

**Mid-Atlantic Christian University**  
**Student Life Policy #15**

SUBJECT: BENEVOLENCE COMMITTEE

DATE: November 2012

REVISED:

REVIEWED: 2/12/15, 2/19, 4/20

NEXT SCHEDULED REVIEW: This policy will be reviewed in February of odd numbered years.  
(February 2019)

APPROVED BY BOARD OF TRUSTEES: October 18, 2013

Policy for: Vice President for Student Life

Procedure for: Student Life Director

Authorized by: Vice President for Student Life

Issued by: Board of Trustees

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I. Purpose:

To support staff, faculty, and students who are in the state of a financial emergency and need financial or material support.

II. Policy

The Benevolence Committee shall be composed of the Director of Student Life and other appointed members. To be eligible for benevolence assistance the recipient should be experiencing an emergency with some financial or material need.

III. Procedure

Any faculty, staff member, or student may report a need to the Director of Student Life. For financial assistance the SL Director will attempt to contact the potential financial recipient to find out the level of assistance needed and the level of information the individual wishes shared with the Committee and/or campus community. The SL Director will also ascertain that assistance would be welcome. The committee will then convene to rule on any action to be taken. The vote must be unanimous among committee members on any actions taken.

Direct financial assistance from the Benevolence Committee is initially limited to a maximum of \$200 per emergency. An initial limit is set to preserve fairness to faculty, staff, and students, and provide a mechanism to ensure funds will exist for future emergencies. Additional financial assistance is at the discretion of the benevolence committee. The benevolence committee is free to facilitate non-cash aid for individuals.

In cases where financial need is greater than the contribution by the Benevolence Committee a direct fundraising campaign may be undertaken by the campus committee. Any tax liabilities resulting from donations are solely the responsibility of the individual receiving aid.

The Benevolence Committee is responsible for fundraising. Funding may come from a variety of sources. These sources may include, but are not limited to, direct donations to the Benevolence Committee fund, auctions, offerings, textbook donations, and other creative methods to raise money to help those in need. The SL Director will keep accurate accounts of all funds held and disbursed by the committee. The Director will also issue receipts to donors and recipients, when appropriate, for donations or disbursements to or from the benevolence account.

IV. Published: Policy Manual

V. Reason for Revision:

VI. Appendices: None