

# The Union County Smart Book

**A resource guide for going home**



*“ No one can make a brand new  
start, but everyone can make  
a brand new ending ”*

**2009**

Prepared for:

The New Jersey Department of Corrections  
Division of Programs and Community Services  
Office of Transitional Services

By:

The Union County Department of Human Services and the  
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..... 1-800-344-7432  
English..... 1-800-227-8922

**Addictions Hotline of NJ**..... 1-800-238-2333

**Alcoholics Anonymous of Central NJ**..... 1-609-298-7785

**Division of Disability Services (DDS)** ..... 1-888-285-3036

**Division of Youth & Family Services**..... 1-800-792-8610

**Hyacinth AIDS Foundation Hotline** ..... 1-800-433-0254

**Legal Services of New Jersey**  
Toll-free Hotline,  
Mon.– Fri., 9 am – 4:30 pm ..... 1-888-576-5529

**NJ Motor Vehicle Commission**  
Driver's License Suspension & Restoration ..... 1-609-292-7500  
Main Information..... 1-888-486-3339  
or 1-609-292-6500

**NJ Transit**  
For routes, schedules, & fares  
6 am to Midnight, daily..... 1-800-772-2222

**Narcotics Anonymous of NJ Helpline**..... 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**..... 2-1-1  
Se habla español or toll free..... 1-800-331-7272

**Union County One Stop**..... 1-877-989-AJOB

**Social Security Office**..... 1-800-772-1213

**Service Empowering Rape Victims  
(SERV)**..... 1-866-295-SERV

**Statewide Domestic Violence Hotline  
(Womanspace, Inc.)**  
Bilingual and TTY accessible ..... 1-800-572-7233

# The Union County Smart Book

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## **First Things First: How to Use this Book**

The purpose of this book is to help you get ready to leave prison, return home, and find what you need to get back on your feet. It is specifically focused on what you'll need to know during the first weeks and months that you're back, which can be a time of difficult adjustment. This book will not answer all of the questions you will face in preparing for and adjusting to being back in the community, but it can help you get started. It will also tell you where to go to get more information. **Unless a fee or charge is listed, all of the services and resources listed here are free; however, please note that the fees and charges listed in this guide are subject to change.**

Each section of this book gives general tips you need to know, and it provides addresses, phone numbers and other information about different programs and resources in Union County. Things that you can do to get a head start before you are released are highlighted. Getting started early, before you get out, may be one of the best things you can do for yourself to make your first few days at home easier. In the back of this book, is a **"Game Plan"** for the first few weeks, a chart to help you plan ahead. There is also space where you can write down other useful phone numbers and appointments.

You won't find here every service or organization in Union County, but again, this book should give you a place to start. The organizations that are listed can help refer you to other places in the area that can be of help to you. For more listings, and for current information about office hours and changes in policies, you can go to the website designed to help former prisoners in Union County, [www.njsuccess.org](http://www.njsuccess.org). When you get to this site, click on the Central New Jersey tab. You can also contact the folks who wrote and designed this book, Union County Ex-Offender Re-entry Partnership by sending an email to [bherrmann@ucnj.org](mailto:bherrmann@ucnj.org) or calling ((908) 527 4800.

### **GETTING FREE ACCESS TO THE INTERNET**

All of the public libraries listed on page 31 should be able to provide you with free internet access

## **Getting Started: Identification and Other Documents**

### **A. Social Security Card**

You can obtain a replacement card if you have a Social Security number (even if you don't remember it). You can request a new card from prison by mail, or after you are released at the local social security office.

### **Identification and Legal documents (NCHS)**

Customer Service Unit, Trenton, 609-292-4087

**PRE-RELEASE:** The New Jersey Department of Corrections has an agreement in place with the Social Security Administration that allows inmates in the release process to apply for a replacement Social Security Card. This service is offered through the Social Services Department of the correctional facility. The application and card are free. Once approved the card is sent to your correctional facility and will be issued to you upon your release from custody. For more information contact the Social Services Department at your correctional facility.

**POST-RELEASE:** You can also get the application by phone or by mail, or by going to the Union County Social Security Administration Office, 547 Morris Avenue, Elizabeth, NJ 07207. The website [www.njsuccess.org](http://www.njsuccess.org), directs you to this area by clicking on Central New Jersey on the map. Phone #: 1.800.772.1213. The form SS-5 can also be downloaded from the Social Security website [www.ssa.gov/replace\\_sscard.html](http://www.ssa.gov/replace_sscard.html). You can fill it out there

and show proof of identification at the SSA office. **Prison release papers count as proof of identification.**

**B. Birth certificate**

The Office of Vital Statistics in the New Jersey Department of Health and Senior Services keeps all New Jersey birth records. The fee for a copy is **\$25**.

**PRE-RELEASE:** You can write a letter requesting a birth certificate, which must include the name on the certificate, the exact date of birth, the exact city and municipality and county of birth, full maiden name of mother and name of father if his name is on the certificate. You must include a photocopy of the identification for the person requesting the record (which may be you; however, someone else may request the birth certificate for you, but they must state their relationship to you in the letter). Valid identification includes a photo driver's license or non-driver's license, photo identification and some other form of identification

- with an address, or two alternate forms of identification
- with an address. You can use a prison photo identification,
- with documentation of the address of the prison.

