

GENERAL ASSISTANCE PROGRAM

The purpose of General Assistance is help when an applicant has insufficient resources to meet basic needs. General guidelines are, you must be a tribal member, apply for **ALL state and Federal funding**. *i.e.* Food stamps, TANF (if applicable), commodities, Social Security Income (if applicable), VA Disability (if applicable), etc before applying with the program. Must be low income and live in Ottawa County. The goal of the General Assistance program is to increase self-sufficiency.

- The applicant must supply us with a Federally Recognized Tribal Enrollment Card
 - The applicant must supply a driver's license, or state I.D. and social security card.
 - Applicant must come in person to the Quapaw Family Services Office and obtain a complete application for General Assistance.
 - Each General Assistance recipient must work with the family services worker to develop and sign a Self-Sufficiency Plan (ISP) The plan must outline the specific steps the individual will take to increase independence by meeting the goal of employment.
 - The applicant must not receive any comparable public assistance.
 - If an applicant does not seek and accept available local and seasonal employment, or quit a job without good cause, the applicant cannot receive General Assistance for a period of at least 60 days, but not more than 90 days after they refuse or quit a job.
 - There are certain exceptions to the employment policy of which an applicant may receive General Assistance without seeking employment. Please contact a Family Services worker for more information on this policy.
 - The head of household who does not comply with the specifications will not be eligible for General Assistance for a period of at least 60 days, but not more than 90 days
 - The application **must** be filled out completely or it will be returned to the applicant and that will only delay the process further.
 - Please allow at least 15 working days for approval or denial.
-

INFORMATION NEEDED TO COMPLETE DIRECT EMPLOYMENT APPLICATION

- Completed application
- Tribal enrollment card
- Driver's License or State I.D.
- Social Security Card

ALLOW 10 TO 14 WORKING DAYS FOR APPROVAL OR DENIAL

Basic Eligibility Requirements

1. Be enrolled member of a federally recognized tribe.
 2. Have enrollment card to show certification.
 3. live in Ottawa County.
 4. Have application turned in before first paycheck.
 5. Have everything completed within the 90 days.
 6. Eligibility is limited to only TWICE in one's lifetime.
-