



Matthew R. Minier

Columbia Township Trustee

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APPLYING FOR TOWNSHIP ASSISTANCE - WHAT YOU NEED TO DO:

1. You may apply online or on paper.

Online application: <https://columbiatownship.net/township-assistance>

Paper application: Available for pick up in the mailbox at the Columbia Township fire station, 22 E Radio Rd, Columbia City, Indiana

2. Fill out this application - COMPLETELY. Be sure to include any children for which child support is being paid out and include the amount of time they spend in the household.

3. Gather all of the following:

- A. Photo ID for ALL adults in the household.
- B. Itemized bank statements for each adult member of the household.
- C. ALL of your utility bills.
- D. Your lease, rental agreement or mortgage payment voucher.
- E. Any court or medical records that pertain to your current circumstances.
- F. Proof of ALL HOUSEHOLD INCOME FOR THE LAST 30 DAYS. This will include:
 - I. Check stubs, direct deposits, unemployment benefit records.
 - II. SSI & SSD records.
 - III. Child support records.
 - IV. Proof of food stamps - you should have a letter from them stating amount and effective date.

(WE NEED TO SEE ALL OF YOUR FINANCES FOR THE LAST 30 DAYS.)

4. When you have all of this assembled contact us for an appointment.

Call 260-244-0045 or email us at trustee@columbiatownship.net

Bring all of this to the appointment.

**STANDARDS & GUIDELINES FOR TOWNSHIP ASSISTANCE
COLUMBIA TOWNSHIP - 2025**

APPENDIX A - Income

Household Size	Monthly Income	Annual Income
1	\$1,304	\$15,650
2	\$1,763	\$21,150
3	\$2,221	\$26,650
4	\$2,679	\$32,150
5	\$3,138	\$37,650
6	\$3,596	\$43,150
7	\$4,054	\$48,650
8	\$4,513	\$54,150
For each additional family member, add \$5,500 annually and \$458 monthly. Figures based on 100% of 2025 Federal Income Guidelines published in the Federal Register: January 17, 2025.		

Income guidelines for determining township assistance eligibility shall be based upon no less than 100% of the Federal Poverty Level as outlined above.

Columbia Township will use 100% of the Federal Poverty level as its guide in determining eligibility.

COUNTABLE INCOME - This term means a monetary amount either paid to an applicant or a member of an applicant's household not more than thirty (30) days before the date of application for Township Assistance, or accrued and legally available for withdrawal by an applicant or a member of an applicant's household at the time of application or not more than thirty (30) days after the date of application for Township Assistance.