

GREENE COUNTY VETERANS' SERVICE COMMISSION GUIDELINES for FINANCIAL ASSISTANCE

The Greene County Veterans Service Commission has adopted the following Financial Assistance Guidelines, in accordance with Title 5901 of the Ohio Revised Code, in order that our limited funds are distributed as fairly as possible. The funds are intended to provide temporary emergency assistance to veterans and their families.

1. Each applicant for financial assistance must meet the definition of a veteran as defined by Title 5901.01 of the Ohio Revised Code or be an Active Duty member of the Armed Forces of the United States, the spouse or surviving spouse, a dependent parent, minor child, or ward of the veteran or the Active Duty member.
2. The veteran must have performed service in the Armed Forces of the United States for a period of not less than 90 days. Consideration will be given to those veterans who have less than the required time in service, if they were discharged because of hardship or for medical conditions.
3. The veteran must have served in the Armed Forces of the United States on active military duty and was discharged under HONORABLE conditions. In addition, the veteran must have served on active duty for reasons other than training or while serving on active duty for training, incurred a disability recognized by the Department of Veterans Affairs or Department of Defense as service-connected.
4. Proof of Service must be established via DD-214 (**member 4**), Separation Papers, Certificate of Service, or equivalent.
5. Identification – Drivers license, state identification card, or other official pictured ID is required and will be copied to the *Authorization of Release of Information* form.
6. Applicants must have been a bona fide resident of Greene County for a period of 90 days immediately preceding application. Proof of residency must be established. A post office box is insufficient to show residency. Incarceration, school attendance, or other reasons a non-resident may be temporarily in the county will not be considered for residency purposes.
7. Applicants must provide all information and documentation required for verifying accuracy; the necessary documentation is included in the *Financial Assistance Application Checklist*. Failure to provide the required information and documentation will result in applications not being processed. Once the applicant has gathered all of the information and documentation required on the *Financial Assistance Applicant Checklist*, he or she is responsible for contacting the Veterans' Service Office to **schedule an appointment and** to finalize and sign the application.
8. Students must have been a Greene County resident prior to enrollment **and are encouraged** to have at least a part-time job to be considered for assistance.

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9. Incomplete applications will not be adjudicated and will expire 30 days after the application process began.
10. Applicants receiving similar assistance from any other agency or institution must declare same. This may make the applicant ineligible for assistance or the amount of required assistance decreased.
11. Applicants who knowingly provide false information will be ineligible for assistance indefinitely and may be prosecuted for fraud.
12. Financial assistance will not be given for court-ordered fines or penalties, taxes, bail, tuition, and course fees.
13. Applicants who make financial decisions, which appear extravagant, irresponsible, or unnecessary, which have resulted in or significantly contributed to the applicant's own financial hardship, are ineligible.
14. Applicants whose financial hardship is a result of willful misconduct will not be eligible.
15. Applicants who have quit their job or were terminated for just cause, which has led to their financial hardship, are ineligible for assistance.
16. Applicants who appear or are known to be on drugs or alcohol or be abusers, will not be granted assistance, but will be referred to an appropriate agency or treatment facility.
17. All applicants who are physically and mentally able to work must be actively seeking employment or they will be ineligible for assistance. Greene Works may be able to provide applicants with valuable job leads depending on their occupation; however, actively seeking employment means the applicants are taking responsibility and seeking employment on their own as well **and must show documentation of the places they are seeking employment (dates, employer addresses, telephone numbers, contact name, etc.)**.
18. Applicants whose total family income exceeds necessary expenses are ineligible for assistance.
19. Financial assistance is intended to help those with TEMPORARY financial difficulties. Applicants, whose financial difficulties are of a nature that temporary assistance will not provide a short-term solution, offering them time to establish a permanent solution, will be considered as if their situation is "permanent in nature" and are ineligible for financial assistance; they will be referred to other agencies.

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20. Situations or circumstances that do not constitute an immediate emergency or necessity will not be considered as a valid request or need for Financial Assistance from our office.
21. Financial Assistance will not be used to pay rent/mortgage to any relative*, girlfriend, boyfriend, significant other or any other relative in the home if they reside in the same home as the applicant/client.

*Relative: members of a client's immediate and extended family, blood relatives, parents, children, brothers, sisters, maternal or paternal grandparents, great-grandparents, parents-in-laws, aunts, uncles, cousins, divorced or separated spouses from previous marriages or common law.

Exception: Financial Assistance will be allowed to pay rent/mortgage to a relative if the property is a rental or mortgage property to which the relative does not reside. Said relative must own the property and a formal lease agreement will be required.