

The Trustees of the Presbytery of Baltimore Emergency Assistance Property Repair Fund

Funding:

After the obligations as required by each particular sale of church property that accrues to the presbytery, 17% of the net proceeds will be placed in The Emergency Assistance Property Grant Fund. [Manual 9.6.5]

Guidelines:

The Presbytery of Baltimore Emergency Repair Assistance Fund will be used to provide emergency financial aid to congregations in time of an urgent church property need. This fund may not be applicable for cases in which long-term financial support is needed. This fund is intended as a last resort, and to be used only after the requestor has explored all other possibilities of help. The maximum amount of disbursement per individual in a calendar year shall be up to \$3,000 per request. The Presbytery of Baltimore reserves the right to adjust or decline an applicant's request. The Presbytery of Baltimore does not discriminate between applicants based on race, color, gender, sexual orientation, national origin, age or disability.

Eligibility

Eligible applicants are Presbytery of Baltimore congregations who have experienced a need for emergency property repair.

Procedures

A completed "Emergency Assistance Property Repair Request Form" must be submitted by the eligible individual or by any active/retired participant in the Presbytery of Baltimore on behalf of the congregation and be signed-off by the Clerk of Session. NOTE: Incomplete request forms will not be processed and will be returned to the requestor.

- a. All requests must be reviewed and approved by the General Presbyter and President of the Board of Trustees. Additional documentation such as an estimate from a licensed contractor may be requested from the applicant.
- b. The President of the Trustees or General Presbyter shall report all expenditures to the Trustees in a timely manner. Such reporting does not require that the specific individual being helped be named, but the number and status of the Emergency Assistance Property Repair Fund must be reported.
- c. Preference will be given to first-time requests.

Parameters

Emergency Assistance Property Repair funds can only be granted for property repairs. These needs include, but are not limited to, the following: obvious roof leaks, water main breaks, flooding resulting from HVAC malfunction, fire. Emergency Assistance Property Repair funds cannot be granted for the following: long-term building repair issues, weather-related flooding, penalties for irresponsible actions, expenses incurred for rental space.

Administration

With the consent of the Board of Trustees, the General Presbytery, or the Presbytery of Baltimore, unrestricted gifts, contributions, and bequests can be directed to the Emergency Assistance Property Repair Fund.