Benevolence Request Form

Church Process Guidelines

The purpose of the Benevolence Fund is to provide financial aid to an individual who is in need on an urgent basis. The Benevolence Fund may not be applicable for cases that need long-term financial support. The church has the right to adjust or to disapprove an applicant's request and may consider assisting other than monetary help.

Applicants are not granted financial assistance based on relationships between church leaders or being a significant church contributor. The church does not discriminate between applicants based on race, color, sex, national origin, age, geographic territory, or disability. The Board of Advisors may provide short-term (or emergency) assistance to ensure that an applicant has the basic necessities such as food, housing, transportation, and medical assistance (including counseling).

The preferred method of providing assistance to pay for the applicant's need directly to the business provider. Assistance may also be provided in the form of goods or services. The type of aid that is appropriate depends on the individual's needs and available resources.

Basic Requirements

1. Active participant of ______________________ Church
2. Need must be related to a short-term financial crisis (medical emergency, accidents, loss of job, etc.)

Exclusions

1. Legal fees related to family disputes
2. Long term and repetitive expenses

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Benevolence Process

1. Complete and submit the Benevolence Request Form.
2. An Advisory Board Member will contact an applicant regarding the request.
3. The member will submit the form to the Advisory Board for approval (note: typically, this will happen during the monthly meeting but can happen via email if it is an emergency).
4. The Advisory Board will approve or deny the request, or ask for additional information.
5. If approved, the payment will be distributed.
6. An Advisory Board member may follow up with the recipient and give an update at the next Board meeting.

Additional Criteria

At the discretion of the Advisory Board you may be requested (if married, both husband and wife) to done or more of the following:

1. Provide documentation regarding your income, personal bank accounts and expenses.
2. Participation in financial counseling.
3. Take a class on biblical financial management or complete a workbook on biblical stewardship.

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