

Drafted 2014 Revised 2017 By

The New Jersey Department of Corrections
Office of Transitional Services

Quick Reference: Useful Numbers and Hotlines

American Friends Service Committee Prisoner's Resource Center	1-973-643-2205
CDC National STD and AIDS Hotlines Spanish: English:	1-800-344-7432 1-800-227-8922
Addictions Hotline of NJ	1-800-238-2333
Alcoholics Anonymous	1-800-245-1377
Division of Disability Services (DDS)	1-888-285-3036
Division of Youth & Family Services	1-800-792-8610
Hyacinth AIDS Foundation	1-800-433-0254
Legal Services of New Jersey	1-888-576-5529
NJ Motor Vehicle Commission Driver's License Suspension Hotline Main Information	1-609-292-7500 1-888-486-3339
Narcotics Anonymous of NJ	1-800-992-0401
National Suicide Crisis Hotline	1-800-784-2433
New Jersey AIDS STD Hotline (Beth Israel)	1-800-624-2377
2-1-1 First Call For Help Se habla español or toll free	2-1-1/ 1-800-331-7272
Middlesex County One Stop	1-877-995-2600
Social Security Office	1-800-772-1213
Statewide Domestic Violence Hotline (Woman's Space, Inc.) Bilingual and TTY accessible	1-800-572-7233

The Middlesex County Smart Book

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The Start of a New Beginning:

How to use this book

This book is intended to prepare you for your arrival home and reintegration back into society. In order to make the transition smoother for you a list of resources have been compiled along with a list of necessary items you will find that are essential to your success. This book focuses on the first few weeks and months of your arrival home and assisting you on managing the transition. Although not every resource available to you will be found in here, there are many that will help to guide your journey.

Unless a fee or charge is listed, all of the services and resources listed here are free.

Each section of this book is categorized by items that you will need in order to find employment, return to school, and to obtain identification. It will also provide addresses, websites, phone numbers, and general tips on how to acquire that particular service. You can use the table of contents to easily identify what service you require, and follow instructions as to how to contact providers.

FYI: **Please feel free to utilize your social services department for assistance in contacting an agency or inquiring information about a service found in this book. There are some services that may be free to you that you can contact through your social services department before making an out-of-pocket expense.

There are things that can be completed prior to release from prison. Two things specifically are requesting a duplicate social security card for **FREE** and applying for a birth certificate for a **fee**. Please contact your social worker six months prior to release to apply for these items. By doing this while still in custody, you are taking a large step towards making your transition back into the community easier for you. Providing both documents are processed successfully, you will have two necessary forms of identification made available to you the day you are released. This will speed up the process of finding employment.

You will not find every service or organization in Middlesex County in this book, but, again, there will be many to help you begin. Also, the organizations that are listed may be able to offer additional resources to you. For current information as services change procedure and or cost please visit www.njsuccess.org.

You may visit your local library for

Free Internet access. See page 41.

Getting Started:

Identification (I.D.) and Other Documents

In order to apply for employment, rent an apartment, apply for general assistance, food stamps, or Medicaid, proper identification will be required. The more identification you have in your possession, the easier it will be for you to obtain these services. Certain items can be obtained while you are still incarcerated ask your social worker for assistance, and, for the remainder, this book will point you in the right direction.

FYI: In order to obtain identification, various agencies will require proof of address. It is smart to keep bills in your name or official documents that have your name and address for further verification of your address.



A. Social Security Card

If at all possible, apply for a duplicate social security card with your social worker six months prior to release. If for some reason this is not possible or your application has been denied, you will need to visit your closest Social Security Office to apply. The following offices are the local branches in Middlesex County. Please find which office is closest to your residence.

Social Security Administration 29 Davenport Street Somerville, NJ 08876 866-446-6198

Social Security Administration 3rd Floor 190 Middlesex Turnpike Iselin, NJ 08830

800-772-1213

Social Security Administration 550 Jersey St. Suite 200 New Brunswick, NJ 08901 800-772-1213

Office hours Monday- Friday 9:00am-4:00pm Phone numbers: Toll Free 1-800-772-1213 TTY-1-800-325-0778

If you choose to visit your local office to apply you will need to fill out the application at the office.

To save time you can download the application online (www.ssa.gov/replace sscard.html). You will need to show proof of identification. Prison release papers count as proof of identification. Also, use your NJDOC Temporary ID card.

B. Birth Certificate

The office of Vital Statistics in the New Jersey Department of Health and Senior Services has all the New Jersey birth, marriage, and death records. The fee is \$25.00. However, depending upon where you were born in Middlesex County, you may be able to apply for a birth certificate for a lesser fee.

FYI: You are able to apply for a birth certificate while you are still in custody and have six months left prior to release. Please see your social worker to do so.

If you were born in the following towns you may go to your registrar's office and apply for a birth certificate at the cost listed below.

Town/ Address	Phone Number
Carteret Borough 61 Cooke	732-541 3890
Avenue	
Carteret, NJ 07008	
Cranbury Township	609-395-0900 x234
23 A No. Main St.	
Cranbury, NJ 08512	
Dunellen Borough	732-968-3033 x3
355 North Ave	
Dunellen, NJ 08812	
East Brunswick	732-390-6850
1 Jean Walling Civic Ctr	
P.O. Box 1081	
East Brunswick, NJ 08816	
Edison Township	732-248-7293
100 Municipal Blvd	
P.O. Box 3011	
Edison, NJ 08817	
Helmetta Borough	732-521-4946 x100
Borough Hall	
60 Main St	
P.O. Box 378	
Helmetta, NJ 08828	

Highland Park	732-777-6014
221 So. 5 th Ave	/32-///-0014
Highland Park, NJ 08904	
Jamesburg Borough	732-521-2222 x108
131 Perrineville Rd	732-321-2222 X108
Jamesburg, NJ 08831	
	732-632-8503
Metuchen Borough 500 Main St	732-032-8303
Metuchen, NJ 08840	
	722 256 7400
Middlesex Borough	732-356-7400
1200 Mountain Ave	
Middlesex, NJ 08846	722 020 2100 120
Milltown Borough	732-828-2100 x129
39 Washington Ave	
Milltown, NJ 08850	
Monroe Township	732-656-4573
1 Municipal Plaza	
Monroe, NJ 08831	
New Brunswick City	732-745-5018
78 Bayard Street	
New Brunswick, NJ 08903	
North Brunswick Township	732-247-0922 x470
710 Hermann Road	
North Brunswick, NJ 08902	
Old Bridge Township	732-721-5600 x 6200
1 Old Bridge Plaza	
Old Bridge, NJ 08857	
Perth Amboy	732-826-0549 x4309
1 Olive Street	
Perth Amboy, NJ 08861	
Piscataway Township	732-562-2310
455 Hoes Lane	
Piscataway, NJ 08854	
Plainsboro Township	609-799-0909 x1801
641 Plainsboro Road	
Plainsboro, NJ 08536	
Sayreville Borough	732-390-7012
49 Dolan Street	
Sayreville, NJ 08872	
South Amboy City	732-525-5924 or 5925
140 N. Broadway	
South Amboy, NJ 08879	
South Brunswick Township	732-329-4000 x7237
540 Ridge Road	
Monmouth Junction, NJ	
08852	
-	

South Plainfield Borough 2480 Plainfield Ave South Plainfield, NJ 07080	908-226-7630
South River Borough 48 Washington St South River, NJ 08882	732-257-1999
Spotswood Borough 77 Summerhill Road Spotswood, NJ 08884	732-251-0700
Woodbridge Township 1 Main Street Woodbridge, NJ 07095	732-634-4500 x6443

C. State Identification Card

New Jersey provides a state photo identification card for non-drivers. You can get this official state I.D. even if your driver's license is currently suspended. This may be a good option for you if it is going to be some time before you get your license back. New Jersey residents 14 years of age and older, may apply for a non-driver photo identification. The non-driver ID is issued solely for the purpose of providing identification and is not a license to drive.

How to get a non-driver identification card

- -Complete the front side of a non-driver ID application (BA-207 form)
- -Pass the 6 Point ID requirements (see page 11)
- -Pay \$24 fee. (Fee may be waived upon DOC program completion, see Social Services)



D. Driver's License

Once you are released from prison, you can go to the Motor Vehicle Commission (MVC) to get a new driver's license, replace a lost one, or renew a card that has expired. If you believe that your license has been suspended, you should confirm this and figure out what you need to do to get it back. If you were convicted of any kind of drug offense, your license has been suspended.

Prior to your release, you can get a copy of your driver's license record, which is called an "abstract." Please contact your social worker if you are interested in obtaining an abstract. **The fee for an abstract is \$15.00**

Upon your release, you can go to the MVC offices in Middlesex County (see below) or a Regional Service Center to request a driver's abstract. If you have internet access, you request abstract online can also an WWW.STATE.NJ.US/MVC. You will still have to pay \$15.00. If your license was suspended for six months or more because of a drug conviction, the period of the suspension will begin from the time of your release. Other kinds of suspension, such as failure to pay parking tickets, insurance surcharges, or child support, will last until you have paid the fine or worked out a payment plan. For questions about suspension, call the suspension hotline: 609-292-6500.

Restoration Fees, Tickets, and Surcharges: If you found out that your license has been suspended, you will have to pay a restoration fee of \$100.00 in order to have your license reinstated. This does not include any additional fines or surcharges you are required to pay. This fee can be paid at your local MVC Offices in Middlesex County or a Regional Service Center (see below). If you have internet access, this fee can be paid online at www.state.nj.us/mvc. You can pay your surcharges and parking tickets on this website as well.

