

SOUTHEAST CHRISTIAN CHURCH BENEVOLENCE GUIDELINES

Pease read carefully before completing and submitting this application.

Initial Here

- _____ 1. We are able to offer various forms of assistance to every member, attendee, and community member. Financial assistance is only offered to active members (minimum membership of 6 months) of Southeast Christian Church, or to non-members who are referred by an active Southeast member or Love Where You Are group who is involved sacrificially in the effort of proclaiming the Gospel through acts of kindness and generosity into the life of the person in need. If you are not a member of Southeast Christian Church, you are encouraged to contact your home church for assistance, Dare to Care for food assistance, or the Metro United Way “211” assistance line.
- _____ 2. Membership at Southeast Christian Church is defined as one who is baptized by immersion, who has completed Starting Point, and who has signed the Statement of Faith, and received from the Southeast Christian Church Membership Ministry acknowledgement of your membership. An “Active” member is one who is involved beyond simply attending services, who is involved in Bible study, a Weekend Group, Love Where You Are Group, or serving in some capacity in the various opportunities at and through Southeast Christian Church. If you have questions regarding the church membership you need to contact the Membership Ministry at Southeast Christian Church. The benevolence application process is not the place to dispute the definition of church membership.
- _____ 3. All forms of assistance are considered a process of helping the individual acquire the biblical disciplines and skills to maintain and manage their own affairs, but to also grow to a point where they can minister to others. While our effort is to recognize and express the grace and mercy of God, we will not participate in supporting a lifestyle or decision process that is not biblical. Recipients of assistance moving forward must complete either Budget Bootcamp or Financial Peace University, and must complete the recommendations given by the benevolence ministry.
- _____ 4. If you are a member of Southeast Christian Church and have received assistance in the past, you are not eligible to apply again for at least one year. If you do re-apply, it will be expected that you will have followed through on all recommendations, including Budget Bootcamp or FPU. If you have not done so, you are not eligible for more assistance. The responsibility to follow through on your commitments rest with you alone.
- _____ 5. The benevolence committee has the right to refuse assistance to anyone.

Agreement: I have read and understand each of the above qualifications. I understand that in making an application for assistance, I am willing to allow Southeast Christian Church to come along side to assist me in not only short term assistance but I will also accept and will follow through with long term guidance to resolve my present situation. I further agree to continue my personal growth by connecting in a Weekend Group, Love Where You Are Group, a Bible study, a serving group, and/or Encounter group within the year.

Signature: _____

Date: _____



Benevolence Processes Information

After you meet with one of our Benevolence Mentors, the Benevolence Team meets to discuss and collectively decide what Southeast Christian Church can and should do in response to your request for assistance. We look at the following criteria:

- Is the need a result of poor decisions, an unwillingness to work, unrepentant sin, or simply “life happened”?
- Is the person making the request connected in church community:
 - In a mentoring relationship?
 - In a fellowship group (weekend group, community group, Bible study, etc.)?
 - Serving, either inside or outside the church?
 - Engaged in prayer and Bible study?
- Is there a plan beyond this need to no longer need assistance?
- Are there others who should be providing assistance? (Weekend Group, family, etc.)
- Are there items in the budget that are out of order? (i.e. cellphones and cable bills paid before rent and utilities.)

There are other considerations, too many to list them all. The Benevolence Team will make recommendations on next steps for the person asking for assistance. They will also decide how much Southeast Christian Church can help. There are one-time and lifetime maximum limits, but we make every effort to be generous when it is appropriate.

In the following days we will call from the Stewardship Ministry office to inform you of the decision. If we are providing assistance, there are a few things you should know:

- We never make a check out to the individual asking for assistance.
- We do not have cash on hand.
- We are only able to assist with certain things (i.e. rent/mortgage, utilities, etc.)
- Once the decision is made, we submit a check request. It will take 7-10 business days for a check to be produced and mailed out once we have met with you. Holidays on the calendar may delay this further. We absolutely cannot speed up this process.
- That said, we likely will not be able to stop your pending shut-off, eviction, etc. We also cannot reimburse someone who pays your bill. We also are unable to negotiate with your landlord or the utility company on your behalf.

We hope you understand our need to be clear about our processes. Our desire is to do our best to serve those who are in need, and ultimately we desire to connect people to Jesus and to one another. We trust in Philippians 4:19 *And my God will supply every need of yours according to his riches in glory in Christ Jesus.* This is our prayer for you.

