
Presbyterian Women's **ANNUAL FUND** (Mission Pledge) Information for PW Treasurers

About This Resource

PW treasurers and leaders, you may find yourself called to serve “behind the scenes,” pouring over ledgers, building spreadsheets, developing PowerPoint presentations, and counting and banking “least coins.” Scripture assures us that each are blessed with “gifts that differ according to the grace given to us” (Rom. 12:6a). With your careful and considerable work, Presbyterian Women—the organization and the individuals who are Presbyterian women—can thrive and share our blessed abundance to transform the world for God’s people and creation.

This resource tells when and how to promote and receive gifts to PW’s Annual Fund. The information is specific to your work in encouraging financial support of PW’s Annual Fund. In the pages that follow, you will find

- a timeline and checklist for promoting and giving to PW’s Annual Fund,
- a list of PW resources to support giving,
- a PW in the Congregation Pledge Form,
- a PW in the Presbytery Pledge Form, and
- a pledge card template.

Another publication, the PW Annual Fund Promotional Resource answers *why* we give to PW, highlighting what PW’s mission and ministry entails. The PW Annual Fund Promotional Resource is being mailed to PC(USA) congregations (addressed to PW/Women’s Group) and PW in the Synod and PW in the Presbytery moderators and treasurers; it is also available for ordering or download at presbyterianwomen.org/annual-fund.

Thank you for sharing your gifts with Presbyterian Women.

If you have questions about PW’s Annual Fund, contact Rhonda Martin, PW financial manager, rhonda.martin@pcusa.org or 844/797-2872, ext. 5596.

Presbyterian Women’s
2022 ANNUAL FUND

A letter from Your 2018-2021 PW Churchwide Moderator

Dear PW Sisters,

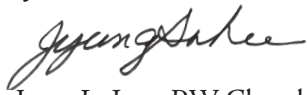
Greetings!

A PW friend of mine shared with me that stewardship is not about more people to donate more money, but rather more people enjoying the community that arises from working on shared purposes. I think that summarizes Presbyterian Women's Annual Fund very well!

We are forgiven, freed and called by God to participate in God's cosmic mission. We can take a step toward it through Presbyterian Women by uniting around the PW Purpose. By living out our commitments in Jesus Christ, we become actors in God's stories, we build relationships along the way, and we participate in life-changing transformations.

The pandemic helped us see life and ministries in new ways. I am proud that PW sisters not only continued to support each other during the pandemic, but also, through PW's Birthday Offering and Thank Offering supported organizations in the U.S. and abroad that are striving to bring more love and abundance to this world. I am also grateful that the events of 2020 motivated so many to focus more intentionally on working for racial justice and equity and on building the "Beloved Community."

I invite you to be part of Presbyterian Women's continuing stories of faith, relationships and transformations—all made possible by the Annual Fund. By joining women all over the world who contribute to PW's Annual Fund, you are also saying, "Yes, I am in" for developing new relationships and investing in our common future that is more abundant in love, hospitality, and justice.



JyungIn Lee, PW Churchwide Moderator



Queridas Hermanas PW,

¡Saludos!

Un amigo mío de PW compartió conmigo que la mayordomía no se trata de más personas donando dinero, sino de más personas disfrutando de la comunidad que surge de trabajar con propósitos compartidos. ¡Creo que eso resume muy bien el Fondo Anual de Mujeres Presbiterianas!

Somos perdonadas, liberadas y llamadas por Dios a participar en la misión cósmica de Dios. Podemos dar un paso hacia él a través de las Mujeres Presbiterianas uniéndonos al Propósito de PW. Al vivir nuestros compromisos en Jesucristo, nos convertimos en actrices en las historias de Dios, construimos relaciones a lo largo del camino y participamos en transformaciones que cambian vida.

