



BENEVOLENCE REQUEST

The purpose of this form is to make sure we have all the information that we need to make decisions. We, like many churches, get numerous requests to assist people. We cannot help everyone and want to make sure that the funds we do have get used in the best way possible as we are accountable to the congregation as to how funds are spent. **THE REQUEST FORM WILL NEED TO BE FILLED OUT COMPLETELY.**

Today's Date: _____

Name: _____

Address: _____

Cell/Work/Home Phone: _____

Spouse Name: _____ Are Children Living in your home? _____

Children Ages: _____ Are you a member of Harvest? _____

Do your children attend school here? _____

Where do you attend church? _____

Church Phone: _____

What specific need are you asking us to consider? _____

Is this a *onetime need* or an *ongoing need*? _____

Have you contacted anyone else about helping with this need and if so whom and when?

Give a brief description as to the circumstances that have created this need? _____

Are you currently employed? _____ If unemployed, how long? _____

Are you currently looking for work? _____ Where? _____



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We would like to help as many people as possible but resources are limited, and we cannot fill all requests. We are also concerned with helping people to change behaviors that lead to situations of looking for others to help meet needs. We understand that circumstances happen that none of us are prepared for or are equipped for. But many of our needs arise because we do not know how to budget properly, misuse resources or an unwillingness to work. We want to help people learn how to manage their resources so they do not have to rely on others, whether it is churches, private agencies or even government programs.

Are you willing to meet with one of our staff or volunteers that can assist you with learning how to budget your resources? _____ If no, is there a specific reason? _____

What income source do you currently have and what are those amounts? _____

What are your monthly bills and their amounts? _____

It is not our policy to give out cash or write checks directly to people in need. Financial assistance is given in checks written directly to the payees (landlords, utilities etc.) Gas is usually paid for directly to the gas station and we accompany people to where the gas is purchased. Everyone must go through the screening process which requires people to fill out this request form and then it will be considered. We make very few immediate disbursements and usually it can take several days to screen and evaluate a request. We will also require a picture ID from everyone requesting help.

Signature of person requesting help: _____

Printed Name: _____

Request Granted: _____ Yes _____ No Date: _____

Person Making Decision: _____