

2025 Unit Treasurers Instructions

1. Take in the Unit money. Disburse as needed.
2. Do regular remittances to the Synodical Women's Organization (SWO). This would be a percentage of the regular offerings gathered at circle meetings and unit meetings. The amount to be determined by the local unit.
3. Use Form A for sending money to the SWO treasurer:

Janet Olson
PO Box 567
Warroad, MN 56763

218-242-1754
nwmnsw@outlook.com

4. To donate funds to Churchwide - Women of the ELCA: Go directly to <https://www.womenoftheelca.org> to give online or make a check out to: Women of the ELCA. Write "Where Needed Most" in the memo line or designate to one of the following: Thankofferings

Katie's Fund
Women of the ELCA General Scholarship Fund
Raising Healthy Women/Gifts
CAFÉ'

Send to:

**Women of the ELCA
ELCA GIFT PROCESSING CENTER
P.O. Box 1809
Merrifield, VA 22116-8009**

5. Scholarship funds are received during the year. These monies go to students from Northwestern Minnesota Synod attending ELCA colleges and are given to the college at the start of second semester.
6. Seminary Stipend funds are collected throughout the year and disbursed, as a gift, to women seminarians in January.
6. Your unit offerings are divided between Synodical (50%) and Churchwide (50%). Synodical money is used to provide programming and general expenses.
7. Funds designated for the SWO Convention Expense Fund will be retained by the SWO and used specifically for annual convention expenses.

Make all checks payable to Women of the ELCA