## Personal Information

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Date |  |

|  |  |  |
| --- | --- | --- |
| Address |  |  |
|  | Street Address and Mailing Address City ZIP |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Email |  | | | | | Phone | |  | |
| Employer | |  | | | | Employment Status  (permanent, temporary, unemployed) | |  | |
| Hours per Week | |  |  | Wage per hour |  | |  | Pay Dates |  |
| Employment Start Date | |  |  | Other Income |  | |  | Other  Income |  |
| I am asking for assistance with (dollar amount and item): | | | | | |  | |  | |
|  | | | | | |  | |  | |
| I need this help because: | | | | | |  | |  | |
|  | | | | | |  | |  | |
|  | | | | | |  | |  | |
| Who I have asked for help and their answer: | | | | | |  | |  | |
|  | | | | | |  | |  | |

## Monthly Budget

|  |  |  |  |
| --- | --- | --- | --- |
| Housing | Food | Car Payment | Car Insurance |
| Health Insurance | Utilities | Fuel | Phone |
| TV | Internet | Credit Cards | Childcare |
| Student Loans | Entertainment | Personal Care | Pets |
| Other | Other | Other | Other |
| Other Assistance Received (SNAP, TANF, Medicaid, WIC, Childcare, Housing, WIOA, etc.) | | | |
| Total Income | | Total Expenses | |

## Verification

\*\*Attach proof of what you need to purchase (item, dollar amount, where to be purchased, requirement to purchase, etc.)\*\*

## Acknowledgement and Signature

I certify that the information stated on this application is true and accurate. I understand that false, misleading, or incomplete information may result in penalties as specified by law.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature |  | Date |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **FOR OFFICE USE ONLY** | | | | | | | | | | | | | | | |
| Date Application Received | | | | | |  | |  | | Approved  Denied | | | | | |
|  | | | | | |  | |  | | Notes | |  | | | |
| Signature | | | | | |  | |  | |  | | | | | |
|  | | | | | |  | |  | |  | |  | | | |
| Title | | | | | |  | | Date | |  | | | | | |
| Income Calculation | | | | | | | | | | | | | | | |
|  |  |  |  |  |  | |  | |  | |  | |  |  |  |
|  |  |  | **X** |  |  | | Hours Worked per Week (average if necessary) | |  | |  | |  |  | Total Weekly Pay |
|  |  |  |  |  | | Rate of Pay per Hour | |  | | **X** | | 4.3 |  |  |
|  |  |  |  |  |  | |  | |  | |  | |  |  |  |
|  |  |  |  | Total Weekly Pay |  | |  | |  | |  | | Total Monthly Pay |  |  |
|  |  |  |  |  |  | |  | |  | |  | |  |  |  |