

West Congregational Church
Benevolence Fund Request Form

All information provided by this form will be handled respectfully and confidentially by the West Church staff and the Benevolence Team. **Please allow 2-4 weeks for the team to pray, consider and respond to your request.**
If you have any questions regarding your request, please contact us via email: benevolenceteam@westchurch.org

Date: _____

Name: _____

Address: _____

How long have you lived at this address? _____

Phone Number: _____ (home, work, cell)

E-mail address: _____

How many in your household ? _____ What ages? _____

Are you currently employed? Yes No

Occupation: _____

Do you attend worship services at West Congregational Church? Yes No

If yes, for how long? _____

Are you currently involved in a West Church Bible study or small group? Yes No

If yes, for how long? _____

Are you currently involved in any other ministry area of West Church? Yes No

If yes, for how long? _____

What is your present need of assistance? _____

What amount are you requesting from West Church: \$ _____

Check made payable to: _____ (* see Policy)

Address: _____

*** Policy:** In general, payments will not be made to the individual needing assistance but will be directed as appropriate, to the landlord, utility company or other party to whom money is owed, so long as sufficient supporting invoices or other documentation is provided.

Why did you come to West Church for assistance? _____

What steps have you already taken to meet this need? _____

Have you previously received assistance from West Church? _____
If so, when? _____ Amount? _____

What need was covered by this assistance? _____

What is your plan to overcome your current financial struggles in order to become self-sufficient? How long do you anticipate it will take to become financially independent? What steps are you currently taking?

<p><u>Pastoral Staff Use Only:</u></p> <p>Interviewer: _____ Date: _____</p> <p>Observations: _____ _____ _____</p> <p>Recommendations: _____ _____ _____ _____ _____</p>
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<p><u>Benevolence Team Use Only:</u></p> <p>Request Approved: _____ Amount Approved: _____ Date: _____</p> <p>Request Denied: _____ Reason for Denial: _____ Date: _____</p>
