

Township Assistance FAQ's

What is Township Assistance?

Township Assistance provides primarily rent, utility, medication and cremation/burial financial assistance to individuals and families in need through an application and approval process. The goal of township assistance is to prevent the loss of shelter, utilities, critical medications, transportation for employment and provide for indigent burial/cremation for a township resident.

What are the qualifications for Township Assistance?

In order to receive assistance with rent or utilities your landlord must provide proof that you are facing eviction or your utility bill must state that you are in disconnect status. For all other requests such as medication, transportation, food, cremation/burial assistance other documentation will be required to support the request.

What is the process to apply?

There are multiple ways to apply for assistance. You can utilize the link below to access our online application, pick up a paper application in the entry of our office at 602 Vitality Drive, Fortville or email:

info@vernontownship.us for an electronic copy that can be completed.

How do I know if I am eligible for assistance?

Vernon Township by statute utilizes the Federal Poverty guidelines to determine countable income. The guidelines can be accessed under Appendix A in our Assistance Guidelines document. In addition, Vernon Township can consider all requests for emergency assistance. By completing the application and submitting the required documents the Township will be able to determine eligibility.

What documents am I required to submit with my application?

1. Drivers License or ID for all adults over 18	4. Proof of all income for the last 30 days for all adults
2. Social Security cards for all members of HH	5. Bank statements for all accounts both checking and savings for the last 60 days
3. Birth certificates for all minor children	6. Copy of lease agreement

Additional documents required

For Rent Assistance- Documentation from the landlord stating the amount owed and indicating that the tenant will face eviction if the amount owed is not satisfied.

For Utility Assistance- Copy of the bill showing disconnect status.

For Burial/Cremation Assistance- Copy of the death certificate

Are there limits to what township assistance can provide?

Township Assistance cannot pay for the following: late fees, penalties, deposits for shelter or utilities, taxes, rent for garages or carports, utilities considered to be non-essential such as trash collection. Any of the items listed above shall be the responsibility of the applicant to resolve.

Rental Assistance is limited to twice annually and based on the following maximum assistance based on the number of persons in the household. Rent amounts will not be paid in excess of monthly amount owed to landlord.

Size	1BR	2BR	3BR+
Minimum # of persons	1	2	3+
Maximum Rent	\$675	\$725	\$800

Burial/Cremation assistance cannot exceed \$1500. Contributions or payment of benefits from any other source may be deducted from the township’s allowable maximum.

How is payment made for any approved assistance?

All payments are made directly to the vendor after approval and documented signatures.

How long does approval of an application take?

Legally the Township Trustee has up to 72 hours to determine eligibility and make a determination. Determination on an application, however, cannot be made without all of the required supporting documents.

Please reference the 2022 Township Assistance Standards & Guidelines for additional questions or reach out to info@vernontownship.us with questions.