



**Presbytery of the Pacific Southwest**  
5770 Carlson Drive  
Sacramento, CA 95819  
(916) 452-7132

## **Policies and Procedures**

### **EMERGENCY FINANCIAL AID FOR TEACHING ELDERS AND THEIR FAMILIES**

#### **Purpose**

The intent is to provide a safety net for Teaching Elders in this Presbytery who may find themselves without the financial resources to meet an unexpected short-term need – normally for a health related situation for themselves or a member of their immediate family.

#### **Process**

The Presbytery will create a fund from which grants or loans may be made for such needs. A small team of Presbytery leaders will make the decision for disbursements with all details recorded, but kept confidential. The amount and nature of the disbursement will be reported to the Presbytery as a part of the regular Treasurer's report.

This fund will be the recipient of all offerings collected during the evening worship services held as a part of the Stated Meetings of the Presbytery, as well as any designated contributions received from its member churches or individuals.

The team responsible to administer this fund will consist of the Chair and the Assistant Chair of the Ministerial Committee, the Moderator, the Stated Clerk, and the Treasurer. The Stated Clerk will maintain the records of the actions of the team.

Ordinarily any request for such emergency assistance will be made to the Chair of the Ministerial Committee. That person will bring the request to the rest of the team and the members will investigate the situation and come to a unanimous decision in a manner timely to the need. Consideration will be given to such things as; the economic situation of the local church, the Pastor's Terms of Call, the availability of other resources, the expected duration of the need, and, of course, the amount available in the Presbytery fund.

The Treasurer will issue the funds based on the team's decision and report the disbursement event to the next Presbytery Meeting.

The availability of this aid will be limited to the amount in the fund.