PFD Member Relief Fund

A. Mission

The PVFA, PFD and ESD #28 believe that its members are its most important asset, and that the organization(s) can assist its members in the event of an unforeseen tragedy or educational opportunity for the member or immediate family.

B. Purpose:

The PFD Member Relief Fund will heretofore be called The Fund. The purpose of The Fund is to have funds available quickly to provide to an individual in the event of emergencies, or the lack of personal funding for certain educational experiences. A special account will be established that is separate from other PFD accounts.

This fund is not to be mistaken as a type of insurance policy. It is a supplemental/ immediate dollar amount to aid in an unforeseen emergency, or for special educational experiences that the qualified member may not be able to afford.

C. Eligibility

The Relief Fund Committee will determine member eligibility and fund applicability. The member must be an Active Member or Board/ESD member, and must be a member in good standing for a minimum of one year prior to the request. The Command Staff is the final determination of the good standing status of the member, and may modify the Committee's determinations in any regard.

D. Emergency & Education Definitions

A personal emergency may include events where a qualified member has experienced a financial loss that is not covered by personal insurance, or any event that may cause extreme hardship on the member or his/her immediate family. Examples are: Fire in a residence, injury, illness, natural disaster, loss of employment, etc.

A qualified member may submit a request for specific education/training that cannot be funded by the individual. The education/training must directly benefit the PFD.

E. Relief Fund Committee

This committee will consist of the following (The Fire Chief is an Ex-Officio member):

1. One (1) Chief Officer Coordinator
2. Three (3) Firefighters, one from each station

The committee will decide if the member is eligible, if the emergency/education is valid, and the amount of money to be allocated to that member.

F. Funding Support

The financial support for The Fund will be submitted to the Fire Chief and the PVFA for approval. Some suggestions are:

1. Donations
2. Raffles
3. Automatic alarm billings
4. Some facility rental fees
5. Grocery store benefits
6. Saleables
7. Master Card cash benefits from usage
8. Others as appropriate and agreed to by the Command Staff/PVFA

G. Fund Disbursements and Fund Reimbursements

1. Emergencies – The Committee is to act as soon as feasible to address the member's needs. In some instances, an up front dollar amount may be provided until the individual's insurance company reimburses their claim. In cases where the insurance company pays in full, it will be the responsibility of the member to repay The Fund upon receipt of the money from the insurance company. The Committee may require receipts for most or all expenses by the qualified member.

2. Education – A member (not a family member) may request Relief funds to participate in an education/training program that the member may not be able to afford. The program must be of direct benefit to the PFD. The Committee may, at its discretion, require the member to reimburse The Fund within a reasonable time period.

    a. An example could be to allow a member to attend Emergency Service Training Institute's Recruit Training Program, and upon successful completion the member would have to reimburse the fund (interest free) within one year after completion. In the event the member does not successfully complete a course, the member will be held responsible to repay the fund within the same time period as determined by the Committee's rules set forth at fund disbursement.

H. The Requesting Process

A member must contact the Fire Chief with the Relief Fund Form justifying a request for Relief funding. The Fire Chief will convene the Committee as soon as feasible to determine the qualifications, approving of the justification, and to possibly award

funding. A report will be provided to the Fire Chief requesting funds, if approved, with any repayment requirements. If the request is denied, the Committee will discuss with the Fire Chief who will advise the requesting member. A sample form for member use is provided.

PONDEROSA FIRE DEPARTMENT
MEMBER RELIEF FUND
APPLICATION FORM

Name _____ Member Since _____

This request is for (circle one) personal emergency education/training

The reason(s) I am requesting financial assistance from The Fund is because:

_____

_____

_____

_____

_____

_____

_____

_____

_____

I will reimburse the fund at the following rate (if applicable):

_____

_____

The member is to provide other documentation as necessary.

I _____ attest that the above information is true and correct to the best of my knowledge, and that I agree to the existing policy document and Committee requirements as provided to me. The PVFA may utilize any method available to recover any funds that are not reimbursed as per agreement.

_____ signed and dated