

Pocahontas County Veterans Affairs Policy



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Adopted 5-24-22 by the Pocahontas County Commission of Veterans Affairs

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I. PURPOSE

The purpose of this policy is to describe the forms of temporary assistance provided by Pocahontas County Veterans Affairs, in accordance with Iowa Code, Chapter 35B and Iowa Code, Section 35.1, to indigent veterans, their indigent spouses, indigent surviving spouses, and indigent minor children not over eighteen years of age legally residing in Pocahontas county.

II. ELIGIBILITY OF AN INDIGENT VETERAN AND THEIR INDIGENT DEPENDENTS

A. Must have legal residency in Pocahontas County according to the Iowa Administrative Rules.

1. Legal residency, for the Pocahontas County Veterans Affairs Policy, shall be summarized as "the county in the State of Iowa where the person who is applying for or receives assistance is living and has established an ongoing presence with a declared good faith intention of living in that county for a permanent or indefinite period.
2. A person maintains residency in the county in which the person last resided while the person is present in another county receiving services in a hospital, a correctional facility, a halfway house for community-based corrections or substance-related treatment, a nursing facility, an intermediate care facility for persons with an intellectual disability, or a residential care facility, or for the purpose of attending a college or university. (Residency is fully defined in the Iowa Administrative Rules)"
3. Residency may be demonstrated by a driver's license, home rental agreement, rent receipts, mortgage contract, enrollment of children in school, registration to vote, or other indicators of good faith residence.

B. For the purposes of this policy, to be considered "indigent" the veteran (household) shall need the type of assistance requesting, be unable to provide or secure the necessities of life without the assistance and meet less than 100% of the federal poverty income guidelines at the time of application. "Indigent" shall not mean those individuals who are indigent due to enrollment in school, college, vocational or similar educational programs.

C. Veteran must be discharged from the Armed Forces under "Honorable Conditions," with ninety consecutive days of full-time active federal duty, not counting training and/or with DOD/VA disability.

D. Must be a Veteran as defined in Iowa Code, Section "35.1 Definitions" which states "As used in this chapter and chapters 35A through 35D: 2. 'Veteran' means any of the following:

a. A resident of this state who served in the armed forces of the United States at any time during the following dates and who was discharged under honorable conditions:

- (1). World War I from April 6, 1917, through November 11, 1918.
- (2). Occupation of Germany from November 12, 1918, through July 11, 1923.
- (3). American expeditionary forces in Siberia from November 12, 1918, through April 30, 1920.

- (4). Second Haitian suppression of insurrections from 1919 through 1920.
- (5) Second Nicaragua campaign with Marines or Navy in Nicaragua or on combatant ships from 1926 through 1933.
- (6). Yangtze service with Navy and Marines in Shanghai or in the Yangtze valley from 1926 through 1927 and 1930 through 1932.
- (7). China service with Navy and Marines from 1937 through 1939.
- (8). World War II from December 7, 1941 through December 31, 1946.
- (9). Korean Conflict from June 25, 1950 through January 31, 1955.
- (10). Vietnam conflict from February 28, 1961, through May 7, 1975.
- (11). Lebanon or Grenada service from August 24, 1982, through July 31, 1984.
- (12). Panama service from December 20, 1989, through January 31, 1990.
- (13). Persian Gulf Conflict from August 2, 1990, through the date the president or Congress of the United States declares a cessation of hostilities. However, if the United States enacts a date different from August 2, 1990 as the beginning of the Persian Gulf Conflict for purposes of determining whether a Veteran is entitled to receive military benefits as a Veteran of the Persian Gulf Conflict, that date shall be substituted for August 2, 1990.

b. (1) Former members of the Reserve forces of the United States who served at least twenty years in the Reserve forces and who were discharged under honorable conditions. However, a member of the Reserve forces of the United States who completed a minimum aggregate of ninety days of active federal service, other than training, and was discharged under honorable conditions, or was retired under Title 10 of the United States Code shall be included as a Veteran.

(2) Former members of the Iowa National Guard who served at least twenty years in the Iowa National Guard and who were discharged under honorable conditions. However, a member of the Iowa National Guard who was activated for federal duty, other than training, for a minimum aggregate of ninety days, and was discharged under honorable conditions or was retired under Title 10 of the United States Code shall be included as Veteran.

