

## **BENEVOLENCE FUND**

*Periodically, the church is asked to help an individual or family in need. Because the funds are limited and the needs can be many, the following guidelines have been established to guide the church leadership in the distribution of these funds. This is an ongoing policy and does not require an official vote to remain in effect.*

1. The church will establish a budget item for the benevolence fund to be used for special needs. Extra money may be taken from the General Fund as needed.
2. The Pastor & Deacon's may authorize up to \$2000, in a given year, for any one person without prior church authorization.
3. The Pastor & Deacon's may authorize the expenditure of up to \$4,000 per quarter without prior church authorization, with a maximum of \$10,000 per year.
4. The church will be notified of all benevolence funds spent. The Deacon's have the option of keeping the recipients name confidential.
5. Any funds that are designated as love offerings for individual needs are given to the church and not to the individual. The deacons have the authority to spend those funds as they deem appropriate and not necessarily as designated. The givers' wishes and the specific need will always be taken into account and will usually be honored.
6. The following statement applies to all areas of giving: "All moneys given to Ohana Baptist Church will be used exclusively for the purposes of the ministry of the church as stated in Scripture and in accordance with all laws governing a tax-exempt organization as stated in the Internal Revenue Code. In keeping with that commitment, we reserve the right to distribute all funds contributed to the area of greatest need." Designated funds and love offerings will be distributed as requested if they meet both Scriptural and governmental requirements, otherwise they may be placed in the General Fund.
7. Funds will be distributed in the following basis of priority (exceptions may be made in limited situations with the deacon's approval):
  - \*Church members (maximum \$2,000)
  - \*Community members (maximum \$500)
  - \*Church contacts (maximum \$1000)
  - \*Non-community members (Maximum \$100)
8. No funds will be distributed to anyone not willing to do any of the following as required by the Deacons:
  - \*Attend church services at Ohana Baptist Church or a sister church.
  - \*Fully disclose his or her finances to the deacons or designated counselor.
  - \*Make any spending or giving changes required by deacons or designated counselor.
  - \*Do work or service as required by the deacons.
  - \*Receive spiritual and/or financial counseling as required by the deacons.
9. No funds will be distributed to anyone who has or is not willing to attend at least one church service of the church.
10. Funds given will not be considered a loan but recipients are encouraged to give back to the church, as God would provide.

## **SPENDING PROCEDURES**

1. The pastor may spend up to \$2,000.00 without prior church approval. Amounts of \$1,000.00 or more for non-budgeted expenditures shall be reported to the Deacons at the next scheduled Deacon's meeting.
2. The deacons may authorize the expenditure of up to \$6,000.00 without prior church approval. Amounts of \$4,000 or more should be reported to the church at the next scheduled business meeting.
3. The pastor may spend up to a total of \$5,000.00 for non-budgeted items each quarter.
4. The deacons may spend up to a total of \$7,000.00 for non-budgeted items each quarter.
5. Budgeted expenditures may be processed without further notice to the Deacons or church.