La pandemia nos ayudó a ver la vida y los ministerios de nuevas maneras. Me enorgullece que las hermanas de PW no solo siguieron apoyándose mutuamente durante la pandemia, sino que también, a través de las Ofrendas de Cumpleaños de PW, apoyaron a organizaciones en los EE. UU. y en el extranjero que se esfuerzan por traer más amor y abundancia a este mundo. También estoy agradecida por los eventos de 2020, que motivaron a tantas a trabajar por la justicia y la equidad racial, y a enfocarse intencionalmente en la construcción de la "Comunidad Amada".

Las invito a ser parte de las historias continuas de fe, relaciones y transformaciones de las Mujeres Presbiterianas, todo lo cual ha sido posible gracias al Fondo Anual. Al unirse a mujeres de todo el mundo que contribuyen al Fondo Anual de PW, también declara que: "Sí, lo haré" para desarrollar nuevas relaciones e invertir en nuestro futuro común que es más abundante en amor, hospitalidad y justicia.

사랑하는 미국장로교 한인 자매님들께 인사 드립니다!

한 장로교여성 친구가 청지기에 대한 본인의 생각을 저에게 이렇게 말해 주었습니다: "우리가 모금을 하는 것은 더 많은 여성들로부터 더 많은 헌금을 모금하려는 것이 아니라, 더 많은 여성이 여성회의 목적을 이루어 가면서 만들고 찾게 된 공동체를 삶에서 즐기는 것이다." 저는 이 말이 장로교 여성의 연간 모금에 대해서 아주 잘 설명해 준다고 생각합니다.

우리는 하나님의 우주적인 미션에 참여하도록 용서받았고, 자유롭게 되었고 소명을 받았습니다. 우리는 미국장로교여성(PW)의 "목적"을 중심으로 연합하여 그 소명을 향해서 한 발 더 앞으로 나아 갈 수 있습니다. 예수 그리스도 안에서 우리의 다짐을 행동으로 옮겨 살아가면서 우리는 하나님 가족의 거대한 스토리의 한 부분이 되며, 관계를 맺어 가고, 또 삶을 바꾸는 변화와 개혁에 참여하게 됩니다.

팬데믹은 우리로 하여금 삶과 사역에 대해서 새로운 시각을 주었습니다. 제가 자랑스럽게 생각하는 것은 팬데믹 동안 미국장로교여성들은 서로를 지원하고 도와주었을 뿐 아니라, PW의 프로그램인 "생일헌금"과 "감사헌금"을 통하여 미국내외 세계의 기관들을 도왔습니다. 이 기관들은 그들의 커뮤니티에 사랑과 풍성함을 가져다 주고, 삶의 개선을 목적으로 삼고 일하는 기관들입니다. 또한, 2020년에 일어난 인종 정의에 대한 자각이 PW로 하여금 더 구체적으로 인종 평등을 위하여 힘쓰고 "사랑의 공동체"를 만들어 가는데 초점을 두게 한 것을 감사하게 생각합니다.

PW의 연간 모금(PW's Annual Fund)에 여러분을 초대합니다. 연간 모금은 미국장로교여성의 믿음, 연대, 변화의 이야기가 지속되게 합니다. 연간 모금에 참여하는 세계와 국내 전역의 PW와 함께 새로운 관계를 만들고, 사랑과 베품과 정의로 더욱 풍요로운 우리의 미래를 위해 투자하는데 적극적으로 동참해 주시기를 부탁드립니다. 여러분의 협력에 감사드리며, 주님이 주시는 풍성함과 평강이 여러분의 삶에 충만하시기를 기원합니다.

미국장로교 여성회 총회장 이정인 목사

Timeline for Encouraging Support of PW's **ANNUAL FUND**

Commitments to Presbyterian Women's Annual Fund (the Mission Pledge) are traditionally made through PW in the Congregation during a fall PW circle meeting, gathering or event. Pledges are honored and gifts are received throughout the following year. As variants of Covid-19 emerge and churches, groups and individuals take precautions to stay healthy, the way pledges are made and honored may look different than past years. Suggestions follow for how to do this in virtual meetings and by email, but use any model that works for your group—outdoor gatherings where you receive pledges by text message, drive-through gatherings where PW's drop off their pledge cards in flower pots, or any other method that keeps everyone safe and allows all to express their commitment to supporting PW ministries!

