



Dexter General Assistance Administrator - Jean Jacobs
Location - 23 Main Street, 2nd floor, Dexter, ME.
Phone - 924-7351 EXT. 17 Fax - 924-7352
Hours - Mon. through Fri. 8:30 - 4:30

GENERAL ASSISTANCE PROCESS & GUIDELINES

Appointments are preferred but walk-in's are welcome {but may have to wait to be seen}.

To quickly process the application please bring proof of the following, **for everyone in the household;**

- 1} Full names
- 2} Birthdates
- 3} Social Security numbers/cards
- 4} Proof of income for **Last 30** days
- 5} Receipts for how income in last 30 days was spent
- 6} Proof of residency- {mortgage statement, lease agreement, or verification of occupied rental unit completed by landlord/manager. }
- 7} Drivers license or State ID.

Upon completion of the application the Administrator will verify the information provided and request further information if needed. Applicant will be notified of eligibility or ineligibility within 24 hours.

WORKFARE

When assistance is granted **ANY** physically/mentally able adult/adults in the home are required to complete workfare hours equivalent to the assistance provided. Workfare allows re-payment of the financial assistance plus enables the person/persons to gain experience and skills and possibly provides a reference for future employment. Workfare responsibilities are focused on improving or increasing the person's abilities while attempting to stay within the persons overall physical and mental capabilities.