



Episcopal Charities OF SOUTHEAST FLORIDA

Funding parish ministries . . . Transforming lives

EMERGENCY RELIEF APPLICATION

Episcopal Charities of Southeast Florida has set aside funds from its *Blair and Agnes Smith Charity Fund* for parishioners of the Diocese of Southeast Florida who have emergency needs that fall within the focus areas of the Smith Charity Fund guidelines — feeding, clothing, shelter and healthcare needs for the needy youth and elderly.

Checks will be written to the parish, with the rector or senior warden as administrator of the funds. The maximum allowable amount to be distributed to a parish from this Emergency Fund is \$1,000 within a two-year period. The Grants Committee of Episcopal Charities of Southeast Florida shall make the distribution determinations.

Name of parish: _____

Parish address and city: _____

Parish phone number: _____

Name of rector requesting funds: _____

Amount of request: _____

Provide a brief description of the problem and how the funds will be used: _____

How is your parish equipped to respond to this emergency? _____

Will the individual/family be securing other assistance? From what agency/organization? How much?

How will your parish account for the disbursement of these funds? _____

Please attach any documentation that supports the need for your request. (For example, an invoice, medical equipment, photographs of damage).

I do hereby acknowledge that the information above is correct and will authorize accounting of these funds. The funds will be used for the express purpose as outlined above. I agree to provide Episcopal Charities with a letter detailing how the funds were used within six months from the date the funds were received.

Signature of Rector of Parish

Date