

COSHOCTON COUNTY

VETERANS SERVICE COMMISSION

GUIDELINES

February 2024

Let's help one more veteran!

WARNING

The making of false or misleading statements may **permanently** disqualify you from **ever again** receiving assistance and you may be subject to **prosecution**.

All statements and claims made by the applicant **will** be checked out.

Incomplete applications and applications not properly filled out, will **not** be accepted nor processed.

INTRODUCTION

The Veterans Service Commission, formerly called the Soldiers' Relief Commission, was established by the Ohio General Assembly in 1886. Title 59, Chapter 5901 of the Ohio Revised Code establishes and regulates the operation of the Commission, and accordingly, the Coshocton County Veterans Service Commission (C.C.V.S.C.) is empowered to provide temporary assistance to veterans and their spouses, their dependents, widows and orphans.

The C.C.V.S.C. maintains an office at 318 Main Street, Courthouse, Coshocton, Ohio. The hours of operation are 8:00 A.M. to 4:00 P.M., Monday through Friday. The Commission meets regularly on the first and third Thursday of each month at 4:00 P.M. in the Conference room adjacent to the above office.

It is the goal of the C.C.V.S.C. to inform veterans of benefits to which they are entitled, assist them in obtaining those benefits, provide transportation to VA medical facilities when necessary, provide short-term financial relief, and act as an agent of the veteran in obtaining assistance from many religious, private, local, state and federal agencies.

We will not make judgments based on **morals**; however, we must insure that assistance is granted to only those who are entitled. Also, this assistance is not intended to replace or supplement normal income, insurance, retirement programs, Social Security or other assistance programs.

To expect a set of procedures to cover all possible situations is not practical. With this in mind, the following guidelines are presented, not as firm rules, but to afford the Commission a general policy on which to base decisions.

Above all, this Commission and the Veterans Service Office shall provide as much information and assistance as possible to any eligible person if in accordance with Chapter 5901 and the following guidelines. All situations not addressed will be dealt with fairly but at the discretion of the Commission.

For more information, please feel free to contact the Coshocton County Veterans Service Office at 740-622-2313.

Revised February 2024

ARTICLE I

TYPES OF ASSISTANCE

The C.C.V.S.C. provides two types of temporary assistance:

1. **Immediate Emergency Grants**

Given in time of dire need through a situation that arose unexpectedly, created an immediate need for assistance or is not the result of the applicant's own misconduct or poor financial planning can be obtained through the Veterans Service Officer if less than \$150. Amounts over that require the approval of a Commission member. With any amounts above \$150, calls will be made to the Commission President first, if not reached, then the Vice-President is to be called, and so on. All applications will be reviewed by (2) Office Staff before approval or phone calls made to any Commission Member. This "one-time-only" per year assistance is limited to one specific need. For example: food, rent/mortgage, heat bill or disconnect, electric bill or disconnect, water, tooth extraction, prescription, or plumbing, electrical or refrigerator, etc.

2. **Monthly General Grants**

Given on a monthly basis (with limitations). The need for assistance and the amount are determined at the regular Commission meetings. The veteran and/or applicant must attend the meeting of the C.C.V.S.C. at which time the facts of their case will be reviewed. The amount of assistance is determined by this simple formula:

Subtract the total household income (as described in Article II, #3), from the total allowable "necessities of life" (described in Article IV). The remainder is the maximum amount of assistance which can be granted for that month. This is why an up-to-date Income/Expense sheet **MUST** be filled out each meeting.

Example: Needs = \$383.00
 Income = \$150.00

 Maximum amount of aid = \$233.00

ARTICLE II

APPLICANT ELIGIBILITY

In order to be considered eligible for temporary financial assistance from the C.C.V.S.C., an applicant **MUST**:

1. Have been a resident of Coshocton County for three months per ORC 5901.08. Residency requirement is from the date of application.
2. Be an honorably discharged member of the Armed Forces of the United States of America who served on active duty for reasons other than training.

NOTE: A character of discharge of less than “honorable”, General, or “under honorable conditions”; e.g. “undesirable”, “clemency”, “bad conduct”, “dishonorable” or “unclassified”, does not establish eligibility.

(OR)

The qualified dependent of the veteran described above. A qualified dependent is defined as the veteran’s needy spouse, surviving spouse, parent, child/orphan under 18 years of age unless still attending school, or ward who receives his/her primary financial support from the veteran.

3. Have a total household income which is less than the total amount of their “necessities of life” as described in Article IV of this guideline. Total household income includes, but is not limited to, all income sources for the veteran, all dependents and all other full or part-time occupants of the veteran’s household.

ARTICLE III

APPLICANT'S RESPONSIBILITIES

The Applicant must cooperate fully with the C.C.V.S.C. to have the application approved.

