



# ZION TOWNSHIP

LEADERSHIP • ADVOCACY • RESOURCES

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## Application Process

### ***Process One:***

*Make sure you bring the following items to your GA Initial Appointment:*

#### ***If you are seeking employment:***

- Illinois Job Link Registration
- Unemployment Notice of Decision
- DHS Verification or Notice of Decision for Medicaid Card, Food Stamps, and TANF
- Initial Appointment Checklist Documents (see attached)
- Complete Application
- Ten Job Searches

#### ***If you are seeking social security Insurance benefit***

- Unemployment Notice of Decision
- DHS – Medicaid Card, Link Card & Cash Assistance Verification or Notice of Decision
- Initial Appointment Checklist Documents
- Complete Application
- SSI/SSDI Verification
- Physician Medical Report

### ***Process Two:***

1. Call Zion Township for GA intake appointment at 847-872-2811
2. Bring all necessary documents to appointment
3. Complete background check forms as final verification

### ***Process Three***

1. Zion Township Case Manager will contact you once application is approved. By law, each client must be contacted with a Notice of Decision within 30 days from application date.
2. Notice of Decision Appointment
  - a. General Assistance payment level is \$250
  - b. Vouchers could be used to pay rent, utilities (gas, electric, water, phone), food, household supplies, cleaning products, and hygiene products.
    - i. Please make sure you bring current bills if you need assistance with utility bills.