Mail your request to: NJ Vital Statistics, Customer Service Unit, PO Box 370, Trenton, NJ 08625-0370. It should take 6 to 8 weeks. If you have not received your birth certificate after 8 weeks please call 609-292-4087 and select option "status of current request." For more information and assistance, contact the Social Services Department at your correctional facility.

**POST-RELEASE:** In addition to writing, you can go directly to the Bureau of Vital Statistics on the first floor of the Health and Agriculture Building in Trenton, on the corner of Warren and Market Streets. In-person counter service is available from 8:30 to 4:00 and you can usually get the certificate on the same day. You will still need the information listed above. For the most current information on ordering and information, visit the following website: [www.state.nj.us/health/vital/](http://www.state.nj.us/health/vital/) or call 1-866-649-8726. You can also obtain a birth certificate from the Registrar in the Office of Vital Statistics in the city of your birth. This is usually located in the Municipal Building. These records are only maintained for those born in that municipality. (This is generally a small cost saving.)

A State or local Registrar may issue a certified copy of a vital record only to persons who establish themselves as the subject of the vital record, the subject's parent, legal guardian or legal representative, spouse, child, grandchild or sibling of legal age, or to a State or Federal agency for official purposes, pursuant to court order, or under other emergent circumstances as determined by the Commissioner. All other applicants will be issued a Certification that states the document is not for identification or legal purposes.

**C. County Identification**

You can obtain a county identification card by going to the Union County Clerks Office. You will need your original birth certificate, original social security card, and three items that have been mailed out to you within the last 60 days that prove your home address.

**County Clerk's Office**

Union County Court House  
2 Broad Street  
Elizabeth, NJ. 07207  
908-527-4787  
Monday-Friday, 8:30 am – 4:30 pm  
County ID card and passport services

You must provide a social security number, show proof of age, and proof of residence in Union County (so you can only do this after you are released).

**D. Driver's License**

If you do not have a driver's license, you will have to wait until you are released to get one, or to replace a lost card or to renew an expired license – unless you are in a halfway house and

**Motor Vehicle Services**

**Auto Operator License**

Name

Street

City, State

can go directly to the Motor Vehicle Commission (MVC). If you think or know that your license has been suspended you should make certain, and then determine what you need to do to get it back. If you were convicted of any kind of drug offense, your license will have been suspended.

**PRE-RELEASE:** You can request a copy of your driver's license record, which is called a "driver history abstract." You will have to get and send in a request form (DO-21) from the NJ Motor Vehicle Commission (MVC). You can request this form by phone 1.888.486.3339, or mail to NJ Motor Vehicle Commission, Abstract Unit, 225 East State Street, PO Box 142, Trenton, NJ 08666-0142. Once you receive and complete the form, you will have to send it back with **\$10 and a photocopy of your driver's license**. The abstract will tell you whether your license is suspended and why. Depending on why it is suspended, you may be able to address some of the problems before you get out. For example, if your license was suspended because you failed to show up for a court date because you were incarcerated, you can write the court and try to clear this up by mail. If you owe fines, you will probably not be able to pay these before you get out, but you should try to find out how much you owe, and to whom you owe them.

**POST-RELEASE:** Once you are out, you can go to the MVC offices in Union County (see below) to request a driver history abstract. You will still have to pay **\$10**. If your license was suspended for 6 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 for 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: 1-609-292-7500.

**DMV LOCATIONS IN UNION COUNTY**

**Motor Vehicle Commission - MVC**  
**1140 Woodbridge Road, Rahway, NJ 07065**  
**609-292-6500**  
**888-486-3339DMV/888-486-3339**

**Elizabeth:** 65 Jefferson Ave  
Agency, Driver Testing  
Mon- Fri 8:00 am - 4:30 pm  
Sat 8:00 am - 12:00 pm  
Titles, Licenses, Registrations  
Vision and Knowledge Tests  
CDL Written Test

**Plainfield:** 1600 South Second St  
Inspection  
Mon-Fri 8:00 am – 4:30 pm  
Sat. 8:00 am – 12:00 pm  
Thursday late hours to 7 PM

**Rahway:** 1140 Woodbridge Rd. & East Hazelwood Avenue  
Agency, Driver Testing:  
M–F 8 a.m.–4:30 p.m.

Sat 8 a.m.–12 p.m  
Inspection:  
M–F 7 a.m.–4:30 p.m.  
Late closing Inspection  
M 7 p.m.  
Sat 7 a.m.–12 p.m  
Road Testing:  
M–F 8 a.m.–4:30 p.m.

**Springfield:** 34 Center St.  
Agency  
M–F 8 a.m.–4:30 p.m.  
Sat 8 a.m.–12 p.m.

**Westfield:**410 South Avenue East  
Inspection (appointment only)  
Mon – Fri 7 am- 4:40 pm, Sat 7 am – 12 pm  
Inspection (appointment only)  
M–F 7 a.m.–4:30 p.m.  
Sat 7 a.m.–12 p.m.  
Late closing - Tuesday to 7 PM

#### **Motor Vehicle Commission Regional Service Centers**

##### **Eatontown Site:**

109 Route 36,  
Eatontown, NJ 077724  
Monday to Friday 8am-4:30pm  
Saturday 8am-12pm.

##### **The Trenton Site**

120 S. Stockton and Front Street  
Trenton, NJ 08611  
Monday to Friday 8am-4:30pm  
Extended hour: Monday until 7:30 pm  
Saturday 8am-12pm.

