



1412 Marlowe Avenue
 PHONE: (216) 226-6466 FAX: (216) 226-8493

Welcome to the Lakewood Christian Service Center

We are open on Tuesday, Wednesday, Thursday and Friday
 from 10:00 a.m. until 1:45 p.m. and
 on Wednesday evening from 5:30 p.m. until 7:30 p.m.

SERVICES PROVIDED

EMERGENCY FOOD

The Center provides a 3-day supply of food every 30 days to Lakewood and Westlake residents who meet income guidelines (see guidelines below). To receive this service, you must provide:

Proof of residence: **Required at each visit.** A recent gas, electric, telephone or other official correspondence mailed to you at your Lakewood or Westlake address.

Proof of income: **Required once a year.** A recent pay stub, benefit letter, W2 form, etc.

Proof of household size: **Required at first visit or if there is a change in household size.** Photo ID for each adult. Birth certificate, school records, school ID or medical card for each child.

Household Size	Income		
	Year	Month	Week
1	\$20,419	\$1,701	\$392
2	\$27,379	\$2,281	\$526
3	\$34,339	\$2,861	\$660
4	\$41,299	\$3,441	\$794
5	\$48,259	\$4,021	\$928
6	\$55,219	\$4,601	\$1,061
For each additional family member add:	\$6,959	\$579	\$133

(*Effective July 1, 2007)

Failure to bring in proofs when requested may result in services not being provided to you.

SOCIAL SERVICE ASSISTANCE

The Center also offers assistance and referrals to clients who need help with rent, utilities, clothing, furniture, medical problems, etc. Clients must meet specific guidelines.

JOB SEARCH ASSISTANCE

The Center has a program that offers job search assistance and referrals to job training programs. There is also a Handy Helper program which matches clients with individuals in the community who need assistance around the home with yard work, home health care, small moving jobs, etc. This program is not available on Wednesday evening.

SUPPORTIVE HOUSING PROGRAM

The Center offers a HUD sponsored program for individuals who are homeless or about to become homeless and in need of shelter referrals as well as individuals/families who are in need of housing. These individuals/families must meet HUD guidelines.

OTHER ONSITE SERVICES

During Wednesday evening hours a representative from the **Cleveland Tenants Organization** is present to offer information, referrals and assistance to clients. The **Cuyahoga Ombudsman Office** will be present on the 2nd Wednesday of each month from 10:00 a.m. to noon. **Cleveland Homeless Legal Assistance** will be available on the 2nd Wednesday of each month from 5:30 p.m. to 7:00 p.m. This service is available to anyone with a civil (not criminal) complaint. Every Wednesday from 10:00 a.m. to 1:45 p.m. the **Empowerment Center of Greater Cleveland** is present to assist with Food Stamp and Life Line applications.

AGENCY GRIEVANCE PROCEDURE

If you have problems with any of our services, please feel free to use the grievance procedure that you received during the intake process.

Since Lakewood Christian Service Center provides services on a walk-in basis, clients are normally seen in the order in which they arrive. Please be patient in waiting for your turn. Because Lakewood Christian Service Center does not provide day care services to clients during the intake process, each client is solely responsible for watching his or her own children while at the Center.

Our Mission Statement:

Through “Neighbors Helping Neighbors” Lakewood Christian Service Center serves primarily the Lakewood community by providing basic need assistance and personalized resource and referral services, thereby empowering each individual to move toward greater self-sufficiency.