

### **Addendum 3 - Benevolence Policy**

#### **Non-Members:**

To qualify for assistance, a person must be at least 21 and live within a two-mile radius of Clarks Chapel Baptist Church. Only requests for electric, gas, fuel oil, food or medicine will be considered.

Assistance for non-members is limited to \$25.00 per person per calendar year. Funds are also limited by the amount of money in the Benevolence Fund. Should numerous requests come in at once, no more than half of the money in the Benevolence Fund may be spent on non-members at that time so that we may have a cushion in the event a church member has a need. All requests for help will be at the Pastors and/or Deacons' discretion.

All payments will be made directly with the supplier. No cash or checks will be given directly to an individual. Requests for food will be handled through our food pantry or with vouchers from a local grocer.

The person requesting assistance must come to the church and fill out an application form signifying the type of assistance needed. A copy of their State ID and Social Security number must be obtained on the back of the application.

If money is requested for help in getting electric power turned back on, the applicant must provide us with proof that all of that bill has been paid LESS the amount we will put toward the bill.

This policy does not guarantee that everyone who requests help will receive it.

#### **Church Members:**

Any member qualifies for assistance. The only limit on the amount we can assist is the amount in the Benevolence Fund plus the amount other members care to share. The member's involvement in church activities will be considered when making a determination about the amount of assistance that will be provided with members in good standing having preference over nominal members – sick and shut-in being excepted.

For special requests over \$100.00, the Deacons will be consulted. A special offering may be taken if deemed necessary. Requests for assistance for electric, gas, fuel oil, medical, food, rent or other payments will be considered. All requests for help will be at the Pastors and/or Deacons' discretion.

The member requesting assistance must fill out an application form signifying the type of assistance needed. A copy of their State ID and Social Security number must be obtained on the back of the application.

All payments will be made directly with the supplier. No cash or checks will be given directly to an individual unless approved by the church. Requests for food will be handled through our food pantry or with vouchers from a local grocer.

This policy does not guarantee that everyone who requests help will receive it.

# *Application for Benevolence Assistance*

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**City:** \_\_\_\_\_ **State:** NC **Zip:** \_\_\_\_\_

**Phone Number(s)** \_\_\_\_\_

**Member of Clarks Chapel Baptist Church?**  Yes  No

**Check the box next to the area for which you are requesting assistance:**

Electric  Natural Gas/Propane  Fuel Oil

Food  Medicine

**(Church members may also choose from the following...)**

Medical  Rent  Other \_\_\_\_\_

If you are applying for assistance with a utility (electric, gas, fuel oil), please write your account number below:

\_\_\_\_\_

**Sign Here:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**For Office Use Only:**

Application Completed -

Assistance Given -  Yes  No

Amount - \$ \_\_\_\_\_

Date Assistance Request Fulfilled - \_\_\_\_\_

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