

**STATE OF NORTH DAKOTA  
DEPARTMENT OF VETERANS AFFAIRS  
DEPARTMENT POLICIES**

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**SUBJECT:** Hardship Assistance Grant - Applications

**POLICY NO:**  
401

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**DISTRIBUTION:** Department Personnel  
Veteran Service Officers

**EFFECTIVE:**  
ACOVA Mtg  
5/24/2019

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- 1) The application SFN54410 must be completed, dated and signed with Veterans' Service Officer (VSO) or authorizing authority section completed.
- 2) Applications must be submitted with required and supporting documentation from the most recent twelve (12) month period.
  - a. Income and Assets:
    - i. Cash Asset Verification Form SFN58539 or three (3) months of most recent bank statements;
    - ii. Last 60 days of payroll checks, stubs or payroll statements;
    - iii. Award letters demonstrating other income, if applicable, e.g. VA Benefits or Social Security Benefits; and
    - iv. Copy of first page of Internal Revenue Service (IRS) Form 1040 or, if applicant did not file taxes for the most recent tax year, a statement on application SFN54410 stating such; and,
    - v. Must be signed by applicant.
  - b. Residency. Applicant must provide copies of the following:
    - i. ND Drivers' License or Government issued ID card showing address; and
    - ii. Bank statement or monthly expense bill verifying applicant's North Dakota residential address for a period of one (1) year directly preceding date of application, such as:
      1. Utility bill
      2. Phone bill
      3. Cable bill
      4. 9-1-1 address letter
  - c. Veteran's status. Applicant must provide copies of the following:
    - i. DD Form 214 or DD Form 215, if applicable, showing character of service; or,
    - ii. Military orders showing the applicant qualifies as a Veteran under N.D.C.C. § 37-14-01.1.; or,
    - iii. VA benefit verification letter showing service-connected disability rating.
  - d. Unremarried surviving spouse. (if applicable) additional documentation required copies of the following:
    - i. Marriage certificate.
    - ii. Proof of veteran death, such as;
      1. Death Certificate
      2. DD form 1300
      3. VA Dependency Indemnity Compensation letter
  - e. Spouse. (if applicable) additional documentation required. Copy of:
    - i. Marriage certificate