


WATCHTOWER
Bible and Tract Society of New York, Inc.
25 Columbia Heights, Brooklyn, NY 11201-2483, U.S.A.
Phone: (718) 560-5000 Fax: (718) 560-7119

December 18, 2010

TO ALL CONGREGATIONS IN THE UNITED STATES

Re: 2011 assistance arrangements

Dear Brothers:

We want to take this opportunity to thank you for your financial support of the work in the past year. Many of you regularly contribute toward the local congregation and the worldwide work. We all strive to follow the apostle Paul's admonition that an "equalizing" should take place with regard to financial support. (2 Cor. 8:14) Thus, we are again informing you of the anticipated costs of some of the arrangements for the coming year so that each one can determine what he might be able to do.

The Kingdom Hall Assistance Arrangement (KHAA) cares for property damage to Kingdom Halls, such as losses resulting from natural disasters, fire, moisture damage, and vandalism, and for expenses related to accidents at Kingdom Halls. The Traveling Overseer Assistance Arrangement (TOAA) helps care for some of the health-care and transportation expenses of the more than 1,200 hard-working traveling overseers and their wives in the United States. During the next year, we anticipate that most of these costs would be covered if each publisher were able to contribute about \$6.00 and \$8.00 for each program respectively.

This does not mean that each publisher is expected to contribute these exact amounts. Rather, the congregation as a whole can pass a resolution for the amount suggested by the body of elders, and individuals may donate as they are able. This is in harmony with the Biblical pattern of giving. (Acts 11:29) It also may be that some congregations could contribute more and thus assist other congregations that may not be able to contribute as much. In any case, we recommend that congregations spread out their donations over the year. If the congregation prefers to send the entire amounts at one time, that is acceptable too.

Your support of these arrangements is greatly appreciated. May Jehovah continue to bless your generous spirit.—Heb. 13:16.

Your brothers,


OF NEW YORK, INC.

cc: Traveling overseers

PS to body of elders:

This postscript should not be read to the congregation, and this letter should not be posted on the information board. It is recommended that you give your accounts servant a copy of this letter.

This year, please follow these steps:

- (1) The secretary should check the *Congregation's Publisher Record* (S-21) cards and count the number of active publishers in the file. (Active publishers are all those who have reported some field service time within the past six months.)
- (2) At the next Service Meeting, the coordinator of the body of elders should arrange for this letter to be read to the congregation. He should also arrange for a resolution to be considered by the congregation authorizing the following two amounts to be sent from congregation funds *each month for the next twelve months*: "(A)" as a contribution for the KHAA and "(B)" as a contribution for the TOAA.

$$(A) = \$6.00 \times (\text{number of publishers}) \div 12 \text{ months}$$

$$(B) = \$8.00 \times (\text{number of publishers}) \div 12 \text{ months}$$

If the body of elders feels that this would present a hardship on the congregation, please remit what you feel the brothers can do. If the congregation is in a position to contribute more, then each of the monthly amounts may be adjusted upward. If preferred, you may also send the entire amount for either arrangement all at one time.

- (3) After the resolution has been considered and approved by the congregation, it should be given to the accounts servant to add to the accounts records file. Forward these amounts with your electronic remittance to the branch office each month. Please note that on the *Donations and Payments* page of the jw.org Web site there are separate fields designated "Kingdom Hall Assistance Arrangement" and "Traveling Overseer Assistance Arrangement."

This suggested contribution for the TOAA also covers fuel purchases, preventative maintenance, and routine repairs. So, there is no longer a need to contribute separately for these expenses. Traveling overseers should no longer submit receipts to congregations or circuits for purchases made with the fuel card provided by the branch office. On rare occasions when the fuel card is not accepted, the congregation may reimburse the traveling overseer directly for his out-of-pocket vehicle expenses. This updates the direction in the July 21, 2008, letter to all bodies of elders in the United States. That letter should be removed from the congregation permanent file of policy letters and be destroyed. You may wish to update the congregation copy of *Index to Letters—For Bodies of Elders* (S-22) at this time as well. Revised *Instructions for Congregation Accounting* (S-27) and *Instructions for Circuit Accounting* (S-331) will soon be made available.

The cars used by the traveling overseers are directly owned by the branch office. When these cars are replaced, the funds from the sale are used for the worldwide work. Any who express interest in purchasing a used traveling overseer vehicle may contact the branch office by telephone at (718) 560-8412 or by e-mail at fleet@jw.org.