

# Zion Township

## If you are interested in applying:

1. Call a Zion Township Case Manager at 847-872-2811 for an initial intake assessment.
2. Pick up a General Assistance Packet when the Case Manager explains they have made one available for you at Zion Township.
3. Follow the requirements detailed in your packet. You must apply for all benefits that are available to you and have proof of the application.
4. Contact Zion Township to schedule your first General Assistance appointment at (847) 872-2811.

- *Hours* -

Monday — Friday

8:30 a.m. - 4:30 p.m.

## Once approved, as a General Assistance client, you will be expected to:

- Provide sufficient proof that you have been actively seeking employment
- Participate in our Community Work Program and complete the required amount of monthly hours to maintain eligibility
- Maintain an active account with the job search program (IETC)
- Complete in good standing a substance abuse program, IETC program, or other programs upon referral by the GA Case Manager
- Provide any change in income status, address, phone number, etc. within 5 days of the change
- Comply with our random drug testing policy

# Zion Township



## General Assistance Program

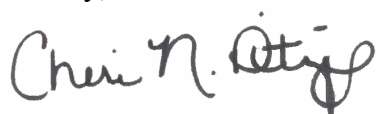
Dear Applicants,

I am glad that you are inquiring about Zion Township's General Assistance (GA) Program. For some clients, this is the first step necessary to rise above obstacles that are in the way of getting back to work and for others this program is much more. We have worked hard to make the GA Program comprehensive by not only providing a stipend to assist with basic living expenses, but to help with referrals and other assistance as needed.

Please know that we are committed to your success and will help in whatever way we can to assist you in achieving employment. This program is very strict, and the rules must be followed. This includes making appointments on time, following through with assignments, and ensuring accurate and up-to-date information is given, among other things. But do not worry, Ms. Adriana Ortiz, our General Assistance Case Manager, is here to guide and assist you through this process. Contact her for more information about this program or to schedule an appointment.

Please read through this brochure to see if this program is right for you. We have many success stories, and I hope that you will be one of them!

Sincerely,



Supervisor

## Who Qualifies For General Assistance?

You may qualify if...

- You are a Zion Township Resident
- You are 18 years of age or older
- You do not receive or qualify for cash assistance from any other governmental agency (i.e. SSI, Veterans Assistance, TANF)
- You have little to no income
- You are actively seeking employment
- You are disabled and pending a social security disability determination
- You do not have a class 1 or class X felony for drugs

### Additional Eligibility Conditions:

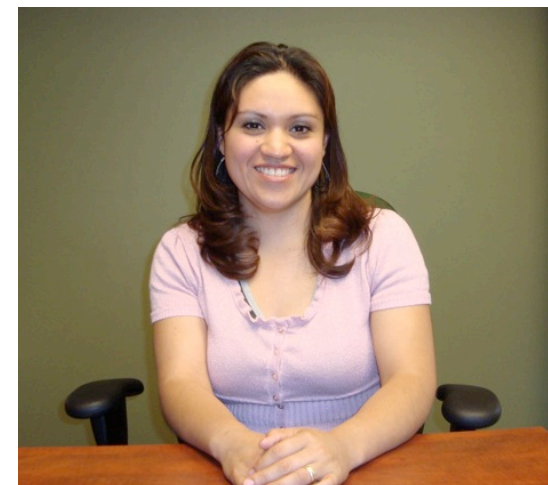
- If you voluntarily left your job without due cause or were terminated for misconduct, you must wait 30 days after termination to apply.
- If you are not a United States citizen, you must be a permanent resident by law and have resided in this country for five years to be eligible.

### What kind of assistance is available?

The maximum financial benefit is \$250.00 per adult. The benefit provided assists in basic living expenses (rent, utilities, food) and job search needs.

## About General Assistance

The primary purpose of Township government is to administer the General Assistance (GA) program. GA is a program that provides vouchers to assist adults with limited resources to achieve self-sufficiency. The Supervisor is charged with overseeing the General Assistance fund where she has sole discretionary control. That being said, the Illinois State Statutes governing GA are extremely rigid with regard to the disbursement of this money. Eligible clients receive a \$250.00 monthly "In-Kind" benefit that is applied toward basic living expenses. The General Assistance Office at the Township can be reached Monday through Friday at 847-872-2811.



Ms. Adriana Ortiz administers the GA program as our Workforce Development Manager and is available five days a week at 847-872-2811.