

Judson Baptist Church

Benevolence Ministries Policy and Guidelines

I. Organization

Benevolence administration is a duty performed by the Benevolence Team. The Nominating Team will nominate members annually and their names presented for approval by the church in conference. Members may serve concurrent years in accordance with team guidelines. Church staff and LIFE Group teachers may consult the team during the application process. The Benevolence Team shall have sole discretion to administer this policy including any revisions to this policy. A guiding principle for this ministry is taken from Galatians 6:10, "Therefore, as we have opportunity, let us do good to all, especially to those who are of the household of faith".

II. Purpose

The purpose of the Benevolence Ministry is to **provide financial and other appropriate assistance to Judson members in financial distress**. It is recognized that not all needs can be met, so it is incumbent upon the Benevolence Team and Church Staff to practice good stewardship when dispensing the resources made available for this ministry. The team endeavors to have individuals contribute partial payment toward their expenses whenever possible, and will avoid becoming an "easy fix" for individuals who demonstrate a life of irresponsibility.

III. Financing

Assistance will generally be funded through the budgeted Benevolence Fund of the Judson Baptist Church. The team shall publicize through announcements by the Pastor or church staff or using church media and publications the opportunity for our membership to contribute to the Benevolence Fund when funds are low. Judson Baptist Church, and its ministry teams, reserve the right to refuse any designated gifts not in keeping with the church's policies or mission. Some programs for immediate assistance (sack lunches, and gasoline) shall be funded through the same line item in the Judson Baptist Church budget. This is for transient assistance.

IV. Benevolence Application Process

Individuals requesting monetary benevolence assistance will be required to complete the *Benevolence Request Application forms*, and provide appropriate documentation supporting their request. Applications should be submitted to the church office during normal business hours ONLY. Any applicant presenting a request while withholding information, documentation, or falsifying information will be subject to

having their request immediately dismissed. All applications will be forwarded to the Benevolence Team for review at their next scheduled meeting. Emergency situations will be expedited through the Chairman of the Benevolence Team's discretion.

Applicants may be asked to take part in confidential financial counseling sponsored by the church.

V. Assistance Preference Guidelines

- 1) Preference will be given first to Judson members that have requested assistance or have been brought to the attention of the team for the first time.
- 2) Judson members who have requested assistance for a subsequent hardship and have taken part in church-sponsored financial counseling and have demonstrated they are living on a budget.

VI. Additional Criteria that may be considered

- 1) Total amount of funds available
- 2) Financial need of all applicants
- 3) Judson Baptist involvement and activities
- 4) Length of Membership at Judson (**at least 8 weeks**)
- 5) Willingness to take part in financial counseling
- 6) Observed endeavors to live responsibly

VII. Traveler's Assistance

It is of paramount importance that a male staff member handle traveler interaction.

We are pleased to help responsible citizens who have genuine needs while away from home. Traveler's assistance will be limited to gasoline. A male staff member will follow the person requesting assistance to the nearest gas station and allow them to put 5 gallons of gas in their car. The staff member will charge on his church credit card.

We do not dispense cash or checks.

VIII. Meals and Lodging Assistance

We do not provide meals or lodging. We will refer people requesting these needs to the NASHVILLE UNION RESCUE MISSION, 138 8th Avenue S, Nashville, TN 37023, Phone 780-9471

X. Policy on Donations to Members

In accordance with IRS guidelines, Judson Baptist Church will accept donations made for benevolent causes provided the gift is not designated for or by the donor. Designated benevolence gifts are not tax deductible.

Benevolence Request Application

Judson Baptist Church—Nashville, Tennessee

C O N F I D E N T I A L

ALL PAGES MUST BE COMPLETED IN ORDER TO BE CONSIDERED FOR ASSISTANCE

The information requested on the following pages will be utilized to assist the Benevolence Team in making prayerful consideration of your needs. You may be assured of complete confidentiality. You are encouraged to provide as much information as you possibly can in order for them to make an informed assessment of your request.

Please be prepared to document stated expenses (rent, NES bill, Gas bill, etc.) and income during your follow up interview with a staff member or Benevolence Team member. Expenses and stated needs may be verified by the Benevolence Team before consideration.

NOTE: Many factors go into consideration when evaluating these requests including: total amount of funds available at this time, financial need of all applicants, church membership and involvement, willingness to take part in financial counseling as well as other factors. The church may only be able to help with a portion of your financial needs.

I hereby confirm that all information provided on the following pages is accurate to the best of my knowledge, and the Benevolence Team has my permission to verify any information contained in this application form.

Applicant's Signature: _____ Date: _____

This Section for Benevolence Team and Church Staff Use:

Additional
Notes: _____

Benevolence Request Application for Judson Member

Personal Identification

Name: _____ Male Female

Single Married Divorced Widowed

Address / City / ST / Zip: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Email: _____

Judson Member Year Joined Judson _____

Worship Service Attendance: _____ (times per month)

LIFE Group Attendance: _____ (times per month)

LIFE Group Teacher: _____

I am willing to take part in church sponsored financial counseling.

Household Information

Please list the names, ages, gender and relationships of **everyone** currently living with you:

Name	Age	Gender	Relationship
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Name	Age	Gender	Relationship
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Name	Age	Gender	Relationship
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Name	Age	Gender	Relationship
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Benevolence Request Application

Judson Baptist Church—Nashville, Tennessee

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Personal Information:

What is your need for assistance at this time? _____

Have you received assistance from Judson before? When, and for what reason: _____

Have you received assistance from family members? _____

Current (or last) employer _____

(Name)

(Telephone)

If unemployed, explain for what reason and for how long: _____

Monthly income (including public assistance): _____

If requesting Utility / Medical Bill aid, please provide the following:

Phone Company Name _____ Account# _____

Piedmont Gas Acct # _____ NES Account # _____

Medical Bill Account Name: _____ Acct # _____

Medical Bill Account Contact: _____ Phone: _____

The information we have requested is for the Benevolence Team to verify your specific needs and to help determine how best Judson might be able to help you. The sensitivity and confidentiality of your situation is of utmost importance to us. No information will be revealed to any members outside the Benevolence Team or staff member involved in the interview process.