

Prevention Retention and Contingency (PRC) Checklist
Utility Assistance

The maximum amount allowed is \$175.00
This assistance is limited to one issuance per 12 months)

Marion County Job & Family Services
363 W. Fairground St. ~ Marion, OH 43302-1759 ~ Ph 740-387-8560 ~ Fax 740-387-2175

The following verifications and documentation are required for all adults living in the household, to determine eligibility for the PRC program:

Are you currently receiving (select all that apply):

- OWF Cash DFA Cash FAP/Food Stamps MCJFS Child Care Assistance

You must provide the following documentation for everyone living in your household:

- Verification of all **SELF-EMPLOYMENT** income. **OR**
- A letter from your employer giving your rate of pay and number of hours worked per week or copies of pay stubs for the last four weeks for everyone in the household.
- Verification of child support income, alimony, spousal support (unless paid through MCJFS CSEA)
- Verification of all other income.
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Please Provide:

- Shut-off notice from the utility/water company **or** minimal amount, in writing, they will accept to maintain service.
- Call the utility company and inform them that a representative from Marion County Job & Family Services will be calling to verify amount needed to maintain or establish service.
- Reinstatement of Service notice from the Utility Company
- Transfer of Service notice from the Utility Company
- If bulk or unregulated fuel please provide estimate from Fuel Company (PRC can cover months of need and the tank must be at 30 day supply or less.)
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Please Complete:

- PRC Application

Note: A list of vendors that currently accept Marion County Job & Family Services' PRC vouchers are attached. Marion County Job & Family Services does not endorse any of these vendors

Eligibility will be determined when all documentation has been submitted.

Roxane G. Somerlot, Director

Applicant Utility Payment Locations

This is a list of vendors that currently accept Marion County Job & Family Services' PRC vouchers. Marion County Job & Family Services does not endorse any of these vendors.

Columbia Gas, Ohio Edison, and AEP	
Location	Address
Marion Community Credit Union	810 Kenton Ave. <i>(Does not accept AEP payments)</i>
Marion Community Credit Union	300 Barks Rd. East <i>(Does not accept AEP payments)</i>
Kroger	1428 Marion Waldo Rd.
Kroger	1608 Marion-Mt Gilead Rd.
Marion Food Market	887 East Center St,
WalMart Stores	1546 Marion-Mt Gilead Rd.
Tobacco Warehouse	1286 Delaware Ave.
Aqua Ohio Payment Locations	
Check Smart	134 McMahan Blvd.
Marion Community Credit Union	810 Kenton Ave.
Marion Community Credit Union	300 Barks Rd. East
Kroger	1428 Marion Waldo Rd.
Kroger	1608 Marion-Mt Gilead Rd.