

CARE MINISTRIES ASSISTANCE POLICY AT BFC

The following assistance is available to members of BFC and anyone out in the community.

Food Assistance -- Twice a month groceries to 24 families
2nd & 4th Thursday of each month
Call Care to request this program

Clothes Closet -- Any clothing item free. Mens, Womens, Childrens Available.
Items Vary depending on Donations
Jackets, Coats available for adults
Some shoes are available
Open Mondays through Thursdays 9:30-3:00
Walk-Ins Welcome
Call Care for Donations or Questions

Food Pantry -- Staples are available daily at BFC. Generally, one-two bags of groceries per individual per week (depending on stock two bags)
Multiple bags for families in need with children.
Grocery bags may be picked up any time during office hours
Monday through Thursday 9:30 – 3:30
Walk-Ins welcome
Free

Referrals to shelters will be provided. All Pastors, Lay counselors, Receptionist and Care have the Blue Notebook with both resources of shelters and phone numbers readily accessible.

Financial Assistance may be available from time to time, depending on the church budget and under the following limitations and guidelines:

1. A Request For Financial Assistance Form must be completed and turned into CARE MINISTRY
2. Copies of bills to be paid, including utilities or medical, are to be submitted **with** the Financial Assistance Form.
3. For rental or mortgage assistance, a copy of the rental agreement or lease must be attached to the Financial Assistance Form. Or a copy of the mortgage payment.
 - a. The contract must be signed
 - b. The Landlord or Property Management's name clearly legible
 - c. Phone number of rental office or landlord
 - d. References will be verified before request is submitted
4. **Direct talks must take place between the person requesting the funds and a Care Ministry representative.**
5. Employment reference may be contacted to confirm employment.

MONETARY LIMIT

This information for Care Ministry and the Senior Executive Pastor

1. **For BFC member: Up to \$1,000.00** per request may be paid under the Care Pastor's discretion.
2. For a **Non-BFC Member**: Under the discretion of the Care Pastor **\$150.00** is the limit of assistance that may be paid.
3. **Non-BFC Members will be required to sign the Acknowledgement of Assistance** which clearly states this is a gift and no further financial assistance can be authorized until the individual has successfully completed a Crown Ministries course.
4. An Acknowledgement of Assistance must be signed by anyone receiving financial assistance.

Board Decision 12/12/2005

Action: On a motion by Jack Monroe, seconded by Bob Ellis the Board moved that Connie Wellik maintain a team of at least two other people, one of which must be a male. The purpose of the team is to approve financial aid amounts over \$1,000.00 to any family or person in a 12-month period. Connie will make all decisions on aid of \$1,000.00 or less.