

## Benevolence Process

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Discovery Church is set up to provide limited financial assistance to attenders on a case by case basis and does not cover every type of financial need. Benevolence exists to provide short-term, limited financial assistance. We are also able to direct you to other outside agencies set up, specifically, to assist in ways we cannot.

### **STEPS IN THE PROCESS:**

1. **Reach Out** – You can fill out intake paperwork on the Benevolence Page
2. **Provide Documentation** – This is critical in helping us determine the best way to help and support your situation. Not providing paperwork will delay the process or negate receipt. Let us know if there are any issues or questions. Email all documents to [office@discoverybakersfield.com](mailto:office@discoverybakersfield.com) and upon receipt, the process will begin. ***This is not a quick process and can take a couple of weeks.***
3. **Benevolence Review** – Our team will review the benevolence request. Upon review, a team member will notify you how we are able to help.

### **BENEVOLENCE DOCUMENTATION NEEDED:**

1. **Benevolence Application:** Visit <https://www.ilovediscovery.church/benevolence/> to begin
2. **COPY OF PHOTO ID for applicant (and spouse if married): Valid ID's include:** Driver's License, Passport, Military ID, or State ID)
3. **PAY STUBS:** Two most recent
4. **DOCUMENTATION OF OTHER SOURCES OF INCOME** (Child Support, Unemployment Benefits, Disability, Food Stamps, TANF) in the household: If you have not worked in 6 months or more, please include last year's tax return.
5. **COPIES OF BANK STATEMENTS:** (Please provide two – full statements showing daily activity). If you don't have a bank account, we will accept a daily spending log for the past two weeks. ***This is required***
6. **COPIES OF THE BILL(S)** you are requesting assistance: **Mortgage Assistance or rent payments requires a copy of your payments stub or most recent mortgage statement. Rent assistance requires a copy of the lease agreement.** We only cover basic living expenses. Bills in another parties name will not be considered
7. **EMAIL THE DOCUMENTS:** You can take clear pictures if you have a smartphone or can go to the public library to make PDF copies to email [office@discoverybakersfield.com](mailto:office@discoverybakersfield.com) – We have found this to be the easiest way to receive the documentation.

**IMPORTANT NOTE:** *We need all the paperwork listed to consider your request.* After receipt, the Benevolence Team will meet and discuss how we may assist you. *We are not a bank and this is not a loan.* Our desire is to help you beyond this and to develop good stewardship, which may require growth in this area. The documentation is needed for us to support & maintain our 501c3 status in the event of an audit.

**QUESTIONS TO CONSIDER:**

- What is your expectation of this process?
- Have you looked into Kern County resources?
- Have you reached out to any family or support system regarding your situation? If not, consider doing so as well.
- Besides money, what do you feel is your greatest need in this season?
- Are you open to receiving ongoing coaching / education for your long - term growth?

We pray for each person and each benevolence request received. We desire to see you walking in wholeness in this area of your life.

You are deeply loved!

Discovery Benevolence Team