

### One-Time Needy Program:

- Applicant is only eligible for assistance once (1) within a Fiscal Year with the amount of assistance not to exceed \$350.00.
- Program contingent upon availability of funds
- General Assistance is an agency of last resort

### Requirements of the One-Time Needy Program:

1. Household income must be at or below the 100% Federal Poverty guideline.
2. All family members 18 years or older and who are not needed in the home to care for pre-school age children or a disabled person must be registered with Iowa Workforce Development
3. Must have a plan in place to ensure future bills will be paid by the applicant or another source.
4. If the need exceeds \$350.00 then the applicant will need to bring in verification that the remaining amount has been paid.
5. Proof of monthly household income.
6. If need is due to atypical expenses or situation (illness, accident, robbery) then proof will be required, i.e. doctor's note, police report.
7. Apply for any other assistance programs that the applicant may be eligible for.

### Poor Program:

- Medications and medical co-pays.
- Rental/utility assistance up to \$400 per month for a person who has no income or resources.
- Personal and household resources must be valued below guidelines.
- Inability to work as deemed by their doctor due to a mental or physical illness.
- Person must apply for Social Security prior to approval.
- Must have zero income in household

This brochure is not an exhaustive description of the program policies and regulations. Detailed information can be examined in the General Assistance Manual. For further information on qualification please contact the General Assistance office at 328-5867.

**The General Assistance Program is to be considered the agency of last resort. All callers will be directed to contact other assistance agencies prior to funding consideration.**

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## POTTAWATTAMIE COUNTY

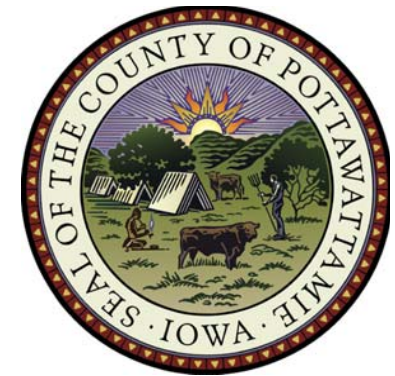
### GENERAL ASSISTANCE

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*Back-To-Work Program*

*One-Time Needy Program*

*Poor Program*



Pottawattamie County General Assistance

515 5<sup>th</sup> Ave.  
Council Bluffs, IA 51501  
Phone (712) 328-5867  
Fax (712) 328-5888

What General Assistance provides assistance for:

- Current Rent
- Utility bill: gas, electric, water, fuel oil (current month's usage)
- Propane tank
- Medications (up to \$100 in a one (1) month period)
- Medical co-pay (one visit per month) for the Council Bluffs Community Health Center (Poor Program only).

General Assistance does *NOT* provide assistance for:

- Utility deposits
- Rental deposits
- First month's rent
- Mortgage
- Reconnect or disconnect charges
- Telephone service
- Cable television
- Late payment fees
- Past bills
- Rent paid to relatives
- Over the counter medications, narcotics or other addictive medications

Stipulations for ALL General Assistance Programs:

1. All other community agencies have been accessed for assistance – General Assistance programs are to be last resort.
2. Sign a contract which states that the recipient understands the requirement and expectation of the program, including repayment for funding provided.
3. Assistance can only be provided for the current month's rent or utility bill. Any previous month's bills are not considered and must have proof that they are paid prior to GA providing assistance for the current month's bill.
4. Pottawattamie County does not help establish residency (deposit or first month's rent) except in domestic abuse situations.
5. Students are not eligible for General Assistance.
6. Minors are not eligible unless they are emancipated. Applicants must be legalized citizens or be a legal alien.
7. Applicant must apply for and comply with all Federal, State and Local program that they are eligible for. Noncompliance or denial of any program is grounds for non-approval. Applicants must be drug and alcohol free to qualify.

**Back-To-Work Program:**

- Program contingent upon availability of funds
- Assistance for up to three (3) consecutive months not to exceed \$350.00 for a one month period.
- Assistance will not be approved until after successfully completing half the month's requirements, i.e. four (4) employment contacts, twenty (20) hours of community service, budgeting class (if within that time period).
- Program is not meant to supplement income.

Requirements of the Back-to-Work Program:

1. Household must be at or below the 100% Federal Poverty Guidelines
2. Apply at Vocational Rehabilitation or Workforce Development.
3. Must actively seek employment by filling out at least 8 employment applications in one month.
4. Attend financial/budgeting class/job fair.
5. Must engage in forty (40) hours of community service in one month.
6. Comply with treatment recommended by either a physician or GA specialist (i.e. AA meetings, mental health counseling, etc.)
7. If the need exceeds \$350.00 then the applicant will need to bring in verification that the remaining portion has been paid.