

# ROCK COUNTY VETERAN SERVICE COMMISSION POLICIES

## INTENT

The Rock County Veteran Service Commission is a body mandated by state statute (Chapter 45.81) to exist in each Wisconsin county. The purpose of the Veteran Service Commission is to provide **EMERGENCY** assistance to veterans of Rock County and to family members of deceased veterans who reside in Rock County. Family members in this policy are defined as the un-remarried spouse and/or dependent children of the deceased veteran who are under the age of 18 AND living at home. Applicant must be a permanent resident of Rock County for a minimum of ninety (90) days prior to application. If office does not have military discharge record on file, applicant MUST provide proof of military service (DD 214) at time of application with character of discharge of other than dishonorable. Applications for Veteran Service Commission assistance are obtained and reviewed by the County Veteran Service Officer (CVSO) who also serves as the secretary of the Commission.

Application for assistance is made by completing the attached application form in its entirety. Each application will be investigated by the CVSO for accuracy and to reveal other sources of assistance that may be available from other government agencies or service organizations. Each application will be adjudicated on its own merits and on a case-by-case basis. The amount of assistance provided is at the discretion of the CVSO according to the guidelines set forth in these policies. If the CVSO encounters a conflict of interest, the CVSO will defer adjudication to the Veteran Service Commission.

## LIMITATIONS OF COMMISSION ASSISTANCE

Applicant is limited to THREE applications and no more than \$300 in any 12 month period. Applicant must complete a new application each time he/she needs Commission assistance. Application does NOT guarantee assistance and amount is at discretion of CVSO. Proof of an emergency situation must be presented at time of application. ANY exceptions to this policy must be made through the CVSO to the Veteran Service Commission and can take up to 30 Business days (6 weeks) before decision is final. ALL decisions made by Veteran Service Commission are final.

## WHAT IS ELIGIBLE AND NOT ELIGIBLE FOR ASSISTANCE

1. Eligible **Emergency** Assistance for:
  - a. Purchase of food (Food voucher).
  - b. Purchase of fuel for PERSONAL automobile (Gas voucher).
  - c. Payment of portion of overnight hotel/motel stay for homeless veteran (Emergency Lodging).
2. IF PAYMENT SCHEDULES ARE AVAILABLE WITH DEBTORS, THEN APPLICANT MUST ATTEMPT TO RESOLVE DEBT IN THIS FASHION FIRST.
3. **NOT Eligible for assistance:**
  - a. Purchase of alcohol, tobacco, soda, bottled water, candy, gum, chips or other snack items, pet food or pet products.

## DEFINITIONS AND/OR UNDERSTANDING OF EMERGENCY

An emergency for purposes of Veteran Service Commission assistance is an unforeseen circumstance that creates a shortage of assets for the use of basic subsistence and shelter. Examples of this would be a sudden loss of income, medical emergency, or breakdown of vehicle needed for transportation to and from work when public transportation is otherwise not available.

## **Rock County Veteran Service Commission Policies, cont.**

An emergency is **NOT** the ongoing mismanagement of income or other funds available to the applicant. Repeated use of the Commission constitutes abuse and an attempt to supplement one's income with the Commission. This not only hurts you, but it also hurts those who truly do have an emergency and the Commission funds are used up prior to the end of the current fiscal year. All applicants must apply for and exhaust all other aspects of aid available to them prior to making application to the Veteran Service Commission. IF IT IS DETERMINED THAT AN APPLICANT HAS ONGOING FINANCIAL ISSUES, APPLICANT MAY BE REQUIRED TO PROVIDE PROOF THAT HE/SHE HAS SUCCESSFULLY COMPLETED BUDGET MANAGEMENT INSTRUCTION BY THE UW-EXTENSION, WHICH PROVIDES BUDGET MANAGEMENT CLASSES FREE OF CHARGE, WITH A CERTIFICATE OF COMPLETION AT THE END OF INSTRUCTION PRIOR TO RECEIVING AID OR FUTURE AID. IF AN APPLICANT ATTENDS AND SUCCESSFULLY COMPLETES A BUDGET MANAGEMENT CLASS FROM ANOTHER ACCREDITED AGENCY, THIS CAN BE USED IN SUBSTITUTION OF THE UW-EXTENSION CLASS.

Note: If applicant has outstanding payday or auto title type loans, application will automatically be denied and no assistance will be given until applicant has completed budget counseling and can show no activity with these types of loan agencies for at least 6 consecutive months.

**ADDITIONAL LIMITATIONS and INFORMATION**

1. Veteran Service Officer is required to verify claim of emergency situation. Additionally, Veteran Service Officer will verify that all other means of assistance have been exhausted and that information provided on application is correct. **ANY FALSIFICATION OF APPLICATION WILL RESULT IN AUTOMATIC DENIAL OF ASSISTANCE AND APPLICANT WILL NOT BE ELIGIBLE FOR APPLICATION FOR AT LEAST ONE YEAR FROM DATE OF APPLICATION AND A NEW EMERGENCY SITUATION EXISTS DEMONSTRATING NEED.**
2. Veteran Service Officer and Commission DO NOT USE CASH for payment of any assistance.
3. For food or automobile fuel needs, a voucher will be provided to the veteran to be used at specific location of assistance. Voucher in and of itself has no cash value and veteran cannot receive cash back from any balance left over from purchases.

**REPAYMENT OF COMMISSION FUNDS**

If I am financially able to, I agree to repay the Commission the amount of assistance received. This is not mandatory, BUT by doing so, I help the Commission to be able to serve more veterans in Rock County, keeping in mind that the Commission has a finite amount of funds available each year and once gone, we can no longer serve the veterans of the county until a new calendar year begins.

**I certify that I have read, or have had read to me, all policies established here with the Rock County Veteran Service Commission. I understand that the Rock County Veteran Service Officer will verify the information provided on my application to determine my eligibility for a grant from the Rock County Veteran Service Commission. When filling out an application, I agree to all the terms and conditions set forth in these policies, and I authorize the Rock County Veteran Service Office to access and/or release any information needed to assist in the determination of application for assistance.**

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_