Leaders' roles

All PW leaders have important roles to promote giving to PW's Annual Fund. Not all groups have the same leadership positions or giving patterns. Carry out the Annual Fund campaign in a way that works for your congregation, presbytery and synod.

CAMPAIGN TIMELINE AND CHECKLISTS

In Fall 2021

PW in the Synod (PWS) moderator

- ✓ Offer support to PW leaders responsible for giving.

PW in the Presbytery (PWP) moderator

- ✓ Write a personal letter (to share with each congregation in the presbytery) that includes
 - ✦ a story about what PW's Annual Fund means to you and PW in the Congregations in your presbytery and
 - ✦ an invitation to prayerfully consider personal pledges/gifts to PW's Annual Fund.
- ✓ Offer support to PW leaders responsible for giving.

PW in the Congregation (PWC) or circle leader

- ✓ Receive, order or download
 - ✦ a PW Annual Fund (Mission Pledge) Promotional Resource
 - ✦ a pledge card template
 - ✦ the pledge form for PW in the Congregation
 - These three items also are available at presbyterianwomen.org/annual-fund.
 - ✦ PWP moderator cover letter
- ✓ Choose and share your PW Annual Fund impact story,

noting that the Annual Fund supports every PW mission and ministry program and the PC(USA).

- See the Annual Fund Promotional Resource for statistics and examples.
- ✓ Distribute pledge cards during an online or in-person worship service, congregation or PW event. Attendees will use them to make pledges for the 2022 Annual Fund.
 - ✦ In person: Give everyone an envelope with a pledge card inside (#10 envelopes work well). Ask each person to write their name on the outside of the envelope, prayerfully decide how much to give to PW's 2022 Annual Fund, write the pledge amount on the card and return it to you in the envelope.
 - ✦ Virtual: Email the pledge card template to the group and ask them to print it, or to write their monthly pledges on an index card. Ask the group to email or text you a photo of their pledge card or simply to email you their pledge. Record this on a pledge card for each person for use when you resume in-person meetings. And/or send monthly emails to remind each person to mail their gift to you for as long as you meet virtually.
- ✓ Add pledge amounts and report the total on the Annual Fund pledge form for PW in the Congregation.
- ✓ Send the completed form to the Presbyterian Women in the Presbytery (PWP) moderator or Celebration Giving representative by November 15, 2021.

Celebration Giving representatives or

PW in the Presbytery leaders

- ✓ Ensure that all PW in the Congregation groups have made pledges.
- ✓ Record the pledge total on the form for PW in the Presbytery and attach a list of the PWCs that are pledging.
- ✓ Keep the original and send copies by December 3, 2021, to the
 - ✦ treasurer of PW in the Presbytery,
 - ✦ moderator of PW in the Synod, and
 - ✦ PW Business Office, 100 Witherspoon St., Louisville, KY 40202-1396.
- ✓ Write a personal thank-you letter to each PW in the Congregation that pledges support for the 2022 PW Annual Fund.

Throughout 2022

PWC member(s) responsible for pledges/gifts

- ✓ Once a month (or according to your congregation or PW group's giving pattern), ask congregation or PW group members to give toward their pledge amount for the year.
 - ✦ In person: Distribute the envelopes that contain each person's pledge card. Consider ordering the small envelopes for giving through the PW in the Congregation. Record the amounts given throughout the year on the pledge card. Give the money received to PWC treasurer or person responsible for pledges/gifts.
 - ✦ Virtual: Email those who pledged with a reminder to give, including updates on their gifts throughout the year, examples of what PW's Annual Fund makes

possible and personal stories from people who support the Annual Fund. Record the amounts given throughout the year. Include the mailing or drop-off address (and clear directions) about who in your PW group should receive gifts toward their pledges.