- 1.1. The application form must be filled out completely, honestly and properly signed by the veteran, applicant and spouse if applicable. Help with completing the form is available at the Veterans Service Office.
- 1.2. Documentation must be provided to justify information on the application whenever requested by the Commission or the Veterans Service Office.
- 1.3. The applicant and/or veteran must be registered with the Ohio Department of Jobs and Family Services.
- 1.4. All employable Veterans must meet with the local Disabled Veterans Outreach Program Specialist before they will be eligible for any further financial assistance with the Commission Members.
- 1.5. Unemployed applicants must submit proof that they are registered with the Ohio Bureau of Employment Services.
- 1.6. The applicant and/or veteran should make an effort to appear before the Commission at the first meeting following the date of the submission of the initial application.
- 1.7. The application must be received by the Veterans Service Office before 3:00 p.m. on the Monday immediately preceding the scheduled VSC meeting to be considered at the meeting.

Even after assistance has been rendered to the applicants, they have responsibilities to this Commission. They include:

- 1.1. Seeking more permanent financial solutions to their problems.
- 1.2. Follow every instruction given by the Commission and Veterans Service Officer. This may include: job interviews, applying for food stamps, G.A., A.D.C., etc.

ARTICLE IV

THE NECESSITIES OF LIFE

The primary purpose of the C.C.V.S.C. is to help needy veterans and their dependents meet the basic needs of life. Therefore, only certain items can be considered. They include:

1. The C.C.V.S.C. will place a \$1,000.00 limit on the total amount of financial assistance granted per applicant per meeting unless a greater hardship or need is proven. A higher limit may be considered on a case-by-case basis and only approved by the C.C.V.S.C.
2. Food for the veteran and dependents. The standard amounts are: \$250 for the veteran; \$200 for the veteran's spouse; and \$150 for each additional dependent.
3. Current monthly payment for the primary residence of the applicant and/or dependents must be in the veteran's or applicant's name and cannot be paid to a relative of anyone in the household. The C.C.V.S.C. will not count expenses of a secondary property unless it is producing a profit and therefore could be considered as an expense.
4. Current monthly heating bill for the primary residence of the applicant and/or dependents must be in the veteran's or applicant's name and cannot be paid to a relative of anyone in the household. The C.C.V.S.C. may allow disconnect fees and/or past due amounts for heating if assistance from the C.C.V.S.C. is their **last resort**. This is limited to a single instance over a 12-month period.
5. Firewood assistance is allowed as a heating source. Applicants have the option of purchasing firewood from any vendor as long as the vendor is willing to be assigned a vendor number through the Coshocton County Auditor's Office. Otherwise, we will refer them to French Ridge of 13248 CR 6, Killbuck, Tom Wilson owner. He will guarantee a minimum delivery of 2 tons of firewood at a cost of \$300.00. The maximum delivery is \$300.00 from all vendors.
6. Home heating costs for fuel oil is currently 150 gallons minimum delivery if using Scheetz Marketing or Hahn Oil.
7. Current monthly electric bill for the primary residence of the applicant and/or dependents must be in the veteran's or applicant's name and cannot be paid to a relative of anyone in the household. The C.C.V.S.C. may allow disconnect fees and/or past due amounts for electric if assistance from the C.C.V.S.C. is their **last resort**. This is limited to a single instance over a 12-month period.

8. Current monthly water bill for the primary residence of the applicant and/or dependents must be in the veteran's or applicant's name and cannot be paid to a relative of anyone in the household.
9. Assistance with water heater, plumbing issues, furnace, electrical, refrigerator, stove repair or replacement will be considered on a case-by-case basis. The applicant must own the home or appliance for which the repair or replacement is being requested. The applicant must meet the financial eligibility requirements.
10. Only medical expenses that have been paid for by the applicant and/or dependents including out-of-pocket costs, doctor prescribed drugs, or non-reimbursed medical costs such as co-pay fees needed by the applicant and/or his qualified dependents will be considered as an allowable expense.
11. Even though the C.C.V.S.C. cannot make child support and/or alimony payments, the paid amount of such payments will be considered as a necessity of life if paid within the current period.
12. Transportation costs will have a \$250.00 limit unless the applicant can show legitimate usage with receipts beyond this amount. Examples: travel to work and/or medical trips
13. Real estate property taxes will be considered as a 1/12th expense on the application only if the applicant is responsible for them.
14. If an applicant uses the Payday Loan Companies (ex: Cash Advance) only the fee amount due will be considered as an expense.
15. Landline and cell phone services as well as cable and satellite bills will be limited to only the basic service plan. This amount will be taken from the individual's billing statement.

Note: Phone may be paid, current billing only, and **MUST** be in veteran's or applicant's name if there is a medical need declared in writing by a doctor.

Other items such as car, home, life and/or health insurance, credit card payments, other installment payments, and any other expenses cannot be paid; however, all information regarding the payment of such items will influence the Commission's decision. **ONLY** minimum balance due will be considered for application. Past due amounts may be considered once in a 12-month period.

If the income of other occupants of the applicant's household cannot be proven, then all the above items will be pro-rated.

If an applicant is offered any assistance from any other entity and does not accept that assistance, the C.C.V.S.C. will only assist with the difference.
Example: payment of electric bill

ARTICLE V

DURATION OF ASSISTANCE

Veteran's assistance is not intended to be a long-term solution, but provide temporary help. Due to the fact that each applicant's needs are different, the length of time which assistance can be granted varies.

