

General Assistance applications are reviewed on Tuesday from 9:00AM to 11:00AM. Appointments are recommended and can be made by contacting Marianne Benedict, General Assistance Coordinator during regular town office hours at 676-3353.

The General Assistance Program operates to assist eligible North Berwick residents, for a limited period of time, who are unable to provide basic necessities essential to maintain themselves or their families.

This state mandated program functions as a safety net to protect the health and well being of all residents in our community. Eligibility is determined according to income and other guidelines, which are established by DHHS policy and Maine State statute.

First time applicants are required to bring in proof of income for past 30 days at time of application.

Repeat applicants are required to bring in proof of income for the past 30 days as well as receipts showing how all income was spent. Any income not spent on basic needs (food, fuel, electricity, etc.) will be considered misspent income and will be added to the applicant's prospective 30 day income. Misspent income includes, but is not limited to: cigarettes, alcohol, pet food, gifts, credit card payments, cable TV, etc.

Applicants who are unemployed or employed part time will be required to complete a weekly job search requirement. Applicants who rent will need to bring a copy of their rental agreement with them at the time of application.

Assistance for basic necessities is issued via General Assistance Purchase Orders. Payment for rent, food, heat, and other basic needs are issued to vendors in purchase order form. Purchase orders must be signed and returned for payment. Payments are then made directly to the vendor.

The General Assistance Department is responsible for documenting and maintaining all client records and operating its program in accordance with the town ordinance, DHHS policy, and Maine state statute.