



## Benevolence Request Form

All activity related to this request will be kept confidential.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone #s: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work) \_\_\_\_\_

1. Briefly explain your needs and what led you to request assistance. \_\_\_\_\_

\_\_\_\_\_

2. The total amount of your request is \_\_\_\_\_

3. If approved, to whom should we make the check payable? \_\_\_\_\_

4. Are you currently employed?  Yes  No  Full-Time  Part-Time

Name of Employer: \_\_\_\_\_

5. Total number of people in the household: \_\_\_\_\_

6. List relationship to any BCA member or substantial contributor to the BCA: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

### Official Use Only

Benevolence request requires Board approval (*attach proof*)

Approved via Email  Approved at Meeting  Denied

Rationale: \_\_\_\_\_

Check Amount: \_\_\_\_\_ Check Dated: \_\_\_\_\_ Check#: \_\_\_\_\_

Check given to person completing the form

Check mailed to address listed above **or** different address (list here) \_\_\_\_\_

The Boulder Community Alliance (BCA) champions  
the unique, vibrant community of Boulder and its spectacular, fragile landscape.

## **Benevolence Process Guidelines**

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The Boulder Community Alliance has designated a fund for the benevolence needs of others. The BCA Board has full control over the money in this designated fund. This committee will disburse the funds according to its sense of need. Suggestions to help others are allowed from anyone in the community but the committee does not have to honor any of these suggestions.

Applicants are not granted financial assistance based on relationships between BCA Board Members or contributors. The BCA does not discriminate between applicants based upon religion, sexual orientation, race, sex, national origin, age, or disability.

### **Basic Requirements**

1. Resident of Boulder Town
2. Need must be related to a short-term financial crisis  
(medical emergency, accidents, loss of job, personal catastrophe, etc.)

### **Exclusions**

1. Legal fees related to family disputes
2. Long-term and repetitive expenses

### **Benevolence Process**

1. Complete and submit the Benevolence Request Form to a BCA Board Member or mail to: Boulder Community Alliance, P.O. Box 1331, Boulder, UT 84716.
2. A BCA Board Member will contact applicants regarding the request.
3. The request will be submitted to the BCA Board for approval during a board meeting, but can happen via email if it is an emergency.
4. The BCA Board will approve or deny the request, or ask for additional information.
5. If approved, the check will be distributed.
6. A BCA Board Member will follow up with the recipient and give an update at the next BCA Board meeting.

05/2019

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