

PREVENTION, RETENTION, AND CONTINGENCY PROGRAM (PRC) APPLICATION

Name of Applicant	Social Security Number
Present Address	Case Number
	Phone number where we can contact you

1) What is the emergency with which you need help?

- | | |
|---|---|
| <input type="checkbox"/> Rent/Mortgage
Amount needed _____
<input type="checkbox"/> Rental Security Deposit
Amount needed _____
<input type="checkbox"/> Utilities
Amount needed _____ | <input type="checkbox"/> Household items (specify)
Amount needed _____
<input type="checkbox"/> Car Repairs (if employed)
Amount needed _____
<input type="checkbox"/> Other (specify) _____
Amount needed _____ |
|---|---|

2) Why do you need help with this cost? Please explain in detail

3) Have you contacted anyone else for help?
 Who? _____

- YES
 NO

4) Complete the chart below for anyone living in your home, including yourself. You must verify all household income received in the last 30 days for all members of your household.

Name	Age	Relationship to Applicant	Total Monthly Income	Source of Income
		SELF		

Please understand that the completion of this form is not a guarantee that funds will be paid. By signing, you grant permission for the DJFS to gather and report information as needed in the process.

Signature of Applicant	Date
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THIS SIDE FOR AGENCY USE ONLY

Date Applicaton received by Agency _____

Have there been prior PRC(s) received?

YES
 NO

NOTES:

Date	Amt.	Item/Service

Were additional verifications needed?

YES
 NO

If yes, date 7105 sent _____

Is anyone in the household on sanction?

YES
 NO

If request for gas/electric, has client used HEAP in the last 12 months?

YES
 NO

30 Days income verified and attached?

YES
 NO

Are Community Resources available?

YES
 NO

# in Household	Total Household Income	Need Standard

PRC Approved

Item/Service Provided	Date Approved	Amt	Vendor Name/Address

PRC Denied

Date of Denial _____
Date Notice Mailed _____

Reason for Denial _____

Signature of Caseworker

Signature of Supervisor

Date EA F screen opened _____
Date CLRC notated _____