**HARDSHIP FUND APPLICATION**

**Required Documentation**

Please attach:

* Last paystub for all income earners in household.
* Documentation of all other household income.
* Statement showing current balance of all household members’ checking and savings accounts.
* For any bill over $500, attach the relevant bills to your application. This includes, but is not limited to:
  + Lease and/or rent statement
  + Mortgage statement
  + Credit card statements
  + Loan statements (e.g. student, pension, personal, car, etc.)
  + Childcare/tuition statements
  + Utility statements
* Please circle your name everywhere it appears in your application, including on bills, to help with the redaction process.
* Feel free to redact your account information and Social Security number from your application.
* Please do not include blank pages (e.g., pages at the end of bank statements).

# Personal Information

1. Number of prior requests for Hardship Funds \_\_\_\_\_\_\_\_
2. Amount of Hardship Funds received prior to this application $\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. Telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Alternate Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Email Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Household information

* 1. Number of dependents under 18: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  2. Number of dependents[[1]](#footnote-0) over 18: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  3. Number of persons in household who earn income: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  4. Your **pre-strike** net pay[[2]](#footnote-1) (per paycheck) $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  5. Deductions from your paycheck (e.g.,: pension loans, transitchek, other non-tax items paid directly from your paycheck): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* 1. Your **pre-strike** gross pay[[3]](#footnote-2) (per paycheck) $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  2. **Other income** (income received from sources other than your LSNYC paycheck):
     1. Social Security Benefits $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
     2. Pension Payments $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
     3. Child Support payments $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
     4. Rental Income $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
     5. Other Jobs $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
     6. Temp Employment since 5/15/13 (take-home amounts and payment dates): $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
     7. Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
     8. Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  3. Income for **other income earners, if any,** in the household:
     1. Income earner 1: Frequency of pay \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

$\_\_\_\_\_\_\_\_\_\_\_\_ (net) $\_\_\_\_\_\_\_\_\_\_\_\_ (gross)

* + 1. Income earner 2: Frequency of pay \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

$\_\_\_\_\_\_\_\_\_\_\_\_ (net) $\_\_\_\_\_\_\_\_\_\_\_\_ (gross)

* + 1. Income earner 3: Frequency of pay \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

$\_\_\_\_\_\_\_\_\_\_\_\_ (net) $\_\_\_\_\_\_\_\_\_\_\_\_ (gross)

* + 1. Income earner 4: Frequency of pay \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

$\_\_\_\_\_\_\_\_\_\_\_\_ (net) $\_\_\_\_\_\_\_\_\_\_\_\_ (gross)

* 1. Any additional income: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Current Savings

Current bank account balances for all income earners in your household:

|  |  |
| --- | --- |
| **Bank Accounts and**  **Balances (e.g., Chase Acct. # XXXX, $349.00)** | **Details/Other Important Information** (e.g. you have $2300 in savings but it is for a bill due July 1 for your kid’s daycare, or you have $1500 in savings that is set aside for a tax payment due July 27th, etc…) |
|  |  |
|  |  |
|  |  |
|  |  |

Other resources (stocks, bonds, trust accounts, CD's, etc.,

not including pension or children’s educational accounts):

|  |  |  |
| --- | --- | --- |
| **Type** | **Amount** | **Details/Other Information** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Current Expenses

**Please list all current expenses in the budget below**,

including expenses such as food, medical co-pays, car insurance bills, etc.

It is important that you include all expenses, even if you are not seeking money to cover that expense, so that the Hardship Committee can get an idea of your overall expenses for every month.

We encourage you to consult the chart of priority expenses attached to the Hardship Fund FAQ and to include information below on any of the factors we will consider when evaluating applications:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EXPENSE** | **AMOUNT** | **BILL attached? Y/N** | **EXPLANATIONS/SPECIAL CIRCUMSTANCES** | **ADMIN**  **LEAVE BLANK** |
| Alimony/Spousal Support |  |  |  |  |
| *Car related expenses*  Gas/Maintenance |  |  |  |  |
| Car Insurance |  |  |  |  |
| **EXPENSE** | **AMOUNT** | **BILL attached? Y/N** | **EXPLANATIONS/SPECIAL CIRCUMSTANCES** | **ADMIN**  **LEAVE BLANK** |
| Car Loans |  |  |  |  |
| Child Support |  |  |  |  |
| Childcare/Tuition |  |  |  |  |
| Credit Cards  (minimum monthly payment) |  |  |  |  |
| Food/Grocery |  |  |  |  |
| *Housing Costs*  HOA dues |  |  |  |  |
| Rent |  |  |  |  |
| Mortgage  (principal + interest) |  |  |  |  |
| H/O Insurance |  |  |  |  |
| Taxes |  |  |  |  |
| Maintenance |  |  |  |  |
| **EXPENSE** | **AMOUNT** | **BILL attached? Y/N** | **EXPLANATIONS/SPECIAL CIRCUMSTANCES** | **ADMIN**  **LEAVE BLANK** |
| Internet |  |  |  |  |
| Laundry |  |  |  |  |
| *Life Insurance*  Co-pays |  |  |  |  |
| COBRA |  |  |  |  |
| Other |  |  |  |  |
| Pension/  403(b) Loans |  |  |  |  |
| Personal Loans |  |  |  |  |
| Cell Phone |  |  |  |  |
| Land Line |  |  |  |  |
| Public Transportation |  |  |  |  |
| Storage Unit |  |  |  |  |
| **EXPENSE** | **AMOUNT** | **BILL attached? Y/N** | **EXPLANATIONS/SPECIAL CIRCUMSTANCES** | **ADMIN**  **LEAVE BLANK** |
| Student Loans |  |  |  |  |
| Tax Debt |  |  |  |  |
| Toiletries and Household Supplies |  |  |  |  |
| *Utilities*  Electric |  |  |  |  |
| Gas |  |  |  |  |
| Water |  |  |  |  |
| Sewer |  |  |  |  |
| Other |  |  |  |  |
| Other |  |  |  |  |
| Other |  |  |  |  |

Other comments relevant to this request (add additional pages if necessary):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Amount of Hardship Funds requested in this application**:

□ Full award as determined by the Hardship Committee, using the formula outlined in the Hardship FAQ.

□ Other $\_\_\_\_\_\_\_\_\_ (Note: if the requested amount is less than the amount you would be rewarded according the formula outlined in the Hardship FAQ, your hardship award will be limited to the *lower* amount.)

**Month for which Hardship Funds will be used:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I affirm that all information stated herein is true and accurate to the best of my knowledge.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Shop\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full-Time\_\_\_\_\_\_\_\_\_ Part-Time\_\_\_\_\_\_\_\_\_

Strike Captain Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your Strike Committee, if applicable\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**If approved, please tell us how you want to receive your check (please check one of the below)**

\_\_\_\_\_\_ Please give it to my strike captain.

\_\_\_\_\_\_ Please mail it to me (attach self-addressed stamped envelope).

\_\_\_\_\_\_ I will pick it up myself.

1. Dependents over 18 are people who live in your household and consume household resources, but who do not contribute income to cover household expenses. [↑](#footnote-ref-0)
2. What you take home after taxes and deductions. This is the amount that will appear in your bank account or on your paystub from the May 9, 2013 paycheck. The May 23, 2013 paycheck was docked for two days of the strike. [↑](#footnote-ref-1)
3. Before taxes and other deductions. [↑](#footnote-ref-2)