

PLEASE RETURN THIS PORTION ONLY!!!

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

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

Phone: \_\_\_\_\_

Emergency Phone: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Services Requested: please circle

- Transportation / 60 yrs of age or older/disabled
- Lawn Service / 65 yrs of age or disabled / meet financial criteria
- Snow Removal / 65 yrs of age or disabled / meet financial criteria
- Handyman Program / 65 yrs of age or disabled / meet financial criteria

We will need to verify your yearly income before application is approved for Lawn Service, Snow Removal and the Handyman Program.

# of Residents in home \_\_\_\_\_

Applicant's signature and date: \_\_\_\_\_

***For office use only***

Approved: \_\_\_\_\_ Denied \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Initials \_\_\_\_\_

Dear Senior,

The Department of housing and Urban Development (HUD) subsidizes many of the City of Berwyn's Senior programs. This grant provided by HUD is allocated by the Community Development Department.

Using this grant, the City of Berwyn is able to provide Bus service, lawn maintenance and monthly senior lunches hosted at the Berwyn Recreation Center.

HUD requires that we provide them with certain information and the Community Development Department would appreciate your cooperation in answering the following HUD questions:

**Race/Ethnicity:** please circle all that apply

White Hispanic/Latino White Hispanic Multi-Racial

Black/African American Asian American Indian/Native Alaskan

**Household Income:** Number of People in household \_\_\_\_\_

**PLEASE CHECK APPROPRIATE BOX**

1. \_\_\_\$15,200 \_\_\_\$25,350 \_\_\_\$40,550
2. \_\_\_\$17,400 \_\_\_\$29,000 \_\_\_\$43,350
3. \_\_\_\$19,790 \_\_\_\$32,600 \_\_\_\$52,150
4. \_\_\_\$23,850 \_\_\_\$36,200 \_\_\_\$57,900



**City of Berwyn Senior Services**

6700 W. 26th Street  
Berwyn, Illinois 60402

Phone: 708-484-2510  
Fax: 708-484-2420  
E-mail Epanico@ci.berwyn.il.us or  
Mdepcik@ci.berwyn.il.us

## Transportation Program

### Monday through Friday

Hours of operation are 9:00am-4:00pm with last pick up at 3:45/4pm

### Saturday Van Hours

Hours of operation are 9:00am with last pick up at 12:30/12:45pm

**Our office is closed on the weekends!!!**

Passenger must be a Berwyn resident and at least 60 years of age or disabled. If you are under 60 and disabled, you must send in proof of your disability. Prior to using the van program, an application must be completed and returned to Senior Services.

### Important Information

Vans are considered on time if arrival is within 10 minutes of before or after scheduled the time assigned by the dispatcher.

The fee is \$1.00 per person, each way. Drivers **DO NOT** carry change, please be sure to have the correct amount of money at time of pick up.

Reservations must be made as far in advance as possible, due to the limited number of seats on the vans/at least 7-10 working days!

**Please see our guidelines on the back of this application.**

**.Reservations must be cancelled in a timely manner in order to accommodate those residents on the waiting list for transportation. Failure to notify the office of a cancellation three times will result in suspension of your participation in the program for one month,.**

Once your application is submitted and approved, you may contact our office to make a reservation. Office hours are 8am-4pm Monday-Friday.

708-484-2510

When grocery shopping, shoppers are limited to no more than three/four shopping bags each.

### BOUNDARIES

<b>Madison Avenue</b>	going North
<b>I-55 - Stevenson</b>	going South
<b>Central Avenue</b>	going East
<b>17th Avenue</b>	going West

(including Loyola or Hines)

## Grass Cutting, Leaf and Snow Removal

The grass cutting/leaf removal program begins approximately May 1st and concludes approximately Nov. 15th. The parkway, front and back lawns are cut every two (2) weeks when necessary. **Grass cutting does not include edging, trimming or weeding.** Leaf removal consists of running the lawn mower over the front and back yards to mulch the leaves. The individual will bag your leaves if bags are provided or put them in a container if a container is provided. If no bags or containers are left the leaves will be left in the grass. There is a \$5 charge per service call and you will receive an invoice for these services through the mail.

Snow removal begins approximately Nov. 1st and concludes April 1st when the snow fall is 2" or more in Berwyn. Snow is removed from the catwalk, front walk and steps. They will remove the snow after the end of the snowfall.

You qualify, if you are a homeowner 65 years of age or disabled, with no able-bodied person under the age of 65 in your residence and meet the annual income guidelines. **Any property in excess of the standard lot of 30' x 125' will have to pay the proportional difference in cost which is usually \$10.00 per cutting.**

The annual income guidelines for a two flat are different from a single dwelling home. Please contact us for the financial criteria information for a two flat home.

Homeowners must complete an application and be approved before becoming a part of the program.

## Berwyn Handyman Services

When you use the Handyman from the City of Berwyn, you get an individual that has been screened by the Senior Service Division. This individual also undergoes a background check.

How can our program help you? Service charge of only \$10.00 for 2-3 hours maximum work time. Please have all supplies on hand before our handyman arrives.

The handyman can complete the following minor jobs:

- Replace electrical outlets, switches, fixtures & fuses
- Repair cabinet hinges, latches, handles or drawer slides
- Install and remove window air-conditioners
- Minor plumbing work/leaking pipes, faucets, drain traps or valves
- Change light bulbs

- Check your smoke detectors
- Hang pictures, patching walls
- Move furniture
- Take down and put up curtains
- Re-light pilot on gas appliances
- Replace furnace filters
- Install VCR and DVD equipment
- Repair loose trim, molding, stair railings, minor holes/cracks in plaster

**Restrictions: 2 to 3 hours maximum job length**

**No more than a 6 foot ladder**

**No major systems repairs or drain cleaning**

**No moving or lifting of large or heavy items**

**Single family and 1 unit homes only**

**Other small jobs upon approval by office....call 484-2510**

### ***Please read the following guidelines for our Transportation Program***

We reserve the right to refuse to transfer any passenger who is in violation of any applicable law, the guidelines summarized below and/or any amendments thereto. *The following activities are **NOT** allowed (not all inclusive list):*

- Fighting, touching, spitting, inciting an argument or making threatening statements or gestures of any kind on the bus or directed to another passenger or driver (we have zero tolerance policy governing these issues).
- Using obscene, profane and/or offensive language.
- Harassing or making another passenger or driver uncomfortable or intimidated.
- Destroying, damaging, soiling or removing any part of the bus.
- Panhandling or solicitation of any kind.
- Eating is prohibited on the bus (exception of the driver for lunch)..

- Open alcoholic containers or the consumption of alcoholic beverages in any amount is strictly prohibited on the bus or in bus pick up areas.
- Personal hygiene must be maintained in a manner that does not result in offensive odors that are unavoidable and objectionable to other passenger.
- No animals of any kind are permitted in the bus (except if required or necessary as a form of an accommodation for a disabled individual). If you are an individual with a disability who needs assistance from a dog, please make arrangements with our office to ensure that we can reasonably assist you.
- Bulky bags, or other materials, clothes, boxes containers or any item that could attract or transfer rodents, insects, or animals of any kind.
- Please be respectful of others and refrain from making or receiving cellular telephone calls in the absence of emergency
- Acting in a loud, rowdy or disruptive manner on the bus or in the presence of other passengers is prohibited.
- We do not tolerate inappropriate or derogatory comments or treatment based on a person's age, race, sex national origin, religion, sexual preference, or other legally protected bases
- **NOTE: We reserve the right to refuse participation in the program to any person who refuses to cooperate and fully comply with these guidelines and/or fails to leave the bus when requested by a driver or authorized representative of the Program.**
- Any person who feels that he/she is in need of a reasonable accommodation is encouraged to contact our Administrative offices at 708-484-2510. We provide reasonable accommodations in all appropriate cases to individuals with a disability.

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Senior Services Division  
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