MVC LOCATIONS IN MIDDLESEX COUNTY For questions, Please call 609-292-6500.

South Brunswick: 2236 Rt. 138 North

Edison: 45 Kilmer Rd

South Plainfield: 698 Oak Tree Ave

*All locations are open Monday, Wednesday, Thursday and Friday from 8-5:30 pm and Tuesday 8-7:30pm. (Also, Saturdays 8am to 1pm)

Regional Office: Trenton Agency 120 S. Stockton & Front St. Trenton, NJ 08611

Services: Driver conferences, driver records, (issuances and inquiries), points and surcharge (inquiries), suspensions and

restorations.

Hours: Mon-Fri 8am-4:30pm

To replace a lost or stolen license, you will have to bring identification to the MVC and pay an \$11.00 fee. The MVC now has very specific kinds of I.D. that are required under the new "Six Point" system:

Please use this guide to prepare yourself for your trip to MVC. Make sure you have the six points of identification necessary to obtain your drivers license or non drivers I.D.

SIX POINT SYSTEM OF IDENTIFICATION

Primary Documents:

(4 Points)

- Birth Certificate or Certified Copy from one of the 50 states.
- U.S. Dept. of State Birth Certificate
- US Passport-Current or Expired less than 3 years
- Current US Passport card
- Current NJ Digital Drivers License
- Valid Active Duty US Military Photo ID Card
- US Adoption papers
- Certificate of Naturalization
- Certificate of Citizenship

Secondary Documents:

(3 Points)

- Civil Marriage/Domestic partnership/ Civil Union Certificate: Issued by the Municipality or State
- Order of Decree of Divorce
- Court Order for Legal Name Change: Signed by a judge or county clerk
- US Military Photo/Retiree Card

(2 Points)

U.S. Military Discharge Papers (DD214)

(1 Point)

- Current/ Expired (Less than 1 year) Non-Digital NJ Photo Drivers License
- Social Security Card
- Bank statement or record
- ATM Card w/ pre-printed name and applicant signature
- NJ Public Assistance Card w/ Photo
- High School Diploma/GED/ College Diploma
- Veterans Affairs-Universal Access Photo ID Card

You can get a brochure on this new "Six Point" system from the MVC offices listed above or from the Motor Vehicle Commission website, www.state.nj.us/mvc. If your license has expired, you will have to go with your six points of I.D. to the MVC to fill out a renewal application. You may have to take the written test again. License renewal costs \$24.00.

E. Certificates of Naturalization or Citizenship

This certificate is necessary for employment upon your release. In general, if you need to replace lost forms, you can contact the US Citizenship & Immigration Service or Application Support Centers to find out about identification and fingerprint verifications. There is a fee to process an application for replacement documents. The National Customer Service Hotline is 1 (800) 375-5283.

Citizenship Locations

US Citizenship & Immigration Service 530 Fellowship Rd. Mt. Laurel, NJ 08054 856-439-5799

US Citizenship & Immigration Service

Peter Rodino, Jr. Federal Building 970 Broad St. Newark. NJ 07102

Application Support Center

285-299 Broad Street Elizabeth, NJ 07201.

Application Support Center

24 Commerce Ave. Newark, NJ 07102

F. Alien Registration Card "Green Card"

To replace a missing Green Card, you must go to the US Citizenship & Immigration Service Office (see above) to fill out an I-90 form. Please make sure that you bring I. D. with you.

You can also visit the website and download the forms at www.uscis.gov. It costs \$290.00 for processing. If you have any questions or concerns about your status as a result of your criminal conviction, call Legal Services of New Jersey at 1-888-576-5529 before going to immigration.

G. Military Discharge Papers

FYI: You may have the opportunity to meet with the VA liaison from the Veterans administration. The VA liaison can assist you in requesting a copy of your DD214 (discharge papers). Please notify your social worker of your veteran status.

You can request a copy of your records using the SF-180 form Contact your institution's P.R.E.P.A.R.E social worker for assistance. This form can also be obtained by writing the Veteran Benefit Administration in New Jersey or the NPRC, which is the main records depository.

Veterans Benefit Administration in New Jersey 20 Washington Pl., 3rd Floor Newark, NJ 07102

Main records depository, NPRC, 9700 Page Ave St. Louis, MO 63132-5100

The local office by calling 800-829-1000.

Upon your release, you can also call the local office at 1-800-829-1000, you can the website or go to to request your records. The www.vetrecs.archives.gov website will instruct you to print a signature page. This can either be mailed or faxed to the Veterans Benefit Administration. Upon the receipt of your form, the Veterans Benefit Administration will mail your records directly to you website www.vetrecs.archives.gov and follow the on screen instructions for requesting personnel records. You will be asked to print out a signature page which can either be mailed or faxed. Upon receiving the form, the records will be mailed directly to you.



H. Passport

Although a passport may not seem like an important item to have at this point, since it is a widely accepted, it can more easily serve as a form of I.D. for you. A passport will cost you money. To obtain one after you are released, please visit:

Middlesex County Clerk's Office, 75 Bayard Street 4th Floor New Brunswick, NJ 08901 (732) 745-3827.

You will need to bring:

- ✓ An original or certified copy of a birth certificate with a raised seal and file date issued by Vital Statistics
- ✓ A naturalization certificate
- ✓ A previous US passport; photocopies aren't accepted.
- ✓ Your social security number
- I.D., such as a valid driver's license, government identification or previous passport issued after your 16th birthday. The expired passport should not be more than 15 years old.
- ✓ 2 identical copies of a 2X2 face front regulation passport photo.

The cost for a passport for 16 and older is \$135.00. Bring a check for \$110.00 made payable to US Dept. of State and a check or money order for \$25.00 made payable to the County Clerk. A passport will be valid for 10 years.

I. NJDOC Release Papers/ Temporary ID Card

Make sure you keep your prison release papers and temporary ID card. The release papers can serve as identification in some circumstances and the ID card is valid for 30 days.

First Steps After Release: Where Do I Go to Find...

This section provides resources for food, shelter, clothing, money, and other emergency needs. We have provided some options in Middlesex County that you can utilize upon release.

FYI: Important paperwork will be needed repeatedly throughout your life. Make sure to invest in a folder or safe to keep important documents. Never carry your birth certificate or social security card with you. You will only need to produce these items upon request. It is smarter to keep them in a safe place.

Also, make sure to keep a notebook and a pen with you to write down the names and phone numbers of the people you come in contact with at various agencies. Remember, nobody is going to care about your success as much as you do.

Provided for you are agencies and services that can assist you in finding your basic needs.

FYI: It is a good idea to call first to check that the hours of operation haven't changed. Please try to be patient with those that are attempting to assist you.

See the following pages for list of resources.

A. First Stops

The agencies below provide a range of services and/or, depending on what you need, can refer you to other places.

FIRST-STOP AGENCIES

2-1-1/First Call for Help

Dial 211

800-331-7272 (Homeless Hotline)
Hours: Mon - Fri 8:30am - 4:30pm
Emergencies and homeless calls are 24 hours/day
211 provide 24 hour comprehensive human service
information and referral for residents of Middlesex County.
211 can help access information as well as locate
services/programs to connect residents to the resources that
are available to them in the community. 211 is equipped for
TTY callers and has language line to connect to 140 different
languages.

B. Shelter

Access to most of these shelters can be obtained through the Middlesex County Board of Social Services or through a general walk in. These shelters will also provide showers and laundry services.

Coming Home of Middlesex County INC

75 Bayard St. 2nd Floor 732-296-7954

Catholic Charities Ozanam Family Shelter

89 Truman Drive Edison, NJ 08827 (908) 985-0327

Salvation Army

433 State Street P.O. Box 613 Perth Amboy, NJ 08861 (732) 826-7040

Women Aware, Inc.

P.O. Box 312 New Brunswick, NJ 08903 (908) 937-9525

Men Only



Catholic Charities-The Ozanam Inn

2022 Abeel St, New Brunswick 732-729-0850

Hours: 24 hours/day

Salvation Army- Care House Transitional Housing

433 State Street, Perth Amboy 732-826-7040 Hours: 6pm-7am

Women & Children

Catholic Charities- Ozanam Family Shelter

89 Truman Dr, Edison 732-985-0327 Hours: 24 Hours/Day

Catholic Charities- Naomi's Way
4 Roosevelt St, New Brunswick
732-846-0335
No walk-ins allowed. Referral through the Middlesex County
Board of Social Services required.



C. Food/Clothing

Here are some the food pantries and soup kitchens in Middlesex County. Although each agency has been verified, please call to check for most current hours of operation.

For a complete list of pantries, please call The Middlesex County Food Distribution Organization and Outreach Distribution Services at 732-729-0880. There are a multitude of services, but these are just a few.

Food Pantries/Soup Kitchens

FYI: Please note that any food pantry that also sells or provides clothing will be indicated next to the address by the designated symbol. Please call each location for hours of operation.

Emanuel Evangelical Lutheran Church

Address: 3-5 Kirkpatrick St. New Brunswick, New Jersey, 08901 Telephone number - (732) 545 - 2673

First Presbyterian Church of Iselin

Location is 1295 Oaktree Rd Iselin, New Jersey, 08830 Dial - (732) 283 – 1188 Call the church for information on food distribution hours. Meals are offered too.

