

#8.3

PASTOR'S DISCRETIONARY FUND

PURPOSE: To establish an opportunity for the Pastor to have and to use a discretionary fund for individuals in crisis.

APPLICATION: The Pastor will function within these provisions.

PROVISIONS:

1. The Pastor can assess a request/need and determine if immediate financial needs are appropriate through the Pastor's Discretionary Fund and may consult with the Parish Nurse.
2. One Hundred Dollars (\$100) petty cash will be kept in the safe to be easily accessed; remaining funds will be in Pastor's Discretionary Fund line item in the budget where checks may be requested for assistance through the finance office.
3. Chapel staff can direct individuals with financial needs to the Pastor explaining that the Pastor may know of resources that would be helpful to them, not promising financial assistance.
4. The Pastor and Staff may also refer individuals to crisis assistance options as outlined in the Crisis Assistance Policy.