

Those in Need

Guidelines for administering COVID relief donations



Grace

LUTHERAN CHURCH

“Let us then approach God’s throne of grace with confidence, so that we may receive mercy and find grace to help us in our time of need.” Hebrews 4:16

Purpose

Through the generosity of those in the Grace community, a fund has been established for the sole purpose of assisting those in need as a result of the Covid-19 pandemic. This fund is intended to be administered with grace and compassion as Christ has had grace and compassion on us. We praise Him from whom all blessings flow and ask that the Holy Spirit be fully present and to multiply those gifts that we have been given.

Process

Anyone within the Grace community who expresses the need for assistance may be directed to complete the benevolence request form and submit that form to Pastor Chris. Pastor Chris and the executive committee of Elders will review each request and respond based on the need and the ability to meet the need. In every consideration, prayer and discernment from the Holy Spirit will be consistent as each opportunity to assist will only be fruitful if they are Christ centered We want to maintain confidentiality to those who need help.

Who is eligible

Given the limited resources available, the eligibility for assistance will be limited to those in the Grace community. This includes members and active attendees of Grace as well as those who are part of the school community. This may be modified at a later time dependent on the amount of donations received and the level of demand for those donations. Should the audience expand beyond the Grace community, Council will motion and vote on those changes.

What is eligible

Any individual looking for assistance should attempt to utilize other resources and not solely rely on this fund as an only source of help. For example, if someone is looking for help with their mortgage payment they should first work with their mortgage holder. When completing the request form the individual requesting assistance can share what

they have done and why they need the additional help. Given our limited resources it is imperative that all options are considered prior to an approved disbursement of funds. With this in mind, following are the eligible expenses:

- Rent, provided the landlord is unwilling to work with the tenant (documentation required)
- Utilities, provided that the utility is unable to provide any further consideration (documentation required)
- Medical expenses. This includes assistance with medications and treatment.
- Groceries may be provided on an exception basis as a function of a specific need.

How are the funds to be disbursed

Cash will not be an option for funds disbursement. A benevolence request form (document attached) will need to be completed and given to Pastor Chris. Pastor Chris and the executive committee of Elders will pray over each request and determine how much will be provided and a check will be written directly to the service provider approved.

How much can we help

Every request received will be prayed over and evaluated individually and based on each unique need. Given the limited resources available a \$1500 limit is being placed on each request. Should this amount need to be reconsidered, Council will evaluate the circumstances and make the necessary changes as appropriate. Each request is considered a one time request and is not intended to be a recurring event.

Accounting of Funds

The funds will be placed in a Covid-19 general ledger and will be restricted for the sole purpose of assistance for those in need of help as a result of the pandemic. Should any funds remain at the end of the pandemic, council will vote on how the remaining funds will be distributed.

COVID-19 Assistance Request Form

Date: _____

Name of Person(s) Requesting: _____

Current Address: _____

City: _____ State: _____ Zip Code: _____

Current Phone/Contact Person: _____

Type of Need Requested:

Reason for Request:

***My signature below guarantees the information provided above is accurate and true. I also understand that benevolence from this church is a one-time gift for the financial assistance resulting in financial hardship due to the COVID 19 Pandemic.

Signature of Person/Persons Requesting

Date

Services Provided? _____ If not provided, reason for declining: _____

“Come to me, all you who are weary and burdened, and I will give you rest. Take my yoke upon you and learn from me, for I am gentle and humble in heart, and you will find rest for your souls.” Matthew 11:28