Vernon Township Assistance
Vernon Twp Trustee, Hancock Co.
602 Vitality Dr. Fortville, IN 46040

Policies for Unemployed or Underemployed Township Assistance Applicants

For Township Assistance applicants who are either unemployed or do not earn enough funds at an existing job, Vernon Township Assistance requires that applicants take the following steps:

- Register with Work One and ask:
  - If you qualify for Unemployment benefits because: your job ended, the business closed, you were let go due to a lack of business, the position was dissolved or outsourced, it is seasonal work, or you were laid off through no fault of your own (*Please be aware that if you were terminated, voluntarily left, or did not accept a position offered by a temp agency, you may not qualify for Unemployment benefits*)
  - Available no-cost trainings/workshops in your field or other areas that you qualify for
  - How to access current job postings online **or** by using their computers
  - Help finding jobs without a computer/Smartphone for those who are not tech-savvy
    - **Hancock County Work One**: 836 S. State St. Greenfield, IN 46140 (317) 462-7711. Website: https://www.workonecentral.org/greenfieldoffice
    - **Hamilton County Work One**: 300 N. 17th St. Noblesville, IN 46060 (317) 841-8194. Website: https://www.workonecentral.org/noblesvilleoffice
- Register with at least 2 job search engines (InDeed, LinkedIn, SimplyHired, ZipRecruiter, JobHire.AI, FlexJobs, GlassDoor, Monster, USAJobs, etc.), or in-person Work One searches
- Register with various temp agencies (many positions could lead to a permanent job)
- Send proof of all job searches with the status of each (applied, interviewed, passed over)
- Send written confirmation of any job offer (a start date must be included)
- Vernon Township recommends applying at Mt. Vernon Schools; they hire year-round for a multitude of positions, even with no prior experience working at a school: please send proof of **all** jobs applied. Website: https://mvhs.mvcsc.k12.in.us/21362_1
- Until work is found, consider driving (DoorDash, Grubhub, Uber, Lyft, Instacart, Shipt, etc.)

Please reach out if you have any questions or concerns. Best wishes on your job searches!

Jenny Kriger, Township Assistance
317-649-6010
info@vernontownship.us

MAIN APPLICANT:

Applicant's Printed Name: _____

Applicant's Signature: _____

Date Applicant Signed: _____

ADDITIONAL APPLICANTS (18 years and older):

Second Applicant's Printed Name: _____

Second Applicant's Signature: _____

Date Second Applicant Signed: _____

Third Applicant's Printed Name: _____

Third Applicant's Signature: _____

Date Third Applicant Signed: _____

Fourth Applicant's Printed Name: _____

Fourth Applicant's Signature: _____

Date Fourth Applicant Signed: _____

additional applicants: use the same format below