##### **West Deptford Site**

215 Crown point Road (I-295 Exit 20)  
West Deptford, NJ 08086  
M-F 8 am–4:30 pm, Sa 8 am-12 pm.

##### **Wayne Site**

1578 Route 23 North  
Wayne, NJ  
M-F am-4:30pm, Sa 8 am -12 pm.

Regional Service, Agency, Driver Testing, Titles, Licenses, Registration, Driver Conferences, Vision and Knowledge Test, Commercial Driver’s License Written Test, Basic Road Test, CDL Road Test, Motorcycle/Moped Road Test. If you need to replace a lost or stolen license, you will have to bring identification to the MVC and pay **\$11**. The MVC now requires very specific forms of ID. You will need “primary” identification (birth certificate, passport, citizenship papers, etc.) and “secondary” identification (school records, marriage or divorce certificates, employee ID cards, old driver’s licenses, etc.) and proof of your address. You can get a brochure on the new “Six-Point system” from the MVC offices listed above, or from the Motor Vehicle Commission website, [www.state.nj.us/mvc](http://www.state.nj.us/mvc). If your license has expired, you will have to go to the MVC to fill out a renewal application. ID will be required. You may have to take the written test again. License renewal costs **\$24**. License reinstatement (after suspension) costs **\$100**.

#### **E. Non-driver’s State Identification**

New Jersey (NJVMC) provides Non-Driver photo ID cards. **You can get this official state ID even if your driver’s license is currently suspended**, so this may be a good option for you if it looks like it will take you a long time to

get your license back. You will still need to bring the kinds of identification documents described above, under the new Six-Point system to the MVC.

#### **F. Certificates of Naturalization or Citizenship**

You will need this for employment if you are not a citizen. In general, if you need to replace lost forms, you can contact the US Citizenship and Immigration Services or Application Support Centers to obtain information about identification and fingerprint verification. 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 and Immigration Services**

National Customer Service Center  
425 I Street, Washington, DC  
1-800-375-5283

##### **Mount Laurel Field Office**

530 Fellowship Road  
Mount Laurel, NJ 08054

##### **Peter Rodino, Jr. Federal Building**

970 Broad St.  
Newark, NJ 07102

##### **Application Support Centers**

USCIS Application Support Center  
24 Commerce Street, Suite 200  
Newark, NJ 07102-4005.

USCIS Application Support Center  
10300 Drummond Road Suite 100, First Floor  
Philadelphia, PA 19154

##### **Immigration & American Citizenship Organization**

647 Main Avenue, Suite 205  
PO Box 1541  
Passaic, NJ 07055  
(973) 472-4648

**The Electronic Embassy** provides information on each of the embassies in Washington D.C., with links to Web-based resources where available.  
**Email: [embassy.org](mailto:embassy.org)**

#### **G. Alien Registration Card (“Green Card”)**

To replace a missing Green Card, you must go to the US Citizenship & Immigration Services Office (see above), bring identification, and fill out USCIS Form I-90 or you can go to the website and download the forms at [www.uscis.gov](http://www.uscis.gov). It costs **\$260** for processing. **If you have any questions or concerns about your status as a result of your criminal conviction, call Central Jersey Legal Services – Elizabeth Office at 1-908-354-4340 before going to immigration.**

##### **Central Jersey Legal Services – Office Listing**

60 Prince Street  
Elizabeth, NJ 07208  
Phone: (908) 354-4340  
Fax: (908) 354-4361  
Telephone for the Hearing Impaired:

(908) 558-1642  
**New Brunswick**  
317 George Street, Suite 201  
New Brunswick, NJ 08901  
Phone: (732) 249-7600  
Fax: (732) 249-7966

**Trenton**  
198 West State Street  
Trenton, NJ 08608  
Phone: (609) 695-6249  
Fax: (609) 392-7952

#### **H. Military Discharge Papers**

A Certificate of Release, Discharge from Active Duty, or DD214 Form for short, is generally issued when a service member is honorably discharged from active military duty. The document contains information normally needed to verify military service for benefits, retirement, employment, and membership in veterans' organizations.

**PRE-RELEASE:** You can write to request a copy of your DD214, from the Department of Veterans Affairs, Newark Regional Office, 20 Washington Place, 3rd Floor, Newark, NJ 07102, or from the main records depository at the National Personnel Records Center, 9700 Page Avenue, St. Louis, MO 63132-5100. You can do this by letter, but it's better to use the official form SF-180 available by writing to the local or national offices listed above, or by calling 800-829-1000. For more information and assistance contact the Social Services Department at your correctional facility.

**POST-RELEASE:** You can also complete the application on-line at the NPRC website <http://www.archives.gov/veterans/military-service-records/>. The form is located at <http://www.archives.gov/research/order/standard-form-180.pdf>. or you can go to the website [www.vetrecs.archives.gov](http://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 and after they receive the form, the records will be mailed directly to you.

The County Clerk recommends that once a Union County veteran obtains his or her DD-214, they file a copy with the Union County Clerk's Office, free of charge. Then when a copy is needed, a veteran, an immediate family member or a legally recognized representative of their estate may obtain a copy with proper identification. The Clerk's Office is located in the Union County Courthouse at 2 Broad Street, Elizabeth, NJ. The hours of operation are Monday to Friday 8:30 am to 4:30 pm. DD-214s can also be mailed to the Clerk's Office for processing. For further information on filing or to obtain military discharge papers call the Union County Clerk's office 980-527-4787. You may also contact the Union County Veterans Affairs Office at 908- 527-4717 or the Veterans Hotline at (866) 640-7115.

#### **L. Passport**

Although a passport may not seem important at this point, it can serve you well as a form of widely accepted identification that is easier to get, although it does cost money. If you do not have one, after you are released go to the Union County Clerk's Office in Elizabeth or Westfield; or the Philadelphia Passport Agency in Philadelphia, Pennsylvania. 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 (if applicable) or a previous US passport. Photocopies are not accepted. You will also need to furnish a social security number and provide identification, 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. However, if you do not have those forms of identification, you can bring with you an identifying witness who has known you for at least 2 years and has a valid driver's license. In addition to this witness, you will have to present 3 other forms of identification. You must bring 2 copies of a 2x2 face-front photo. The total fee is \$100.00, of which \$75.00 must be by check or money order payable to US Department of State, and a \$25.00 execution fee payable by cash, check, or money order to the County Clerk. You may also obtain a passport at most U.S. Post Offices. The post office fee is \$97 for a first-time adult passport and \$67 for renewal.

As of February 1, 2008, the US Department of State introduced a new travel document for US citizens called the US Passport Card. This card is valid for land and sea crossings between the U.S. and Canada, Mexico, Bermuda, and the Caribbean only. If traveling by air, citizens must apply for a Passport Book. Citizens may apply for both travel documents. For further information **contact the Passport Desk at (908) 527-4966.**

**Union County Clerk's Office**

2 Broad St in Elizabeth, 908-527-4787  
Monday-Friday, 8:30 am – 4:30 pm  
Wednesday (extended hours until 6:30 pm)  
County ID card and passport services

**Veneri Buidling**

**300 North Avenue East, Westfield, NJ 07090**  
**(908) 654-9859**  
Monday and Friday 8 am - 4 pm  
Tuesday, Wednesday, Thursday 8 am – 7:30 pm  
County ID and passport services

You must provide a social security number, show proof of age, and proof of residence in Union County (so you can only do this after you are released).

**NEW YORK Passport Agency**

376 Hudson Street  
New York, NY 10014

**Hours:** 7:30 a.m. - 3:00 p.m., local time, M-F, excluding Federal holidays

**Automated Appointment Number:** 1-877-487-2778 **NOTE:** New York Passport Agency serves customers who are traveling within 2 weeks (14 days), or who need foreign visas for travel. An appointment is required.

**J. High School Diploma/General Education Diploma (GED)/  
High School Equivalency Degree (HSED)/Vocational School  
Certificates**

It is very important to have records of your degrees, school completion certificates or work-related licenses. This will help you get a job, and can also provide additional identification should you need it. Before you are released, you can write to the school or agency that gave you your degree or certificate. Each of these will have separate procedures. You should also get copies of certificates for programs or classes you completed in prison.



You can also request a GED transcript or diploma verification from the New Jersey Department of Education if you got your GED/diploma in New Jersey, and not at a correctional facility, local district high school, or local adult high school. You will have to fill out a GED Information Request Form, which you can have sent to you by calling the GED information line at 609-777-1050 and requesting that it be mailed to you. You can also pick up the form at a local testing center (which you can do after you are released), or you can download the form from the website <http://www.state.nj.us/njded/students/ged/ged7.htm> or writing to the GED Testing Program, Bureau of Adult Education and

Family Literacy, New Jersey Department of Education, PO Box 500, Trenton, NJ 08625 with a **money order for \$5**. They do not accept personal checks.

#### **K. Prison Release Papers**

Make sure you hold on to your prison release papers. These can serve as identification in some circumstances.

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

The first days after you get out can be the toughest. This section will give you information to help you get on your feet: places to go for food, shelter, clothing, money, and other emergency needs. While every agency in Union County isn't listed in this book, those places listed will help you get started and work with people coming out of prison. Here are some pointers for the first days out:

**BE PREPARED:** Put all your paperwork and identification in one place – a folder or an envelope – and have it with you, so you can answer questions.

**KEEP RECORDS:** Write down the full names and phone numbers of people with whom you've spoken, and the date/time you spoke with them. Keep copies of money orders or receipts for items you've purchased, and letters you've received from government agencies, courts, or organizations that are helping you.

**BE PATIENT:** You may have to wait in a lot of lines and be put on hold by telephone operators. You will meet a lot of workers who are trying to help a lot of people in addition to you. Expect to wait. Expect to be sent to different offices and workers to obtain all of the services and items that you need. Try to be patient and polite – it will help.

Below you will find the names, addresses, phone numbers and descriptions of agencies and services that can help you. It is a good idea to call before visiting to ensure that their hours of operation haven't changed.

#### **A. First Stops**

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

#### **FIRST-STOP AGENCIES**

##### **2-1-1/First Call for Help**

Dial 211

211 provides 24-hour, comprehensive, human service information and referral for residents of Union County. 211 can help access information and locate services/programs that connect residents to the resources that are available to them in the community. 211 is equipped for TTY callers and has a language line to connect to 140 different languages.

##### **800-435-7555 (Homeless Hotline)**

Monday – Friday, 8:30 am - 4:30 pm

Emergency and homeless calls are 24 hours/day

##### **United Way of Greater Union County**

33 W. Grand Street  
Elizabeth, N.J. 07202-1449  
(908) 353-7171

##### **THE HOPE CENTER**

1181 East Broad Street Elizabeth, NJ 07201  
Phone: (800)736-2773/908-352-8778  
Fax: (908) 352-6446  
Email: hope@nycr.orgth, NJ 07201  
After Hours Confidential Hope Line: 908-994-HOPE

Food Pantry: Mon, Tues, Thurs 10am-2pm, Wed 1-3pm, Sat 11am-2pm  
Drug Program Placement: Mon, Tues, Thurs 10am-12pm  
Provides detox & rehab placement help, food pantry, referrals, prayer, and shelter, housing & clothing information.

**Elizabeth Coalition to House the Homeless**

118 Division Street  
Elizabeth, NJ 07201  
(908)353-4002

<http://www.theelizabethcoalition.org>



**B. Shelter**

These are some of the places providing temporary places to stay.

**FISH Hospitality Program**

P.O. Box 5440  
Plainfield, NJ 07060  
(732) 968-5857

**HomeFirst Interfaith Housing and Family Services**

905 Watchung Avenue  
Plainfield, N.J. 07061-0569  
(908) 753-4001

**Proceed, Inc.**

1126 Dickinson Street  
Elizabeth, NJ 07201  
(908) 351-7727

Transitional Housing

**Salvation Army of Elizabeth**

1018 East Grand Street  
Elizabeth, NJ 07201  
(908) 352-2886

**Salvation Army of Plainfield**

615 Watchung Avenue  
Plainfield, NJ 07060  
(908) 756-2595

**YMCA of Plainfield**

518 Watchung Avenue  
Plainfield, NJ 07060  
(908) 756-6060

**YWCA of Central Jersey**

Urban Woman's Center  
232 E. Front Street  
Plainfield, NJ 07060-1319  
(908)756-3500

**YMCA of Eastern Union County**

135 Madison Avenue  
Elizabeth, NJ 07201  
(908) 355-9622

**Bridgeway Rehabilitative Services (Mental Health)**

265 West Grand Street  
Elizabeth, NJ 07202  
(908) 2494100

**WOMEN & CHILDREN -ONLY**

**Emergency Shelters**

Homefirst Interfaith Housing and Family Services  
908-753-4001, ext. 12

**Fish Hospitality Program**

456 New Market Road  
Piscataway, N.J. 08854  
(732) 968-5957

**Rapheal's Life House**

231 Court Street  
Elizabeth, NJ 07201  
(908) 354-4750

**ADULTS ONLY**

**Elizabeth House (men only)**

Residential Health Care Facility  
78 E. Jersey Street 07201  
Elizabeth  
(908) 355-3406

**Plainfield Park Hotel (Mental Health)**

123 W. Seventh Street  
Plainfield 07060  
(908) 754-2211  
Need referral, and mental health diagnosis

**St Rita/Queen Mary (Residential Care Facility)**

520 Central Avenue/ 602 Central Avenue  
Plainfield, NJ 07060  
(908) 756 6029  
(requires medical history and a social worker referral)

**FOOD PANTRIES**

**C. Food**

There are three ways to get help with food: 1) public benefits to help purchase food, 2) food pantries that provide groceries, and 3) soup kitchens that provide hot or prepared food. Food stamps and other public benefits are discussed under "Money." Food pantries and soup kitchens are below.

**FOOD PANTRIES:**

**BLESSED SACRAMENT CHURCH FOOD PANTRY**

1096 North Avenue,  
Elizabeth, NJ 07201  
908-889-5310  
Email: raefanwood@aol.com  
Tuesday 12-4

**CATHOLIC COMMUNITY SERVICES**

505 South Avenue, East  
Cranford, NJ 07016  
(908) 282-4621

**CHURCH OF THE ASSUMPTION – PARISH HALL**

113 Chiego Place  
Roselle, Park, NJ 07204  
(908)245-1197  
2<sup>nd</sup> and 4<sup>th</sup> Tuesday 10-11 AM

**COMMUNITY UNITED METHODIST CHURCH**

301 CHESTNUT STREET  
ROSELLE PARK, NJ 07204  
(908) 245-2237

**ELIZABETHPORT PRESBYTERIAN CENTER**

184 First Street, Elizabeth, NJ 07206  
908-351-4850  
Fax: 908-351-8082  
15th-30th each month M,W,F 2-4

Contact: Maxine Judson

Handicap accessible, client referrals needed.

**FIRST BAPTIST CHURCH OF CRANFORD/ELIZABETH**

402 Union Avenue, Elizabeth, NJ 07208  
908-342-0519

Office: Tues-Sat 9am-2pm  
Pantry: 2nd, 3rd and 4th Thurs 4-7pm  
**St. Paul's Episcopal Church (Food for friends)**  
80 Elm Avenue  
Rahway, NJ 07065  
(732) 388-3460  
Emergency Food Pantry  
**GRACE EPISCOPAL**  
221 East Jersey Street  
Elizabeth, NJ  
Referral necessary  
Brenda Gomez  
(908)354-4694  
M, T, Thu, 9 am to 1 pm  
Elizabeth Residents only  
**Heard AME Church**  
310 Rev. TR Goyins Plaza  
Roselle, N.J. 07203  
PH-908-241-5588  
FX-908-241-7383  
[Heard.Church@verizon.net](mailto:Heard.Church@verizon.net)  
Food Pantry every 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> Saturday, 10 – 12 noon  
**Jefferson Park Ministries**  
477 Madison Avenue, Elizabeth, NJ 07201  
Mailing: P.O. Box 163, Elizabeth, NJ 07207  
908-629-0041  
Email: [jpm@jeffersonparkministries.org](mailto:jpm@jeffersonparkministries.org)  
2nd & 4th Thursday 10-12,3-5  
Contact: Marcelyne Rousseau  
Provides pantry, clothing, furniture and other needed items.  
**Jewish Family Services of Central Jersey**  
655 Westfield Ave.,  
Elizabeth, NJ 07208  
908-352-8375  
Pantry - One Sunday a month  
Office - Mon-Thurs 9am-5pm  
Contact: Lynn Rosenzweig  
**Linden Interfaith Network for Community Service (LINCS)**  
45 East Elm Street  
Linden, NJ 07036  
908-925-2523  
908-925-5953 (Fax)  
**RAHWAY CAO**  
796 Hazelwood Ave  
Rahway, NJ 07065  
(732) 382-9311  
Rahway Residents ONLY, referral required  
**SALVATION ARMY-ELIZABETH**  
1005 E. Jersey St. 07202  
908- 352-1659  
3<sup>rd</sup> and 4<sup>th</sup> Tuesday, (9-11 AM)  
**SALVATION ARMY-PLAINFIELD**  
615 Watching Avenue,  
Plainfield, NJ 07060  
(908) 756-2595  
Must call for appointment  
**Second Presbyterian Church**  
1161 E. Jersey Street  
Elizabeth, NJ 07202  
908-352-1659  
Emergency FOOD PANTRY ONLY

**ST. MARK'S EVANGELICAL LUTHERAN SOUP KITCHEN & FOOD PANTRY**

908-920 East Jersey St.  
Elizabeth, NJ 07201  
908-289-6280  
Mondays 9-12:30

Contact: Rev. Olga Rivera

**ST. MARY OF THE ASSUMPTION**

Race Street(back of church)  
Elizabeth, NJ 07202  
908-352-5154x24  
Food pantry: 3rd,4th,5th Tues 9-11am

Contact: Bill Crowley

**ST. PATRICKS CHURCH**

215 Court Street.  
Elizabeth, NJ 07206  
908 354-0023  
3rd & 4th Tuesday each month - 9am-10:30 am

Contact: Ann Borden, Joan Walsh

**WESTFIELD FOOD PANTRY AT HOLY TRINITY**

336 1<sup>ST</sup> Street  
Westfield, NJ 07090  
908-232-8515  
Four days per week, call for appointment

**SOUP KITCHENS**

**ELIZABETH:**

**FIRST BAPTIST CHURCH OF ELIZABETH**

402 Union Avenue Elizabeth, NJ 07208  
908-245-3394  
Sunday 3-4pm

**LIBERTY BAPTIST SOUP KITCHEN**

510 Court St., Elizabeth, NJ 07206  
908-355-4226  
Monday 1-2

Contact: Minnie Frazier

**MT. TEMAN CHURCH**

160 Madison Avenue, Elizabeth, NJ  
980-351-2625  
4<sup>th</sup> Saturday 11-2 pm

**ST. MARY OF THE ASSUMPTION**

155 Washington Ave, Elizabeth, NJ  
980-352-5154  
Saturday 11:30 - 1 PM

**SECOND PRESBYTERIAN CHURCH**

1161 E. Jersey St., Elizabeth  
980-352-1659  
Last 10 working days of the month 12-2 PM

**SALVATION ARMY**

1005 e. Jersey St., Elizabeth  
908-352-7057  
2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, Wednesday, 11:30 -1 PM

**ST. JOSEPH SOCIAL SERVICE CENTER**

118 Division Street, Elizabeth, NJ 07201  
908-352-2989  
908-354-1433 (Fax)  
Sat. 11:30 am to 1 pm

**LINDEN**

**ST JOHN THE APOSTLE PANTRY**

1805 Penbrook Terr., Linden  
980-486-6363  
5<sup>th</sup>, Saturday of month

**PLAINFIELD:**  
**COMMUNITY CHURCH OF GOD**  
417 W. Sixth St, Plainfield  
732-249-4988  
Call-Appointment only

**RAHWAY:**  
**SECOND PRESBYTERIAN CHURCH**  
1221 Brunswick Ave  
732-388-3988  
Saturdays 12-1:30 PM

**ROSELLE PARK:**  
**CHURCH OF THE ASSUMPTION**  
325 WESTFIELD AVENUE  
ROSELLE PARK, NJ 07204  
(908) 245-1107  
2<sup>ND</sup> AND 4<sup>TH</sup> TUESDAY 10-11 AM

**EMERGENCY FOOD**

**Plainfield YMCA Emergency Services**  
518 Watchung Avenue  
Plainfield, N.J. 07060  
(908) 756-6060

**Union County Division of Social Services**  
342 Westminster Avenue  
Elizabeth, NJ 07207  
(908) 965-2700  
200 West 2<sup>nd</sup> Street  
Plainfield, NJ 07063  
(908) 791-7000

**D. FREE OR LOW COST CLOTHING SOURCES**

**Goodwill Stores**  
126 US Highway 22  
Springfield, NJ 07081  
(973) 912-0156

**Holy Cross Thrift Shop**  
40 Mercer Ave  
Plainfield, NJ 07060  
(908) 753-2888

**Jumble Store Thrift & Consignment Shop**  
110 Walnut Ave  
Cranford, NJ 07016  
(908) 276-0222

**Unique Thrift Store**  
119 Broad St  
Elizabeth, NJ 07201  
(908) 994-0600

**Second Chance**  
718 W. Saint Georges Ave.  
Linden, NJ 07036  
(908) 486-7815

**The Salvation Army**  
615 Watchung Ave  
Plainfield, NJ 07060  
(908) 756-2595

**Thrift Shop**  
405 Elizabeth Ave  
Elizabeth, NJ 07206  
(908) 943-0615

**Cinderella's Closet**

Park-Madison complex,  
200 West Second Street,  
Plainfield, NJ 07080  
125 South Broad St  
Elizabeth, NJ 07207

Court Clothing is accepted at the Union County Jail between the hours of 9:00 – 11 AM • 1:00 – 3:00 PM • 7:00 – 9:00 PM

**E. Transportation**

There is no general program to provide assistance paying for transportation. Though NJ Transit no longer accepts release papers in substitute for bus tickets, many correctional facilities offer discounted transit tickets home. You may contact your correctional facility Social Services Department for more information on this program. Additionally, some of the programs listed in this book will provide bus passes or bus cards to help you participate in the program. If you need that help, make sure 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.

If you are going to drive places, remember that you **must** have a valid driver's license, and you **must** have insurance for any vehicle that you are driving.

**Low-Cost Car Insurance**

New Jersey now has a "Dollar-A-Day Car Insurance Program" for low-income individuals who receive Medicaid and who want to insure a car registered in their name. It costs **\$360** per year if you pay all at once and **\$365** if you pay in installments. You cannot get this insurance if your license or registration is revoked or suspended. For more information contact: 800-652-2471; <http://www.state.nj.us/dobi/dollaradayqna.htm>. Monday through Friday.

**TRANSPORTATION FOR THE DISABLED**

Transportation is generally geared toward seniors, disabled, individuals with AIDS or HIV and others with significant needs. Some agencies provide transportation for their program participants only. Contact the agencies below to determine eligibility requirements.

**ACCESS Link (NJ Transit)**

New Jersey Transit  
110 Plaza East  
Newark, NJ 07105  
1-800-955-2321

Call between 8:30 am and 5:00 pm, Mon-Fri

NJ Transit's Access Link paratransit service is comparable to the local bus service. This service is specifically for people whose disability prevents them from using the local fixed route bus service. You must call to be interviewed in person to determine your eligibility.

To arrange for an appointment with an Assessment Agency, please contact NJ TRANSIT by dialing 1-800-955-2321 (TTY 1-800-955-6765) between the hours of 8:30 a.m. to 5:00 p.m. Monday through Friday. (Choose the "not a Certified Access Link Passenger" option to speak to a Certification Clerk.)

### **Union County Department of Human Services**

Nonemergent transportation (as schedule permits) for seniors, economically disadvantaged residents of Union County. Must call 3-5 days in advance, service available on a first come first served basis.  
(908) 659-5000

### **F. Money**

Once you get out, you will need a source of income, at least temporarily, until you can find a job. (See under "Finding a Job" for information about looking for work). **The DOC does not provide "gate money," except for any money you may have in your inmate account. If it is possible to save any money before you get out; you should try to do so.** Parole may give emergency funds, based on need, but it's at their discretion – ask your parole officer.

You may be able to get some kind of public assistance ("welfare"), but not everyone qualifies. 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 their children with them. Both programs will require you to work or be actively looking for work and both have a five-year lifetime time 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.

### **WFNJ-GA AND WFNJ-TANF APPLICATION SITE:**

#### **Union County Division of Social Services**

342 Westminster Avenue  
Elizabeth, NJ 07207  
(908) 965-2700  
200 West 2<sup>nd</sup> Street  
Plainfield, NJ 07063  
(908)791-7000

Administers a variety of programs including free vaccinations for youth, and Temporary Aid for Needy families (TANF); General Assistance (GA)  
**Hours: Monday-Friday, 8:30 am – 4:30 pm**

**NOTE: 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 lie, you may be found "ineligible" and could also be prosecuted.**

### **Food Stamps**

Food Stamps help eligible recipients buy food using a debit card. Benefits are provided based on family size, income, expenses, and resources. Call (908) 965-3706 or (908)791-7000. You apply at the same place you apply for cash benefits. 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). The same goes for possession offenses.

**Urban League of Union County**

288 North Broad Street

Elizabeth, NJ 07207

(908) 351-7200

Email: ulunioncty@aol.com ...

Services include mortgage default and delinquency counseling, rental assistance counseling, consumer credit and budget management, energy assistance, emergency assistance for rent/mortgage, utilities, food, pre-purchase counseling, reverse mortgage counseling.. Some services have eligibility criteria and documentation of need is required. Also provides financial literacy seminars.

**Social Security (SSI, Medicare, Medicaid)**

547 Morris Avenue,

Elizabeth, NJ 07208

1-800-772-1213

**VETERANS BENEFITS:** If you were receiving veteran's benefits (disability or 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 healthcare. You can contact the VA for questions about benefits at 800-827-1000; the health benefit number is 877-222-VETS. Discuss your Benefits with the VA Benefit Administration (regional office) located at 20 Washington Place, 3<sup>rd</sup> Floor, Newark, 973-645-1441 or at the Union County Division of Veterans Affairs, Union County Administration Building, 10 Elizabethtown Plaza, 3<sup>rd</sup> Floor, Elizabeth, NJ (908) 527-4718. **Be advised that the VA takes considerable time to make decisions. On average, it takes 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. Inquire about WIC at the city or county welfare office.

