

Houston First Church of God Benevolence Fund Policy

Because we live in the midst of a needy people, and because God commands us to be generous to those in need as outlined in Deuteronomy 15:11, Proverbs 22:9 and Luke 6:38, among other scriptures, Houston First Church of God has established a Benevolence Fund. Funds are made available through the annual church budget as well as from designated gifts from the congregation at large.

The following policies and principles govern this fund:

1. Funds are available as a first priority to qualifying persons who attend Houston First Church of God and are distributed at the discretion of the Benevolence Committee under the direction of a Pastoral Staff Member with the following stipulations:
 - Funds distributed per event typically will not exceed \$300.00.
 - Qualifying persons are not eligible for funds two months in a row.
 - Qualifying persons are not eligible for funds more than twice per year.
2. Checks written from this fund will be made payable to vendors, not to individuals.

Procedure for requesting help:

1. Fill out a Benevolence Request Form, attach a copy of a valid driver's license and return the completed form to a Benevolence Committee Member or a Member of the HFCOG Staff.
2. A committee member may contact the person requesting funds to further discuss the request.
3. The Benevolence Committee will meet, make a decision and contact the person making the request with a decision.
4. In case of distribution of funds a committee member will complete the request form and turn it in to the Office Administrator.

Benevolence Committee Members

Pastor Tim Gould, Kathy Lamb, Boyce Erwin

Today's Date: _____

Houston First Church of God
Benevolence Request Form

Please read the policies governing the Benevolence Fund before filling out this request form. They are found on the other side of this form.

Name: _____ Email: _____

Address: _____ Zip: _____

Phone(s): (H) _____ (C) _____ (W) _____

Brief description of your need: _____

Are you employed: _____ If so, where? _____

Actions already taken: _____

What is the exact dollar amount needed? _____

When do you need this amount? _____

How long have you known about this need? _____

Has the church helped you with a similar need in the past 12 months? _____

If we are able to help, who should the check be written to? (If for rent we would make the check out to the landlord; If for utilities we would make the check out to the utility provider, etc.)

Name: _____ Account Number: _____

Address: _____ City/St/Zip: _____

How are you connected to HFC? _____

If you currently worship with HFC, please indicate the sentence that best describes your financial support of the church:

- I give 10% of my income to Houston First Church of God.
- I give regularly to Houston First Church of God, but I do not give 10%.
- I give to Houston First Church of God, but not on a regular basis.
- I do not financially support Houston First Church of God.

The Benevolence Committee will confidentially and prayerfully consider your request and contact you within 3 days. Thank You.

Amount Approved: _____

Approved by: _____

Date: _____

<input type="checkbox"/> Approved <input type="checkbox"/> Declined
Explanation: _____ _____ _____ _____