First Presbyterian Church of Metuchen

Address is 270 Woodbridge Ave Metuchen, NJ, 08840 Dial the church at (732) 549 - 5101 The charity may serve free holiday meals, including at Christmas, or pass out boxes of groceries to families living in poverty.

FISH

456 New Market Rd Piscataway, New Jersey, 08854 (732) 356 – 0081 This charity organization has a food pantry on site that offers meals, perishable items, commodities, and other aid to the needy and low income in the community.

George J. Bush Center for Human Services, Old Bridge Food Bank

Location is 1 Old Bridge Plz
Old Bridge, New Jersey, 08857
(732) 721 – 5600
Various social services are administered by this charity
organization for the low income and needy in the community.
Call for access to food banks, referrals to government
programs, information on local charities, and much more.

George St. Co-op

Address - 89 Morris St. New Brunswick, NJ, 08901 Dial (732) 247 - 8280 Fruits, vegetables, dairy, and other items are distributed in Middlesex County New Jersey.

Highland Park Community Food Pantry

Food pantry address - 220 S 6th Ave Highland Park, NJ, 08904 (732) 819 – 0052 Meals, perishable items, holiday aid, and other supplies offered.

Jewish Family & Vocational Service of Middlesex County

32 Ford Ave 2nd Floor

Milltown, NJ, 08850

(732) 777 - 1940

The non-profit will offer everything from emergency food to meals for the homebound.

Lazarus Project

Address of office - 7476 Washington St.
South River, New Jersey, 08882
Call - (732) 254 - 0066
Programs include Meals on Wheels, applications to USDA commodity programs, and personal hygiene items.

Metro Park Assembly of God

48 Berkeley Blvd Iselin, NJ, 08830 Call (732) 283 – 3440 for hours of food distribution.

Middlesex County Economic Opportunities Corporation

Main office - 1215 Livingston Ave North Brunswick, NJ, 08902 (732) 324 – 1580

The main community action agency for Middlesex County New Jersey. Various social programs are offered, in addition to counseling and case management. Find free food, public assistance like food stamps, clothing pantry, help with bills and debts, and career counseling services.

North Brunswick Food Bank

Food bank location - 710 Hermann Rd North Brunswick, NJ, 08902 (732) 247 - 0922

Our Lady of Fatima Church

Location of church is 380 Smith St. Perth Amboy, New Jersey, 08861 Call - (732) 442 - 6634

Plainsboro Municipal Welfare Department

641 Plainsboro Rd Plainsboro, NJ, 08536 (609) 799 – 2333

As name indicates, many low income and government assistance programs are run. Learn about various Middlesex

County public aid programs, as well as those offered at the state and federal level. They range from WIC vouchers which can pay for baby formula for single moms to applications to USDA free school lunches.

Middlesex NJ Salvation Army

Location is 433 State St.

Perth Amboy, New Jersey, 08861

Phone number - (732) 826 - 7040

Resources provided include shelter, hot and cold meals, food pantry, and referrals. A Christmas program can provide the low income with gifts for their children and holiday meals. May also have baby formula, diapers, a clothing closet, and thrift store. Locate more New Jersey Salvation Army centers.

Sayreville Care & Share Food Bank

Address - 423 Main St. Sayreville, NJ, 08872 (732) 651 - 6902

Clients, including senior citizens and the disabled, can enroll into Meals on Wheels or be given a free box of food, such a soup, meat, or cereal.

South Brunswick Social Services Department

540 Ridge Rd

Monmouth Junction, NJ, 08852

(732) 329 - 4000

Another government agency. Programs for the low income, disadvantaged, and others in the community. Also apply for WIC and SNAP food stamps.

South Plainfield Social Services

Office - 2480 Plainfield Ave South Plainfield, New Jersey, 07080 Primary number - (908) 226 - 7625

South River Food Bank

55 Reid St. South River, New Jersey, 08882 Phone number - (732) 238 - 3020

St. Cecelia's Food Pantry

Food pantry address is 45 Wilus Way Iselin, NJ, 08830 Call - (732) 283 - 0150

Call to apply. There are also holiday food baskets that have the topping a Middlesex County family needs for Thanksgiving or Christmas meals.

St. James Episcopal Church

2136 Woodbridge Ave Edison, NJ, 08817 (732) 985 - 2023

A free pantry helps low income and working poor families. Other aid ranges from Senior Brown Bag program to applications for Emergency Food Assistance Program (TEFAP).

St. James R.C. Church - Emergency Food Pantry

174 Grove St. Woodbridge, NJ, 07095

(732) 636 - 4310

Offers free groceries, food, perishable items, and more to people in a crisis. Can provide Thanksgiving and Christmas meals too.

St. Mary's R.C. Church of South Amboy

256 Augusta St. South Amboy, New Jersey, 08879 Phone number - (732) 721 - 7418

St. Paul's Evangelical Lutheran Church

Dial - 445 Old Post Rd Edison, NJ, 08817 Telephone number - (732) 287 - 0888

St. Peter's Episcopal Church

505 Main St. Spotswood, NJ, 08884 (732) 967 - 4883

One of the numerous churches in the region that will assist residents regardless of their religion. Hot meals, shelter, fresh fruits, and assistance with basic needs can be provided.

Suydam St. Reformed Church

Address is 74 Drift St. New Brunswick, New Jersey, 08901 Telephone number - (732) 249 - 6803

Trinity Episcopal Church

Location is 650 Rahway Ave Woodbridge, New Jersey, 07095 Call the church at (732) 634 – 7422 for hours.

Community Church Fixer of Hearts

Location is 1210 Cozzens Ln New Brunswick, NJ 08902 (732) 297-2792

Both non-perishable and free perishable items, such as fruit and produce, are offered.

Hands of Hope for the Community

2136 Woodbridge Ave Edison, NJ 08817 Call the soup kitchen - food bank at (732) 236-3330 Free holiday meals are for very low income families, children, and the homeless among others.

Community Presbyterian Church

75 Glenville Rd Edison, New Jersey 08817 (732) 287-1666

A few bags of groceries may be provided in the immediate area, including to children and they have snacks for students during the summer.

Second Reformed Church of New Brunswick

100 College Ave New Brunswick, NJ 08901 (732) 545-1019 Five Loaves Food Pantry may have beans, rice, pasta, and more based on a point system.

Conklin United Methodist Church

Location is 82 Main St South River, NJ 08882 (732) 254-5062 Baby formula, items for senior citizens,

Baby formula, items for senior citizens, household items, and a pantry are on site.

Elijah's Promise Soup Kitchen

18 Neilson St

New Brunswick, NJ 08901

Main phone - (732) 545-9002

Free, hot meals are served. They also offer basic health services, referrals to public aid, applications to SNAP, and more. They also run the Bag Lunch Program as well as Fresh is Best program.



D: Transportation

There is no general program that will provide assistance paying for transportation. NJ Transit will no longer

accept release papers in substitution for bus tickets. You may purchase transit tickets from NJDOC for \$2.00 prior to release. You will be provided with the accurate amount of tickets to ensure your arrival to your destination.

Some of the programs listed in this book will provide bus passes or bus cards to help you participate in that particular program. If you need that help, make sure that you ask.

For specific bus line information contact NJ Transit: 800-772-2222 or http://www.njtransit.com. If you click on the "trip planner" section you can find out routes.

FYI: You may want to purchase a monthly or weekly pass if you intend to use the discounted transportation services provided in Middlesex County.

If you intend to drive places, remember that you **must** have a valid driver's license, and valid insurance for any vehicle that you are driving. The **Special Automobile Insurance Policy** (**SAIP**) is an initiative to help make limited auto insurance coverage available to drivers who are eligible for **Federal Medicaid with hospitalization**. Such drivers can obtain a medical coverage-only policy at a cost of \$365 a year. You cannot get this insurance if your license or registration are revoked or suspended. Other restrictions may apply. For more information contact: 800-652-2471;

 $\underline{http://www.state.nj.us/dobi/dollaradayqna.htm}.$

<u>Transportation for seniors, disabled, and other dependent residents of Middlesex County:</u>

MCAT-MIDDLESEX COUNTY AREA TRANSIT

711 Jersey Avenue New Brunswick, NJ 732-745-7456 To make a reservation please call 1-800-221-3520 (All reservations must be made M-F 7:15-4:15)



E. Money

Once you get out of prison, you will need a source of income, until you can find a job. (see under "Finding a Job" for information about looking for work). The DOC does not provide any "gate money," except for the money you may have in your inmate account. If it is possible to save any money before you are released, you should try to do so. Based on need, Parole can give up to \$300.00 in emergency funds, but it is at their discretion. Ask your parole officer about this.

You may be eligible to get some kind of public assistance (welfare), but not everyone qualifies for this. Here are the basics of what you'll need to know about getting benefits.

GENERAL ASSISTANCE (WFNJ-GA) AND TEMPORARY ASSISTANCE FOR NEEDY

FAMILIES (WFNJ-TANF) provide cash benefits,

GA for single people and TANF for people who have custody of their children. Both programs will require you to work or actively look for work and both have a five-year lifetime limit. Work First New Jersey also has an Emergency Assistance program that you may qualify for if you are homeless or at risk of becoming homeless: it can pay for things like food, clothing and transportation costs to look for housing, but also temporary rental or mortgage payment assistance and utility payments. You will receive the P.R.E.P.A.R.E brochure before release that has more information.

