

People Needing Help¹	Amount Requested²	Approval
Category 1 (Members/Regular Attenders)	\$0 – \$300	Benevolence Coordinator/Ministry Staff ³
	\$300 – \$1000	Deacon Vote by Email ⁴
	\$1000+	Deacon Vote at Meeting ⁵
Category 2 (Connected to SRC ministry, member, or SRCS)	\$0 – \$300	Benevolence Coordinator/Ministry Staff
	\$300 – \$1000	Deacon Vote by Email
	\$1000+	Deacon Vote at Meeting
Category 3 (Disconnected to SRC/Citrus County Residents)	\$0 – \$100	Benevolence Coordinator
	\$100 – \$300	Benevolence Coordinator
	\$300 – \$600	Deacon Vote by Email
	\$600+	Deacon Vote at Meeting

Category 1&2

0-\$300 → Need arises → Benevolence Coordinator/Ministry Staff Approval? → Meet need

\$300-\$1000 → Need arises → Initial Approval by Benevolence Coordinator? → Approval by deacon vote by email → Meet Need

\$1000+ → Need arises → Initial Approval by Benevolence Coordinator? → Approval by deacon vote at meeting → Meet Need

Category 3

\$0-\$100 → Application (Part 1) → Approval by Benevolence Coordinator? → Come in with proof of need⁶ → Meet need

\$100-\$300 → Application (Part 1-2)⁷ → Approval by Benevolence Coordinator? → Come in with proof of need + discussion of application⁸ → Meet need

\$300-\$600 → Application (Part 1-3)⁹ → Initial approval by Benevolence Coordinator? → Come in with proof of need + discussion of application → Approval by deacon vote by email? → Meet need

\$600+ → Application (Part 1-3) → Same as \$300-\$600 except vote at deacon meeting¹⁰ → Meet need

¹ This chart is online at sevenrivers.org/deacon-resources. The password is SRCmercyministers.

² This number is cumulative over the course of 12 months and includes prior aid plus current request.

³ Currently, these people include Fred Bailey, Tricia Marble, Robyn Shipes, and Michael Hart.

⁴ Deacons have 24 hours to respond. One “no” vote sends the request to the deacon’s meeting.

⁵ In the rare event that a large request is an emergency or has a deadline before the next deacon’s meeting, vote can be done via email. Deacons will have one week to consider the request. Contact Fred B. if more information is needed. See footnote 2 for definition of emergency. This applies to Category 1 & 2 only.

⁶ Exceptions to requirement to come into the office can be made for those who are elderly and/or disabled.

⁷ Part 2 of Application includes an explanation of where they have gone to for help.

⁸ Part of this meeting will include the Benevolence Coordinator asking to hear the requester’s story, to know them better.

⁹ Part 3 of Application includes a requirement to watch a video and answer a few questions.

¹⁰ If/when we develop a Family Advocacy Team, this will be included in this step.

The primary goal of giving is to move people into closer relationship with the church. We want to focus more on giving in a way that fosters relationship than on the specifics of what we will and will not cover. However, generally speaking, we will give towards meeting basic needs, particularly when these needs cannot be met by other agencies in the county.

Mercy is messy, and situations will arise where the righteous thing to do is to help, even though the need may not neatly fit within current guidelines.

All help will be in the form of gift cards, checks, or payments on an individual's behalf. We will not give cash. We will always require receipts and proof of need.

Generally speaking, we will give towards the following:

- Rent/mortgage
- Utilities
- Phone/internet (when necessary for continued work/school)
- Car payments
- Insurance
- Medical bills/medications
- Food
- Gas
- Essential car/home repairs

Generally speaking, we will not give towards the following:

- Leisure
- Hotel rooms¹¹
- Alcohol or drugs

¹¹ This does not apply to Category 1 and 2 if for a short period of time in an emergency. We will not pay for hotel rooms for Category 3 if there is no plan in place for permanent lodging, and we will not pay for more than 2 nights max.