

Purpose

The SCBC Hunger Relief Funds exist to assist South Carolina Baptist churches and associations in providing relief to families and individuals needing food assistance and alleviating conditions that lead to hunger in their communities. These funds are available to reimburse a portion of funds used to purchase food for their hunger relief ministries. The intent of these funds is to provide relief to families and individuals who would otherwise go without food.

Eligibility

Only South Carolina Baptist churches and associations are eligible to request reimbursement from the SC Hunger Relief Fund. A South Carolina Baptist church is a constituted congregation with full membership rights in the South Carolina Baptist Convention and who demonstrates consistent giving through the Cooperative Program. Eligible associations are those recognized by the Executive Board of the South Carolina Baptist Convention.

Amount of Reimbursement

SC Baptist churches and associations may request reimbursement for food items purchased for individuals and/or families not to exceed **\$500.00 per month**. *Reimbursement is contingent upon the availability of funds.*

1. Churches and associations may request more than the limits stated for emergency needs, a special occasion, or event.
 - a. Requests must be made in advance by writing or calling the Missions Mobilization Team office before the purchase is made.
 - b. No more than two such requests may be made in a calendar year.
 - c. Extra funding is granted contingent upon availability of funds.
2. **Requests from associations for multiple ministries** in which it is involved in direct ministry may not exceed **\$1200 per month**.
3. The Missions Mobilization Team may temporarily reduce the maximum reimbursement amounts when resources available through the SC Hunger Relief Fund are insufficient to meet the volume of requests it receives. Advance notification will be given whenever possible.
4. **The amount reimbursed may not exceed 50% of actual monthly expenditures.** If a Church/Ministry spends less than \$600 they will receive 50% of the total amount. If a Church/Ministry spends between \$600-\$999 they will receive \$300 maximum reimbursement. If a Church/Ministry spends \$1000 or more, they will receive \$500 maximum reimbursement.

Priority for Reimbursement (In the event funds are not available to fill all requests.):

1. Direct hunger relief ministry.
2. Direct hunger relief ministry with a group of churches.
3. Direct hunger relief ministry with a group of churches or agencies.

Submitting a request:

1. Requests must be made on the Request for SC Hunger Relief Funds form. **All** information requested on the form must be provided.
2. These funds are to be used to purchase food items only. All non-food items and taxes must be subtracted from the cash register or food pantry receipts to provide your total.
3. **Receipts are no longer required for reimbursement. Quarterly stories will now serve as documentation for hunger reimbursement.** Failure to submit quarterly stories will delay reimbursement until stories are received.
4. Food or meals purchased at a restaurant are not eligible for reimbursement.
5. Requests must be submitted by the end of the month following the purchase date on the receipts. *Each church or association should submit only one request each month.*

Additional Reporting

The South Carolina Baptist Convention is accountable to congregations who give donations to the SC Hunger Relief Fund for the use of these funds. Churches, associations, and hunger relief ministries are asked to provide a story of how that ministry impacted the life of a family or individual each quarter.

Inappropriate Use of Funds

Churches, associations, or community hunger relief ministries found misusing funds will be ineligible to receive further funding.

Returned Requests

All of the above guidelines must be met in order to receive reimbursement for world hunger funds.

1. Any request that does not meet the guidelines will be returned with a letter explaining why the reimbursement request could not be granted.
2. If the request was returned due to a matter that can be corrected, churches and associations have 30 days from the date of the explanation letter to correct and resubmit the request.

Special Requests

When funds are available, the Missions Mobilization Team, in consultation with the Missions Mobilization Team Leader and Associate Executive Director, may utilize the SC Hunger Relief Funds in the following situations:

1. Emergencies within SC where a church or association is unable or unavailable to respond;
2. Special requests from a national or international SBC entity.

These guidelines are subject to periodic review by the Missions Mobilization Team, Associate Executive Director/Lead Strategist and Planning and Ministries Committee of the Executive Board of the South Carolina Baptist Convention.

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