WFNJ-GA AND WFNJ-TANF APPLICATION SITES:

WFNJ/General Assistance

181 How Lane New Brunswick 732-745-3500 OR 1-800-SOCIAL2

Provides emergency/financial services to adults without children for all the towns in Middlesex County that are not listed below.

*Please note residents of Plainsboro will need to go to their town municipal to apply.

WFNJ/TANF-Perth Amboy, South Amboy

252 Madison Avenue Perth Amboy 732-324-5500

FYI: If you were convicted of an offense involving distribution or sale of drugs after August 22, 1996, you cannot receive cash benefits under GA or TANF. If you were convicted of an offense after that date that only involved possession of drugs, you may be able to get benefits if you completed or are enrolled in a licensed drug treatment program, or completed a program in prison and are drug free (you will have to submit to drug testing).

If you apply for welfare and the case worker asks about your criminal background, you should answer truthfully and to the best of your knowledge.

If you provide false information, you may be found "ineligible" and could also be prosecuted.

FOOD STAMPS

You may apply for food stamp while applying for GA/TANF.

If you were convicted after August 22, 1996 of a drug distribution or sales offense, you may still be able to get Food Stamps if you have completed or are enrolled in a licensed drug treatment program, or completed a program in prison and are drug free (you will be tested). Same goes for possession offenses.

F: Veterans Benefits: If you were receiving veteran's benefits, either for disability or a pension, and you were incarcerated for more than 60 days, you will have to get reinstated after you are released. If you were not receiving benefits and you are a veteran, you may be eligible for benefits or for some of their other programs and services, including health care. You can contact the P.R.E.P.A.R.E social worker in your institution located in the social services department for assistance. You can also contact the VA for questions about benefits at 800-827-1000; the health benefit number is 877-222-VETS. The 24 hour veterans mental health hotline is **1-866-VETS-NJ4U**.

The VA Benefit Administration is located at 20 Washington Pl., 3rd Floor Newark 973-645-1441 (regional office).



MIDDLESEX COUNTY VETERAN'S SERVICE CARD

A courtesy service card is available in the Middlesex County Passport office to all veterans in acknowledgement of service rendered to the United States of America.

- •Original DD-214 must be recorded with the County Clerk.
- •Proof of name and address in Middlesex County in the form of a driver's license, business mail, or property tax bill.
- •Married females requesting ID cards listing a name other than what appears on their DD-214 must also show supporting document showing legal name change.
- •Passport Office hours: Monday-Friday 8:30 am 3:00 pm.

The following are some websites that can assist you in looking for information about veteran services:

Federal Veterans Information:

www.va.gov

Info for NJ Veterans: www.vetsinfo.com

New Jersey Dept of Veterans Affairs: www.state.nj.us/military

New Jersey Veterans Guide:

www.state.nj.us/military/veterans/njguide

VA Home Loans: www.homeloans.va.gov

Veterans Counseling Service Center: www.va.gov/rcs/newjersey/html

Be aware that the VA takes considerable time to make decisions. On average, it can take 273 days to process a new application for benefits.

OTHER BENEFIT PROGRAMS: You may be eligible for other cash benefits, including Supplemental Security Income (SSI) disability benefits (if you are seriously disabled and cannot work) call 1-800-772-1213 and the Women's, Infants, Children (WIC) program, which gives food vouchers to low-income parents. You can inquire about WIC at the city and county welfare offices.

Taking Care of Yourself: Getting Support

The transition from prison back to society may take some time to get adjusted and we want to provide you with options to lessen the burden. Taking care of your mind and body will be important for your success. Below are a few places to that may be of assistance.



Taking Care of Yourself: Health Care Resources

It is very important that you pay attention to your health during the period after you are released, and that you make sure you have a plan to get any prescriptions that you need filled and see a doctor if you have health conditions that need care. Also, stress and changes in routine can make many health conditions worse. Below, you'll find information on paying for health care and clinics and other resources in Middlesex County.

A. Health Care Benefits: Am I eligible?

In New Jersey, the **Medicaid** program provides health care benefits for some low-income people. If you gain custody of children under 18 when you are released, you may qualify if you are single, or if the main breadwinner in the household is unemployed, or isn't earning enough to support the family. Otherwise, if you are single, you will only qualify for Medicaid if you are low-income and are aged (meaning over 65), blind or so disabled that you are unable to work. If you are disabled and are applying for SSI, you will also be screened for Medicaid at that time. If you qualify for General Assistance benefits, you will get some very basic health care benefits through Medicaid (Plan G). **Medicaid is a separate program from GA or TANF, so you don't have to be eligible for those benefits to qualify for Medicaid.**

For questions about Medicaid eligibility, Call NJ Family Care at 1-800-701-0710 or to apply for Medicaid in Middlesex County at:

Middlesex County Board of Social Services 181 How Lane New Brunswick 732-745-3500 OR 1-800-SOCIAL2 If you are a veteran, you may be eligible for health care benefits through the **Veteran's Administration**, which provides a "Medical Benefits Package" for enrolled veterans. You can call 877-222-VETS for more information about eligibility and applying for benefits.

If you are HIV+ or have AIDS, you may also be eligible for the **AIDS Drug Distribution Program** (ADDP), which provides help paying for AIDS medication for people who don't have other ways of paying. **You can apply for this program before you are released**. Contact the **Aids Drug Distribution Program** at 609-588-7038 or toll free 877-613-4533, Mon-Fri 9am-5pm to apply.

Easter Seals New Jersey provides information, referrals and loans of medical equipment (including wheelchairs) to people in need. For information call 732-257-6662.

B. General HealthCare Providers

Even if you do not have Medicaid or other health insurance or benefits, Middlesex County has clinics that provide primary health care at low cost, sliding scale or for free. They are listed below. Most hospitals have charity care and you should ask about this if you go to a hospital emergency room for treatment.

Middlesex County Community Health Centers

Eric B Chandler Health Center

Location: New Brunswick, NJ - 8901 **Contact Phone**: 732-235-6700

Services: Dental Care Services, Enabling Services, Obstetrical and Gynecological Care, Other Professional Services, Primary

Medical Care, Specialty Medical Care **Remarks**: Administrative/Clinic

Jewish Renaissance Medical Center

Location: Perth Amboy, NJ - 08861-4310

Contact Phone: 732-376-9333

Services: Adult Medicine, Adult Senior Services, Ancillary & Referrals, Dental Services, Nutrition, Pediatric Services,

Woman Wellness

Remarks: Community Health Center, Administrative/Clinic, Urban Area, Permanent Clinic, Full-Time (open 52 hours per

week)

Jewish Renaissance Medical Center Admin Offices

Location: Perth Amboy, NJ - 08861-4310

Contact Phone: 732-376-9333

Services: Adult Medicine, Adult Senior Services, Ancillary & Referrals, Dental Services, Nutrition, Pediatric Services,

Woman Wellness

Remarks: Community Health, Urban Area, Mobile Van

Clinic, Full-Time (open 40 hours per week)

Middlesex County College

Location: Edison, NJ - 8820 Contact Phone: 732.548.6000

Services: Dental Checkup and cleaning

Perth Amboy High School

Location: Perth Amboy, NJ - 08861-2711

Contact Phone: 732-376-6030

Services: Adult Medicine, Adult Senior Services, Ancillary & Referrals, Dental Services, Nutrition, Pediatric Services,

Woman Wellness

Remarks: Community Health, Urban Area, Permanent Clinic,

Year-Round, Part-Time (open 20 hours per week)

Perth Amboy Housing Authority

Location: Perth Amboy, NJ - 08861-3849

Contact Phone: 732-324-0500

Services: Adult Medicine, Adult Senior Services, Ancillary & Referrals, Dental Services, Nutrition, Pediatric Services,

Woman Wellness

Remarks: Community Health, Urban Area, Permanent Clinic,

Year-Round, Part-Time (open 20 hours per week)

Planned Parenthood - New Brunswick Center

Location: New Brunswick, NJ - 0 8901

Contact Phone: 732.246.2411

Services: Abortion Referral, Birth Control, HIV Testing, Morning after pill(Emergency contraception), Pregnancy Testing & services, STD Testing and treatment and Vaccines,

Women's Health Care.

Remarks: Saturday hours are available on every other weekend beginning Jan. 14. Please call 732-246-2411 to

schedule.

Planned Parenthood - Perth Amboy Center

Location: Perth Amboy, NJ - 0 8861

Contact Phone: 732.442.4499
Services: Abortion Pafarral Birth

Services: Abortion Referral, Birth Control, HIV Testing, Morning after pill(Emergency contraception), Pregnancy Testing & services, STD Testing and treatment and Vaccines,

Women's Health Care.

Remarks: Saturday hours are available between 8 a.m. to 1 p.m. every other weekend beginning Jan. 7. Please call 732-442-4499 to schedule.

Planned Parenthood - Spotswood Center

Location: Spotswood, NJ - 0 8884 **Contact Phone**: 732.723.9192

Services: Abortion Referral, Birth Control, HIV Testing, Morning after pill(Emergency contraception), Pregnancy Testing & services, STD Testing and treatment and Vaccines,

Women's Health Care.

<u>University Of Medicine And Dentistry Rwi Eric B.</u> <u>Chandler Health Center</u>

Location: New Brunswick, NJ - 08901-1311

Contact Phone: 732-235-6700

Services: Adult and Family Medicine, Women's Health Care - Obstetrics/Gynecology, Pediatric/Child Health Care, Dental Care, Podiatry (Foot Care), Infectious Diseases and HIV,

Special Services, Laboratory Services.

