

## October 2024

CATEGORY	AMOUNT & FREQUENCY	GUIDELINES
Rent	Up to \$250 per Household Can increase by using <b>up to TWO add-ons</b> Adults- max up to \$250 in any 12 month period Families w/kids -max up to \$250 in 6 month period	No eviction notice required Verify amount needed with landlord Before paying, friend must pay his portion, if applicable Friend should explain how they will pay future rent or we should refer to other agencies for additional help
Utilities	Up to \$100 per Household Can increase by using <b>up to TWO add-ons</b> Adults- max up to \$100 in any 12 month period Families w/kids -max up to \$100 in 6 month period Not used for utilities included in rent.	No disconnect notice required Confirm past due or prepay daily usage with utility company Before paying, friend must pay his portion, if applicable Friend should explain how they will pay future bills or we should refer to other agencies for additional help
Homeless	Up to 2 nights in hotel once every 6 months Up to \$100 per year for supplies (excluding hotel cost) No Add-on funds	Check GNA first ID for each person required by hotel Hotel not authorized for DNR (Do Not Rent) friends Pets can stay w/Going to Grandma's, if at GNA or Forgash
All other	Up to \$100 per Household Can increase by using <b>up to TWO add-ons</b> Adults- max up to \$100 in any 6 month period Families w/kids -max up to \$100 in 3 month period Special Case required if the amount is higher	Anything NOT rent, utilities, or homeless Cannot be used to add to rent, utilities, or homeless Special cases required for taxes, mortgages, moving vans, Uhaul, deposits, cleaning services, auto insurance, title loans, sewer/trash, storage rooms, Greyhound bus Before paying, friend must pay his portion, if applicable

### ADD-ON FUNDS

Fernandez Fund	Up to \$100 per family up to \$100 every 6 months	Families with children only Must have children listed on file.
Single Mom's Fund	Up to \$50 per family up to \$50 every 6 months	Female adult living with children only Must have children listed on file.
St. Andrew	As much as church will allow Usually max of \$150	Same guidelines and frequency as fund being added to unless church has different guidelines for us.

### SPECIAL CASES

	\$250 in addition to basic fund and any add-on Special Case Funds will come out of the category that is being used for Friend	Used only when friend's needs exceed guidelines Submit form to S. C. committee towards end of day Second Vincentian signature-use discernment!
IF the need is over \$250, it must be unanimously approved by the committee and it is an extraordinary circumstance.		