



# Southeastern Credit Union Foundation

Charity. Community. Cooperation.

## **Southeastern Credit Union Foundation Disaster Relief Program and Process**

*As the 501(c)(3) public charity for the League of Southeastern Credit Unions, the Southeastern Credit Union Foundation (SECUF) is committed to assisting credit unions employees and their volunteers when disasters/tragedies take place in our local communities. In order to take full advantage of the benefits offered to credit unions during these times of catastrophic disasters such as tropical storms, floods, fires, hurricanes, etc., below is an outline of the Foundation's disaster relief plan.*

**Phase I Emergency Disaster Relief Grants** are provided to credit union employees and volunteers to assist with immediate disaster relief needs, such as out of pocket costs that may result from being evacuated, damages caused by power outages and/or power surges and damage to the primary residence. These grants are up to \$2,500 per credit union employee and volunteer, up to 90 days after disaster struck. The intent of these grants is to help stabilize the individual's situation, so they are able to return to work and to have a safe shelter.

**Step One:** Each employee or volunteer needing emergency assistance should complete a Phase I Emergency Disaster Relief Grant application online and submit to the Southeastern Credit Union Foundation. Grant applications may also be mailed, faxed or emailed to the Foundation. A report of employees requesting assistance will be sent to each credit union CEO to sign off on before committee review.

Applications are available on the Foundation website at <http://www.lscu.coop/foundation/disaster-relief/>

**Step Two:** Grant applications will be decided by the SECUF Disaster Relief Committee and applicants will be notified via email of the decision.

**Step Three:** Approved grants will be processed by the Accounting division of the LSCU. All grant payments will be issued by check or electronic deposit into the applicant's account (if available).

If credit union employees are in need of IMMEDIATE financial assistance, they are also encouraged to seek out additional disaster relief resources which may include:

American Red Cross, [www.redcross.org](http://www.redcross.org)

FEMA, [www.fema.gov](http://www.fema.gov)

United Way, [www.unitedway.org](http://www.unitedway.org)

Local Community Organizations & Churches

**Phase II Disaster Relief Grants** are intended to assist credit union employees and volunteers with significant needs. SECUF will send communication to the CEOs of Phase I grant recipients beginning 100 days after disaster has struck. Grants could be distributed sooner if insurance claims have been received prior. Phase II grants are available up to \$10,000, but the amounts of the individual grants will be dependent on the total disaster relief funds available.

**Step One:** Once credit union employees or volunteers have fully assessed their damages and out of pocket expenses, they may apply for a Phase II Disaster Relief Grant which will assist with unfulfilled disaster needs after other resources such as insurance, FEMA, and other sources have been used. Employees and volunteers must submit a Phase II Disaster Relief Grant application which must be signed and dated by the credit union CEO/Manager. Applicants need to provide as much detail as possible in these applications including pictures and insurance claim information.

**Step Two:** These grant requests will be reviewed and approved by the SECUF Disaster Relief Committee. Notification will be made directly to the employee, with copies to the credit union CEO/Manager.

**Phase III Disaster Relief Grants** are intended to follow-up with those credit union employees and volunteers who suffered catastrophic loss and are still needing assistance after Phase II grants have been distributed. Phase III grants will begin 180 days after the respective disaster, and grants are dependent upon the availability of grant dollars in the disaster relief fund.

**Step One:** SECUF staff will contact the credit union CEO of those applicants who received Phase II grants and inquire about the lasting effects and more severe damages to the individual's home. If we (SECUF Disaster Relief Committee) feel the need to move forward, the employee may apply for a Phase III Grant. Employees and volunteers must submit a Phase III Disaster Relief Grant application, which must be signed and dated by the credit union CEO/Manager. Applicants must provide as much detail as possible in this application.

**Step Two:** These grant requests will be reviewed and approved by the SECUF Disaster Relief Committee. Notification will be made directly to the employee, with copies to the credit union CEO/Manager.

\*Credit Unions having branches with significant damage and/or that have been deemed inoperable due to a natural disaster or tragic event may also be eligible to apply for Disaster Relief grants and or emergency assistance. Inquiries should be submitted via email to the SECUF Director at [SECUF@lscu.coop](mailto:SECUF@lscu.coop).

### **Contributions Made to Disaster Funds**

Contributions to the Southeastern Credit Union Foundation's disaster relief fund are welcomed and appreciated by those affected by the respective disaster. Donations made to the disaster relief fund are considered restricted dollars and may only be used to fund needs related to disaster.

Once Phase I emergency grants have been distributed and damage assessments have been made to determine Phase II and III needs, there may be monies left in the fund. Please note that monies unused in the disaster relief fund will be saved for future disaster occurrences. Again, these funds are restricted and can only be used to assist credit union staff and board volunteers in the event of a natural disaster/tragic event.