



West Virginia/East Tennessee Guidelines for Crisis Assistance

April 7, 2020

Bishop Samuel R. Moore, Diocesan

Suff. Bishop Kelvin M. Cash, Chairman

Purpose for Crisis-Assistance Policy:

A temporary Grant has been established to assist churches of the WV/ETN Council that have been impacted financially by the COVID-19 pandemic crisis. The grant application, submission procedure, and distribution guidelines are provided for those churches in need of financial assistance.

Guidelines:

- Assistance shall be to “supplement” existing shortfalls in church funds or other financial assistance obtained;
- Financial hardship/need shall be directly linked to the COVID-19 crisis (i.e. – reduction in tithes & offerings due to member loss of work or reduction in hours);
- Applicants should be regular supporters of council sessions through Pastor’s attendance and council reports up to date and complete;
- Applicants must complete and submit a “Crisis Assistance” application;
- All applicants must include proof of needs documentation;
- Financial assistance shall be designated for mortgage/rent payments, utilities, and/or property insurance payments;
- Assistance shall be granted for churches only;
- Checks from the Council shall be made payable to the vendor of service (i.e. – bank, utility company, etc.);
- The grant should not exceed \$700.00 per church.

Procedure:

- If the above qualifications are met, please complete and submit a “Crisis Assistance” application to the Crisis Oversight Committee (COC);
- All applications must include either a letter from the churches’ Trustee Board or full signatures of Trustees on the application;
- Once reviewed by the COC, the application shall be submitted to the Bishop’s Cabinet for final determination;
- Applicants should be notified of a decision from the Bishop’s Cabinet within 5 days;
- Members of the Bishop’s Cabinet, requesting a grant shall recuse themselves from voting on their application.