

TOWN OF WELLS

RTE #109
Wells, ME 04090

GENERAL ASSISTANCE POLICY NOTICE RE: VERIFICATION OF INCOME AND EXPENSES

If your income for a thirty (30) day period is not sufficient to provide basic necessities needed for your household (using Wells guidelines) you may be eligible for supplemental assistance from the town to provide those basic needs. However, first, you will be required to verify both your household expenses and income and also that you did use all your income to purchase current basic necessities. You must also use all resources available to help meet your current needs, such as Food Stamps, T.A.N.F, H.E.A.P., W.I.C., your relatives, savings and other assets.

Families or individuals with regular monthly income such as T.A.N.F., S.S.I., Social Security Benefits, Veterans Benefits, etc. will be required to show verification each month when they apply that their INCOME was used to pay necessities.

WE WILL NOT SUPPLEMENT RENT OR ENERGY COSTS IF YOUR MONTHLY INCOME IS A SUFFICIENT AMOUNT FOR YOU TO MAKE DIRECT PAYMENTS YOURSELF. YOU MUST PAY THOSE COSTS AND THE TOWN WILL THEN APPLY ANY ADDITIONAL ASSISTANCE YOU ARE ELIGIBLE FOR AND IN NEED OF TO REMAINING NECESSITIES IN THIS ORDER:

If the Town of Wells does help to pay your rent then the following will exist. You will be required to pay a portion of your rent out of income received. The breakdown is as follows:

<u>If your income falls between</u>	<u>You must Pay this amount toward your rent</u>	
\$300.00 - \$400.00	80%	
\$400.00 - \$500.00	80%	
\$500.00 - \$600.00	80%	(OF YOUR INCOME)
\$600.00 - \$700.00	80%	
\$700.00 - \$800.00	80%	
\$800.00 - \$900.00	80%	

Please remember this program is based on immediate need for the most necessary basic expenses. Cable TV, cigarettes, gifts purchased, costs of trips or vacations, fines paid, etc are not considered basic necessities and will not be included in our budget computations. Furniture payments, educational costs, overdue phone bills, loan payments, etc. can be postponed or negotiated and are not included in our budget computations. Car costs are not considered necessary unless required for work. Clothing costs be considered only when there is a clear need for essential clothing and applicants will be expected to

make use of discount clothing stores, the "Clothes Line", thrift shops, etc. Only a basic phone expense will be allowed if the household needs a telephone for medical reasons. We do not consider a phone a necessity (unless the previous statement applies) and you must verify that you met your housing, energy, food and other needs first, before paying phone bills.

It is your responsibility to plan ahead, and use your income wisely. We are not required to "replace" income you have misused or forfeited by your own actions. Any assistance you receive should be repaid by you at such time that you have become financially able or by your liable relatives, unless you have completed Town workfare in return for the assistance given.

If the applicant does not spend his/her income as directed, but can show with verifiable documentation that all income was spent on basic necessities up to allowed amounts, the applicant will remain eligible to the extent of the applicant's eligibility and need.

Any assistance provided to you is to be used for only those persons stated on your application and approved by the G.A. Administrator. Services, merchandise, food, housing, etc. obtained by you from this program will be considered as obtained fraudulently and could result in a denial of assistance and court action.

ISSUED BY: _____

RECEIPT ACKNOWLEDGED: _____