

## **Agape Fund Policy & Procedure**

### **Purpose**

The Agape Fund is to be used for missional purposes to assist Parishioners of Bethesda Church with emergent or extraordinary needs, as well as the greater community of the city, state, and world in the following areas: hunger, the environment, at risk youth, poverty, women's needs, and health.

### **Allocation**

Mission projects will be decided on an annual basis. Project research will be completed by proposing group prior to approval. The amount of mission funds available will be determined by the amount of Agape Fund money pledged/given each year by members.

The mission projects will be determined by the Mission and Outreach Committee. Fifty percent of the Agape Fund monies will be designated for these projects. Any parishioner needs that should arise will also be covered under this designated fifty percent. The remaining fifty percent will be divided among other groups within the church, such as Youth Group, Confirmation Class, and WELCA as requested for mission projects within their groups. All groups are encouraged to raise matching funds and to participate in hands-on ways whenever possible. Funds designated for a large project that is projected to take place in the following year, may be carried over for the purposes of and up to the date of that project.

A maximum balance of \$500 will always be kept available in the Agape Fund for emergencies.

### **Distribution**

Any person or group wishing to initiate a mission project or needing Agape Funds will complete an Agape Fund Tracking Form [see attached] and submit it to the Mission and Outreach Committee. Upon approval by Mission and Outreach, the Tracking Form will be forwarded to the Finance Committee. Funds are distributed to the appropriate person/group. Tracking forms will be kept for documentation purposes by the Mission and Outreach Committee and the Finance Committee.

### **Accountability**

An annual report will be completed by the Mission and Outreach Committee.

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Policy developed 12/12/16