Remarks: Community Health, Urban Area, Permanent Clinic,

Year-Round, Full-Time (open 52 hours per week)

University Of Medicine And Dentistry Rwj Eric B.

Chandler Health Center

Location: New Brunswick, NJ - 08901-2001

Contact Phone: 732-235-2052

Services: Adult and Family Medicine, Women's Health Care - Obstetrics/Gynecology, Pediatric/Child Health Care, Dental Care, Podiatry (Foot Care), Infectious Diseases and HIV,

Special Services, Laboratory Services.

Remarks: Community Health, Urban Area, Permanent Clinic,

Year-Round, Full-Time (open 40 hours per week)

All of these centers accept Medicaid and some insurance plans, but also provide services on a sliding scale basis, additional fees for x-rays and lab work. Primary and preventive care. Staff there can help you apply for Medicaid or other benefits if you may be eligible.

Middlesex Department of Human Services

75 Bayard St.

New Brunswick, NJ 08901Phone: 732-745-4042 Middlesex County Prescription Discount Plan 1-800-633-0037

www.gspops.com

Planned Parenthood of Central NJ

http://www.ppcnj.org/ 69 E Newman Spring Rd Shrewberry NJ 07702 732-842-9300

450 Market St. Perth Amboy, NJ 08861 732-442-4499

Provides:

- ✓ Gynecological exams,
- ✓ Pregnancy testing/counseling,
- ✓ Prenatal care,
 ✓ STD testing/counseling,
 ✓ Teen programs,
- ✓ Emergency contraception,
- ✓ Family planning
- ✓ Male programs.

Sliding scale fees based on income and family size, Medicaid and most insurance is accepted.

C. Services for People with HIV/AIDS

In addition to the clinics listed above, a number of places in Middlesex County offer care and support services specifically for people with HIV and AIDS.

Catholic Charities

(testing provided by the Robert Wood Johnson Counseling and Testing Program) has multiple sites. 24 Abeel Street New Brunswick, NJ 08901 732-745-9800

Elijah's Promise

(testing provided by the Robert Wood Johnson Counseling and Testing Program) 18 Neilson Street New Brunswick, NJ 08901 732-545-9002

Eric B. Chandler Health Center

277 George St. New Brunswick, NJ 08901 732-235-7992

Middlesex County Health Department

596 Jersey Avenue New Brunswick, NJ 08901 732-565-3788 x302

Planned Parenthood-New Brunswick

10B Industrial Drive New Brunswick, NJ 08901 732-246-2411

Planned Parenthood-Perth Amboy

450 Market Street Perth Amboy, NJ 08861 732-442-4499

Planned Parenthood-Spotswood

12 Snowhill St, Snowhill Plaza, Ste. 3 Spotswood, NJ 08884 732-723-9192

Pride Center

(testing provided by Robert Wood Johnson Counseling and Testing Program) 85 Raritan Avenue #100 Highland Park, NJ 08904 732-846-2232

Raritan Bay Medical Center

530 New Brunswick Ave. Perth Amboy, NJ 08861 732-324-5346

Robert Wood Johnson AIDS Program

1 Robert Wood Johnson Pl. New Brunswick, NJ 08901 732-235-6142

Robert Wood Johnson Counseling and Testing Program 1

Robert Wood Johnson Place Suite 1 New Brunswick, NJ 08901 732-235-7114

Catholic Charities Case Management for HIV Disease

24 Abeel St. New Brunswick NJ 08903 732-745-9800

Hyacinth AIDS Foundation

317 George Street Suite 203
New Brunswick, NJ 08901
732-246-0204 or call the state's hotline 800-433-0254.
Hours: Mon-Fri 9am-5pm
Services include case management, support groups, buddy services and treatment advocacy.

NJ AIDS/STD Hotline

UMDNJ/65 Bergen St, Newark 1-800-624-2377 – 24 hours/day The hotline gives referrals, general information, counseling, testing locations and treatment information.

New Jersey Women and Aids Network

103 Bayard Street 3rd Floor New Brunswick NJ 08901

Sister Connect Warm Line: 1-800-747-1108

732-846-4462

Hours: M-F 9am-5pm

D. Services for People With Tuberculosis and Hepatitis C

In addition to the general medical care facilities listed above, there are a few services especially for people with tuberculosis and hepatitis C.

National Hepatitis C Coalition 951-766-8238

Mercer County Hepatitis Support Group

Robert Wood Johnson Whitehorse Hamilton Square Road and Klockner Road Hamilton NJ

Contact: Peggy Goodale 609-371-3401

Global TB Institute at the University of Medicine and Dentistry

Hotline: 1-800-4TB-DOCS

TUBERCULOSIS CONTROL PROGRAM

29 Oakwood Avenue Edison NJ 08837 732-321-5297

Hours: M-F 8:30am-4:15pm

E. Dental Care



The locations listed below don't provide free care, but do have a sliding scale for those without insurance. Waiting lists can be long.

RWJ Dental Services

1 Robert Wood Johnson Place New Brunswick, NJ 08901 732-937-8653

Middlesex County College Dental Hygiene Clinic

L'Hommedieu Hall 2600 Woodbridge Avenue Edison, New Jersey 08818 732-906-2536

John F. Kennedy Medical Center

65 James Street Edison, New Jersey 08820 732-321-7608

NOTE: Limited to Middlesex County residents only.

Eric B. Chandler Health Center*

123 Church Street New Brunswick, New Jersey 08901 732-235-2052

Eric B. Chandler Health Center*

277 George Street New Brunswick, New Jersey 08901 732-235-6700

F. MENTAL HEALTH /SUBSTANCE ABUSE RESOURCES

FYI: Drug addiction can be fatal to your health, not to mention illegal and can result in jail time. In order to be successful in society seeking services for a drug or alcohol addiction will be necessary. Many of the health clinics, support centers and other resources listed in this guide can help refer you to treatment that best fits your needs. Listed below are some of Middlesex County's treatment resources, and each of these will also help with referrals if they can not help you. If you want treatment, you should also ask your parole officer for help — beds in treatment facilities are hard to come by, and they can help get you in. There are Narcotics Anonymous (NA) and Alcoholics Anonymous (AA) support group meetings all over Middlesex County. To find a meeting near you, call 866-920-1212 (for AA) or 800-992-0401 (for NA). For other self-help group resources, call the New Jersey Self Help Clearinghouse at 800-367-6274. Also, you can call the Addictions Hotline of NJ at 800-238-2333.

Primary Screening Center for Middlesex County:

University Behavioral Health Care

671 Hoes Lane Piscataway, NJ 08855

HOTLINE: (732) 235-5700

Emergency Services - Affiliated w/Screening

Center Raritan Bay Medical Center

530 New Brunswick Avenue Perth Amboy, NJ 08861

HOTLINE: (732) 442-3794

Mental Health Treatment Facilities and Programs:

East Mountain Hospital

252 Route 601 Belle Mead, NJ 08502 (800) 379-1949

www.eastmountainhospital.com

Carrier Clinic

252 Route 601 Belle Mead, NJ 08502 (800) 933-3579

www.carrierclinic.org

Catholic Charities

www.ccdom.org

(732) 324-8200

Community Care Behavioral Health Piscataway

732-572-4666

www.communitycare.us

Contact we Care 24 Hour National Suicide

Prevention Hotlines:

 $1\mbox{-}800\mbox{-}273\mbox{-}TALK$ (8255) and $1\mbox{-}800\mbox{-}SUICIDE$ or Text "CWC" to 839863. 2

Jewish Family & Vocational Service of Middlesex County

32 Ford Avenue Milltown, NJ 08850

(732) 777-1940

http://www.jfvs.org

JFK Center for Behavioral Health Edison

732-321-7189

www.solarishs.org

National Alliance for the Mentally III (NAMI NJ)

North Brunswick

732-940-0991

www.naminj.org

NAMI Middlesex

www.naminj.org/affiliates/middlesex.html 732-745-0709

Raritan Bay Medical Center& Short-Term Care Facility

Perth Amboy 732-324-5119

www.rbmc.org

Princeton House Behavioral Health North Brunswick

732-729-3636

www.princetonhouse.org

UMDNJ

University Behavioral Health Care Piscataway 1-800-969-5300 www.ubmc.umdnj.edu

G. Emergency Mental Health Services

FYI: If at any time you may want to hurt yourself or someone else, please call 911. If you feel like you may be a danger to your self or others. It is very important that you call someone for help. Here are a few numbers of places that would be more than willing to come to your aid.

Middlesex County Mental Health Administration

732-745-5186

www.co.middlesex.nj.us/humanservices

Raritan Bay Medical Center Crisis Stabilization

Perth Amboy 732-324-5289 /5105

UMDNJ Crisis

Piscataway 732-235-5700

Middlesex County Prescription Discount Plan

1-800-633-0037

www.gspops.com

H. Free/Low Cost Eyeglasses and Eye care

Atlantic Medical Eye Care Dr. Scharfman Raritan Bay Medical Center 3 Hospital Plaza Suite 310 Old Bridge NJ 08857 732-607-0555



American Council of the Blind of New Jersey

21 Island Drive Old Bridge, NJ 08857

Finding a Job:

Employment Assistance and Training Programs



Getting a job is usually one of the most important necessities when released from prison. Not everyone can obtain employment immediately, sometimes things like getting drug treatment, dealing with your housing, health or family situation may come first. For most people, though, finding work is the first step to getting back on your feet. It will be very challenging to get a job once you have been in prison, but it is not impossible, and you need to be persistent and patient. Below are some pointers on job searching, and information about resources that can help you find a job or get training for the job you want.



