

**PURPOSE & GUIDELINES**

The purpose of the Benevolence Fund / COVID-19 Crisis Relief Funds are to provide financial aid to those who are in need, residing in the Tucson vicinity and attending Grace Community Church in person or on-line due to health concerns or other constraints.

The **Benevolence Fund** is used to help those who regularly attend Grace Community Church and are going through serious financial crisis. This help is intended to be temporary in nature and used only as a last resort after obtaining help from family, friends, and personal savings.

The **COVID-19 Crisis Relief Fund** is used for those who regularly attend Grace Community Church **and our broader local Tucson community** who have been impacted the COVID-19 pandemic and are going through serious financial crisis. This help is intended to be temporary in nature and used only as a last resort after obtaining help from family, friends, and personal savings. The Benevolence Team may consider disbursements to those who do not attend Grace Community Church on a regular basis or attend at all, on a case-by-case basis.

Grace Community Church has the right to adjust or to disapprove an applicant's request and may consider providing assistance other than monetary help. All specifics regarding requests are kept strictly confidential to the Benevolence Team in accordance with the Benevolence Fund Policy.

Applicants are not granted financial assistance based on relationships between church leaders or being a significant church contributor. The church does not discriminate between applicants based upon race, color, sex, national origin, age, geographic territory, or disability. The Benevolence Team may provide short-term (or emergency) assistance to ensure that an applicant has the basic necessities such as food, housing, transportation, and medical assistance (including counseling).

Assistance, when granted, is provided only directly to the individual's creditor, with a copy of an attached bill. Based on the decision of the Benevolence Team, the bill may be only partially paid, in which the individual is responsible for the difference. Assistance may also be provided in the form of goods (such as a grocery certificate), a listing of additional local Tucson agencies that provide assistance or other local Tucson services (such as a class, a job or financial coaching, which may be an expectation for receiving benevolence). The type of aid that is appropriate depends on the individual's needs, available resources and the individual's willingness to improve their situation.

The money is granted as a gift, and repayment is not expected. However, if you are blessed in the future and would like to help someone else, you may repay the gift. It will be used to help someone else in need, as long as it is designated for the Benevolence Fund / COVID-19 Crisis Relief Fund.

Your request will be reviewed and you will be contacted if more information is needed. A failure to provide requested information or truthful information will forfeit your eligibility for Benevolence Fund / COVID-19 Crisis Relief Funds. Requests are considered and responded to within a week's time. If approved, the payment will be made by Grace Community Church directly to third-party agencies such as utility companies, landlords, etc.

**BENEVOLENCE FUND / COVID-19 CRISIS RELIEF FUND FORM****E-MAIL COMPLETED FORM TO: BENEVOLENCE@GRACETUCSON.ORG****PERSONAL INFORMATION****IS YOUR REQUEST DUE TO COVID-19 IMPACTS (Loss of job / income, unable to work / reduced income? ☐ Yes ☐ No****Name:****Address:****City / State / Zip Code****Phone #:****E-MAIL Address:**☐ Attend Grace In-Person ☐ Attend Grace On-Line ☐ Do Not Attend Grace**How Long Have You Attended Grace? _____ Last Attended? _____mm/yy****Are You Currently Employed? ☐ Full Time ☐ Part Time ☐ Not Employed****Monthly Income \$_____ Monthly Expenses \$_____****Have You Received Financial Assistance from Anyone Else? ☐ Yes ☐ No****If Yes; How Much Are You Receiving? \$_____****NATURE OF REQUEST (Explain your needs and what led you to request for assistance)****Need Assistance with the following BILL(s)**

| BILL / CREDITOR'S NAME | WHAT IS IT FOR? | AMOUNT |
|-------------------------------|------------------------|---------------|
| | | |
| | | |
| | | |

I Need Assistance to Improve My Current Situation**(Grace Community Church maintains a list of local area resources who may also provide assistance)**

| | | |
|---|--|--|
| <input type="checkbox"/> Budgeting / Debt Elimination | <input type="checkbox"/> Food | <input type="checkbox"/> Shelter and Housing |
| <input type="checkbox"/> Domestic Violence (Adult) | <input type="checkbox"/> Medical / Health Care | <input type="checkbox"/> Teen Dating Violence |
| <input type="checkbox"/> Employment / Job | <input type="checkbox"/> Rent / Mortgage | <input type="checkbox"/> Utilities |
| <input type="checkbox"/> Eviction Prevention | <input type="checkbox"/> Seniors and Disability Services | <input type="checkbox"/> Women, Infants and Children |

☐ Yes - I am willing to follow-up requests to assess how I am improving my situation and to be accountable.☐ No – please don't contact me.**Submitted By: _____**

- ☐ The above information is truthful and accurate.
- ☐ My/Our need is related to a short-term financial crisis (medical emergency, loss of job, etc.).
- ☐ I have completed the Benevolence Request Form fully and a copy of bill(s) attached.



BENEVOLENCE FUND / COVID-19 CRISIS RELIEF FUND FORM

E-MAIL COMPLETED FORM TO: BENEVOLENCE@GRACETUCSON.ORG

FOR OFFICE USE ONLY

REVIEWED BY (MINIMUM OF 3 PERSONS:

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|---------------|--------------------------|-----|--------------------------|----|
| APPROVED: | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| IF NO EXPLAIN | | | | |
| | | | | |

| | |
|--------------------------------------|-------|
| IF YES, WHO PROCESSED REQUEST & DATE | |
| NAME: | DATE: |
| NOTES / CONSIDERATIONS: | |
| | |