

# Counselling Fund Application Process

## CLASSIS EASTERN CANADA SAFE CHURCH TEAM COUNSELLING FUND

### APPLICATION PROCESS

The Classis Eastern Canada Counselling Fund is available for those in need of financial support for counselling services while preserving confidentiality of the individuals. (See “Guidelines for Use of the Counselling Fund”)

1. The pastor, elder, deacon or friend of a member or participant of a CRC church in the Classis of Eastern Canada contacts Wilma Mulder, Treasurer of the CEC Safe Church Team Counselling Fund, (or another member of the SCT Executive) indicating:
  - a. A request for counselling has been made by a member of \_\_\_\_\_CRC and
  - b. The name of the agency or counsellor who will be submitting the invoices

2. The counsellor/agency can forward invoices directly to Wilma. No name is necessary, just a case number. This number will be the only identification of the client throughout the process.

Wilma Mulder  
401 – 3099 Carling Avenue  
Ottawa, ON K2H 5A6  
613.829.8096  
[awmulder3099@gmail.com](mailto:awmulder3099@gmail.com)

3. Once the counsellor has had a few sessions with the client and/or their family a general outline of the case management plan is required. This is done in order that we know the approximate amount of support required and can set aside the necessary funds.
4. Should long term counselling be required we will advise the counsellor/agency as to the length of time we can offer assistance. The latter depends very much on the number of caseloads the fund is supporting at the time.