chair with administration of committee, including taking minutes and helping to maintain accurate committee and HR files
- ☐ **2502 Employee Benefits**
Help with managing employee benefits (employee benefits experience preferred)
- ☐ **2504 HR Best Practices**
Help with HR best practices (HR experience preferred)
- ☐ **2505 Coaching & Mentoring**
Coach and mentor staff to promote professional growth (leadership / mentorship experience preferred)
- ☐ **2506 Support Ministry Fellows**
Provide support and feedback to Ministry Fellows (leadership / mentorship experience preferred)

Pledge to NDPC, January - December, 2026

Name(s): _____ Date: _____
I/we pledge \$ _____
To be paid: weekly, monthly, quarterly, annually (circle one)
Total Annual Donation: \$ _____
<i>Bypass this step and send your pledge directly to our pledge coordinator (Jack@ndpc.org), or log into Realm and enter your 2026 pledge there.</i>



Annual Income	2%	4%	6%	8%	10%
\$ 10,000.00	\$ 200.00	\$ 400.00	\$ 600.00	\$ 800.00	\$ 1,000.00
\$ 20,000.00	\$ 400.00	\$ 800.00	\$ 1,200.00	\$ 1,600.00	\$ 2,000.00
\$ 30,000.00	\$ 600.00	\$ 1,200.00	\$ 1,800.00	\$ 2,400.00	\$ 3,000.00
\$ 40,000.00	\$ 800.00	\$ 1,600.00	\$ 2,400.00	\$ 3,200.00	\$ 4,000.00
\$ 50,000.00	\$ 1,000.00	\$ 2,000.00	\$ 3,000.00	\$ 4,000.00	\$ 5,000.00
\$ 60,000.00	\$ 1,200.00	\$ 2,400.00	\$ 3,600.00	\$ 4,800.00	\$ 6,000.00
\$ 70,000.00	\$ 1,400.00	\$ 2,800.00	\$ 4,200.00	\$ 5,600.00	\$ 7,000.00
\$ 80,000.00	\$ 1,600.00	\$ 3,200.00	\$ 4,800.00	\$ 6,400.00	\$ 8,000.00
\$ 90,000.00	\$ 1,800.00	\$ 3,600.00	\$ 5,400.00	\$ 7,200.00	\$ 9,000.00
\$ 100,000.00	\$ 2,000.00	\$ 4,000.00	\$ 6,000.00	\$ 8,000.00	\$ 10,000.00

Biblical tithing is to give away 10% of what we have to help others. Your church pledge can be the full 10%, or a portion of what you give away to help your community thrive. Make your giving a priority: give first, then save, then spend.

2025 NDPC GRATITUDE CAMPAIGN



How to Enter Your Skills & Interests and Your Pledge in Realm Using a Desktop or Laptop Computer

Enter your Time and Talents in Realm

1. In a web browser log in to your Realm account.
2. In the left column heading (where it says “North Decatur Presbyterian...”) be sure **Connect** is selected.
3. Below that click **Serving**.
 - **Your Serving Profile** opens.
 - In that box look for **Skills**.
 - To update your choices, click the ellipsis (•••) to the right of the word **Skills** and select **Edit**.
4. The Manage Skills and Interests section will open to **Skills**.
You may skip the Skills section; it is being updated to better match what we need here at NDPC. (If you wish to select or deselect some skills, feel free.)
5. Scroll to the bottom of that page and click **Next**.
6. The **Interests** section will open. Scroll through the list and select items according to how you wish to participate in the ministries of NDPC. You can also deselect items that no longer apply.
7. Scroll all the way to the bottom of the page and click **Done**.



How to Make Your Pledge in Realm using a Web browser.

1. Be sure you are signed in to Realm.
2. Click **Giving** in the left column; the Giving page opens.
3. At the top, click + **Pledge** to open the form.
4. Be sure that the **Start Date** and **End Date** are for the coming year.
5. *Before* you enter the Amount, decide whether you want to set up a recurring gift (e.g. Once a Month). If so, select **Set a Schedule**. If you would rather enter your total pledge and give as you are able throughout the year, select **As Can**.
6. Enter the **amount** you want to pledge.
 - Note that the number you enter in the “Amount Pledged” field is the amount *per payment*. The “Total Pledge” will calculate automatically.
7. Click **Save Pledge**.

Using the REALM CONNECT app on a mobile device

How to Enter your Skills & Interests using the mobile app

1. Open the Realm Connect app.
 - If you are not logged in, please do so.
2. At the bottom of the screen tap the ellipsis (•••) above the word **More**.
3. On the More screen tap **Serving**.
4. Under the title of the next screen you'll see three choices. Choose **Serving**.
 - The next screen will display several categories, including **Skills** and **Interests**.
5. Tap **Interests**.
6. **STEP 1/2: Select your skills.** (You may skip this part. Tap **NEXT**)
7. **STEP 2/2: Select your interests** – Scroll through the choices and check or uncheck items according to how you wish to participate in the ministries of NDPC.
8. Tap **SAVE**.



How to enter your Pledge using the App

1. Open the Realm Connect app.
 - If you are not logged in, please do so.
2. At the bottom of the screen tap the **Giving** icon.
3. At the top of the Giving screen, tap **Pledges**.
4. Tap the blue banner **Make a Pledge**.
5. The Pledge screen opens. Make sure the **Start Date** and **End Date** are for the coming year.
6. Before you enter the **Amount**, decide whether you want to set up a recurring gift (e.g. Once a Month). If so, select **Set a Schedule**. If you would rather enter your total pledge and give as you are able throughout the year, select **As Can**.
7. Enter the **Amount** you want to pledge.
 - Note that the number you enter in the “Amount Pledged” field is the amount *per payment*. The “Total Pledge” will calculate automatically.
8. Click **Save Pledge**.