- ✓ Send quarterly gifts from the congregation* with all other quarterly gifts to the PWP treasurer by March 10, June 10, September 10 and December 10, 2022.
 - ✦ Remittance forms are available at presbyterianwomen.org/annual-fund.
 - ✦ Treasurers also receive these forms from Rhonda Martin, PW Business Office, 844/797-2872, ext. 5596, or rhonda.martin@pcusa.org.

Resources to Promote Giving

Giving Envelopes

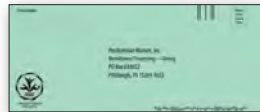
PW in the Congregation groups may find it helpful to use preprinted envelopes to receive annual fund gifts.

ENVELOPE FOR GIVING THROUGH PW IN THE CONGREGATION



Circle and/or congregation members can use the small, group giving envelope to honor gifts toward their group's pledge. See this page (under "2022, PWC member(s) responsible for pledges/gifts") for instructions on using group giving envelopes. Group giving envelopes can be ordered online (presbyterianwomen.org/shop) or by telephone (800/533-4371); ask for item PWR10103; \$1/pack of 50, plus shipping.

ENVELOPE FOR GIVING OUTSIDE THE PW GROUP



The large individual giving envelope is ideal for individuals who

- ✦ do not participate in a PW circle,
- ✦ attend a church without an active PW group,
- ✦ would like a tax receipt for their gift,
- ✦ want to give via credit card, or
- ✦ wish to make an additional gift over and above their group pledge.

Consider sending these envelopes to those in your group or congregation who did not pledge. If your group or congregation has drive-throughs for any ministries, ask if these envelopes could be included in materials handed out.

Please make these individual giving envelopes available at congregation, presbytery and synod meetings and gatherings, as well as at special events as appropriate. Consider mailing them to individuals in advance of virtual meetings. Individual giving envelopes (available in packs of 10) can be ordered online (presbyterianwomen.org/shop) or by telephone (800/533-4371); ask for item PWR20456; free.

Pledge Cards

Pledge cards are an easy way for PW in the Congregations to make and keep track of pledges. The pledge card follows and is available at presbyterianwomen.org/annual-fund.

Gifts via credit card can be made online at presbyterianwomen.org/give. Individuals can give to PW's Annual Fund at any time by sending a check made payable to Presbyterian Women, with "Annual Fund" and the name of their presbytery in the memo line, to
Presbyterian Women Remittance Processing
PO Box 643652
Pittsburgh, PA 15264-3652

*Tax receipts are available for PWC or PWP group gifts only. Individuals who would like tax receipts for their gifts should follow the instructions on this page under "Giving outside the PW group." Contact Patricia Longfellow, 844/797-2872, ext. 8015, or patricia.longfellow@pcusa.org, for more information. Please note that presbyteries and synods will be credited for all individual gifts.

Presbyterian Women's **ANNUAL FUND** (Mission Pledge)



PW in the Congregation Pledge Form

January 1, 2022—December 31, 2022

As Presbyterian Women, we make the following pledge to support the mission of Presbyterian Women in the Presbytery, Presbyterian Women in the Synod and Presbyterian Women at the churchwide level, as well as the mission of the Presbyterian Church (U.S.A.).

Please indicate below the amount pledged to PW at each level.

- ✦ To support the mission of **Presbyterian Women churchwide** _____
- ✦ To support the mission of **Presbyterian Women in the Synod** _____
- ✦ To support the mission of **Presbyterian Women in the Presbytery** _____
- Total annual fund pledge from PW in the Congregation** _____

Name of Congregation _____

Signature of the moderator of Presbyterian Women in the Congregation _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Deadlines

This pledge form should be completed and sent to the moderator of Presbyterian Women in the Presbytery (or whoever is responsible for giving) no later than **November 15, 2021**. Send all quarterly payments of this pledge to the **treasurer of Presbyterian Women in the Presbytery** by **March 10, June 10, September 10, and December 10, 2022**.

