PASTORAL CARE DISCRETIONARY FUND POLICY
Presbytery of the James

1. Purpose:
   The Presbytery of the James Pastoral Care Discretionary Fund will be used to provide emergency financial assistance to eligible individuals in time of financial or pastoral need.

2. Eligibility:
   People eligible for support should be pastors, minister members at large, educators, Presbytery of the James staff, retired individuals, in the previous categories, and immediate family members (spouse and children) of individuals in the previous categories who are serving in the bounds of the Presbytery of the James.

3. Procedures:
   a. Ordinarily a one-time request for help may be made by the eligible individual or be made by any active/retired participant in the Presbytery of the James on behalf of the eligible individual. Additional requests may be granted pending the provision of detailed demonstration of financial need and availability of pastoral care funds. Request may be directed to the Pastoral Care Subcommittee Moderator, Committee on Ministry Moderator, or General Presbyter.
   b. A request for $500.00 or less will be approved by the General Presbyter and a member of the Pastoral Care Subcommittee.
   c. A request for $500.00 - $1,000.00 will be considered by the General Presbyter and Pastoral Care Subcommittee.
   d. The Pastoral Care Moderator shall report all expenditures to the Committee on Ministry in a timely manner. Such reporting does not require that the specific individual being helped be named, but the number of grants and current status of Pastoral Care Fund must be reported.
   e. *Grants over $1,000.00 will be acted upon by the full Committee on* Ministry with recommendation from the Administration/Pastoral Care Subcommittee.
   f. Preference will be given to first time requests.

4. Administration:
   With the consent of the Committee on Ministry the General Presbyter or others related to the Presbytery of the James may accept gifts, contributions, and bequests which are made for unrestricted purposes for the Pastoral Care Fund.

POJ Adopted: August 25, 1998
Revised: August 13, 2009