

Form for Requesting Diaconal Assistance for an OPC Minister/Widow in Need

Committee on Ministerial Care of the Orthodox Presbyterian Church

The Committee on Ministerial Care (CMC) makes this form available to Presbyteries or Presbytery Diaconal Committees (PDC) that wish to request financial assistance for ministers or their widows in need within the OPC. Please fill it out as completely as possible. The CMC does not intend for this to be a hindrance, but rather to ensure that we receive all pertinent information in order to enable us to come to a swift yet wise decision. All answers are confidential to the CMC. Some answers may require follow-up by the CMC. You can print out this form and submit it by mail, or type in your answers below, save, and send the completed form by email to retirement@opc.org. Thank you.

“Procedure for Requesting Diaconal Assistance for Ministers and Their Widows in Need Within the OPC” can be found at www.OPCcmc.org

1. Name and address of the church/presbytery/committee requesting financial assistance.
2. Name and address of the minister/widow who needs assistance, and the OP church with which they are affiliated.
3. What is the exact amount of financial assistance which you are requesting from the Committee on Ministerial Care?
4. Usually a specific request for aid is the result of a larger situation. Please provide the history, nature, and extent (i.e., one-time or long-term assistance) of the need, including any relevant extenuating circumstances. (If this is a request for payment of a non-retired minister’s health insurance premium, please indicate that here.)
5. Have there been any attempts or success in negotiating outstanding bills and/or in agreeing upon payment plans?

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6. Can this need be covered by insurance? Has this option been explored? If a claim has been denied, has it been followed up by an appeal?

7. What has the minister/widow, family, and extended family done to address this need?

8. Please describe any government assistance sought in addressing this need, and the result.

9. What counsel has the local diaconate provided, and how have they been able to respond financially to this need?

10. What interaction has the presbytery diaconal committee had with the local diaconate and/or session in evaluating this request?

11. What counsel has the presbytery diaconal committee provided, and how have they been able to respond financially to this need?

12. If applicable, have steps been taken to prevent this need from recurring?

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13. Is there any other pertinent information that the CMC should know before considering this request?

14. Please list any financial reports, budgets, lists of assets, etc., that could help define the need and support this request, and include them as an attachment to this form.

Name of person completing this form

Your position

Contact email

Contact phone number

Signature

Date Submitted

Submit this completed form to:

Committee on Ministerial Care
The Orthodox Presbyterian Church
607 Easton Road, Bldg. E
Willow Grove, PA 19090
Phone: 215-935-1027
Email: ministerialcare@opc.org

Response of the Committee on Ministerial Care: