

## **General Assistance**

**Purpose:** Town of Hinsdale (Town Welfare) provides short-term, emergency assistance to qualified Hinsdale residents for the essentials of daily living, makes referrals to programs that aid individuals and families to return to a state of financial self-sufficiency.

**Basic Needs Policy:** It is the applicants/recipient's responsibility to utilize all available benefits or resources to reduce the need for general assistance. This department will direct the applicant/recipient to apply for other resources and also will require the applicant/recipient to use current resources to meet all basic needs in order to reduce the need for general assistance, now and in the future.

**Allowable Expenses:** Rent/Mortgage Non-Food hygiene products Utilities Food Diapers Prescription/Medical (unaltered, **dated receipts for all expenses are required**)  
Least costly transportation expense will be allowed if needed for work or medical appointments made in order to meet conditions of assistance. Only basic telephone service is an allowable expense.

**Unallowable Expenses:** Car payment Credit card payments Loan payments Cable/Internet Cellphone Tobacco/Alcohol products Insurance payments Bail payment/court fines or fees Repayment of personal loans Restaurant/Fast food Misc. payments/program expenses and or fees

### **To Apply**

- Complete a written application, including verification material required
- Schedule an appointment to determine eligibility
- Complete a full financial review

### **Actions on Application**

- Appointment
- Financial Review
- Town will consider expenses for the essentials of daily living to determine eligibility
- Responsibility of applicant to provide necessary documentation

### **Notice of Decision**

- Approval/Denial/Referral
- Amount and type of assistance
- Responsibilities of recipient
- Referrals to other agencies

**Please Note:** An appointment and complete financial review are required for the first and each subsequent request for assistance.

Applicants are required to provide in writing verification of income and all expenses for the essentials of daily living to determine eligibility.

**Walk in Hours:** During walk in hours only assistance with the following will be handled:

- No Heat
- Utility disconnect
- Needed life threatening medications
- Homeless, on the street

**Walk in hours are 11am-1pm Monday, 9am-11am Wednesday and 1pm-3pm Thursday**