(3) Former members of the active oceangoing Merchant Marines who served during World War II at any time between December 7, 1941 and December 31, 1946, both date inclusive, who were discharged under honorable conditions.

(4) Former members of the women's Air Force service pilots and other persons who have been conferred Veterans status based on their civilian duties during World War II in accordance with federal Pub. L. No. 95-202, 38 U.S.C. 106.

(5) Former members of the armed forces of the United States if any portion of their term of enlistment would have occurred during the time period of the Korean Conflict from June 25, 1950, through January 31, 1955, but who instead opted to serve five years in the Reserve forces of the United States, as allowed by federal law, and who were discharged under honorable conditions.

(6) Members of the Reserve forces of the United States who have served at least twenty years in the Reserve forces and who continue to serve in the Reserve forces.

(7) Members of the Iowa National Guard who have served at least twenty years in the Iowa National Guard and who continue to serve in the Iowa National Guard.

c. A resident of this state who served on federal active duty, other than training, in the armed forces of the United States and who was discharged under honorable conditions.”

III. TYPES OF DISCHARGES OR SEPARATION PAPERS [(E) denotes may be eligible for assistance and (NE) denotes not eligible for benefits]

- A. DD Form 214 Report of Separation or Certificate of Release or Discharge from Active Duty (began in 1950) – (E)
- B. DD Form 215 Correction to DD Form 214 – (E)
- C. DD Form 217 Active Duty Military Discharge Certificate – (E)
- D. DD Form 256 Honorable Discharge Certificate (Guard or Reserve completed term of service) (white) – To be (E), must indicate a period of active duty service, other than training
- E. DD Form 257 General Discharge Certificate (Guard or Reserve completed term of service) (white) – To be (E), must indicate a period of active duty service, other than training
- F. DD Form 258 Undesirable/Other than Honorable Discharge Certificate (white) – (NE)
- G. DD Form 259 – Bad Conduct Discharge Certificate (yellow) – (NE)
- H. DD Form 263 Certificate of Retirement (white). Veteran is probably receiving retired pay. (E)
- I. DD Form 794 Other Than Honorable Discharge Certificate (white) - (NE)

IV. GENERAL GUIDELINES

- A. Chapter 35B of the Code of Iowa outlines the legal basis for the Commissions of Veteran Affairs in the counties. In Pocahontas County, the Veterans Affairs Program is administered by the Veterans Affairs Executive Director under the general supervision of the Veterans Affairs Commission.
- B. Pocahontas County is the funder of last resort. All applicants shall be referred to other programs they may be eligible for. Applicants must provide proof of application for referrals made and accept all other eligible benefits prior to a determination being made for Pocahontas County Veterans Affairs assistance. Referrals include, but are not limited to: Department of Human Services (DHS), the Ministerial Association, Iowa Workforce (unemployment), General Assistance, State Provided Veterans Affairs Allocation Program, Upper Des Moines (UDMO), Burial Trust (if applying for a burial/cremation), Rural Development, etc. If the applicant refuses or fails to apply for and maintain eligibility of these benefits, the applicant shall be denied initial or continued eligibility for Veterans Affairs Assistance.
- C. Household is defined as all those who are under the control of or a dependent of one domestic head or householder, including:
 - 1. Lineal descendants (children, grandchildren, great-grandchildren; step-lineal descendants, such as stepchildren, are included)

2. Brothers or sisters (includes stepbrothers/stepsisters and half-brothers/half-sisters)
3. Lineal ancestors (parents, grandparents, great-grandparents; step-lineal ancestors are included)
4. Nieces or nephews, aunts or uncles (not including relations by marriage)
5. In-laws (fathers-in-law, mothers-in-law, daughters-in-law, brothers-in-law and sisters-in-law)

D. Applicants receiving other assistance

1. Applicants who are discharged from the Family Investment Program (FIP) due to meeting the sixty-month maximum are ineligible for Pocahontas County Veterans Affairs. The Federal Government Welfare Reform Act of 1996 created an expectation that a person receiving welfare would work with their Department of Human Services (DHS) worker to become self-sufficient within five years. Pocahontas County will not have Veterans Affairs policies that conflict with the Federal Government.
2. Assistance will not be authorized to supplement any other government or charitable funding that is expected to meet the need of the individual/household for the bill in question. (Example - Rental assistance will not be given to an individual/household receiving low income housing, etc.)
3. Since Social Security Disability and DHS FIP cash amounts have been determined by the Federal and State governments to meet all the needs of an individual, individuals/households receiving disability and/or Family Investment Program (FIP) assistance are not eligible for Pocahontas County Veterans Affairs assistance.