A. Things to Know Before You Start Your Job Search

Be Prepared: It is essential that you are organized, and have all records of previous employment available when beginning a job search. A resume is the smartest thing you can create. If you are unsure of how to do so, you may go to your local one-stop career center and seek assistance. Not only will employers want to know your work history, they will inquire of accurate dates that you were employed with the company. Knowing this information is vital to ensuring employment. Employers will not be interested in hearing that you do not remember dates or addresses for your work history. If an employer decides to hire you he will also need your identification so make sure that is readily available.

Presentation: Look as neat, clean and organized as possible, no matter what the job is. Be polite and respectful, even when people are not polite and respectful to you, and many won't be. Making the person you want to help you or hire you mad won't get you the job you want.

Talking About Your Criminal Record:

Never omit or falsify a document that asks you specifically if you have a criminal record. The application may ask you to give details to the nature of your crime and it may not. Chances are a criminal background check will be administered prior to employment and lying will cost you the job.

FYI: Work Opportunity Tax Credit (WOTC): With the Work Opportunity Tax Credit, your employer may be able to save up to \$4800 the first year you are hired. Make sure to inform your potential employer of this benefit.

For questions regarding WOTC, please call 609-292-5525 or 1-800-792-8881

Federal Bonding Program: Provides bonding "or insurance coverage" for employers who hire individuals with criminal histories who are otherwise qualified but cannot gain employment due to their criminal backgrounds. Please contact your local one stop for more information. (732) 418-3347

Middlesex County Apprenticeship Programs

Contact: Mr. Bruce Negri

Middlesex County Vocational and Technical Schools

112 Rues Lane, PO Box 1070 East Brunswick, NJ 08816 732.257.3300 x1921

732.390.4252 FAX

negrib@mail.mcvts.net

www.mcvts.net

NJ LWD Representative – James Spinola

IT'S A JOB FOR RIGHT NOW, IT'S NOT THE REST OF YOUR LIFE

When you are first starting out, especially if you've been out of the job market for a while, or have never had a job, you need to build a work history, and, of course, you need to make some money. Take whatever job you can get for now — it doesn't have to be the exact job you want, or what you eventually want to be doing. Do this job well —even if it's not a great job — and it can help you get a better one in the future. A year of good job performance will make your criminal record matter less.

B. Help with Job Search and Job Training: Resources

The following are good places to start in looking for a job.

Middlesex County One-Stop/Workforce New Jersey

550 Jersey Avenue New Brunswick NJ One Stop: 732-937-6200 Workforce NJ: 732-745-3955 Hours: M-F 8:30am-5:30pm

Perth Amboy Office 161 New Brunswick Ave Perth Amboy, NJ One Stop: 732-293-5016

Workforce NJ: 732-826-3200 Hours: M-F 8:30am-5:30pm

Jewish Family and Vocational Service

Milltown Office: 32 Ford Ave Milltown

732-777-1940

Monroe Office: 52 Concordia Shopping Center Monroe

609-395-7979

Offers: comprehensive career assistance to unemployed, underemployed, refugees, asylees, individuals seeking a new job and/or those seeking a career change.

* Also offers women's job center at Milltown office.

Services include: Career Evaluation and Assessment, Career counseling, Career planning, Job Search Techniques, Resume Writing, Interview Preparation, Job Seeker Support Group, Education and Academic Counseling, Computer Training, English Language Training.

NJ Division of Vocational Rehabilitation Services

New Brunswick, NJ 732-937-6300

This program includes diagnostic evaluation, vocational guidance and counseling, therapies, vocational training, rehabilitation workshop and training, tools, supplies, assistive devices, vehicle modification, supported employment/job coaching and job placement assistance. Disability must be significant impediment to employment.

New Brunswick Public Schools Adult Learning Center

268 Baldwin Street 2nd Floor
New Brunswick
732-745-5300 x4100
Offers computer access for job searches and resume writing.
Offers additional services for ages 16-20.
M-F 9:30am-4:30pm

Civic League of greater New Brunswick

47-49 Throop Ave New Brunswick 732-247-9066 Offers public access to computers for job searches and resume writing.

M-F 9:00am-5:00pm.

Elijah's Promise- Culinary Arts Training Program

The Promise Jobs Culinary School offers a full-time, intensive training program that prepares participants for employment in the food service industry.

211 Livingston Ave New Brunswick (732) 545-9002, ext. 113

Middlesex County Apprenticeship Programs

Contact: Mr. Bruce Negri

Middlesex County Vocational and Technical Schools

112 Rues Lane, PO Box 1070 East Brunswick, NJ 08816 732.257.3300 x1921 732.390.4252 FAX negrib@mail.mcvts.net

www.mcvts.net

NJ LWD Representative - James Spinola

C. Legal Restrictions on Employment and Protections Against Discrimination

If you are interested in getting a job and building a career in a particular area, you should make sure that it isn't one that is forbidden to someone with the kind of criminal conviction that you have on your record. There are about 22 categories of jobs in New Jersey that exclude people with convictions (which conviction it is varies by job). These include: aircraft/airport employees; paid public school employees, school bus drivers and school crossing guards; bank employees; bartenders and waiters in establishments where liquor is served; housing authority and municipal police and parking enforcement officers; New Jersey Turnpike Authority employees; liquor retail, wholesale, manufacturing or distributing employees; paid firefighters; child care center employees; community residences for individuals with developmental disabilities. A much larger number of jobs require that you disclose your criminal record, and that employers perform background checks; some of these, however, also require that employers consider evidence of rehabilitation. These include most jobs in the health care and counseling fields (including drug and alcohol counseling) and social workers.

If you are going to begin training in a particular field, make sure you find out from the training course whether there are any restrictions that will keep you from getting a job.

Protections For Licensed Occupations:

If you are not absolutely barred from a position because of your conviction, New Jersey law says that you cannot be denied a professional license simply because of your conviction unless the crime for which you were convicted relates to the occupation you want to enter. If the licensing board or agency wants to deny you a license because the crime is related to the occupation, they have to explain, in writing, that they have considered certain factors like the seriousness of the crime, the circumstances of the crime, the date and your age when convicted, whether the crime was an isolated or repeated event, social conditions, and evidence of rehabilitation. You can ask your parole officer about applying for a "certificate of rehabilitation," which can be used in your license application.

D. Benefits for Employers Who Hire People With Criminal Records

As you look for a job you can tell employers that the federal government has programs to support employers who hire people coming out of prison.

FYI: Work Opportunity Tax Credit (WOTC): With the Work Opportunity Tax Credit, your employer may be able to save up to \$4800 the first year you are hired. Make sure to inform your potential employer of this benefit.

For questions regarding WOTC, please call 609-292-5525 or 1-800-792-8881

Federal Bonding Program: Provides bonding "or insurance coverage" for employers who hire individuals with criminal histories who are otherwise qualified but cannot gain employment due to their criminal backgrounds. Please contact your local one stop for more information. (732) 418-3347.



E. Opening a Checking or Savings Account

After you've gotten a source of income, you may want to open a checking or savings account. A checking account is a great idea because many jobs provide direct deposit, and your check is automatically deposited into your account on payday. Using checks to pay for your bills is also cheaper than using money orders. To open a checking account you usually need a picture I.D. (driver's license or non-driver state I.D.), proof of address, birth certificate, and a social security card. You can also request a debit card with your account, which you can use just like a credit card (as long as you have the money in your account already). You can get a debit card for either a checking account, or a savings account, but with a savings account you can earn interest on the money you've saved. Fees for these accounts will vary depending on the type of account and bank. Many banks now offer free checking.



F. Public Libraries

Your local public library can be a good resource for your job search. Public computers provide internet access (and help using the computer), job and course listings, and other local directories. Libraries also often carry the government forms mentioned in this guide, and librarians can help you find other information that you need.

LIBRARIES

<u>Libraries-Middlesex</u> <u>Automation</u> Avenel, NJ (732) 750-2525 Open until 8:30 PM

Middlesex, NJ (732) 356-6602 Open until 9:00 PM

New Brunswick Free Public Library New Brunswick, NJ (732) 745-5108 Open until 9:00 PM

Monroe Township Library Monroe Township, NJ (732) 521-5000 Open until 9:00 PM

East Brunswick Public Library East Brunswick, NJ (732) 390-6950 Open until 9:00 PM

Middlesex County Planning Department New Brunswick, NJ (732) 745-3062

Edison Public Library: North Edison Branch Edison, NJ (732) 548-3045 Open until 9:00 PM

Westergard Library Piscataway Township, NJ (732) 752-1166 Open until 9:00 PM

Piscataway Twp Library Piscataway Township, NJ (732) 463-1633

Plainfield Public Library Plainfield, NJ (908) 757-1111 Open until 9:00 PM

Milltown Public Library Milltown, NJ (732) 247-2270 Open until 8:00 PM

Clara Barton Library Edison, NJ (732) 738-0096 Closing soon: 5:00 PM

Edison Public Library: Main Branch Edison, NJ (732) 287-2298 Open until 9:00 PM

Woodbridge Public Library Woodbridge, NJ (732) 634-4450 Open until 9:00 PM

South Brunswick Public Library Monmouth Junction, NJ (732) 329-4000 Open until 9:00 PM

Woodbridge Public Library Fords, NJ (732) 726-7071 Open until 6:00 PM

Woodbridge Public Library - Henry Inman Branch Colonia, NJ (732) 726-7072 Open until 9:00 PM

Franklin Township Public Library, Franklin Park Branch Public Library · Franklin Towne Center Franklin Park, NJ (732) 873-8700 Closing soon: 5:00 PM

Mercer County Library Windsor Princeton Junction, NJ (609) 799-0462 Open until 9:00 PM

Old Bridge Public Library Old Bridge, NJ (732) 721-5600 Open until 9:00 PM

Reconnecting with Family

As you prepare to come home, you may be thinking about reuniting with family members, including those you may not have seen for a long time. You may be excited to see your kids, your spouse, your parents, and others who are part of your family, and while most will be glad to see you home, others may be reluctant. All kinds of issues can come up, and you may need some help solving some of the problems that arise. This section provides some information and resources to help solve these issues.

