

## Instructions to Treasurers for Handling Rainbow Givers Awards

This an award for *Individuals Only, not Circles or Units*

1. It is important to stress to your UMW members that this needs to be submitted to you at one time, not spread out over the year.

2. The deadline to be recognized is August 15th of each year, to help the treasurers complete all of the required reports.

3. Unit Treasurers, when you receive these Rainbow Giver checks ***the amounts should be shown in your financial records as gifts to each of the five areas.*** For example, when you receive a check for \$60.00, you will show it in your records as:

\$ 5.00 to Pledge

\$ 40.00 to SMR

\$ 5.00 to Gift to Mission

\$ 5.00 to Gift in Memory

\$ 5.00 to World Thank

4. The SMR request will be sent to your District Treasurer just like all SMR requests. Please make sure that the Rainbow Giver understands that it may take up to 6 weeks to receive the SMR pin and card. SMR requests can be sent forward from a Rainbow Giver with “Honoree to be Determined” and can also be donated requesting no pin or card. In that case, the money is forwarded to Women’s Division for SMR stating “no pin, no card” or can be requested as “no pin but receive a card”.

5. **This is open to non-UMW members** and church members should also be encouraged to participate.

6. The District Treasurer will need to receive from the unit treasurer the name of the Rainbow Giver by August 25th; so that a pin can be ordered.

7. ***Unit Treasurers will need to have Gift in Memory and Gift to Mission cards available or*** get them from their District Treasurer.

8. ***All the funds for Rainbow Giving will be sent to the District Treasurers with your quarterly giving, showing the totals for the unit in each area. The Rainbow Giving amounts should not be shown separately.***

9. **The Rainbow Giver pins will be ordered from the Virginia Conference Treasurer and the order should be received by September 1st each year.**