

7.5 Loyola University Maryland Financial Crisis Assistance Programs

Loyola University Maryland provides employees with referrals for assistance for financial hardships. The referral may be to the Govans Ecumenical Development Corporation's CARES program or the Loyola University Maryland Crisis Assistance Grant Program.

7.5.1 Govans Ecumenical Development Corporation's CARES Program

The Govans Ecumenical Development Corporation (GEDCO) is a faith-based organization that helps meet the emergency needs of area residents, including members of the Loyola community. Through GEDCO's CARES program, employees who are facing financial hardship may be eligible for financial assistance in the form of groceries; funds to assist with eviction prevention, utility cut-off and medical prescriptions; and social service referrals.

7.5.2 Loyola University Maryland Crisis Assistance Grant Program

The Loyola University Maryland Crisis Assistance Grant provides accepted employees with a taxed grant of up to \$1,000 or no more than 10% of the crisis fund balance.

Any non-temporary faculty, staff or administrator of the University who has satisfactorily completed six months of continuous service is eligible to apply for a grant from the fund. The policy limits receipt of a grant to one time within a rolling 18- month period and twice within the duration of employment with Loyola.

To be considered for a Crisis Assistance grant, the employee must have insufficient resources to deal with immediate consequences of a disastrous, catastrophic or major life event. An event will be considered a disaster or catastrophe if it is sudden, unanticipated or accidental. Examples of emergency situations which could be considered for assistance include, but are not limited to:

- Fire
- Natural disaster, such as: flood, tornado, hurricane, etc.
- Theft or loss of essential property
- Unanticipated loss of spouse employment with short-term transitional financial need,
- Accident
- Illness/disability resulting in unexpected financial hardship.

Situations such as foreclosure on a home, delinquent bills, taxes or insurance premiums, tuition and bringing relatives to the US from overseas are not likely to be considered eligible for a grant. Employees applying for assistance must:

- Provide documentation that an actual crisis exists (police report, insurance claim, eviction notice, utility turn-off notice, lease agreement).
- Meet with a GEDCO CARES counselor before the Loyola Crisis Assistance Grant Panel can consider the request (see Section 7.5.1).
- Submit a completed application to the director of human resources employee engagement in the human resources office.

Once the above steps are completed, the director of human resources employee engagement will submit the application to the Loyola Crisis Assistance Grant Panel and the panel will determine whether a grant is appropriate. A copy of the application and additional information can be found at

www.loyola.edu/department/hr/benefits/assistance/employeeincrisis.

Resources may also be available through the University's Employee Assistance Program (see Section 5.9 for more information). Retirement plan loans and hardship withdrawals may also be available.

Please contact the director of human resources employee engagement with questions or for assistance with the application process (ext. 1345).