

## **DISTRESS FUND OF BALTIMORE CITY LODGE #3 of the FRATERNAL ORDER OF POLICE, Inc.**

POLICY REGARDING THE MAINTENANCE OF AND DISTRIBUTIONS FROM THE DISTRESS FUND

### PURPOSE

The **BALTIMORE CITY LODGE #3 of the FRATERNAL ORDER OF POLICE, Inc.** (FOP#3), in furtherance of its mission to provide for the betterment of working conditions for the police officers who are members of FOP#3, has created and will maintain a Distress Fund (Fund), the purpose of which will be to provide temporary financial relief to Baltimore City Police Officers who are:

1. Active or retired;
2. Current members in good standing of FOP#3;
3. Survivors of a fallen officer who met the requirements of 1. and 2. above.

All monies held by the Fund will be held in a restricted account. Thus, any gift/donation received by FOP#3 for this purpose will be held apart and separate from the general funds of the FOP#3.

### FINANCIAL HARDSHIP QUALIFYING FOR BENEFITS

In order to qualify for benefits, the potential Recipients of the Fund must have a documented event or emergency situation that caused a financial hardship. While financial need and/or distress may arise through a variety of circumstances, generally qualifying circumstances will involve an event or emergency that was wholly unforeseen by the applicant and beyond the applicant's control. Generally, qualifying events will include time-limited, specific events that place an applicant who otherwise was not experiencing financial distress in a position of temporary financial hardship. However, longstanding financial problems not related to a time-limited, specific event will not meet the temporary hardship requirement and are NOT qualifying events for which an award from the Fund will be made.

Common life occurrences such as routine car and home repairs, car and home maintenance, legal fees, monthly bills, animal care, etc. are not qualifying events for which an award from the Fund will be made. Further, financial hardships caused by garnishments, payday/title loans, and student loans do not qualify for assistance.

Financial assistance is not intended to replace all losses or to reimburse the cost of nonessential, luxury items or services.

### FINANCIAL DISTRESS REQUEST PROCESS

Those members meeting the requirements as listed above, shall complete and submit the ***Distress Committee Application for Assistance*** form in its entirety, complete with all supporting documentation (bills, pay stubs, tax returns, etc.) to FOP#3 as described on the form. The submitted form and documentation shall be reviewed by the Distress Committee members and shall render a decision to approve or disapprove the request. The Distress Committee's recommendation will be submitted to the BOD for further action.

## BENEFITS

Financial assistance will be gratuitous, measured solely by need or distress, not related to services rendered, and not designed to place the recipient in the same economic position prior to the qualifying emergency or event.

The FOP#3 Board of Directors (BOD) has the sole responsibility for the disbursement of financial assistance. The BOD will take into consideration the purpose for which the fund was formed, the recommendation of the Distress Committee and the circumstances presented by the applicant using its sole discretion as to whether to distribute its funds. Further, an individual who is eligible for assistance because of a hardship event or emergency has no right to the FOP#3 Distress Fund absent of a favorable decision by the BOD. The applicant shall have no recourse to challenge or otherwise dispute the decisions of the BOD.

## MAINTENANCE OF RECORDS

To maintain the Fund in accordance with Internal Revenue Service requirements, the following documentation will be maintained at the executive offices of FOP#3:

- A complete description of the assistance provided to any applicant.
- The purposes for which the aid was given to an applicant.
- How the applicant was selected.
- The name, address, and amount distributed to each recipient.
- Any relationship between a recipient and officers, directors, or key employees of, or substantial contributors to, FOP#3.
- The composition of the selection committee approving the assistance.
- Financial statements and banking records for the Distress Fund.
- An itemized listing of all funds received and disbursed by the Fund.