

## **H.E.L.P**

### **Hawaii Emergency Laulima Partnership**

#### **What is HELP?**

Financial assistance for Maui County residents to pay for essential needs due to a layoff, reduction in hours or loss of income related to COVID-19.

#### **Crisis Assistance Information:**

Assistance to Maui County households in the areas of food, personal hygiene, medicine, rent, mortgage, utility payments, phone or internet service, car payments, and other essential needs.

#### **How do I apply for assistance?**

Applications and supporting documentation information can be found online at [www.meoinc.org](http://www.meoinc.org).

Individuals without internet access may call 808-249-2990 or 808-249-2980 Monday through Friday from 8am to 4pm, excluding holidays. An application shall be mailed to individuals, along with a self-addressed envelope to return the completed application and documents to MEO at 99 Mahalani Street, Wailuku, HI 96793.

In-person appointments are discouraged. However, to eliminate barriers, in-person appointments shall be made in advance and shall be scheduled throughout all hours of operation to maintain safety and social distancing.

#### ***Prior to applying for assistance:***

- An individual shall apply for unemployment benefits and provide proof of application.
- A self-employed businessperson shall produce their GET records for the 4<sup>th</sup> quarter of 2019 and current records to show loss of income.
- Individuals must produce documentation of family size and show a reduction of income of 25% or more on or after March 4, 2020, and have less than \$5,000 in liquid assets to qualify for assistance.

#### ***Guidelines:***

- Only one individual per household may receive assistance.
- A household shall be designated based on 2019 tax filing.
- A household shall not apply for assistance more than once in a thirty-day period.
- The following matrix shall be used to determine the maximum allowable for emergency assistance in a thirty-day period:

Family Size	Maximum Assistance in a 30 day period
1-2	\$ 440.00
3-4	\$ 585.00
5-6	\$ 730.00
7+	\$ 880.00

- No direct payment shall be issued to individuals qualifying for assistance.
- Purchase orders (PO) or checks shall be provided and made payable to the merchant and no change shall be given at the time of purchase.
- No alcohol, e-cigarettes or tobacco shall be purchased with a PO or check.
- Rent, mortgage, utility payments, etc. shall be paid directly to the landlord, mortgage lender or utility.
- Purchase orders for food, payment to landlord, mortgage lender or vendor shall be issued within five business days of application approval.

***Document checklist:***

- Completed application
- Photo ID
- Proof of unemployment filing
- Copy of 2019 GET records for self employed individuals
- Proof of income on March 4, 2020 (most recent pay stub covering that period)
- Most recent tax filing to determine family size
- Most recent bank and savings statement (if applicable)
- Copies of rental agreements, mortgage payments, utility, phone/and or internet bills, etc. shall be required for verification and preparation of payment requests.