

Vernon Parish Police Jury
Hardship Policy Evaluation Form

Applicant Name: _____ Date: _____

Address: _____

Telephone #: _____ District: _____ Ward: _____

Nearest Parish Road: _____

Type of assistance needed: _____

Does applicant own the property, have a servitude, or legal right of way? ____ Yes ____ No
(If yes, attach deed or parcel listing, servitude, or legal right-of-way)

Evaluation criteria:	Yes	No
1. Does applicant have present employment?	_____	_____
2. Does applicant receive unemployment income?	_____	_____
3. Does applicant receive food stamps?	_____	_____
4. Does applicant receive Welfare payments?	_____	_____
5. Is applicant handicapped?	_____	_____
6. Is applicant age 65 or older?	_____	_____
7. Does applicant own any property?	_____	_____
8. Applicant's income: Monthly \$ _____ Annual \$ _____		

(Proof of income must be attached)

I certify that the information I have submitted on this application is true and correct.

9. Applicant's signature/certification: _____ Date: _____

Foreman Signature: _____ Date: _____

Parish Road Manager: _____ Date: _____

Criteria verified by: _____

What is the estimated value of the work required by Police Jury from General Fund?

Labor: \$ _____ Material: \$ _____ Equipment: \$ _____ Total: \$ _____

Verification of work completed and actual expense for transfer.

Date of work: _____ Actual TOTAL: \$ _____

Actual labor: \$ _____ Material: \$ _____ Equipment: \$ _____

Any comments: _____

Road Foreman: _____ Date: _____ Road Manager: _____ Date: _____

Vernon Parish Police Jury
Hardship Agreement of Property Right-of-Entry

Property Owner(s) _____

I am the owner of the property located at the following address in VERNON PARISH, Louisiana:

Telephone Number: _____ Contact Number: _____

I hereby certify that I am the title owner of the above property. I desire the Vernon Parish Police Jury, or any firm, person, or entity, governmental or private, assisting the Vernon Parish Police Jury (hereinafter collectively referred to as the Police Jury) to make any needed repairs to my private property due to a financial hardship and in order to induce the Police Jury to enter upon my property to make any needed repairs to my private property, I hereby warrant and certify:

- The Police Jury has my full permission, and right of entry to enter upon the above-described property with such machinery or equipment as the Police Jury sees fit to make any needed repairs and I waive any claim for trespass or any other interference with my property rights;
- The Police Jury has my permission and request to make any repairs to my private property, and I waive any claim for property damage, loss of income, or a taking by a governmental authority;
- I hereby hold the Police Jury harmless for any and all claims, however arising, out of their conduct of the repairs done on my private property, in consideration for the Police Jury undertaking the repairs needed on my private property.

By signing below, I certify that I am the owner(s) of the property located at the above address in VERNON PARISH, Louisiana:

Owner Signature: _____

Date: _____

Owner Signature: _____

Date: _____

***NOTE - Public Works:** If no deed is attached (they must still provide a right-of-way or servitude), please attach a copy of the Parcel Listing for this property. If there is **more than one property owner, both owners MUST sign** this form.

HARDSHIP POLICY ATTACHED

Sec. 17-29. - Hardship policy.

- (a) The Louisiana Constitution of 1974, Article 7, Section 14, pertaining to the loan or donation of public funds, provides an exception for the use of public funds for programs of social welfare for the aid and support of the needy. On July 8, 1991, the Vernon Parish Police Jury established a hardship program whereby the jury, after making a determination that an actual hardship exists, will repair the private property of a needy parishioner using parish equipment, employees, and materials, with the cost of such work to be paid from the parish general fund.
- (b) The type of police jury assistance to be rendered under this policy shall be for grading, repairing, graveling, and maintaining of the road, not to exceed one-fourth ($\frac{1}{4}$) mile in length and not to exceed twelve (12) feet wide travel surface and not to exceed one hundred fifty (150) cubic yards of pit run and/or fifteen (15) yards of washed rock. The cost of the work to be done shall not exceed one thousand dollars (\$1,000.00).
- (c) Parish resident to qualify for hardship assistance from the police jury:
 - (1) A parish resident must provide sufficient personal information in order for the parish road manager/parish engineer and/or designee to complete the "hardship policy evaluation form." The information for this form is mandatory, and allows the police jury to determine if the resident qualifies for assistance within the established guidelines.
 - (2) The resident must sign the evaluation form certifying that the information submitted is true and accurate and that he or she is the owner of the home without reasonable all-weather access to a public road.
 - (3) The resident is unable to provide funds of their own to obtain reasonable access; that their monthly gross income does not exceed one thousand three hundred fifty dollars (\$1,350.00) from all sources. (Proof of income must be submitted, such as copies of check stubs, etc.)
 - (4) The resident is needy, elderly, and/or disabled and that without assistance they will be unable to have such work done to enable appropriate access to a public road in all weather.
- (d) The parish road manager/parish engineer and/or designee must inspect the location the work is being requested and submit the completed "hardship policy evaluation form" along with his recommendation and appropriate backup to the highway committee for review. Each case will be handled individually on a case-by-case basis. After review by the highway committee the request will be placed before the jury as a whole for approval.
- (e) During each month's police jury public meeting, the police jurors shall consider and approve or disapprove hardship policy evaluation forms submitted by the parish road manager/parish engineer.
- (f) The parish road manager/parish engineer shall take appropriate action as directed by the police jurors. If approved, the parish road manager/parish engineer shall certify the amount of assistance deemed appropriate and the cost estimate and schedule the work to be performed.

Record of the work performed shall be posted on the road foreman's daily job report and keyed into the road maintenance software system.

- (g) The completed information, including all appropriate documentation and backup shall be submitted to the secretary/treasurer of the parish for appropriate accounting entry.
- (h) No assistance will be provided to any private persons by the parish road manager/parish engineer or any other police jury personnel until it has been approved by the Vernon Parish Police Jury.
- (i) Penalty for violation. Whoever intentionally falsifies an application for assistance, or otherwise violates any provision of this hardship policy shall be fined no more than five hundred dollars (\$500.00) or imprisoned no more than thirty (30) days, or both; at the discretion of the court.
- (j) Any employee found falsifying this form or knowingly accepting information that is false will be subject to disciplinary action leading up to and/or including termination.

(Ord. No. 44-2006, 8-21-06; Ord. No. 9-2012, 7-16-12; Ord. No. 1-2023, 3-20-23)