

## General Assistance Application What to Bring to Your Appointment

***An appointment is required to review your application. Please do not walk-in, contact the office at (207) 929-5191 extension 1110.***

Applicants must provide the following:

- Proof of identification for themselves and all household members (i.e. drivers' license, birth certificate, social security card, etc.)
- Proof of all household income must also be provided. Income and financial resources are not limited to net wages from jobs.

Additional income sources include:

- Cash on Hand
- Income Tax Refunds
- Unemployment benefits
- Child Support Benefits
- TANF Benefits
- Social Security Benefits
- SSI/SSDI Disability Benefits
- Checking/Savings Accounts
- Veteran's Pensions
- Rental Income
- Loans
- Workers' Compensation
- Savings Bonds
- Trust Funds Annuity
- Life Insurance Policies
- Retirement Accounts
- School Loans Financial Resources
- Car/Recreational Vehicles
- Real Estate Holdings
- Any other Financial Resources or Agencies who have assisted you in the past 12 months
- Allimony

### **Eligibility**

Applicants applying for General Assistance must document their use of income. Only recipients for basic necessities are considered allowable expenses, which include but are not limited to food, rent, utilities, oil, medication, and work-related expenses. If payment of a utility bill is requested, the applicant must provide the entire bill or disconnect notice. Bills are only paid if they are in the applicant's name. Individuals may be eligible to receive General Assistance while receiving other forms of public assistance, such as federal food stamps, SSI, and TANF. General Assistance law encourages able-bodied individuals to work. The goal is to encourage employment and self-sufficiency.

Items not considered basic necessities:

- Phone Bill
- Cable Television
- Mail Orders
- Vehicle Payments
- Credit Card Debts
- Furniture
- Loan Payments
- Cigarettes
- Alcohol
- Vacation Costs
- Pet Care Costs
- Late Fees
- Key Deposits

Additional information needed to make a determination of eligibility:

- Copy of checking and savings bank account statements for past 30 days
- Copy of a bill (CMP, Cable, etc) with your name and your current address
- Eviction notice – if requesting rent
- Disconnect notice – if requesting CMP assistance
- If you can't work – a letter from your doctor as to why you cannot work.
- Lease Agreement