**FINANCIAL ASSISTANCE APPLICATION**

**PLEASE COMPLETE THE THREE PAGES TO THE BEST OF YOUR ABILITY.**

**IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CALL CHRISTINA OR AT 423-467-2800.**

**THE FOLLOWING DOCUMENTS WILL BE REQUIRED TO TURN IN ALONG WITH THIS APPLICATION:**

1. PROOF OF INCOME.
   1. EMPLOYED: 2 MONTHS OF PAYSTUBS
   2. UNEMPLOYED: YOU MUST OBTAIN A LETTER OF SUPPORT FROM THE FAMILY MEMBER/FRIEND WHO IS PROVIDING YOU WITH SHELTER, FOOD, AND NECESSITIES EXPLAINING THAT THEY ARE DOING SO BECAUSE YOU ARE CURRENTLY UNEMPLOYED.
   3. DISABILITY: SSI LETTER
2. MOST RECENT 30-DAY BANK STATEMENT. IF YOU DO NOT HAVE A BANK ACCOUNT, PLEASE WRITE THAT NEXT TO ‘ASSETS’ ON THE APPLICATION.
3. 2 MOST RECENT YEARS OF TAX RETURNS. **IF YOU DID NOT FILE TAXES,** PLEASE SEE THE NEXT PAGE FOR INFORMATION REGARDING OBTAINING A NOTICE OF NON-FILING TO BE USED IN PLACE OF THESE DOCUMENTS.
4. DOCUMENTATION IS ALSO REQUIRED IF YOU RECEIVE ANY OF THE FOLLOWING:
   1. FOOD STAMPS
   2. FAMILIES FIRST OR OTHER STATE ASSISTANCE
   3. CHILD SUPPORT/ALIMONY
   4. UNEMPLOYMENT BENEFITS
   5. STOCKS/BONDS
   6. ASSESTS SUCH AS REAL ESTATE, INVESTMENTS, VEHICLES
   7. ANY OTHER INCOME UNSPECIFIED

PLEASE SEE BELOW FOR THE INCOME LIMITATIONS. IF YOUR HOUSEHOLD INCOME IS LESS THAT THE AMOUNT SHOWN FOR YOUR FAMILY SIZE, YOU SHOULD BE APPROVED. THE FAMILY SIZE NUMBER MUST MATCH WHAT YOU CLAIM ON YOUR TAXES.

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| **Annual 2024 Poverty Guidelines** | |
| **Family Size** |  |
| 1 | $15,060 |
| 2 | $20,440 |
| 3 | $25,820 |
| 4 | $31,200 |
| 5 | $36,580 |
| 6 | $41,960 |
| 7 | $47,340 |
| 8 | $52,720 |
| For each additional family member $5,380 | |