

Form for Requesting Diaconal Assistance for an Individual in Need Within the OPC

Committee on Diaconal Ministries
The Orthodox Presbyterian Church
May 1, 2015

Please fill this form out as completely as possible. The CDM does not intend this to be a roadblock, but rather strives to ensure that it has the requisite information to come to a resolution swiftly. Naturally, it is understood that the answers are confidential to the CDM. Some answers may require additional follow-up.

1. Name and address of the church/presbytery/committee requesting financial assistance.
2. Name and address of the person/family that needs assistance and the OP church with which they are affiliated.
3. **What is the specific financial request to the Committee on Diaconal Ministries?**
4. Usually the specific request is the outworking of a larger situation. Please provide the context of the history, nature and extent (i.e., one-time or long-term assistance) of the need, including any relevant extenuating circumstances?
5. Have there been any attempts and/or success in negotiating outstanding bills and/or in agreeing upon payment plans?
6. Is this need something that could be covered by insurance? Has this been explored? If a claim has been denied, has that been followed up with an appeal?
7. What has the individual, 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?

Form for Requesting Diaconal Assistance for an Individual in Need Within the OPC (cont.)

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?
14. If applicable, what steps have been done, or are being taken, to alleviate this need from reoccurring?
15. Is there any other pertinent information that CDM should know in responding to this request?
16. Do you have any financial reports, budgets, and/or lists of assets that can be of a help to the CDM in a fuller understanding of the need? *(Please include these as an attachment to this form.)*

Name

Position

Signature

Date Submitted

Visit [www.OPC.org](http://www.opc.org) (http://www.opc.org/committee_dm.html) for the
"Procedure for Requesting Diaconal Assistance for an Individual in Need Within the OPC"

Submit completed form to:

Mr. David Nakhla, Administrator, Committee on Diaconal Ministries
The Orthodox Presbyterian Church, 607 N. Easton Road, Bldg. E, Willow Grove, PA 19090
Email: Nakhla.1@opc.org Phone 215-935-1007

Response of the Committee on Diaconal Ministries: