

# Texas National Guard Family Support Foundation Financial Assistance

Effective 1 July 2023 through 30 June 2024

All applicants must be able to demonstrate financial emergency/crisis

Email all documents to [info@txngfsf.org](mailto:info@txngfsf.org) THEN call 512-535-0053 to confirm receipt!

## Please Read This First!!!!

1. Please DO NOT combine all documents into one PDF, compress files to a Zip file, or send a link to a folder. Email separate documents, even if it takes several emails. Photos are acceptable if they are legible. Test them for legibility first before sending. PDF is preferable.
2. Applications will not be reviewed for financial approval until all applicable eligibility documents are received.
3. Bills must be dated no earlier than the previous month. If the bill is overdue, and is showing past due amounts, then all previous monthly bills that contribute to that overdue amount must be sent.
4. If you are sending a vehicle loan document, it MUST have the vehicle information on it. Some banks have the loan as a 'consumer loan' which is not eligible for payment. Contact your bank and get a document that proves the loan is a vehicle loan.
5. Effective 01 July 2023, the tax form required for submittal is the 2022 Form 1040. If you have not filed yet, then a copy of your Form 4868 (Application for Extension of Time to File) to the IRS, along with your 2021 Form 1040 will be accepted.

## Required Eligibility Documents

**CURRENT members of the Texas National Guard (Army or Air) must submit ALL the following:**

- DD Form 214 (May be from a deployment, Active Duty, or from IET). DD214 copy must have block 24 showing 'Honorable' as the characterization of discharge.
- Copy of Valid Texas Driver's License, ID, or Voter ID
- Commander's Letter of Good Standing (see example) - MUST be signed by the Commander.
- Marriage Certificate (if married)
- Proof of dependency for all dependent children (birth certificate listing servicemember as a parent, adoption certificate or Uniform Services Identification card)
- Latest LES
- Applicant **and** Spouse's Latest Job pay Stub (Includes last month State Active Duty pay statement if applicable). If currently unemployed, send last pay stub from previous job.
- Latest Tax Return (IRS Form 1040). If you don't have a 1040, contact the IRS for a transcript.
- Last 2 months of Banking Statements

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## **FORMER members of the Texas National Guard (Army or Air) must submit ALL of the following:**

- NGB Form 22 indicating TXNG Service (MUST be an Honorable discharge from the Texas National Guard w/ minimum 1 year service). A discharge order is NOT sufficient.
- Copy of Valid Texas Driver's License, ID, or Voter ID
- Marriage Certificate (if married)
- Proof of dependency for all dependent children (birth certificate listing servicemember as a parent, adoption certificate or Uniform Services Identification card)
- Applicant **and** Spouse's Job pay Stub. If currently unemployed, send last pay stub from previous job.
- Latest Tax Return (IRS Form 1040). If you don't have a 1040, contact the IRS for a transcript.
- Last 2 months of Banking Statements

## **SURVIVING SPOUSES must submit all of the following:**

- NGB Form 22 for Servicemember or DD214 indicating TXNG Service (MUST be an Honorable discharge from the Texas National Guard w/ minimum 1 year service)
- Copy of Valid Texas Driver's License, ID, or Voter ID
- Marriage Certificate (to the Servicemember)
- Proof of dependency for all dependent children (birth certificate listing servicemember as a parent, adoption document or Military Dependent Identification card)
- Latest Job pay Stub
- Latest Tax Return (IRS Form 1040). If you don't have a 1040, contact the IRS for a transcript.
- Last 2 months of Banking Statements

## Documentation for Requested Financial Support

All documents **MUST** have **ALL** the information listed (printscreens from mobile devices will **NOT** be accepted. Call 512-535-0053 if mobile pay is all you have. We can work through it.)

- Mortgage Statement (vendor name, client name and address, statement date, amount due, explanation of amount due, property address)
- Rent/Lease Agreement (property address, tenant name, owner name, term of lease, amount due)
- Any eviction notices, or utility cutoff notices
- Utility Bill(s) (vendor name, client name and address, service address, statement date); if bill includes overdue amounts, all monthly bills contributing to the overdue amount must be included.
- Phone Bill (vendor name, client name and address, service address, statement date). Must be entire bill showing all charges.
- Vehicle Loan Statement (vendor name, client name and address, statement date, amount due, vehicle information) - MUST have Year, Make and Model on the loan statement. General "Consumer Loan" statements from the Bank will not be accepted.
- Vehicle Insurance Statement (vendor name, client name and address, policy number, statement date, amount due).
- Vehicle Repair Estimate/Invoice (vendor name, client name and address, vehicle information, description of repair, amount per part, total labor amount, total parts amount, total amount owed or estimated). Repairs already paid will not be reimbursed.
- Drop-in Childcare Services Bill (vendor name, date of invoice, client name and address, description of service, number or name of children served, dates of service, amount per hour/day).

### We can **NOT** provide assistance for the following:

- Any bill that is not in either the servicemember's or spouse's name
- Student Loans
- Vehicle maintenance
- Long-term childcare
- Child Support
- Credit Card bills
- Non-vehicle consumer loans
- Medical bills
- Medical, dental, or business insurance
- Homeowner's insurance (unless part of escrow)