Hotlines For Family Services Resources

NJ Child Abuse/ Neglect Hotline:

1(877)NJABUSE (652-2873)

Child Care Hotline:

1(800) 332-9227

NJ Child Support Hotline:

1 (877) NJKIDS- 1 (655-4371)

Division of Family Development:

1(800) 792-9773

NJ Division of Youth and Family Services:

1 (800) 331-DYFS (3937)

Family Health Line:

1 (800) 328-3838

Family Help Line (for stressed parents):

1 (800) THE KIDS (843-2537

National Domestic Violence Hotline:

1(800) 799-7233

NJ Domestic Violence Hotline:

1(800) 572-7223

Parents Anonymous:

1(800) 843-5437

A. Family Counseling Resources

The following places can provide support, marital and family counseling and parenting classes to help you reunite with your family.

Catholic Charities – Middlesex Counseling Center

319 Maple Street Perth Amboy, NJ 08861 732-324-8200 *DYFS Clients Only

271 Smith Street, Perth Amboy, NJ 08861

Phone: 732.826.9160

*Non-DYFS clients accepted

Catholic Charities – Connections Program

26 Safran Avenue, Edison, NJ 08816 732.738.1323

Hours: Call for hours

Provides high quality, low cost, individual, couple, family and group counseling services to all individuals requesting treatment.

New Jersey MENTOR

80 Cottontail Lane, Suite 330 Somerset, NJ 08873 732.627.9890

Family Support Organization of Middlesex County

1 Ethel Road, Suite 108 A Edison, NJ 08817 732.287.8701



Parents Anonymous of New Jersey, Inc.

127 US Highway 206, Suite 10, Hamilton 609-585-7666

800-843-5437 (24 hour hotline)

Hours: Call to confirm group times at different locations Self-help for parents who are under stress and who want to improve their relationship with their children. Groups meet weekly and are facilitated by a volunteer professional; many groups provide child care. Groups meet in most counties throughout the state with some bilingual groups available. Parents Anonymous also offers an on-line support group as well.

B. Child Custody and Visitation

Establishing visitation and gaining custody of your children once you are released is not an overnight procedure. If you had custody of your kids at the time you were incarcerated, and no family was able to take care of them, they may have been placed in foster care. If this is the case, and you do not know your child's case manager's name or number, contact the Division of Youth and Family Services (DYFS), at 732-246-5640 or 800-531-1091. You will have to make an appointment with the case manager for an interview. They may not be willing to give you information over the phone. You'll be asked a series of questions in order to assess when and if you will be given visitation rights, so that you may reestablish your relationship with the child and hopefully gain custody again. This is just a quick overview of what to do and what you can expect.

If you were convicted of any violent or sexual offenses against children, you may be unable to live with or regain custody of your children.

C. Getting and Paying Child Support

Whether you have custody of your children on your own when you get out, and need help from an absent "non-custodial" parent, or you do not have custody of kids who need your support, child support payments will be an important part of your life after you are released. Some basic information is included below, as well as other places to go to get more information.

Child support, custody and visitation issues are very complicated, and if you can get a lawyer, you should. Contact the Legal Services of New Jersey hotline, from 9:00 am - 4:30 pm, at 888-576-5529, or the Middlesex County Bar Association Lawyer Referral Service at (732) 828-3433. You can also contact Middlesex County Legal Services, at 317 George Street, Suite 201, New Brunswick, NJ 08901 Phone: (732) 249-7600 / 313 State Street, Suite 308 Perth Amboy, NJ 08861 Phone: (732) 324-1613. From prison, you can also contact the Prisoner's Self Help Legal Clinic, P.O. Box 768, Newark, NJ 07101.

Getting and Enforcing a Child Support Order

If you have custody of your children, and want financial support from the non-custodial parent, you can apply for child support at the Superior Court of NJ Family Division, 56 Paterson St., New Brunswick, (732) 519-3200. There is a possible fee. You can also call 1-877-NJKIDS1 for more information about this. If you are receiving public assistance, there is no fee, and Work First New Jersey/TANF can help with the application, locating the absent parent, and paternity testing, but you will also not get most of the money paid in support while you are receiving public assistance, because it will go to pay back the state for what has been paid to you. Child Support Services of the Probation Division is located at the **Perth Amboy office**: 262 State St., Perth Amboy/ **New Brunswick office**: 96 Bayard St, New Brunswick which helps enforce child support orders. The phone number for Child

Paying Child Support

Support Enforcement is (877) 655-4371.

If you have kids that you did not have custody of before you went to prison, there may be a child support order requiring you to pay a certain amount every month for their support. Even if you did not go to court — if, for example, the parent with custody filed for the order while you were incarcerated — the court can still order you to pay child support. The amount you pay in child support is tied to your income, and if the court does not know your income, they will assume you are working 40 hours a week at minimum wage. Child support

payments are usually taken out of your paycheck. If you have not paid at all or missed payments, you will owe "arrears." Unless you got a modification of your child support order when you went into prison (see below), the amount of arrears that you owe will have continued to grow while you were inside. When you come out, and get a job, they can begin to take out not just the monthly amount you owe for child support, but more money to pay back the arrears (up to 65% of your pay in total). They may also suspend your driver's license. Here are some things you can do:

Pre-Release: Before you are released, you can seek a modification of a child support order, based on your change in circumstances (incarceration). You would be asking the court to reduce the amount you owe, so that arrears do not continue to build up while you are in prison. This process can be done without a lawyer but it is complicated, because you have to fill out and send the appropriate papers to court, the other parent or his or her lawyer, and to the Probation Division. The forms you need and the instructions are available at the state judiciary website:

www.judiciary.state.nj.us/prose/infmpjm.pdf or may be available in your prison law library.

Post-Release: You can find out how much you owe, and whether there is an existing child support order by going to the Family Division at the Hall of Justice, 120 New St. PO BOX 2691 New Brunswick NJ 08903. If you have not been paying child support, you should be aware that there may be a warrant issued for your arrest — this may have been addressed at the time you were being released, but you should still call before you go there: 732-519-3242. Tell them who you are, that you have just been released from prison and want to find out about how to pay your child support, and ask if there is a warrant. You can ask if they will "recall" the warrant so that you can come in, possibly work out a payment plan, and get a modification of the child support order.

D. Domestic Violence/Sexual Assault Resources

The following places provide counseling, support and shelter or referrals to shelter in domestic violence situations. You can also call these 24 hour hotlines:

New Jersey Coalition for Battered Women: (800)-572-SAFE.

Domestic Abuse Hotline for Men and Women: (888) 7HELPLINE (1-888-743-5754)

Child Assault Prevention

11 Ely Avenue, Laurence Harbor Old Bridge Township, NJ 08879 732.582.1120

Catholic Charities

288 Rues Ln., East Brunswick (732) 257-6100 271 Smith St., Perth Amboy (732) 826-9160

Central Jersey Regional Sexual Abuse Program

Sexual Abuse Management (SAM) Clinic Dorothy B. Hersh Regional Child Protection Center 123 How Lane., New Brunswick (732) 565-

Institute for Family Services

3 Clyde Rd, Suite 101, Somerset (732) 873-1663

Middlesex County- Rape Crisis Intervention Center

29 Oakwood Ave, Edison (732) 321-1189

Women Aware, Inc.

P.O. Box 7565, North Brunswick (732) 249-4900

Women Helping Women

224 Main St, Metuchen (732) 549-6000

Getting More Education

Although getting more education may not be part of your short term plans, it certainly should be something to think about for the future, especially if you do not have a high school diploma or a GED.

A. High School Diploma/GED Certificate/High School Equivalency Degree (HSED)/Vocational School Certificates

It is very important to keep records of any degrees and certificates of completion and work-related licenses that have earned. Before you are released, you can write to the school or agency where you earned your degree or certificate to obtain a copy. Once you have a copy in your possession, this should be kept in your strong box.

FYI: If you earned your GED while incarcerated please call the Education Department of the institution you were in to obtain a copy.

You can also request your GED transcript or diploma verification from the New Jersey Department of Education providing you completed your diploma in a traditional setting. You will have to fill out a GED Information Request Form.

Please call 609-777-1050 for further assistance.

You may ask that it be sent to you; or you may pick up the form at a local testing center (which you can do after you are released); by downloading the form from the website http://www.state.nj.us/njded/students/ged/ged7.htm; or by writing to: GED Testing Program, Bureau of Adult Education and Family Literacy, New Jersey Department of Education, PO Box 500, Trenton, NJ 08625.