E. Applicants applying for disability

1. An indigent applicant may receive three months of assistance if they have a doctor's verification that states they have a permanent disability, which does not allow them to be substantially gainfully employed and they have applied for Social Security disability and U.S. Department of Veterans Affairs benefits and have completed an Interim Assistance Reimbursement agreement with the county. If a disability determination from Social Security has not been made at the end of three consecutive months, an extension of three additional months of assistance may be granted. Applicants who are denied Social Security benefits while receiving assistance will need to appeal the denial of benefits and provide a new doctor's statement as to their permanent disability to remain eligible for further assistance.
2. Persons receiving State Supplemental Income (SSI) or Social Security Disability (SSDI) are not eligible for Veterans Affairs assistance; however, households with a mixture of working household members and household members receiving disability payments may be eligible based on a pro-rated amount of the number of members in the household. All household members that can work must be working for anyone in the household to be eligible for Veterans Affairs assistance.

F. LIHEAP

If the applicant is applying for assistance between the months of November and April and has received assistance from Low Income Home Energy Assistance Program (LIHEAP), the applicant must provide proof that payment(s) was made on the

utility bill during this time frame. If no payment was made toward the utility bill, assistance will be denied.

G. Applicants on strike

Persons on strike are not eligible for Veterans Affairs.

H. Recovery of Assistance

Pocahontas County Veterans Affairs may request recovery of the amount of assistance given to the indigent veteran (household) in the event they become able to repay the assistance. The request must be done within two years after the person becomes able or, if the person is deceased, from the person's estate, by filing the claim as provided by law."

I. Income and Expenses

1. Pocahontas County uses the federal poverty income guidelines to determine eligibility. Indigent applicant and their household shall meet less than 100% of the federal poverty income guidelines at the time of application.
2. All earned and unearned gross income available to the applicant and household shall be considered in determining eligibility for Veterans Affairs.
3. Monthly household expenses will be itemized and if expenses exceed budget percentage listed in Appendix B by 5% or more the household may be ineligible due to unnecessary spending.
4. Income is counted for everyone in the household who is 18 or older and those whose name is a separate name living in the housing unit (i.e. a landlord would have the lease in multiple names or the mortgage would be in multiple names, this would be the same in the case of utilities).

J. Resources

If an applicant for Veterans Affairs assistance has household resources that exceed \$1500.00 at the time of application, the applicant will not be eligible for Veterans Affairs assistance. All resources, including, but not limited to the following, bank accounts, time certificates, non-homestead property, life insurance with a cash value, value of vehicles (unless otherwise exempt), stocks/bond, antiques, burial trust and trust funds that are available to the applicant will be considered.

K. Exempt Resources

1. The household may have the following and still be eligible for Veterans Affairs assistance.
 - a. A homestead used as a place of residence
 - b. Household furnishings and personal effects of reasonable value
 - c. Automobiles or other vehicles with current market value of any vehicles owned not to exceed \$5000.00 as valued by NADA
 - d. An irrevocable pre-paid burial contract and lot
 - e. Cash, bank accounts, stocks, bonds, annuities or personal property not to exceed a value of \$1500.00
2. If an applicant for Veterans Affairs has sold, traded, or transferred any personal or real property, within 6 months prior to their application for assistance, they may become ineligible.

L. Transient Assistance

Transients are not aided unless proof of employment is provided or verified as intending to establish a residence in Pocahontas County. This office does not assist in replacement of lost or stolen funds. Assistance for those employed indigent individuals passing through the County is limited to a maximum of ten (10) gallons of gasoline, a meal or 1 night's lodging at the discretion of the Veterans Affairs Executive Director. Bus fare may be substituted for the gasoline if the Veterans Affairs Executive Director approves.

