



TOWN OF PELHAM
Board of Selectmen Office
6 Village Green
Pelham, NH 03076

FORM U
BASIC NEEDS POLICY

Per Municipality Welfare Guidelines, it is the applicant/recipient's responsibility to utilize any available benefits or resources to reduce the need for Municipal General Assistance. The General Assistance Department will direct the applicant/recipient to apply for all other resources and also will require the applicant/recipient to use current resources to meet basic needs in order to reduce the need for Municipal General Assistance.

Under continuing Municipal General Assistance or in applying in the future, you will be required to use your earned or unearned resources for allowable basic need expenses only. ALLOWABLE EXPENSES are:

Rent/Mortgage

Diapers

Food

Electric/Heating Bills

Non-food hygiene products

Prescriptions

These costs are allowed for certain conditions:

Public Transportation for work, medical or assistance program appointments.

Telephone basic service to find or keep employment.

The following are examples UNALLOWABLE expenses in determining eligibility:

Telephone beyond basic service for 1 per household.

Bail payments.

Credit Card Payments

Repayment of Personal Loans

Loan Payments

Restaurant/Fast Food

Cable & Internet

Tobacco/Alcohol products

Insurance Payments

Entertainment/Movie Services

As a Condition of Assistance, you will be required to first use all available resources, as directed, to meet your basic needs. Unaltered, dated receipts for these expenses may be required. Should you choose to use your resources for other than basic expense needs as outlined above and/or in your written decision from the General Assistance Department, those amounts will be considered available to you and your assistance will be reduced accordingly and a sanction or denial may be issued

I/We have read and reviewed the Basic Needs Policy with the Welfare Administrator.

Applicant Signature

Co-Applicant Signature

Date

Date