



WASHINGTON TOWNSHIP HENDRICKS COUNTY

"PROVIDING THE BEST SERVICES TO OUR COMMUNITY"

Township Application Requirements

The items listed below are needed for your application and to determine your eligibility for township assistance. You must submit this documentation at the time of your appointment. If the proper paperwork is not submitted, your application may be denied.

This information is required for every person residing in the home and must cover the 30 days prior to the date of application.

- Birth certificates for all children in the household
- Pertinent court records (if applicable)
- Social Security card/number for everyone in the household
- Current tax return
- Current lease agreement/mortgage statement - Washington Township DOES NOT assist with mortgages
- Driver's license/State ID for all adults in the household
- Bank statement/transaction history for ALL financial accounts (this includes credit cards, savings accounts, CashApp, PayPal, Venmo, etc.)
- Vehicle registration and payment book
- Unearned income statement for 30 days prior to appointment
- Earned income for 30 days prior to appointment (pay stub)
- Proof of child support payment or receipt (if applicable)
- Medical statement, documentation of disability (if applicable)
- Copies of all bills
- Receipts showing expenditure of income (for ATM withdrawals or if you do not have financial statements/transaction history)
- **All adults (18+) residing in the household must be present at the time of the interview as they will be required to sign forms and answer questions**

Please note that evidence of wasted resources, such as trips, fast food purchases, balance inquiry fees, overdraft fees, storage fees, internet, streaming services and cable television bills may be cause for denial.

If you are unemployed you must actively seek and accept gainful employment. The signed Disclosure of Information permits the township to discuss your situation with other social service agencies, utility companies, medical services, landlords, etc. The investigation of your application will follow the laws of the State of Indiana and the guidelines of the Washington Township Trustee's office. **NO DECISION WILL BE MADE IN THE INTERVIEW. IT CAN TAKE UP TO THREE BUSINESS DAYS FROM THE DATE ALL PERTINENT INFORMATION IS RECEIVED. AN ADDITIONAL THREE DAY PERIOD MAY BE NECESSARY IN SOME CASES.**

Regardless of the request, or date payment is due, the application process must be followed. **Be mindful of due dates on utilities/rent. You are responsible for these until you hear from this office.**

If you are more than 15 minutes late or are a no-call or a no-show for your appointment, you are ineligible to re-apply for assistance for 30 days.

EMAIL ADDRESS FOR ALL COMMUNICATION REGARDING YOUR APPLICATION/APPOINTMENT
bvickers@avonfd.org

311 PRODUCTION DRIVE
AVON, IN 46123
317.272.1835

TRUSTEE - DON HODSON
TOWNSHIP BOARD
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