

COVID-19 Madeline Island Emergency Fund

I. Fund Overview & Purpose

St. John's United Church of Christ received a significant donation to create a COVID-19 Madeline Island Emergency Fund. The Fund's purpose is to help full time island residents bridge a financial gap due to lost/reduced income, extraordinary expenses, or temporary hardship as a result of the impact of COVID-19. The Fund will pay documented bills, not provide cash to individuals or families.

The current budget for the COVID-19 Madeline Island Emergency Fund is \$50,000. The donation was given directly to St. John's UCC for the purpose of providing immediate assistance to islanders. The Fund is intended as an island resource, therefore a committee of island leaders agreed to help design the grant criteria and process.

The volunteers serving on the COVID-19 Emergency Fund Committee include:

- Rachel Bauman, Pastor, St John's Church
- Peg Bertel, La Pointe Center for the Arts
- Cindy Dalzell, EMS and St John's Church
- Denise Hardie, St John's Church
- Ron Harrold, St John's Church
- Max Imholte, La Pointe Community Clinic
- Jim Patterson, Town Board
- Lisa Potswald, Town Administrator
- Mary Ross, Island Association
- Robin Russell, Madeline Island Ferry Line
- Lauren Schuppe, Madeline Island Library

As fiscal agent of the Fund, St. John's UCC will disperse the funds following the criteria and process outlined below. This process was approved by the COVID 19 Madeline Island Emergency Fund volunteer committee. No special preference will be given to members of St. John's UCC. All applications will be held in strict confidence.

COVID-19 Madeline Island Emergency Fund

II. Fund Eligibility & Criteria

Priority will be given to current full-time residents of Madeline Island. Applicants should be prepared to provide detailed information regarding funding needs. Approved application requests will be paid via check or debit card directly to the business, utility, or landlord identified in the application. (Application attached.)

Expenses Generally Covered (but are not limited to)

- Emergency housing expenses due to a recent loss of income due to COVID-19,
- Emergency temporary lodging (if you find yourself homeless or in an unsafe situation),
- Emergency medical treatment/medication/prescriptions when you do not have the ability to pay and the costs cannot be covered by insurance,
- Financial needs arising from an unexpected emergency, accident, or other unexpected critical incidents,
- Travel costs related to death or illness of an immediate family member,
- Costs related to child care,
- Emergency vehicle repair, and
- Other financial needs arising from individual and special circumstances resulting explicitly or implicitly to COVID-19 will be determined on a case by case basis.

Expenses Generally Not Covered (but not limited to)

- Business investments,
- New educational expenses,
- Health insurance,
- Non-essential utilities (e.g., cable),
- Costs of entertainment, recreation, or non-emergency travel,
- Legal counsel and fees,
- Parking tickets, and
- Outstanding debt (i.e. credit cards, fees past due, etc.) exceptions possible if credit card paid for a related COVID-19 emergency.

COVID-19 Madeline Island Emergency Fund

III. Application Process

The Fund will accept applications beginning immediately. The Fund expires when all monies are depleted or December 30, 2021, whichever comes first.

Overview

- The grants will range from \$500.00 to \$1200.00,
- An individual or family may receive only one grant,
- Applications will be reviewed when all required documentation is received,
- Awards are not considered loans and do not require repayment,
- Please bring requests for less than \$500.00 to the Pastor's Discretionary Fund or the Food Shelf / Food Security Program (contact Rev. Rachel Bauman at 831-566-0353 or pastor@stjohnsmadelineisland.org).

Application Process

- The two-page application form is attached and available on the St John's UCC web site (stjohnsmadelineisland.org),
- Applications should be e-mailed directly to Rev. Rachel Bauman (pastor@stjohnsmadelineisland.org), mailed to St John's (PO Box 14) or dropped off at the church office,
- Rev. Rachel Bauman will assign a unique case number to each application and remove the first page (all personal information) before submitting application to review team to ensure complete confidentiality.

Application Review

- A volunteer team consisting of Denise Hardie, Ron Harrold, and Lauren Schuppe, will be reviewing each application,
- If any of the above are unable to serve, an alternate will be chosen from the following pool: Peg Bertel, Cindy Dalzell, Max Imholte.
- If a member of the review team wishes to apply for funds, they will recuse themselves and an alternate will be chosen.
- Applicants will be anonymous to the review team,
- The committee will meet weekly to review applications and these meetings may be virtual. If no applications are submitted the review team will not meet.
- Should there be disagreement or uncertainty around an application, Rev. Rachel Bauman will be the final arbitrator. There will not be an appeals process.
- Completed applications by noon on Thursday will be reviewed the following week,

COVID-19 Madeline Island Emergency Fund

- Decisions will be sent to Rev. Rachel Bauman who will contact the applicant directly.

Grant Disbursement

- Approved funds will be disbursed directly to the identified creditors by check or debit card no later than one week after approval,
- Applicant will be asked to sign a receipt once funds have been disbursed.

IV. Donations

For more information or to donate to the Fund, contact Rev. Rachel Bauman (pastor@stjohnsmadelineisland.org or 831-566-0353)

COVID-19 Madeline Island Emergency Fund

Application Form – page 1 of 2

Please complete the entire application and submit to or e-mail to pastor@stjohnsmadelineisland.org. Copies of bills for assistance requested must be provided. You must provide your own photocopies. **All applications are confidential.**

Complete applications submitted by Thursday will be reviewed within the following week. Processing may take up to 12 days from application receipt to creditor disbursement.

For questions or assistance completing this application, contact Rev. Rachel Bauman at 831-566-0353 or pastor@stjohnsmadelineisland.org.

Name _____ Date _____

Address _____

Phone _____ Mobile Phone _____ EMAIL _____

Request # (assigned once submitted) _____

COVID-19 Madeline Island Emergency Fund

Application Form – page 2 of 2

Amount being requested _____

Brief description of request for COVID-19 emergency funds (3-4 sentences explaining the circumstances that led to this request)

Number of people in your household _____

Have you applied or requested money or other assistance from any other organization?

Yes ____ No ____

If so, what organization(s) and how much did you apply for/request? Has your request been approved?

Please remember to attach a copy of the bill(s) for which you are requesting funds

Request # (assigned once submitted) _____