

# Guidelines for Church of the Redeemer Benevolence Fund Use

*Carry each other's burdens, and in this way you will fulfill the law of Christ. – Galatians 6:2*

The Church of the Redeemer seeks to minister to both the spiritual and the physical needs of Church members. The Benevolence Fund contains a limited budget for providing financial help to members in need. The following guidelines have been established for the use of the Benevolence Fund.

## **A. Benevolence Fund Purpose**

The fund enables the church to provide financial aid to individuals or families who are in need on an urgent basis and where there are no other viable financial options. Assistance may include but is not limited to the necessities of life such as rent, mortgage, utilities, food, medical bills, etc. The Church may offer assistance other than the use of the Benevolence Fund such as counseling or advising.

## **B. Eligibility Criterion**

Because Paul's instructions in Galatians are to "carry each other's burdens," an applicant seeking Benevolence Fund assistance must be a member of the church or an active participant through attending worship services regularly and supporting the church through financial giving. The Benevolence Fund is not intended to provide for those in need who are outside the church.

## **C. Confidentiality**

All personal and financial information obtained by the deacons or the Church Officers will be kept in strict confidence.

## **D. Application Process**

To apply for assistance, contact one of the deacons of the church. An application must be completed for any amount above \$99 (either requested at one time or accrued within a one month period) by completing the Confidential Needs Assessment form. Applicants can get this form at the Church during normal business hours or by downloading it from [www.ChurchOfTheRedemmerLL.org](http://www.ChurchOfTheRedemmerLL.org). The Church officers will review the application and choose a course of action within one week. The Church officers may request additional information, and in such cases the applicant may be asked to come in for an interview prior to a final decision. The Church officers may choose an amount different from the amount requested by the applicant.

## **E. Actual Payee If Approved**

Should the application be approved, the Church will prepare a check payable to the third party agency to which the applicant owes funds.

## **F. Availability of Benevolence Funds**

The Church budgets a fixed amount per year for the Benevolence Fund. Applications are considered on a first-come-first-serve basis and to the extent that funds are available. The Church is under no obligation to spend these funds in their totality every year. Furthermore, if these funds are exhausted for the year, the Church may or may not choose to provide additional funds regardless of how valid or urgent a need may be.

## **G. Reports**

An annual report will be published to the congregation detailing the number of beneficiaries and the amounts dispersed from the Benevolence Fund. Confidentiality will be maintained otherwise.

**Benevolence Fund**  
**CONFIDENTIAL NEEDS ASSESSMENT**  
**Church of the Redeemer Los Lunas**

Name \_\_\_\_\_ Phone(s) \_\_\_\_\_

Address \_\_\_\_\_

E-mail Address \_\_\_\_\_ Residence:  Own  Rent

Employer \_\_\_\_\_ Phone \_\_\_\_\_

Employer Address \_\_\_\_\_

Employment Income (Net) \_\_\_\_\_  Weekly  Bi-Weekly  Monthly

Needs:  Food  Rent/Mortgage  Utilities  Medical Emergencies  Other

Please explain (including a description of other options already explored): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Deadline: \_\_\_\_\_ Amount Requested: \$ \_\_\_\_\_

Have you been helped previously by this Church? Yes / No

What did you receive? When? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

1. Do you contribute financially on a consistent basis with Church of the Redeemer?  Yes  No

Monthly average cost: Mortgage/Rent \$ \_\_\_\_\_ Auto \$ \_\_\_\_\_ Electric \$ \_\_\_\_\_

Water \$ \_\_\_\_\_ Phone \$ \_\_\_\_\_ Medical \$ \_\_\_\_\_ Gas/Oil \$ \_\_\_\_\_

Other (Explain) \_\_\_\_\_ \$ \_\_\_\_\_

If you are requesting a bill payment, please supply the following information:

Company Name \_\_\_\_\_ Phone ( \_\_\_\_ ) \_\_\_\_\_

Contact Person \_\_\_\_\_ Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Account # \_\_\_\_\_ Amount Due \$ \_\_\_\_\_ Amount Requested \$ \_\_\_\_\_

The Church of the Redeemer, its Elders, Officers, Agents, Employees and Members are hereby released, forever discharged, and held harmless from any and all liability, claims or demands for personal injury, sickness or death, as well as property damage and expenses, of any nature whatsoever which may be incurred while the applicant's request is being reviewed, approved, and/or denied. Furthermore, requester hereby agrees to hold harmless and indemnify said church, its Elders, Officers, Agents, Employees and Members for any financial liability sustained by said acts of the aforementioned church parties.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date