

VISTO APPLICATION FOR ASSISTANCE: MUST BE MADE IN PERSON

- () FOR RENT: COMPLETED LANDLORD FORM – FORM MUST BE SIGNED AND DATED BY THE LANDLORD AND A COPY OF YOUR COMPLETE LEASE.
- () FOR A UTILITY: THE ACTUAL UTILITY BILL & THE PREVIOUS MONTHS BILL
- () ATTEND A PATHWAYS CLASS: _____
- () ANOTHER BILL SENT TO THE SAME ADDRESS (IF YOU HAVE A TELEPHONE, THIS **MUST** BE THE COMPLETE TELEPHONE BILL) . ALT: _____
- () SOCIAL SECURITY CARDS OF ALL MEMBERS OF HOUSEHOLD & PHOTO ID FOR ADULTS
- () VERIFICATION OF INCOME ON ALL MEMBERS OF HOUSEHOLD –**NO EXEPTIONS**
() LAST (2) CHECK STUBS OR () LAST YEARS' INCOME TAX RETURN OR () NOTIFICATION OF SSI, SS, VA BENEFITS
- () IF THERE ARE ANY ADULTS IN THE HOUSEHOLD NOT WORKING, MUST HAVE PROOF OF DISABILITY OR A SIGNED VERIFICATION OF APPLICATION AT TEXAS WORKFORCE CENTER. TWF IS LOCATED AT 900 GRAND, SUITE 103
- () REASON FOR CRISIS – MUST BE WRITTEN IN LETTER FORM
- () HOUSEHOLD BUDGET FORM COMPLETED
- () FOOD STAMP LETTER INDICATING AMOUNT OF FOOD STAMPS YOU ARE RECEIVING AND A COPY OF YOUR HOUSING LETTER. IF YOU ARE NOT CURRENTLY ON FOOD STAMPS OR HOUSING YOU MUST APPLY AND HAVE A REPRESENTATIVE INITIAL AND DATE BELOW:

FOOD STAMPS 1714 JUSTICE CENTER BLVD STE A _____

TANF 1714 JUSTICE CENTER BLVD STE A _____

HOUSING 715 E. CALIFORNIA ST _____

THIS APPLICATION PROCESS TAKES A MINIMUM OF 7-10 WORKING DAYS. **NO EXCEPTIONS.** DECISIONS ARE MADE BY A COMMITTEE, NOT THE DIRECTOR ALONE.

IT IS THE RESPONSIBILITY OF THE CLIENT: TO VERIFY ALL ITEMS HAVE BEEN TURNED IN AND TO CALL AND CHECK ON THE STATUS OF THE APPLICATION. NOT EVERYONE WHO APPLIES FOR ASSISTANCE IS APPROVED. VISTO (VOLUNTEERS IN SERVICE TO OTHERS) IS NOT A GOVERNMENT AGENCY.

I UNDERSTAND THAT GIVING FALSE INFORMATION ON THE APPLICATION OR DURING THE INTERVIEW PROCESS IS CAUSE FOR DENIAL OF ASSISTANCE.

SIGNATURE OR CLIENT _____ DATE _____