I have read and understand the Benevolence Processes Information form:

Member Signature: _____



Benevolence Assistance Request Form

Date ____/____/____

Personal Information:

Name (Last): _____ (First): _____ (Maiden): _____

Address: _____ Apt. # _____

City: _____ State: _____ ZIP: _____

Phone (home): _____ (work): _____ (cell): _____

Email: _____

Circle One: Male Female Date of Birth: ____/____/____ Age: _____

Marital Status: Single Engaged Married Separated Divorced Widowed Co-Habiting/Living Together

Spouse's Information:

Name (Last): _____ (First): _____ (Maiden): _____

Address: _____ Apt. #: _____

City: _____ State: _____ ZIP: _____

Phone (home): _____ (work): _____ (cell): _____

Email: _____

Circle One: Male Female Date of Birth: ____/____/____ Age: _____

Please list your specific requests:

Amount	For	Date Needed

What events led to your needing assistance? _____

Have you received assistance from us in the past? Yes No

When/What? _____

List all other individuals sharing your household:

Name	Age	Date of Birth	Relationship	Monthly Income

Applicant Employment History

Employer: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Employment Dates _____ to _____

Position and Job Description: _____

Reason for leaving: _____

If you are unemployed, are you currently seeking employment? Yes No

How long have you been unemployed? _____

Reason: _____

What steps are you taking to seek active employment? _____

Spouse's Employment History

Employer: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Employment Dates _____ to _____

Position and Job Description: _____

Housing

Own/Purchasing Renting How long have you been at your present address? _____

Landlord/Mortgage Company: _____

Address: _____

City: _____ State: _____ ZIP: _____

Previous address, landlord's name, and phone number: _____

How long were you there and why did you move? _____

Do you have access to a car? Yes No

Monthly Income:

Job #1 (take home pay) \$ _____
 Job #2 \$ _____
 Spouse's Job #1 \$ _____
 Spouse's Job #2 \$ _____
 KTAP \$ _____
 Child Support \$ _____
 Retirement \$ _____
 Social Security \$ _____
 SSI/Disability \$ _____
 Food Stamps \$ _____
 Other: \$ _____
 _____ \$ _____
 _____ \$ _____

 How often paid? _____

Total Monthly Income: \$ _____

Monthly Expenses:

Balance:

Tithes/Contributions	\$ _____	
Rent	\$ _____	
Mortgage	\$ _____	\$ _____
Car payment(s)	\$ _____	\$ _____
Auto Insurance	\$ _____	
Auto (gas & oil)	\$ _____	
Electric/Gas	\$ _____	
Water	\$ _____	
Food	\$ _____	
Phone	\$ _____	
Cable TV	\$ _____	
Day Care	\$ _____	
Child Support	\$ _____	
Furniture/Appliances	\$ _____	\$ _____
Credit Cards	\$ _____	\$ _____
School Loans	\$ _____	\$ _____
Bank Loans	\$ _____	\$ _____
Other	\$ _____	\$ _____
Finance Co. Loans	\$ _____	\$ _____

Total Monthly Expenses: \$ _____ \$ _____

Additional Information

Have you seen a financial counselor within the last six months? Yes No

If so, with whom? _____

Have you contacted anyone else for assistance within the last six months? Please specify:

Family Friends Churches Agencies

What steps are you taking to improve your present situation? _____

Do you attend Southeast regularly? Yes No Since: _____

How frequently? _____

Who suggested you contact Southeast Christian Church? _____

Their relationship to you? _____ Phone: _____

How would you describe your current relationship with Jesus Christ? _____

May we contact your friends at the church and/or your listed reference? Yes No

Do they know about your needs? Yes No

Are you disabled? Yes No

Do you have physical or emotional issues that hinder you from meeting your financial needs? Yes No

Explain: _____

Are there addiction issues that hinder you from meeting your financial needs (drugs, alcohol, TV, shopping, etc.?) _____

Are you willing to participate in a self-help program? Yes No

References' names and phone numbers (other than relatives):

1. _____

2. _____

3. _____

I authorize Southeast Christian Church to verify all information provided.

Signature: _____ Date: _____

Printed name: _____

Please note that no childcare is available during benevolence assistance appointments.