

SVdP Conference Assistance Guidelines

From the National Council:

Typical Services Offered

No universal definition of Conference work can be given because each Conference has autonomy in determining what charitable works and services will be undertaken in addition to one-on-one home visits. A convenient classification of typical person-to-person services that can be provided by parish Conferences in the United States today includes the following:

SVdP Services in Relation to Poverty

Limited material or financial assistance to meet a short-term critical need.

Emergency aid, combined with referral to the appropriate public agency, in situations where eligibility for continuing assistance is indicated.

Referral to appropriate counseling agency when recurrent financial problems on the part of the applicant person or family point to a need for professional guidance.

Initiation and promotion of necessary services when the local community lacks adequate programs to deal with the causes or results of poverty.

Assisting persons in finding employment or adequate housing exemplifies this type of engagement. Related to the services recommended above are self-help programs. Self-help emphasis can limit the practice of recurrent handouts, which may be destructive of human dignity and degenerate into a subtle form of enslavement. Self-help systems are represented by such operations as food co-ops, credit unions, repair co-ops, home services for the aged and shut-ins, housing rehabilitation, legal services, adult education, and the like.

Development of inexpensive recreational programs through arranging for the use, at nominal fee, of local facilities by marginal income families and special groups (e.g., senior citizens). Leisure and play-time activities are essential to the well-being of all persons, and this aspect of living should be considered in any adequate parish-centered program for the economically disadvantaged.

Development of professional and household services at nominal cost for low income families. To obtain such help, experts and artisans in various fields are recruited as volunteers and function, after Conference screening, in selected family situations. This type of neighborhood service could encompass a considerable range of specialists like plumbers, carpenters, lawyers and nurses.

Our SVdP Conference Guidelines:

1. The assigned Case Worker will contact the client, conduct a case interview, discuss the emergency need with the client and complete a case assistance form.
2. Only residents of Hilliard can be financially assisted by our parish conference. Please refer others to their local parish or other pertinent agencies.
3. A client, household or family should only be assisted once every six months however for households/families that we have helped three or more times in the past the assistance should only be once every twelve months. There are a handful of cases when a household may be helped more than these guidelines dictate. Case Workers should discuss these special needs cases with the Conference President.
4. Our Vincentian work is to provide one time emergency aid to those in need. Standard emergency assistance consists of rent, utility payments, food, gas, and prescriptions.
5. Other critical needs that are discovered while working with the client can be addressed at the discretion of the assigned SVdP Conference Case Worker. Some examples of these needs are child care, insurance payments and car repairs. The Case Worker is invited to discuss these cases with the Conference President to ensure guideline compliance.
6. Case Workers should meet with the client when possible/needed. Home visits should preferably be done by two Case Workers (1 female and 1 male). Case Workers can also meet clients at the Parish individually.
7. The maximum assistance per case is up to **\$300**. Rent assistance is a maximum of **\$300** once per year.
8. Gift cards maximums are **\$100** for an individual and **\$200** for a household. Case Workers are instructed to obtain gift cards through SCRIP when possible.
9. Case Workers can also refer clients to JOIN and The Furniture Bank. Case Workers can pay for inside delivery when providing furniture from the Furniture Bank.
10. We will discuss modifications to the above monetary guidelines when the conference treasury balance falls below \$2500.00. Thus assistance should be curbed when the \$2500.00 threshold is met.
11. The President of the Conference is able to surpass the \$300 limit for exceptional cases. Exceeding the \$300 limit requires a vote by the Conference Officers.
12. Members of the Conference especially the Case Workers are invited to present exceptional cases and long term assistance cases to the Conference. These cases will be discussed by the full Conference and votes will be taken to provide assistance that exceeds normal guidelines.
13. The Conference will partner with other parish ministries when applicable to provide assistance to those in need within our parish or living within Hilliard. The Conference will provide these guidelines to the parish and other pertinent parish ministries so they have knowledge of our assistance guidelines.