

Erie County Social Services

Work Supports Checklist

CASE NAME: _____

Who gets it?	Required documents	How to apply?	Referral for Support Date mm/dd/yy
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I. Food and Nutrition

Food Stamps (NTA FS)	People who have limited income	Proof of: Identity, DOB, SS#, address, Income(4 weeks), expenses(shelter, utility, child care & medical	Apply in person or mail the application to: ECDSS Rath building 158 Pearl street Buffalo, NY 14202
WIC	Pregnant women, women who are breastfeeding & Children under age 5	SS#	Apply at local WIC office - call WIC 858-7715 to find where office is located.

II. Health

Medicaid- Adult & Children	People with limited income & resources	Proof of : Income, resources, expenses, identification, citizenship/immigration, residency, SS#	Apply at DSS or a facilitated enroller
Child Health Plus & Family Health Plus	People with limited incomes that do not qualify for Medicaid	Same as Medicaid	Facilitated enroller 1-800-698-45437-Child 1-877-934-7587-family
Together RX Access	People with limited resources & no prescription drug coverage	May request income & citizenship	www. Togetheraccess.com or call 800-444-4106

III. Child Care

Transitional or Low income Child Care	People who are transitioning from public assistance to employment &/or people with low income	ID for all household members, verification of income-include child support, verification of household composition, & provider information.	If you have public assistance, contact Temp. Assistance worker. Others should call Day care unit at 858-8953
Locating Child Care	Everyone		Child Care resource Network (716) 877-6666 or www.ocfs.state.ny.us

IV. Housing

Belmont, Section 8 & Housing Authority	People with limited incomes & resources.	Proof of Income	Contact Belmont-884-7791 BMHA -855-6774 HUD-551-5755
Security Deposit Assistance & 1 st Months Rent If FA Closing	Active PA	Landlord form	Apply at local DSS- Housing unit

V. Transportation

Ways to Work/ Wheels for Work: -Vehicle purchase, maintenance & repair -Housing repair -Child care expense	Loan program that offers up to \$4000 to families	Proof of: income, residency, denials from other lenders & dependents.	Child & Family Services (716) 882-0555 ext. 111 Or www.cfsbny.org
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VI. Child Support

Support Order: Establish/Update	Child support services are provided upon application to all individuals		Contact child support office and complete the Application for Child Support Services. 1-888-208-4485
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VII. Utilities

Lifeline- Telephone, no cell phones	Families receiving	Proof of one of the	Verizon Helpline:
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	Medicaid, HEAP, SSI, PA, FS, VA benefits or families w/ low incomes.	benefits stated: Medicaid, HEAP, etc. or Proof of income.	(800) 555-5000 Or www.verizon.com/lifeline/ny	
HEAP	Families with limited income & resources	Proof of: residency, Income, resources, expenses, birth certificate & SS# for all in household and recent fuel bill.	Apply at local heap office or your worker SOCIAL SERVICE HEAP – 858-7644 SENIOR SERVICE HEAP – 858-7870	
Weatherization	Services are available to home-owners and renters. Eligibility falls into one of two categories: categorical (SSI, PA, FS, HEAP) or income.	Proof of: Income or categorical eligibility.	New York State Weatherization: 518-690-0494 or New York State Community Action Association: 518-690-0491	
VIII. Tax				
Earned Income Tax Credit (Fed/State) & Voluntary Income Tax Assistance (VITA)	Individuals (<\$15,000) or families (<\$40,000) that worked in the last year but have a limited income.	Proof of : W2 forms, photo ID, SS#	.VITA sites -TBA each tax season IRS 1-800-829-1040	
Child Tax Credit	Individuals that have a child living in household under 17 that lived w/ you more than ½ year. Child did not provide over ½ of his/her own support.	Proof of: Income-w2	Tax Forms or call IRS 1-800-829-1040 or NYS taxes 1-800-225-5829	
Child & Dependent Care credit	If you paid someone to care for a child under age 13 or a qualifying spouse or dependent so you could work.	To claim credit, you must meet criteria: Earned Income, cannot pay another dependent to care for child, child must have lived w/ you for more than ½ year.	More information can be obtained at: 1-800-829-3676 Or www.irs.gov	
Education Credit - College or an institution of higher education.	Two education credits: -Hope credit: applies to post secondary education for 2 years. -Lifetime Learning credit: Credit is based upon the total of qualified education expenses	Eligibility-paid tuition for undergraduate enrollment or attendance of a student.	Complete form IT-272 for NYS tax and form 8863 for federal.	
NYS Household Credit	-cannot be claimed as a dependent on someone's federal income tax -filing status Single <\$28,000 Families <\$32,000	Proof of Income-W2 form	Income Tax form More information can be obtained at: www.tax.state.ny.us	

HELPFUL WEBSITES:

- Resources For Working Families at:
<http://www.otda.state.ny.us/main/workingfamilies/default.asp>
- Food Stamp Screening and Benefits Information at : <https://www.mybenefits.ny.gov/>