

**State of Tennessee  
Department of Human Services  
Families First Program**

<b>APPLICATION FOR FIRST WHEELS REVOLVING LOAN FUND PROGRAM</b>
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I want to apply for a First Wheels Loan. Date \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Soc. Sec. # \_\_\_\_\_ Phone: \_\_\_\_\_

I understand that there are three (3) parts to the application process and that, in order to qualify, I must meet the requirements of all three (3) parts. \_\_\_\_\_ Yes \_\_\_\_\_ No

I understand that if I am denied that I have the right to appeal. I understand that I must file my appeal within ninety (90) days. \_\_\_\_\_ Yes \_\_\_\_\_ No

**Part I: Basic Eligibility**

- \_\_\_\_\_ I am an eligible Families First participant receiving cash benefits.
- \_\_\_\_\_ I was an eligible member of a Families First assistance group and my case was closed less than eighteen (18) months ago.
- \_\_\_\_\_ I am an employed Food Stamp recipient with minor children.
- \_\_\_\_\_ I receive low-income child care assistance.

I know that the basic requirements say that I must:

- Be living in Tennessee; and
- Be at least 18 years old; and
- Must have a job either part-time or full-time OR, if a current Families First participant, have unearned income (child support or social security benefits); and
- Must have dependent children living in my home; and
- Have received Families First cash benefits, Food Stamps or low-income child care assistance for 60 days or more; and
- Have been in compliance with my Personal Responsibility Plan (including health checks, immunizations and school attendance) or Food Stamp work requirement for the last 3 months (or the last 3 months that I received cash benefits) or time on assistance since the most recent application, whichever is shorter; and
- Have not had a Families First or Food Stamp Intentional Program Violation or a claim pending for an Intentional Program Violation; and
- Not be paying on another car loan; and
- Have a need for a car.
- Not have previously applied for a First Wheels loan in a county included in the evaluation and was randomly assigned to the control group.

**I understand that I must continue meeting the above basic requirements while my application is being processed. \_\_\_\_\_ Yes \_\_\_\_\_ No**

**I understand that I may ask my caseworker or someone else to help me with Part II. The person I select can help me in preparing my loan application package and in meeting the program requirements. This person can accompany me to the Loan Committee interview.**

**\_\_\_\_\_ Yes \_\_\_\_\_ No**

**Part II: Requirements of the First Wheels Program**

**I know that the First Wheels Program requires:**

- **That I complete a personal financial management class that teaches how to prepare a household budget; and**
- **That I complete a vehicle maintenance class; and**
- **That I provide a copy of my Tennessee driver's license, and a copy for all the other adult (over 25 years) drivers living in my home; and**
- **That I provide a copy of my driver's safety record for me and for all the adult (over 25) drivers in my home; and**
- **That I could not have had a DUI and/or a DWI in the last twenty-four (24) months; and**
- **That the adult (over 25) drivers in my home could not have had a DUI and/or a DWI in the last twenty-four (24) months; and**
- **That if I or the adult (over 25) drivers had a serious driving violation in the last three years I must provide proof of having completed a driver's education course; and**
- **That I must provide proof of the ability to obtain liability insurance for all the identified drivers; and**
- **That I must document and demonstrate the ability to afford any placement fees, the monthly payments, the regular vehicle maintenance items, and liability and uninsured motorist insurance.**

**I understand that I must continue meeting the basic requirements and the program requirements throughout the time that my application is being processed. \_\_\_\_\_ Yes \_\_\_\_\_ No**

**Part III: Loan Committee**

**I understand that the Loan Committee will:**

**Meet with me and ask me questions about my work and my budget; and**

**Either approve or deny my application within 60 days of my completed application package being approved by the District DHS office; and**

**Look at my application to determine my need for transportation and my ability to repay the First Wheels loan.**

\_\_\_\_\_  
**First Wheels Applicant**

\_\_\_\_\_  
**County**

\_\_\_\_\_  
**Date**