

# OHIO TOWNSHIP TRUSTEE

3433 Libbert Road  
Newburgh, IN 47630

**\*\*ALL ADULTS (18 YEARS AND OLDER) MUST BE PRESENT  
FOR APPLICATION PROCESS\*\***

**WORKFARE IS A REQUIREMENT** by the Township for all applicants receiving assistance; this includes men and women 18 years of age or older in the household. If your household receives assistance, please be prepared to work for the Township.

**Each item listed below is required to determine your eligibility for Township Assistance:**

- \_\_\_\_\_ Present a valid photo ID (driver's license or identification card)  
**MUST BE INDIANA LICENSE** (everyone 18 years old & older)
- \_\_\_\_\_ Social Security Cards on all household members

## **RENT ASSISTANCE**

- \_\_\_\_\_ Original lease agreement
- \_\_\_\_\_ Completed original rental/mortgage verification form (no faxed or E-mail copies)

## **GROSS INCOME (All income received in last 30 days)**

These requirements are mandatory requirements for everyone in the household

- \_\_\_\_\_ Original pay stubs (last four (4) or strike verification)
- \_\_\_\_\_ Copies of child support checks or letter detailing award
- \_\_\_\_\_ Check stubs from TANF or AFDC award or referral letter
- \_\_\_\_\_ Copies of Social Security or Disability Checks or letter of claim or ineligibility.
- \_\_\_\_\_ Other sources of assistance received in the last 30 days

## **PROOF OF EXPENSES (ALL EXPENSE PAID IN LAST 30 DAYS)**

- \_\_\_\_\_ Rent or mortgage payments
- \_\_\_\_\_ Original utility bills (electric, gas, water, cable/satellite, and phones)
- \_\_\_\_\_ Bank statements or money order receipts
- \_\_\_\_\_ **ALL Receipts showing how you have spent your money**

**VERIFICATIONS** - The Trustee or representative may verify any and all information given and perform an unscheduled "home visit" at the option of the Trustee.

**\*\*CALL 853-8835 TO SCHEDULE AN APPOINTMENT\*\***

**OFFICE HOURS: Mon, Tue, Wed 9-12 & 1-4, & Thu 9-12  
CLOSED ALL LEGAL HOLIDAYS**

**Email: [maryann@ohiotownship-in.com](mailto:maryann@ohiotownship-in.com) and [lynda@ohiotownship-in.com](mailto:lynda@ohiotownship-in.com)**