Did You Know ...

- Townships are mandated by state law to assist with needs for basic necessities such as shelter, utilities, food, and doctors and medicine?

- That approximately 3% of your property tax dollars go to support this work of the townships?

- That each year Center Township receives over 2,000 requests for assistance with basic needs?

ACCOUNTABILITY

INTEGRITY

TRANSPARENCY

IN

GOVERNMENT

CENTER TOWNSHIP OF HOWARD COUNTY
OFFICE OF THE TRUSTEE
ANDREW DURHAM, TRUSTEE

Phone: 765-452-8259

Fax: 765-456-3747

Township Assistance
A HAND UP
NOT A HAND OUT

CENTER
TOWNSHIP
OF HOWARD COUNTY, INDIANA

213 E JEFFERSON STREET

PO BOX 905

KOKOMO, IN 46903-0905
Website: centertownship1.com

Office Hours

Monday through Thursday
8 a.m. - 4:00 p.m.
Friday
8:00 a.m. – 12:00 p.m.

When to apply

The application process is a two-step process - an initial interview (intake) at which time you will be assigned an appointment and told what documentation you will need to bring to support your request for assistance. Except for appointments clients are served on a first come - first served basis, therefore if you are submitting an initial request & application, the earlier you sign in the earlier you will be seen. We accept applications on weekdays during the following hours:

Monday through Thursday
8 am - 3 pm

Friday
8am- 10:30am

Once seen, the initial interview itself can take 60 to 75 minutes.

Anyone needing special aid, readers, or interpreters should contact the township **at least 48 hours** in advance.

TOWNSHIP ASSISTANCE

1. Anyone applying for aid must complete the township application and attest to the validity of the information given. The township will require an investigation of the household circumstances, which may include a home visit.

TOWNSHIP ASSISTANCE continued

2. All applicants applying for township assistance will be processed according to Township Standards & Guidelines without regard to the applicant's age, race, color, sex, religious creed, national origin, political belief, or physical or mental handicap.
3. Persons that may qualify for other benefit programs, such as TANF (Temporary Assistance to Needy Families), Food Stamps, various types of Social Security, public or private pension plans and other long-term benefit programs will be required to make formal application with those programs.
4. To determine eligibility, the trustee will consider resources and assets of the household, such as cash on hand, bank accounts, certificates of deposit, stocks, bonds, mutual funds, recreational vehicles, etc.
5. The township may require households requesting township assistance to allow an inspection of their living quarters to determine the unit's compliance with the minimum standards of health, safety and decency, and to establish the housing unit's fair market rental value.
6. Determinations will be made within 72 hours of receiving a **completed*** application, holidays and weekends excluded.
*Including supporting documentation
7. For persons who are unable to physically come into the township office to apply for assistance call the office during office hours.

WHAT TO BRING WITH YOU?

A. Picture identification for all adult members of the household that indicates the applicant is a resident of the township. An Indiana driver's License or ID Card issued by the BMV will be accepted.

B. Social Security numbers for all members of the household. This must be in the form of either a Social Security Card, or printouts from the Social Security Office or the Division of Family and Social Services.

C. Birth Certificates for all children residing in the household.

D. Applicants must provide income verification for all members of the household. The income threshold for determining eligibility is based from and is set above the federal poverty line.

CENTER TOWNSHIP INCOME GUIDELINES 2023	
FAMILY SIZE	**MONTHLY INCOME**
1	$1822
2	$2465
3	$3107
4	$3750
5	$4392
6	$5035
7	$5677
8	$6320
For households having more than 8 members, add $642 for each additional member.	