info@adamstownship.org Assistance: (260) 749-4162

Fax: (260) 749-6086

The following information is necessary for us to determine eligibility. Bring what applies to any member of the household. For information on-line, you may use the township's computer and printer.
Valid government-issued picture ID for every adult in the household
Social Security cards, birth certificates, proof of citizenship, proof of legal US residency if born outside of US (visas, I-94's, etc)
Proof of all income for past 60 days.
Social Security benefits award letter or other proof of gross & net amt.
Proof of Child Support (stubs, printout, statement, etc)
Current Food Stamp / TANF benefit statement or printout; FSSA case number
FWHA benefit letter showing amount you pay, and utility allowance
60-day transaction history for all financial accounts, including checking, savings, and prepaid debit card accounts like the EPPI, Chime Cash App, Direct Express cards
Car registration, title or payment book / statement
Unemployment decision, status of your claim
Verification of lump sum payments within past 6 months (tax refund, loans, pensions, annuities, IRA disbursements etc.)
Other Proof of Income or Assets: (pensions, annuities, IRA's, etc.)
Tax Information: If you filed, copy of tax return; if you did not file, copies of W2's, 1099's, etc. If someone prepared your taxes, bring all information
Notarized letter(s) from anyone who lent or gave you money, or paid expenses on your behalf. (Agencies/Churches can give a letter). The letter must have exact dates and amounts, plus the full name, address, and contact number of the person(s) who helped.
Proof of student status for adults, financial aid paperwork if higher education
Lease agreement / Mortgage Information
Ledger print out from landlord (i.e. itemized statement of debts/credits)
Current utility bills (electric, gas, water, cable, phone) - even if not in household members' names. Bring them all even if not requesting assistance for them.
Any disconnect notices or eviction letters within past 60 days
Receipts to show how cash income was spent
If anyone is pending SSI or SSD, bring verification of application and all documentation regarding decisions and the status of the case
If anyone is unable to work due to health reasons, bring doctor's statement
OTHER: