



Indiana State Police Alliance

Benevolence Fund Policy

(Revised 7/19/2018)

I. PURPOSE

- A.** The Indiana State Police Alliance (ISPA) Benevolence Fund (BF) was established in 2014 to provide assistance to active and retired ISPA members in times of need. When members demonstrate a need for assistance with the necessities of life, that assistance will be in the form of a monetary gift. As a gift, the monetary assistance is non-taxable and is meant to aid in a specific crisis rather than an ongoing general need.
- B.** The purpose of this document is to set forth the guidelines and responsibilities of the Executive Board of the ISPA in order to oversee and the disbursement of the BF.
- C.** This document is not intended to cover all of the circumstances under which funds may be disbursed, but rather the goal is to create an overarching plan in order to meet members' needs in times of crisis.

II. BENEVOLENCE FUND

- A.** The BF account is an account contained within the ISPA Foundation Account.
- B.** The BF is funded bi-weekly at a rate of one dollar per active member.
- C.** The BF is also funded from gifts donated to the ISPA Benevolence Fund account which are tax-deductible.
- D.** The BF financial balance is carried forward from year to year. Having a balance allows the ISPA to respond more generously to those with significant needs.
- E.** When BF assistance is offered it is in the form of a monetary gift and is therefore without any expectation of repayment. Individuals wishing to reimburse the fund may do so at their own discretion, but only the ISPA Executive Board and staff will know of the gift.
- F.** Certain amounts are fixed for specific incidents. Those include:
 - i.** Line-Of-Duty Deaths (LODD): \$20,000,
 - ii.** Non-LODD: \$5,000,
 - iii.** spouse/child death: \$1,000, and
 - iv.** National Trooper Coalition (NTC) LODD: \$250.
- G.** The BFC can approve funds in support of NTC out-of-state funerals.

III. PROCEDURE

- A.** Generally the person requesting BF assistance should contact an ISPA District or Area Representative to complete the BF Assistance Application. Upon completion the BF Assistance Application is submitted electronically to the ISPA President or a member of the ISPA Executive Board.
- B.** The Executive Board will review each application for assistance on its own merits and render a decision in a timely manner based on the following criteria:
 - i.** Any Executive Board member can approve a request for \$100 or less without the full Board's consent.
 - 1.** In these instances a BF Assistance Application will still be completed and submitted for recordkeeping.
 - ii.** Any other request must be approved by a majority of the Executive Board.
- C.** The Executive Board does not have to meet in person to approve or deny assistance. Meetings can occur via telephone or email to expedite the aid process.
- D.** The Executive Board should consider the following criteria when determining whether or not to provide assistance:
 - i.** The individual is an active or retired member of the Indiana State Police Alliance. This will be taken into account, but will not be the sole deciding factor in whether help will be extended.
 - 1.** BF assistance can be provided to Indiana State Police (ISP) employees who are not eligible to be an ISPA member, by majority decision, in times of need for basic necessities of life.
 - ii.** The individual has demonstrated a specific need versus an ongoing financial problem.
 - iii.** Assistance will not be in the form of granting loans.
 - iv.** The individual's family resources are not available or sufficient.
 - v.** Government assistance is not available or sufficient.
 - vi.** The individual has demonstrated that he can make thoughtful decisions about his resources.
- E.** For BF accountability, as well as the individual receiving assistance, BF checks should only be made out to the final recipient of the finances. That is to say, checks will be made out to meet the specific need, not to provide undesignated cash. They should not be made out to the individual requesting assistance. Individuals who pay for their primary needs using direct bill payment options must give written evidence of the direct bill payment before reimbursement will be directed to an individual's credit card or checking

account. At times, we will reimburse ISPA members, ISPA District Representatives, ISPA Executive Board Members or ISPA employees who provide help consistent with the policies of the Benevolence Fund, usually on an emergency basis. The Benevolence Fund Committee does not encourage this practice and the person providing the assistance will need to understand that these requests for reimbursement will not necessarily be approved.

- F.** The Executive Board discourages most debt and normally avoids making payments on debt load, particularly credit card debt. Additionally, the Executive Board treats bankruptcy payments like credit card payments and decline to contribute toward them.