



COMMON ELIGIBILITY CRITERIA FOR THE DEPARTMENT OF COMMUNITY SERVICES

Services	Division	Eligibility Criteria
<i>Paying My Rent</i>	Human Services	<ul style="list-style-type: none"> • Alien Resident/Unites States Citizen • Applicant's household income must be at or below 150% of the federal poverty level. • Must have a social security card or official proof of SSN • 3 months of income verification proceeding date of application • Proof of Crisis • Maintain after assistance • Assets should not exceed \$2000 for individuals/ \$3000 household • Be a resident of Palm Beach County.
<i>With Finding a Place to Live</i> <i>(Transitional Affordable Housing Assistance Program- In this program we help clients pay their deposit if they are moving into a new affordable place.)</i>	Community Action Program	<ul style="list-style-type: none"> • Alien Resident/Unites States Citizen • Applicant's household income must be at or below 125% of the federal poverty level guideline. • Must have 3 months of income prior to application. • Be a resident of Palm Beach County. <p>REQUIRED DOCUMENTS:</p> <ul style="list-style-type: none"> • Completed CSBG application • Income information for all adults 19 and older within the household • ID for the applicant, SSN card (or government document with SSN) for everyone in the HH • Signed copy of the lease (no month to month-must be 3 months or greater. Landlord & client must have different addresses) • Completed Vendor form & W9 (attached letter) • 3-5 Day Eviction Notice



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		<ul style="list-style-type: none"> • Completed balance sheet • Subsidized Housing Declaration Form • Complete Money Management Course (and submit Monthly budget and tracking form)
<i>Paying My Electric Bill</i>	Community Action Program	<p>GENERAL REQUIREMENTS:</p> <ul style="list-style-type: none"> • Be at or below the 150% of Federal Poverty Level Guideline • Be a resident of Palm Beach County • Bill must be in a household member's name <p>FOR HEA:</p> <ul style="list-style-type: none"> • Bill is <u>not</u> required to be past due <ul style="list-style-type: none"> ○ HEA Eligible once per year and a day Up to \$475.00 Base benefit (\$150- 300) increases in increments of \$50 depending on income ○ Can receive a credit on your account Up to \$475.00 regardless of bill amount or due date <p>FOR CBC:</p> <ul style="list-style-type: none"> • CBC twice a year/once per season (April-September and October-March) <ul style="list-style-type: none"> ○ Bill must be due (on the same day of application) or past due ○ Can receive up to \$600.00 towards the bill <u>per season</u> (total of \$1200 per year) ○ (We will pay the amount of the bill up to \$600) ○ Heating season runs from 10/1-3/31



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		<ul style="list-style-type: none"> ○ Cooling season runs from 4/1-9/30
<i>Paying My Gas Bill</i>	Community Action Program	<ul style="list-style-type: none"> ● Be a resident of Palm Beach County. ● Be at or below the 125% Federal Poverty Level Guideline ● Can only pay what bills states up to \$150 ● Eligible 1 time per year, for the amount of the past due bill up to \$150 unless a PASS/Self Sufficiency client. ● Services must be disconnected(Bill will be past due)
<i>Paying My Water Bill</i>	Community Action Program	<ul style="list-style-type: none"> ● Be a resident of Palm Beach County. ● Be at or below the 125% Federal Poverty Level Guideline ● Can only pay what bills states up to \$150 ● Eligible 1 time per year, for the amount of the past due bill up to \$150 unless a PASS/Self Sufficiency client. ● Services must be disconnected(Bill will be past due)
<i>Managing my Finances</i>	Community Action Program	<ul style="list-style-type: none"> ● Resident of Palm Beach County ● Be at or below the 125% Federal Poverty Level Guideline
<i>Transportation (Issuance of Bus Passes)</i>	Community Action Program	<ul style="list-style-type: none"> ● Resident of Palm Beach County ● Be at or below the 125% Federal Poverty Level Guideline
<i>Filing my Taxes</i>	Community Action	<ul style="list-style-type: none"> ● Runs from January 31st through October 1st



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<i>(VITA Program from United Way)</i>	Program	<ul style="list-style-type: none"> • Household yearly income cannot be more than \$52000 • VITA volunteers will not prepare Schedule D(complex), Schedule E, expenses, moving expenses, nondeductible IRA or minor's investment income.
<i>Furthering my Education (Getting a GED)</i>	Community Action Program	<ul style="list-style-type: none"> • Must be at or below the 125% Federal Poverty Level Guideline • Must be a resident of Palm Beach County • Must score at least 450 on the Official Practice Test(OPT)
<i>Applying for Food Stamps</i>	Community Action Agency	<ul style="list-style-type: none"> • Must be at or below the 125% Federal Poverty Level Guideline • Must be a resident of Palm Beach County
<i>Managing my Health</i>	Community Action Agency	<ul style="list-style-type: none"> • Must be at or below the 125% Federal Poverty Level Guideline • Must be a resident of Palm Beach County •
<i>Finding Employment</i>	Community Action Agency	<ul style="list-style-type: none"> • Must be at or below the 125% Federal Poverty Level Guideline • Must be a resident of Palm Beach County • Must be enrolled in Training Program
<i>Employment Skills (Training Program- Short term career schools, resume & interviewing skills)</i>	Community Action Agency	<ul style="list-style-type: none"> • Must be at or below the 125% Federal Poverty Level Guideline • Must be a resident of Palm Beach County <p>List of Trainings provided by Community Action Agency</p> <ul style="list-style-type: none"> • Home Health Aide



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		<ul style="list-style-type: none"> • Certified Nursing Assistant • Phlebotomy • Nail Tech • EKG • CDL • Braiding • Facial Technician • CDA • Security • Food Prep
<i>Applying for Veteran's Services</i>	Human Services	Please call Veteran's Services Department at 561-355-4720
<i>Indigent Cremation</i>	Human Services	<ul style="list-style-type: none"> • Alien Resident • United States Citizen • Died in Palm Beach County • If deceased is a minor (alien resident/citizen parent status are not considered) • If minor parent income are considered • 3 months of income verification proceeding date of application • Deceased total assets cannot exceed \$500 (equivalent of county's rate for cremation)



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		<ul style="list-style-type: none"> • Applicant's household income must be at or below 110% of the federal poverty level. • Deceased and spouse income considered only <p style="text-align: center;">REQUIRED DOCUMENTS FOR CREMATION SERVICE(TWO DOCUMENTS NEEDED):</p> <ul style="list-style-type: none"> • Valid Photo ID(Passport or Drivers License) • Birth certificate for minor children • Copy of Social Security Number • Voter's Registration Card
<i>Paying My Electric Bill</i>	Human Services	<ul style="list-style-type: none"> • Alien Resident • United States Citizen • 3 months of income verification preceding date of application • Proof of Crisis • Can only serve once in 12 month period • Be a resident of Palm Beach County. • Be at or below the 150% Federal Poverty Level Guideline • Assets should not exceed \$2000 for individuals/ \$3000 household • FPL Customer (share to care only) <p style="text-align: center;">REQUIRED DOCUMENTS:</p> <ul style="list-style-type: none"> • Copy of Utility Bill • Social Security Card



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<i>Paying My Rent</i>	Human Services	<ul style="list-style-type: none"> • Alien Resident/United States Citizen • Applicant's household income must be at or below 150% of the federal poverty level. • Must have a social security card or official proof of SSN • 3 months of income verification preceding date of application • Proof of Crisis • Maintain after assistance • Assets should not exceed \$2000 for individuals/ \$3000 household • Be a resident of Palm Beach County.