Instructions

1. Enter the pledge amount for support of Presbyterian Women at the churchwide level (including support for the mission of the church worldwide).
2. Enter the amount of support for Presbyterian Women at each level, as requested by your PW in the Presbytery and PW in the Synod.
3. Keep a copy of this form for your records and send the original to the person indicated below.

Sharyn Kraemer, Treasurer, PW in the Presbytery of St. Augustine

Moderator of Presbyterian Women in the Presbytery or designee
726 Winifred Drive

Address _____

Orange Park _____ **FL** _____ **32073**

City _____ State _____ Zip _____

(325) 513-9522 _____ **ralphshar@aol.com**

Phone _____ Email _____

Presbyterian Women's **ANNUAL FUND** (Mission Pledge)



PW in the Congregation Pledge Form

January 1, 2022—December 31, 2022

As Presbyterian Women, we make the following pledge to support the mission of Presbyterian Women in the Presbytery, Presbyterian Women in the Synod and Presbyterian Women at the churchwide level, as well as the mission of the Presbyterian Church (U.S.A.).

Please indicate below the amount pledged to PW at each level.

- ✦ To support the mission of **Presbyterian Women churchwide** _____
- ✦ To support the mission of **Presbyterian Women in the Synod** _____
- ✦ To support the mission of **Presbyterian Women in the Presbytery** _____
- Total annual fund pledge from PW in the Congregation** _____

Name of Congregation _____

Signature of the moderator of Presbyterian Women in the Congregation _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Deadlines

This pledge form should be completed and sent to the moderator of Presbyterian Women in the Presbytery (or whoever is responsible for giving) no later than **November 15, 2021**. Send all quarterly payments of this pledge to the **treasurer of Presbyterian Women in the Presbytery** by **March 10, June 10, September 10, and December 10, 2022**.

Instructions

1. Enter the pledge amount for support of Presbyterian Women at the churchwide level (including support for the mission of the church worldwide).
2. Enter the amount of support for Presbyterian Women at each level, as requested by your PW in the Presbytery and PW in the Synod.
3. Keep a copy of this form for your records and send the original to the person indicated below.

Moderator of Presbyterian Women in the Presbytery or designee _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Presbyterian Women's **ANNUAL FUND** (Mission Pledge)



PW in the Presbytery Pledge Form **January 1, 2022—December 31, 2022**

As Presbyterian women, we make the following pledge to support the mission of Presbyterian Women in the Presbytery, Presbyterian Women in the Synod and Presbyterian Women at the churchwide level, as well as the mission of the Presbyterian Church (U.S.A.). Presbyterian Women in the Presbytery is responsible for reporting the total amount pledged in congregations.

Please indicate below the amount pledged to PW at each level.

- To support the mission of **Presbyterian Women churchwide** _____
- To support the mission of **Presbyterian Women in the Synod** _____
- To support the mission of **Presbyterian Women in the Presbytery** _____
- Total annual fund pledge from PW in the Congregations** _____

Name of Presbytery _____

Signature of the moderator of Presbyterian Women in the Presbytery (or whoever is responsible for PW giving in the Presbytery)

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Instructions

- Keep one copy of this form for your files.
- Mail this pledge form no later than **December 3, 2021** to each of the following:
 1. Treasurer of PW in the Presbytery
 2. Moderator of PW in the Synod
 3. PW Business Office, 100 Witherspoon St.,
Rm. 3070, Louisville, KY 40202-1396

Quarterly Churchwide Payments

Send quarterly payments to

Presbyterian Women Remittance Processing
PO Box 643652
Pittsburgh, PA 15264-3652

Quarterly churchwide payments should be mailed by **March 15, June 15, September 15, and December 15, 2022** with remittance forms supplied to treasurers of PW in the Presbytery. These forms can also be downloaded at presbyterianwomen.org/annual-fund.