

**DOCUMENTATION REQUIRED FOR
VETERANS TEMPORARY ASSISTANCE (VTA) APPLICATIONS**

- **Copy of DD214 (Must be Member copy 2 or copy 4) We must be able to read the character of the discharge.**
- **An explanation of what has caused the financial setback. What event took place and what caused the unexpected loss of income? *** Remember, there has to have been a recent, unexpected "event" that has caused this financial setback.***
- **Proof of household income from all sources (copies of paystubs, bank statements, etc.) This also includes documents to verify child support income, V.A. benefits, Unemployment Compensation, Social Security, Disability, and any other sources of monthly income.**
- **Copies of all household bills. This includes utilities, car payments/insurance, phone bills, credit card bills, proof of housing costs (copy of lease or mortgage statement), medical bills, repair bills. These copies must be actual statements, not hand-written lists of bills.**
- **A copy of the applicant's marriage license/certificate, birth certificate and social security card for spouse. For a widow/widower or a dependent applicant of an eligible veteran, a copy of the veteran's death certificate.**
- **A copy of a birth certificate of the veteran's dependent children and if applicable, a copy of court orders indicating payment of child support.**
- **Include a copy of the applicant's recent, official, complete bank statement from all bank accounts. The banks can provide a copy, and it must show the complete, previous month's banking activities, from the 1st through the end of the month.**
- **If the grant is needed for a repair bill of any type, an official estimate or bill must be included with the request.**

SECTION VI - FINANCIAL STATUS

(*Ensure verifying documentation is attached)

- Monthly Income (include one month of pay stubs)
- List amounts for all current household income (if none, specify \$0)

INCOME		EXPENSES		
Sources	Monthly	Account	Monthly	Total Past Due
Veteran Employment Income		Rent/Mortgage		
Spouse/Domestic Partner Employment Income		Property Taxes		
Veterans Administration		Home Owners / Renters Insurance		
Veteran Social Security		Electricity		
Spouse Social Security		Heating Oil		
Unemployment Compensation		Natural Gas		
Retirement / Pension		Water		
Workers Compensation		Sewer		
Annual / Sick Leave		Garbage		
Insurance (sick benefits)		Septic		
Union benefits		TV		
Life Insurance		Internet		
Rental Income		Home Phone		
Interest or Dividends		Cell Phone		
TANF-Temp Asst for Needs Families		TRANSPORTATION		
SNAP-Supl Nutrition Asst Program		Vehicle Payment		
Child Support		Gasoline		
OTHER MISCELLANEOUS INCOME		Car Insurance		
Any other Employment Income		Public Transportation		
Self-Employment		OTHER MISCELLANEOUS EXPENSES		
All other income		Food		
		Clothing & Laundry		
INCOME TOTAL:	\$ 0	Personal Care		
Income - Expenses =	\$ 0	Child Care		
BANKING		Child Support		
Savings Account Balance		Health / Medical care		
Checking Account Balance		Unexpected Expense or Income Loss that caused the need for VTA (explain below)		
		TOTALS:	\$ 0	\$ 0

Name: