
Benevolence Committee

Scope: Evaluate requests for assistance and authorize the disbursement of funds accordingly.

Purpose:

To provide financial funding to the Garner Area Ministries organization monthly to assist with reports brought to its attention of residents in the Garner area who may have a special need or who may require financial assistance. To be responsible for considering the needs of any church member where sickness or unemployment has developed or where any other emergency or hardship has arisen.

Membership:

Benevolence Committee is composed of six members nominated by the Nominating Committee and elected by the church for a three-year term which begins in January annually. Ex-officio members of the committee are a Pastoral staff liaison assigned by the Lead Pastor and a Deacon liaison assigned by the Deacon chair.

Relationships:

The committee assists the church, within the realm of the committee purpose, in fulfilling the church's Mission: To proclaim the Gospel of Jesus Christ and to minister to the needs of our congregation, the community, and the world through the leadership of the Holy Spirit. This committee shall utilize the five Biblical Functions of Worship, Fellowship, Discipleship, Ministry, and Evangelism in meeting the committee's purpose and duties and in communicating, collaborating, coordinating, and cooperating with others. Privacy and dignity of those who may receive or who have received benevolence will be respected. The committee chair serves as a member of the Church Council.

Duties:

1. Establish the amount and frequency of assistance to church families based on the availability of funds available in the Benevolence Designated Funds Account.
2. Periodically, as needed, solicit the church membership for contributions to the Benevolence Designated Funds Account.
3. Investigate the need for and administer benevolence resources as needed and in accordance with committee procedures contained in 503A Benevolence Fund Parameters and 503B Church Member Financial Assistance Application.
4. Work with all groups of the church that provide benevolence actions.
5. Determine what community agencies are available for referrals and help beyond the church's financial scope.
6. Submit an annual budget for Garner Area Ministries to the Budget & Finance Committee when requested.

7. Assist Garner Area Ministries and Community of Hope with its food pantry when required.
8. Train committee members, as needed, in policies and procedures necessary to provide adequate financial assistance.
9. Meet as often as needed to accomplish the committee's purpose.
10. Invite assigned Pastoral staff and Deacon liaisons to committee meetings and provide a copy of meeting minutes.

Attachments: 503A Benevolence Fund Parameters
503B Church Member Financial Assistance Application

Date Received	
Church Staff Initials	
Approved or Denied	
Past Due Amount	
Able to Assist With	\$



Benevolence Fund Parameters

503A

- Benevolence funds can only be granted based on the merit of the application of the requestor to meet primary short-term needs. These needs are defined as those necessary for physical, emotional, and spiritual survival resulting from church members experiencing a financial emergency due to a natural disaster, death or illness of the primary wage earner, a medical emergency or loss of job. These needs are as follows:
 - **Utility bills**
 - **Vehicle Insurance bill**
 - **Rent or mortgage payments**
 - **Food**
- Benevolence funds can only be granted to a requestor or requestor’s immediate family.

Benevolence Fund Process

- Benevolence Fund Assistance Forms can be obtained in the Church Office.
- Completed Forms will be reviewed by the Benevolence Committee and Pastoral Staff.
- The Committee will usually provide a final decision within 24-48 hours, but please allow 7-10 business days upon receipt of applicant form.
- The applicant will be contacted by a member of the committee with the final decision or a request for additional information.
- If approved, a check will be distributed, preferably to the vendor/business/service provider for which the applicant owes funds. Food needs will be provided a gift card from a local grocery store.

For Accounting Use Only		
Vendor Name	Name on the account	Account number

Signature of Pastoral Staff

Signature of Committee Chair

Date Received	
Church Staff Initials	
Approved or Denied	
Past Due Amount	
Able to Assist With	\$



Church Member Financial Assistance Application

503B

(Information submitted will remain confidential)

Primary Church Member

New Application Previous Application

Name _____

Address _____ City/State/Zip _____

Email _____ Mobile # _____

Spouse and Dependents sharing your household

Name	Age	Relationship to Church Member

Describe your financial need

Water Amount due \$ _____ Is this bill past due? ___ Service dates _____

Gas/Heat Amount due \$ _____ Is this bill past due? ___ Service dates _____

Electric Amount due \$ _____ Is this bill past due? ___ Service dates _____

Rent Amount due \$ _____ Is this bill past due? ___ Service dates _____

House Payment Amount due \$ _____ Is this bill past due? ___ Service dates _____

I agree to keep any receipt of assistance or denial of assistance confidential.

Signature of Church Member Applying for Assistance

Date