Your chances of getting a job that pays a living wage, and of moving forward in a career will improve with more education, and not having the high school diploma or GED will simply lock you out from a lot of opportunities.

B. GED Classes

The places in Middlesex County below offer classes to help you prepare for the GED exam. Call for exact times and procedures. Many locations offer classes at low cost or no cost.

GED Locations

Middlesex County College

2600 Woodbridge Avenue | Edison, NJ 08818 - 3050 | Phone: 732.548.6000 | Information Line: 732.906.2555

Admissions: 732.906.4243 |

Continuing Education: 732.906.2556

Middlesex County One-Stop/Workforce New Jersey

Middlesex Office

550 Jersey Avenue New Brunswick NJ One Stop: 732-937-6200 Workforce NJ: 732-745-3955

Hours: M-F 8:30am-5:30pm

Perth Amboy Office

161 New Brunswick Ave

Perth Amboy, NJ

One Stop: 732-293-5016 Workforce NJ: 732-826-3200 Hours: M-F 8:30am-5:30pm

East Brunswick Adult and Community Education

380 Cranbury Road

Room A1

East Brunswick, NJ 08816 **Phone:** (732)613-6981

Jewish Family and Vocational Service of Middlesex

County (732) 777-1940 *Fee may be required.*

East Brunswick High School

(732) 613-6980

Community Learning Center at Roosevelt

1 Roosevelt Drive Edison, NJ 08837 Phone: (732)321-2201

Perth Amboy Adult School

178 Barracks Street Perth Amboy, NJ 08861 **Phone:** (732)376-6243

C. Higher Education



If you already have a high school diploma or a GED certificate, you may want to move forward and get your associate's degree, bachelor's degree or graduate degree. Below are phone numbers for Middlesex County.

Local Area Colleges

Middlesex County College

2600 Woodbridge Avenue | Edison, NJ 08818 - 3050 | Phone: 732.548.6000 | Information Line: 732.906.2555

Admissions: 732.906.4243 | Continuing Education: 732.906.2556

Middlesex County College, New Brunswick Center

140 New Street

New Brunswick, New Jersey 08901

Telephone: 732-745-8866

Middlesex County College, Perth Amboy Center

60 Washington Street Perth Amboy, NJ 08861 Tel: 732.324.0700

Rutgers University

65 Davidson Road Piscataway, NJ 08854 732-445-4636

Can I Get Financial Aid?

To pay for this, you will probably try to get some financial aid. If you are applying for any federal financial aid programs after release (such as Pell Grants, Perkins Loans, Federal Family Education Loans, etc.), you are not restricted unless you have a drug-related offense. For possession offenses, a first offense means one year of ineligibility (after your conviction), a second offense, two years, and third offense means you are "indefinitely" ineligible, which to the government means permanently ineligible. For a sales or distribution crime, a first offense has two years of ineligibility, a second offense makes it permanent. Private financial aid or loan programs may not have any restrictions.

Other Things You Need to Know

A. Getting Legal Assistance

To get assistance with civil (not criminal) cases, you can contact the toll free hotline for **Legal Services of New Jersey (LSNJ)**, which provides information and referrals, **888-576-5529**. For local Middlesex County legal services please contact the office located nearest to you.

Perth Amboy

313 State Street, Suite 308 Perth Amboy, NJ 08861 Phone: (732) 324-1613 Fax: (732) 324-6253

New Brunswick

317 George Street, Suite 201 New Brunswick, NJ 08901 Phone: (732) 249-7600 Fax: (732) 249-7966

B. Checking and Correcting Your

Criminal Record (Rap Sheet)

Since employers, landlords and others will be performing criminal background checks and getting copies of your criminal record, it is important that you know what is on it, and whether it is accurate. It will also help you be prepared to answer any questions about your background. Go into your local police station and make an appointment to be fingerprinted on a State Applicant Fingerprint Card (SBI19). On that card, include your full name, social security number, date of birth and purpose for the record check. Mail the card with a cover letter listing the purpose of the request, the name of the person whose records are being requested, and the address where the records should be sent, to: (see next page)

State Section of Identification Records and Identification Bureau New Jersey State Police P.O. Box 7068 West Trenton, NJ 08628 609-882-2000 ext 6425 609-530-4856 fax

You must include a \$41 money order or cashier's check, certified check, or business check made payable to: DIVISION OF STATE POLICE-SBI. No personal checks are accepted.

C. Expungement: Cleaning Up Your Criminal Record

You may have heard about expungement as one way to clean up your criminal record as you get some distance from your old arrests and convictions. Unfortunately, expungement is fairly limited in New Jersey. You can expunge any arrest that did not lead to a conviction at any point. You can expunge "disorderly persons offenses," which are low level offenses in New Jersey, after 5 years, and most municipal ordinance offenses after 2 years. Convictions for "indictable offenses" (felonies), can be expunged 10 years from the date of conviction, payment of any fine, satisfactory completion of probation or parole or release from incarceration, but whichever is latest. The most serious of these offenses, such as murder, kidnapping, aggravated sexual assault, robbery, arson, perjury and distribution, sale or possession with intent to distribute of controlled dangerous substances (drugs), can never be expunged. Expungement is a broader remedy for offenses committed as a juvenile. Legal Services of New Jersey has published a guide to cleaning up your record through expungement.

To obtain a copy of the book, call 888-576-5529, or go to the LSNJ website, where you can download it for free: http://www.lsnj.org/english/crime/municipalcourt/clearingyourrecord.cfm.

D. Checking and Correcting Your Credit Record



While New Jersey allows employers to look at your criminal record, many employers — and others like landlords and mortgage companies — will use a credit report instead of or in addition to the state's records. Credit records are maintained by private companies and generally have information about your debts, your history of paying bills and other financial matters, but may also have information about your criminal record. The information may not be correct, and the law does offer you some protections. For example, if an employer uses a credit record to deny you a job, they have to tell you this, and give you the name, address and phone number of the agency that provided the report, and the agency must give you a copy of that information on your request. They cannot charge you money for that request if the employer used the report to deny you a job. If the records of the credit agency contain incorrect information, they must investigate and correct inaccurate information.

You can get ahead of the curve by getting a copy of your credit record and making sure there isn't any incorrect information on it. New Jersey residents are allowed one free credit report each year. Three companies that provide this service are:

Equifax Information Systems, LLC.:

Write to them at P.O. Box 740241, Atlanta, GA, 30374, or call 800-685-1111. By mail, be sure to include your full name, current address, Social Security number, and most recent former address for file-matching purposes.

Transunion Personal Credit Report:

PO Box 1000, Chester PA 19022 Call 800-888-4213.

Experian:

PO Box 2002, Allen, TX 75013 Call 800-397-3742.

E. Voting Rights

New Jersey law does not allow you to vote while you are in prison, or while you are on probation or parole for an indictable offense (disorderly persons offenses don't disqualify you). Once you have completed your parole or probation term, you may register to vote. Make sure that you are registered in the county in which you reside. Applications for registration can be obtained from Social Services prior to release. Also you may apple with the Division of Elections, the Commissioners of Registration office in the County where you live or from your Municipal Clerk once you are released. Registration forms are also available in various State agencies and at Division of Motor Vehicle offices and can be obtained while transacting agency business. If you are not sure, you can http://www.state.nj.us/lps/elections/vote_doe.html. You will be able to download a voter's registration form and mail it in. This site also explains who can register to vote and where you can register.

F. Registration of Sexual Offenders (Megan's Law)

Sex offenders are required to register with the police under Megan's Law. Offenses include: aggravated sexual assault; sexual assault; aggravated criminal sexual contact; endangering the welfare of a child by engaging in sexual conduct which would impair or debauch the morals of the child; luring or enticing and, if the victim were a minor and the offender not a parent, kidnapping; criminal restraint and false imprisonment and promoting prostitution of a child under 18. You will be registered prior to release, but must re-register your home address at least 10 days prior to any move with the law enforcement agency with which you were registered when released. You will also need to verify your address annually or every 90 days if you are a repetitive and compulsive offender.

The Game Plan

DO I Have my Basic Needs?

Your first weeks out after leaving prison can be overwhelming. This section is set up to help you get organized and keep yourself on track toward your goals. First, think about what those goals are? What do you want or need to get done in your first week out? In your first month out? Where do you want to be in six months? There are lots of things that other people need you to do — your parole officer, for example, and your family — but you also need to think about what you expect from yourself.

Here are some pages to use to plan your first days out of prison. There are some questions to ask yourself about what you plan to do. It's best to write things down and plan ahead. ***You should also refer to your discharge plan created by your social worker that outlines your needs. Have a wonderful and successful reentry!

Shelter:		
Food:		
Health Care:		
Clothing:		
Transportation:		
DO I Have Support? Family:		
Friends:		
Do I Have Identification? I.D. Checklist		
Documents	Have?	Need?
Strong Box		
Social Security Card		
Birth Certificate		
County I.D.		
Driver's License		
Non-driver's I.D.		
Certificate of Naturalization		
Green Card		
Military Discharge Papers		
Passport		
High School Diploma		
Or GED Certificate		
Prison Release Papers		

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Other things I need to do (job leads, appointments,

Smart Book Topics



- First Steps After Release: Where Do I Go to Find...
- Taking Care of You: Getting Support
- Taking Care of You: Health Care Resources
- Finding a Job:
 Employment Assistance
 and Training Programs
- Reconnecting With Family
- Getting More Education
- Other Things You Need to Know
- The Game Plan