

## Supported Living Subsidy Guidelines

### Submit:

1. Completed Individual Financial Profile with both Appendix II and Appendix III- all figures need to match.
2. Copy of current Lease
3. Proof of income (social security, wages, food benefits, etc.)
4. Copy of most recent utility bills
5. If entering a value for "personal items" or "other" itemize what is being included
6. Documents are signed by SLC, WSC, and the individual.

### Do Not Include:

1. Cell phone expenses
2. Cable TV
3. Entertainment

### Justification:

You will be asked what measures are being taken to alleviate the need for the request. A subsidy is **temporary** and aimed at bridging a gap between income and expenses due to unforeseen events such as loss of a job, illness, loss of a roommate, etc. These funds are **limited** and are to address crisis situations for the entire fiscal year and are not intended to be a source of long term income. **If approved, funds will be limited to the end of the current lease.**

Addressing the items above prior to submission of the packet will alleviate requests for additional information both slowing down the review process and resulting in the requesting going to the bottom of the review list.