M. Undocumented Residents of the United States

Households with undocumented applicants will not be eligible for Veterans Affairs assistance

V. APPLICATION PROCEDURE

A. Application

1. Indigent Veterans or surviving indigent dependents shall make application in person. If applicant is physically disabled, the Director shall obtain the necessary information from family or a legal representative. An application must be completed for each month that assistance is requested with a maximum of fifteen calendar days for completion.
2. Required Documents - if applicable (Note – Other documents may be required as deemed necessary to determine eligibility)
 - a. Discharge or Separation Paper (See Section III – Types of Discharges or Separation Papers)
 - b. Certificate of Marriage(s) or verification of common law marriage
 - c. Divorce Decree(s)
 - d. Death Certificate(s)
 - e. Social Security cards for Veteran and eligible dependents
 - f. Dependent children's Birth Certificate(s)
 - g. Proof Veteran and household members over the age of 18 are registered for work with the Iowa Workforce Development, unless letter from doctor of inability to work is provided
 - h. Check stubs or verification from employer of the last four weeks of wages earned. This applies to all individuals living in the home if applicable or provides proof of disability or inability to work
 - i. Must apply and provide proof of application for food stamps, FIP, Heating Assistance, Unemployment, Promise Jobs and if disabled, SSI, Vocational Rehabilitation and Medically Needy or other programs an applicant is referred to
 - j. Rent or house payment receipts
 - k. Current utility bills
 - l. Completion of County Payback Agreement

m. Completion of SSI Interim Assistance Reimbursement application when disability benefits are being applied for from the Social Security Administration

3. All applicants for Veterans Affairs assistance must complete the Pocahontas County Veterans Affairs application in its entirety. The applicant must have an interview with Veterans Affairs staff prior to approval for any assistance. This requirement will be waived only in emergency situations. In the case of a life-threatening emergency the individual or their representative will need to apply within 3 business days of the emergency.
4. Applicants for Veterans Affairs assistance will verify all aspects of eligibility as requested. Failure to provide verification will result in denial or termination of Veterans Affairs assistance. Recipients shall report all eligibility criteria that changes, such as income, resources, address, etc. Recipients who fail to report changes within ten days of the change may be ineligible for any further assistance.
5. Eligibility will be determined and a written Notice of Decision (NOD) mailed within 10 business days from receipt of a completed application according to the guidelines established herein.
6. If it becomes apparent that an applicant or recipient has knowingly withheld information or provided false information to gain eligibility or to remain eligible for Veterans Affairs assistance, that applicant or recipient will not be eligible for any further assistance. The recipient will be responsible for reimbursing Pocahontas County Veterans Affairs in full for all assistance granted to them under these circumstances.

B. Appeals

1. Appeals can be made to the Pocahontas County Commission of Veteran Affairs. The Commission emphasizes that assistance is for the indigent, on a temporary basis. The County Commission of Veterans Affairs reserves the right to refuse benefits to an applicant who has not proven to be indigent.
2. The Appeals for Pocahontas County Veterans Affairs are listed on the attached Appendix C.

VI. TYPES OF ASSISTANCE

A. Transportation Expenses

1. Pocahontas County Veterans Affairs may reimburse an indigent Veteran or a volunteer who drives the indigent Veteran to a Veterans Affairs Medical Centers or a Community-Based Outpatient Clinics only if the Veteran has an appointment at the facility, does not receive travel pay from the Veterans Health Administration for said appointment and a DAV van ride is unavailable after following DAV instructions in obtaining transportation on a DAV van. Indigent Veterans may be eligible for transportation mileage assistance to a DAV van in a surrounding county.

2. The Pocahontas County Veterans Affairs Executive Director may approve up to three transportation assists in a twelve-month period for non-indigent Veteran whose household meets less than 200% of the current Federal Poverty Income guidelines, do not receive travel pay from the Veterans Health Administration and have proven they have no one to transport them may be eligible for transportation to an available DAV van. If no DAV van available after following DAV instructions in obtaining transportation on a DAV van, transportation to their appointment at a Veterans Affairs Medical Centers or Community-Based Outpatient Clinics may be reimbursed. If more than three requests are received from a non-indigent Veteran as described earlier in this paragraph, approval shall be obtained from most of the Commissioners prior to decision being made on the request for further transportation assistance.
3. Rate of reimbursement will be at the current Pocahontas County rate per mile.

