**ARCHDIOCESE OF SEATTLE**
**PARISHIONER ENGAGEMENT**

# Pushpay ParishStaq Update

## ParishStaq Project – Update

We are wrapping up the initial implementation phase of ParishStaq in March. All sites will be actively batch posting their giving into the Giving Portal and will be doing all their profile management tasks and other activities in the ChMS. It's very exciting that we have reached this point and are very close to our original timeline. Thank you for all the hard work from the parish staff members, volunteers, and our implementation team.

As we move onto our next stage, we will be focusing on stabilization and optimization of the ParishStaq system. There are a couple of important tasks that will be completed in the coming months:

- Fund Management – We will be working with all the sites to transition all funds from "Org Assigned" to "Site Owned." At the completion of this process, each finance admin will have total control of adding and removing funds and making funds visible/not visible.
- Custom Fields Become Profile Fields – Over the span of the implementation, Pushpay has added several profile fields that we originally created as custom fields. We appreciate their development team hearing our feedback and understanding that this was a good step for the greater Catholic community. We will begin migrating our custom fields to the profile fields in February as we finish our final data loads. We will then be removing the custom fields to avoid duplication.

## Temporary Support Email Address for ParishStaq Support

Please use the following email address for ParishStaq support:

**support@archdioceseofseattlepes.samanage.com**

This routes directly to the Solar Winds help desk. It will allow all team members to have visibility and help you as quickly as possible. Thank you!

## ParishStaq Final Implementation Steps – Last Call for Data

We are wrapping up the implementation of ParishStaq in March and transitioning into the Stabilization and Strategic-alignment post-implementation stage. This is final opportunity to prepare and upload additional data for migration into ParishStaq. This is part of the final phase for all parishes regardless of wave. We are calling it the "Last Call."

**Here are some questions to think about:**
- Do you have Keywords in PDS that you need to import as Groups into ParishStaq?
- Do you have Sacramental data in an Excel spreadsheet or another source?
- Do you have current active ministries and groups in your legacy database with Members?
- Are there PDS Faith Formation lists or classes that you would like to move into ParishStaq?

This is the last call for data! The deadline to submit your Data via Box is March 1, 2024.

Please see our Implementation page for more information on how:
**Final Migration - Archdiocese of Seattle Parishioner Engagement (weebly.com)**

To notify our team of your intent to submit "Last Call" data please complete **this form**.

## Your Pushpay Coaches Availability

For those that are in implementation and are working with Pushpay coaches, please take advantage of the opportunity to schedule additional 1:1 meetings with your coaches. They can show you how to add your own funds and other items to facilitate your final cutover from PDS and other legacy software.

**30 minute session with Jimmy Pallios**

**30 minute session with Dale Scott**

**30 minute session with Ashley Brashear**