No applicant will be assisted more than three (3) times in any 12-month period, unless extreme circumstances exist. Then the applicant may also have one (1) emergency assistance for a specific need.

The Coshocton County Veterans Service Commission can assist applicants with food, rent, heat, electricity and water.

Prescriptions can be included as an approved item on a veteran's application. However, this is a one-time only benefit during each 12-month period and has a monetary cap of \$100.00.

Allow for emergency tooth extractions with proof of necessity and written estimate. This is limited to a single instance over a 12-month period. There is a monetary limit of \$200.00.

The Coshocton County Veterans Service Commission has the authority to deny or cease payment on any obligations contained in an application and the rule "at its discretion" will always apply in every situation involving assistance.

ARTICLE VI

SANCTIONS

The Coshocton County Veterans Service Commission reserves the right to sanction the applicant's right to use this benefit for a period of time as determined appropriate by the Veterans Service Commission on a case-by-case basis. The temporary loss of this benefit can result from (but is not limited to) the following situations:

- Altering assistance vouchers
- Misuse of grocery vouchers
- False statements on the assistance application
- Altering bills provided to support the need for financial assistance

In addition to the sanctions deemed appropriate by the Veterans Service Commission, the applicant may be prosecuted to the fullest extent of the law.

ARTICLE VII

RIGHT TO APPEAL

At its regularly scheduled meeting on the first and third Thursday of each month, the Coshocton County Veterans Service Commission will approve or deny applications for financial assistance.

If an applicant is denied financial assistance, he or she shall be immediately notified of the denial. The applicant shall be informed that he or she and a representative (if desired) may appeal the denial by attending the next meeting of the Coshocton County Veterans Service Commission.

The applicant shall notify the Coshocton County Veterans Service Commission in writing within (2) working days of the denial. The applicant will need to notify the C.C.V.S.C. by the end of the workday the following Monday (or Tuesday in case of a holiday).

ARTICLE VIII

APPLICATION AND OTHER FORMS

The attached forms are to be used for the purpose of recording and documenting all applications and related information.

Please note that all records, forms and applications which you submit are public record as described in Section 149.43 of the Ohio Revised Code. As such, these documents can be viewed AND COPIED by any person or persons who request doing so.

Section 1347.07.1 © of the Ohio Revised Code authorizes us to notify you when any person makes such a request to view and/or copy any part of your records.

February 2024

To Whom It May Concern:

The following items are **NOT** permitted articles on Veterans Service Commission Relief vouchers for groceries.

All Tobacco products and alcoholic beverages

Vitamins, medicines and supplements (if an item has a Supplement Facts label, it is considered a supplement and is not eligible for purchase with our relief voucher).

Pet Foods and Pet Supplies

Cosmetics

Books, Magazines, Greeting Cards and/or Stationary

Toys

Please remember the food vouchers are given based on the assumption the individual is without food or means to purchase it. Therefore, items such as those listed cannot be permitted.

Vouchers are for food and items such as personal hygiene, cleaning supplies, and paper products.

Vouchers must be used within 60 days of issue or they will be void.

Coshocton County Veterans Service Commission
318 Main Street, Courthouse
Coshocton, Ohio 43812
740-622-2313

Revised February 2024

ARTICLE IX


STATEMENT OF POLICY


Veterans Service is never to be construed as a pension or compensation type of benefit. It is only temporary in nature, and is used only to prevent undue hardship for persons involved until other Federal, State or County assistance can be obtained.

The overall scope of the Veterans Service Commission of Coshocton County is broad, reflecting the wide range of problems we seek to assist each veteran and dependent to receive any benefits due them, and to always keep service to the veteran and dependents our number one objective.

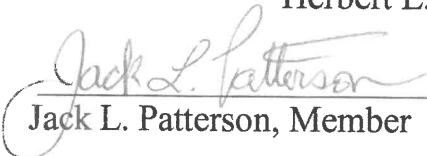
Date Adopted: February 1, 2024


Coshocton County Veterans Service Commission


Jared R. Lillo, President


David H. Dilly, Vice President


Herbert L. Tidrick, Secretary


Jack L. Patterson, Member


Gary L. Kilpatrick, Member

Coshocton County Veterans Service Commission

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2024

Please be advised that the commission will not approve monthly grants of assistance more than **three (3) times** plus one (1) emergency assistance within any **twelve (12) month period**.

The Coshocton County Veterans Service Commission believes that in most cases **three (3) months** is ample time within which you should be able to control your financial situation.

This does not apply to extreme circumstances. If you believe your situation constitutes as an extreme circumstance, please contact a service officer as soon as possible.

False statements on the application and defacement of the vouchers may lead to prosecution and sanction of the benefit by the Veterans Service Commission.

By signing below, you certify that you have read and understand this form. Furthermore, by signing below, you are stating that you have received, read, and understand the guidelines set forth by the Coshocton County Veterans Service Commission.

Signature _____

Date _____