B. Rent/Mortgage or Utility Assistance

1. The forms of assistance described shall be available only for the current month's bill. In cases where disconnection or eviction notice is issued, and the current bill exceeds the maximum amount of assistance, the applicant must provide proof of how they will pay any remaining balance on their account. Applicant must be residing at the residence for which assistance is being requested. Payment will not be made for deposits, reconnect fees or first month's rent.
2. Any assistance granted must remedy the financial crisis. If the scope of assistance will not remedy the crisis, assistance will not be granted. If the applicant cannot show proof of payment of their copay, assistance will not be granted.
 - a. Example 1: Applicant needs assistance with rent. The applicant has a past due amount of \$200.00 that cannot be paid through General Assistance. The applicant cannot pay the \$200.00 and the Landlord will evict if the full amount due is not paid. General Assistance will not remedy the crisis, so the assistance will not be granted.
 - b. Example 2: Applicant only needs assistance with the current amount of rent: however, the applicant's budget practices will cause them to be unable to pay their rent in following months causing an ongoing crisis. General Assistance will not remedy the crisis, so the assistance will not be granted.
3. If the number of bedrooms in the residence exceed the number of persons in the household, rent or mortgage may not be paid or may be pro-rated.
4. Rental assistance can only be granted to persons who rent from landlords living in a separate household. Rent must be paid directly to the registered owner of the property unless someone else is designated as the caretaker of that property. Rent shall not be paid to a relative such as parent, grandparent, children, grandchildren, or sibling. Rental assistance will only be granted to applicant households who are listed on the rental agreement.
5. When it is determined that separate households are sharing the same dwelling, the amount of assistance shall be determined by dividing the actual monthly bill by the number of eligible applicant households.

6. If utilities are included in the monthly rental amount, the maximum amount of assistance for rent and/or utilities may be paid. The landlord must verify that utilities are included in the rent.
7. If a person gains employment during the final month of eligibility and will not receive wages until the following month, a one-month extension may be granted.
8. Assistance shall not exceed \$1000.00 per year for single adults or \$1500.00 per year for a family unit.
9. Maximum allowed for Assistance:

Assistance	Maximum Award
Rent/Mortgage	*Fair market value (See Appendix A)
Gas/ Electric	\$300.00
Garbage/Landfill/ Water/Sewer	\$60.00
LP/Fuel Oil	Minimum fill

C. Medical Assistance

1. Veterans Affairs assistance for medical (physical or dental) assistance may be approved in cases of life-threatening emergencies for a 1 time per year-maximum of \$500.00 for indigent applicants.
2. If an indigent applicant is conditionally eligible for private insurance, Medicaid, or Medicare, they will be ineligible for Veterans Affairs assistance.
3. Veterans Affairs assistance will not be given for over the counter products.
4. Veterans Affairs assistance will not be given mental health medications.
5. If an individual (due to the emergency) cannot apply, a friend or relative may apply on their behalf. If an application is not submitted within 20 business days of the emergency, Veterans Affairs assistance will not be granted.
6. Applicants must utilize all other resources available before requesting Veterans Affairs. This includes, but is not limited to, the Veterans Health Administration, the Department of Human Services' Iowa Care and Health and Well Kids in Iowa (Hawk-i) programs, free health and dental clinics, the State Provided Veterans Affairs Allocation Program, Patient Assistance Program (prescriptions), free samples or any other coverage available to them.

D. Food Assistance

Referrals will be made to Upper Des Moines Opportunity, INC's Pocahontas County Outreach Center, local food pantries and the Department of Human Resources.

E. Burial/Cremation Assistance

1. Immediate and extended family shall be responsible to assist in payment of a burial/cremation. A Pocahontas County Burial Affidavit shall be completed by the person applying for a county burial/cremation for the decedent. The decedent must have been an indigent documented citizen of Pocahontas County. The decedent must be a legal resident of Pocahontas County. All income and resource guidelines for Veterans Affairs assistance shall be applied to burial/cremation assistance. This includes the following:

Life Insurance, United States Department of Veterans Affairs Burial Assistance, Burial Contracts, Real Estate, Personal Property, Bank Accounts, Stocks, Bonds, Retirement Accounts, eligibility for Crime Victims Assistance (Iowa Code 915.86(6)), any remaining tangible property including current or future assets belonging to the estate.

