

Zion Baptist Church

225 Hatton Street, Portsmouth, VA 23704 (757.397.1671),

Dr. K. E. Turner, Pastor

Website: zionbaptistva.com; email: churchoffice@zionbaptistva.com

Special Pleas Ministry Guidelines

Mission Statement

To financially assist qualified applicants in a compassionate and professional manner while maintaining the spiritual and financial integrity of this ministry.

General Assistance Guidelines

- a) Applications for Special Pleas assistance may also be completed on church website at zionbaptistva.com
- b) The ministry serves residents of the city of Portsmouth, Virginia
- c) All applications require a follow-up in-person brief interview
- d) All applications provided are *subject to verification by outside resources
- e) Each application must be accompanied by all required receipts and/or documentation to support the request for financial assistance.
- f) Proof of income must be presented
- g) Proof of identification must be presented in church office
- h) This ministry strives to serve/focus on families with minor children living in the same home as the applicant.
- i) The ministry provides assistance to: prevent eviction, (*valid eviction notice required), disconnection/termination of utilities (gas, water, electricity & oil). The official cut-off notice is required for utilities. *Applicants are NOT eligible if utility has already been terminated. Applicants are not eligible if bill is from a former residence or any other residence other than the current residence.
- j) Assistance is not available for reconnection fees or utility or new residence deposits.

Applicant Eligibility

- a) Eligible applicants are entitled to financial assistance ONCE within a calendar year.
- b) Applicants can only be assisted for a maximum of **(2)** two times
- c) The applicant name must be present on the applicable bill, the lease agreement, or applicable documentation and must be the current resident of the home/apt.
- d) Note: The option to allow circumstances beyond the stated guidelines based on extenuating circumstances is reserved by the Special Pleas Ministry.