

E-PROOFING

Welcome to Montgomery County Printing Services

In order to expedite the proofing process we are offering this style of proofing through e-mail. Please read the following instructions to help you fully understand and utilize this process.

PROOFING PROCEDURES

1. Please print out a **“hard copy”** of this proof, you can print this document to your copier in your office or reply with **“hard copy”** in the message portion of the e-mail and one will be sent to you. *(Please note, a hard copy may slow down the proofing process - Inter-office mail can take up to 3 days to deliver)*
2. Please proof carefully if you **“OK”** this document it is **FINAL!** If the proof meets your requirements reply to this e-mail with **“OK AS IS”** in the message portion of the e-mail.
3. **This is only a proof.** Final printed color may vary from the color on the proof. If color is crucial, PMS colors must be chosen for accuracy. We will be glad to assist you in choosing these colors.
4. Make sure **SPELLING AND GRAMMAR IS CHECKED AND CORRECT** and also check the **LINES IMAGES, AND BOXES ARE CORRECT.**
5. If the proof needs to be adjusted, **please be specific in your return e-mail** on the adjustments request. Provide your phone number in case any questions need to be answered regarding your adjustments.
6. If any adjustments are requested, a new e-proof will be sent for another evaluation. Only when we receive an e-mail saying **“OK AS IS,”** will we begin producing the final piece. Please proof carefully if **YOU “OK”** this document it is **FINAL!**
7. The **OCA Code** we have on the e-mail is the one you want billed.
8. Your return e-mail **follows the guidelines** as stated above.

It is the goal of Montgomery County Printing Services to provide you with the service and quality work you need. The E-Proofing System will enable a quick and accurate review and approval process for you.

THANK YOU FOR CHOOSING MONTGOMERY COUNTY PRINTING SERVICES.

For questions or concerns you may contact Jim Lewis at 937.496.7765

PROOF IS ON THE FOLLOWING PAGE(S)
PLEASE PROOF CAREFULLY IF YOU “OK” THIS DOCUMENT IT IS
FINAL!

E-PROOFING



MONTGOMERY
C O U N T Y

451 W. Third Street
Mezzanine Level
Dayton, Ohio 45422
937.225.4014
Fax: 937.225.4774

SERVICES PROVIDED

- ✓ Rent assistance
- ✓ Utility assistance
- ✓ Security deposits
- ✓ Utility deposits
- ✓ Moving costs

PROGRAM INFORMATION

- ✓ Homelessness Prevention Program assistance is determined based on the client's need and their long-term ability to maintain their housing after the assistance ends.
- ✓ Not everyone will be eligible.
- ✓ Financial assistance is for a limited time.

The Homelessness Prevention and Rapid Rehousing Program (HPRP) is a three year program administered by the U.S. Department of Housing & Urban Development under the American Reinvestment & Recovery Act.

Dayton-Montgomery County HPRP is a collaboration between the City of Dayton and Montgomery County under the Homeless Solutions Community 10-Year Plan.

For applications for HPRP assistance please call the agencies listed in this brochure. For information about the Homeless Solutions Community 10-Year Plan please call 225-4695.



Homelessness Prevention Program

A community program focused on housing stabilization

ELIGIBILITY INFORMATION

Individuals and families who are at risk of homelessness as described below may be eligible for assistance:

- ✓ Need temporary rent or utility assistance to prevent homelessness
- OR
- ✓ Need assistance to move into another unit
- AND
- ✓ Have no other housing options
- ✓ Have no financial resources or support networks to remain in housing
- ✓ Income eligible (determined by case manager)
- ✓ Able to pay for housing after assistance ends
- ✓ Live in Montgomery County

HOMELESSNESS PREVENTION PARTICIPATING AGENCIES

Catholic Social Services of the Miami Valley

922 West Riverview Ave.
Dayton, OH 45402
223-7217, Ext. 1131

Community Action Partnership

719 S. Main Street
Dayton, OH 45402
341-5000, Ext. 185

Dayton Urban League

907 W. Fifth Street
Dayton, OH 45410
220-6654

East End Community Services

624 Xenia Avenue
Dayton, OH 45410
259-1898

Graceworks Lutheran Services

3131 S. Dixie Dr. Suite 300
Dayton, OH 45439
222-5231

The Other Place

1133 S. Edwin C. Moses Blvd.
Dayton, OH 45417
293-1945

Wesley Community Center

3730 Delphos Ave.
Dayton, OH 45417
937-268-6903

WHAT TO BRING IF YOU ARE SEEKING ASSISTANCE

- ✓ Two forms of ID (one picture)
- ✓ Pay stubs
- ✓ Other verification of income
- ✓ Lease
- ✓ Eviction Notice
- ✓ Utility disconnection notice