2. If the funeral home identifies an indigent Veteran or their indigent dependent decedent may need county assistance for their burial/cremation, they will direct family and or friends to complete an application for assistance with the Pocahontas County Veterans Affairs office. County funerals (burial or cremation) will be at the discretion of the funeral home.
3. Once a completed application is received by the Veterans Affairs office and the deceased is believed to be eligible for a county burial/cremation, the Veterans Affairs office will contact the funeral home to discuss whether immediate or extended family can assist with payment of the burial/cremation. If no other person(s) can assist with the burial/cremation expenses a written notice of decision will be sent to the applicant within three business days identifying the decedent's eligibility for a county burial/cremation.
4. Burial/cremation expenses are limited to a maximum of \$1500.00 per burial/cremation in Pocahontas County. The funeral home shall consider this as payment in full. The family or other party will not be charged over and above this amount. Neither the family nor the funeral home can augment the burial/cremation. This includes such items as visitations, services, burials, announcements, etc. The family will receive the remains of the deceased and are responsible for such.
5. Pocahontas County will fund a maximum number of six (6) indigent burial/cremations or \$9000.00 each fiscal year.
6. Pocahontas County Veterans Affairs will only fund funeral homes located within Pocahontas County.
7. If a burial plot is needed, an indigent plot may be available.
8. All indigent eligibility guidelines for Veterans Affairs assistance will be applied to burial/cremation assistance.
9. Pocahontas County Veterans Affairs must have an itemized statement of all burial / cremation expenses before a warrant will be issued to the vendor.

F. Grave Markers

1. Pocahontas County Veterans Affairs shall furnish one war-time grave marker to each honorably discharged war-time Veteran buried in Pocahontas County who had 90 days or more of active military serve, one day of which was during a period of war. War time Veterans are defined in Iowa Code, Section 35.1.
2. Pocahontas County Veterans Affairs shall furnish one peace-time grave marker to each honorably discharged peacetime Veteran who served on federal active duty, other than training, in the armed forces of the United States. Peace time Veterans are defined in Iowa Code, Section 35.1.
3. Pocahontas County Veterans Affairs shall furnish one National Guard grave marker to each National Guard Veteran who retired with 20 years of honorable service. Iowa National Guard Veterans are defined in Iowa Code, Section 35.1.
4. Pocahontas County Veterans Affairs shall furnish one Reserve grave marker to each Reservist who retired with 20 years of honorable service. Reserve Veterans are defined in Iowa Code, Section 35.1.

G. Federal and State Benefits

The Pocahontas County Veterans Affairs Executive Director will assist Pocahontas County Veterans and their dependents in the completion of applications for the various federal and State benefits and programs and in the requesting of military documents, certificates and service medals.

H. Iowa Veterans Home

The Pocahontas County Veterans Affairs Executive Director will assist Pocahontas County Veterans and their eligible dependents in making application for admittance to the Iowa Veterans Home.

I. Veterans Cemetery

The Pocahontas County Veterans Affairs Executive Director will assist Pocahontas County Veterans and their eligible dependents in making application for admittance to Veterans Cemeteries.

VII. EXCEPTION TO POLICY

In unusual circumstances the Veterans Affairs Executive Director may waive any or all rules in the Pocahontas County Veterans Affairs Policy after obtaining approval of the county Commission of Veterans Affairs who is overseeing the Veterans Affairs Office. This exception must be reviewed at the next regularly scheduled Commission of Veterans Affairs monthly meeting.

APPENDIX A

Fair Market Rent Awards

County	Studio	1Br	2Br	3Br	4Br
Pocahontas	\$ 534.00	\$562.00	\$739.00	\$914.00	\$1002.00

APPENDIX B

Budgeting

CATEGORY	SUGGESTED %
Housing: This expense should include mortgage, insurance, gas, electricity, maintenance, and phone.	36%
Food: This expense includes your basic grocery list. Do not include eating out in this category.	10%
Auto: This expense includes auto payment, insurance, maintenance, and replacement.	15%
Insurance: Life, health, and other.	5%
Debt: This category, if needed, should not be overlooked. Getting debt eliminated is a very important goal of any budget.	4%
Ent/Rec: Eating-out, vacations, and activities should be included.	8%
Clothing: Do not overlook this category. Many persons do not budget for this category. The minimum amount should be at least \$10 a month for each family member.	4%
Savings: A wise option. Regardless of the amount, a regular savings plan is crucial. Even if it is only \$5 or \$10 a month.	4%
Med/Dental: Dentist, physician, medications.	6%
Misc.: This category is generally for items that do not fit any other category. This category can be the most dangerous as far as budget busting if not kept under control.	2%
School/Childcare*: Tuition, day care, and related expense. This category is added as a guide only. If you have this expense, the percentage shown must be deducted from other budget categories.	6%
Investments: Stock, bonds, mutual funds, and other.	0%

APPENDIX C

Appeals

The Pocahontas County Commission of Veteran Affairs, being duly appointed under the Iowa Code, Chapter 35B, has established an appeal procedure for those who wish to appeal a Notice of Decision made on their application for assistance.

