

Approved in Church Conference 2/11/2018

DBC Policy for Handling Urgent Needs Requests

All requests for aid from the church will be referred to the Urgent Needs Committee. This committee shall consist of five members: Pastor, Chairman of Deacons, Treasurer or Assistant Treasurer, Chairman of Benevolence Committee, and another Deacon. Annually this committee will have a deacon member chosen by the deacons to serve in addition to the designated members.

The person making a request for aid from the church must fill out an aid application to be kept on file at the church office. All requests will be considered but the church is not bound in any way to fulfill a request. Available funds will be provided in the designated urgent needs fund. Any request over \$1,000 must be submitted to the Budget/Finance Committee for approval if recommended by the Urgent Needs Committee. Urgent Need Requests may be made by Church members and people from the surrounding community. All other requests will be referred to their local community or church.

DAMASCUS BAPTIST CHURCH

Benevolence Fund Request

Name of Applicant _____

Street Address _____

City _____ State _____ Zip _____

Phone Number _____

Brief description of assistance provided by the church _____

Reason the assistance was granted _____

Cost of the assistance _____

Relationship to the church members or church leaders _____

If the applicant was related, did the applicant receive special treatment? _____

Benevolence Committee Members _____