1. If you disagree with the Executive Director's Notice of Decision on your application for assistance, you may seek an appeal. Only appeals initiated by you or your representative will be heard.
2. To appeal, you must send a written notice of appeal along with any new evidence that may be relevant to the case within ten (10) working days of receipt of the Executive Director's Notice of Decision. Send your request to the Veterans Affairs Executive Director at Pocahontas County Veterans Affairs, 23 3rd Ave NE, Pocahontas, Iowa 50574.
3. Within five (5) working days of the receipt of the written request for an appeal, the Executive Director shall deliver to you, either personally or by certified mail, a written notice informing you of the date, time and place the appeal will be heard by the Commissioners at their next regularly scheduled Commission of Veterans Affairs meeting.
5. The Commissioners will issue a written Notice of Decision no later than ten (10) working days after the appeal is heard. The Notice of Decision along with your rights regarding a subsequent appeal to the Board of Supervisors will be sent to you or your representative, if any, by certified mail.
6. If you elect to appeal the Commissioners' decision, you must comply with the procedure outlined in paragraph 2, within ten (10) working days of receipt of the Commissioner's decision.
7. Within five (5) working days of the receipt of the written request for an appeal, the Executive Director shall deliver to you, either personally or by certified mail, a written notice informing you of the date, time and place the appeal may be heard at a Board of Supervisors meeting.
8. Any appeal hearing before the Commission of Veterans Affairs or Board of Supervisors shall be held in private. At an appeal hearing, you have the right to have an attorney or other advocate accompany and represent you at your own expense. If you cannot afford an attorney, you may contact legal services Corp. of Iowa, the Iowa Volunteer Lawyer Project, or Iowa Protection and Advocacy Services, Inc. for assistance. Telephone numbers for these agencies are available from the Executive Director upon request.
9. The Board of Supervisors will render its decision within 30 days after the appeal is heard. A copy of the decision will be sent to you and your representative, if any, by certified mail.

**COMMISSION OF VETERANS AFFAIRS
ADOPTION OF
POCAHONTAS COUNTY
VETERANS AFFAIRS POLICY**

The Pocahontas County Veterans Affairs Policy was adopted by the Pocahontas County Commission of Veterans Affairs at the regular Commission meeting held on 24 May, 2022.

This Veterans Affairs Policy may be amended upon approval by the Commission of Veterans Affairs and Board of Supervisor following review with the Veterans Affairs Executive Director.

This Pocahontas County Veterans Affairs Policy is signed and adopted on 24 May, 2022 by the Commission of Veterans Affairs of Pocahontas County, Iowa:


Keith Hoffman, Chair Commissioner


Don Trexel, Commissioner


Merete Klocke, Commissioner

ATTEST:


Orene Cressler, Executive Director

**APPROVAL OF
POCAHONTAS COUNTY
VETERANS AFFAIRS POLICY**

The Pocahontas County Veterans Affairs Policy was approved by the Pocahontas County Board of Supervisors at the regular Board meeting of 6-28-2022, 2022.

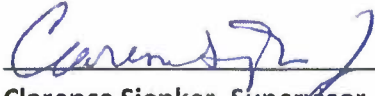
Said Veterans Affairs Policy shall be effective 6-28-2022, 2022.

This Veterans Affairs Policy may be amended upon approval by the Commission of Veterans Affairs and Board of Supervisor following review with the Veterans Affairs Executive Director.

This Pocahontas County Veterans Affairs Policy is signed and implemented this 28th day of June, 2022 by the Board of Supervisors of Pocahontas County, Iowa:



Louis Stauter, Chairman



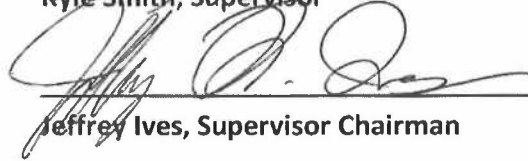
Clarence Siepker, Supervisor



Brent Aden, Supervisor



Kyle Smith, Supervisor



Jeffrey Ives, Supervisor Chairman

ATTEST:



Kelly Jepsen, Auditor