**Taking Care of Yourself: Getting Support**

Coming home and readjusting to living on the outside can be tough, and there are places where you can get some support from people who have been through it already and know how the game is played. They can help you get back on your feet. Below are a few places to start. In addition, there are Narcotics Anonymous (NA) and Alcoholics Anonymous (AA) support group meetings throughout Union 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.

**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, to make sure you have a plan to get prescriptions that you need filled and to 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 healthcare and clinics and other resources in Union County.

**A. Health Care Benefits: Am I eligible?**

In New Jersey, the **Medicaid** program provides healthcare 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 (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 healthcare benefits through Medicaid ("Plan G"). **Medicaid is a separate program from GA or TANF, so you don't have to receive those benefits to qualify for Medicaid.** For questions about Medicaid eligibility, call the NJ Medicaid Hotline at 1-800-356-1561.

If you are a veteran, you may be eligible for healthcare 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 positive 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 any other means of paying. **You can apply for this program before you are released.** Contact the **Aids Drug Distribution Program** at 908-352-7700 or toll free at 877-613-4533, 1-800-624-2377 Monday – Friday, 9 am – 5 pm 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, Union 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.

#### **CARE CENTERS:**

##### **UNION COUNTY HEALTHCARE LOCATIONS**

##### **Charity Care (Trinitas - Elizabeth General Medical Center)**

225 Williamson Street  
Elizabeth, NJ 07202  
(908) 994-5000

Must bring: Birth certificate, social security card, photo I.D., proof of income, and proof of address. Appointments must be scheduled.

##### **Family Care**

##### **Cranford Family Care Association, Inc.**

61 Myrtle Avenue  
Cranford, NJ 07016  
(908) 276-3530

Cranford residents only

##### **Neighborhood Health Center –Elizabeth**

155 1st Street,  
Elizabeth, NJ 07206-1847  
(908) 355-4459

##### **Overlook at Union Hospital**

1000 Galloping Hill Road  
Union, NJ 07083  
908-687-1900

ACUTE medical care only

##### **Plainfield Health Center**

1700-58 Myrtle Avenue  
Plainfield, NJ 07063  
(908) 753-6401  
908-753-7570/1021 (Fax)

**Robert Wood Johnson University Hospital at Rahway**

865 Stone Street  
Rahway, NJ 07065  
(732) 381-4200  
Service area includes Rahway, Linden, Clark, Garwood, Cranford, Winfield,  
Roselle, Roselle Park, Westfield, Scotch Plains, Fanwood,  
ACUTE Medical Care only

**Tri-County Visiting Nurse Association**

427 West 7th Street  
Plainfield, NJ 07060  
(908) 756-2436

**Union County Rape Crisis Center**

300 North Avenue, East  
Westfield, NJ 07090  
(908) 233-7273 (Hotline)  
(908) 654-0260 (Fax)

**Visiting Nurse and Health Service**

354 Union Avenue  
Elizabeth, NJ 07208  
(908)352-5694  
Provides, cost effective community based health care services.

**UNION COUNTY DEPT OF HUMAN SERVICES**

10 Elizabethtown Plaza  
County Administration Bldg  
Elizabeth, NJ 07207

<b>Office of Veteran's Affairs</b>	908/659-7407
<b>Community Services /Planning</b>	908/527-4800
<b>Health &amp; Behavioral Health Division</b>	980/527-4846
<b>Juvenile Detention Center</b>	908/523-1630
<b>Division on Aging</b>	908/527-4869
<b>Division of Youth Services</b>	908/527-4895

**PLANNED PARENTHOOD OF CENTRAL NJ**

Planned Parenthood Health Centers provide a variety of reproductive health services such as gynecological care, birth control services, pregnancy testing, STD testing and treatment, pre-natal care, primary care and cancer screenings. Not all centers provide the same services, so it's important to check before scheduling an appointment.

**Administrative Offices**

69 E Newman Springs Road  
Shrewsbury, NJ 07702  
732-842-9300 or 1-800-230-PLAN

**Health Centers**

**Elizabeth -**  
Medical Services  
1150 Dickinson Street, Elizabeth, NJ 07201  
(908) 351-5384

**Plainfield -**  
Medical Services  
123 Park Avenue, Plainfield, NJ 07060  
(908) 756-3736

**C. Services for People with HIV/AIDS**

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

**Plainfield Health Center**  
1700-58 Myrtle Avenue  
Plainfield, NJ 07063  
(908) 753-6401  
(908) 753-7570/1021 (Fax)  
HIV Counseling and Testing

**Proceed, Inc.**  
**1126 Dickinson Street**  
Elizabeth, NJ 07201  
(908) 351-7727  
(908) 353-5185 (Fax)  
Multi Service HIV/AIDS Service Agency

**Catholic Charities of the Archdiocese of Newark**  
505 South Avenue  
Cranford, NJ 07016  
(908)497-3904, ext. 3925  
(800 )227-7705  
HIV counseling

**Planned Parenthood of Greater Northern New Jersey**  
Elizabeth Center  
1150 Dickinson Street  
Elizabeth , NJ 07201  
908-351-5384

**Plainfield Center**  
123 Park Avenue  
Plainfield , NJ 07060  
908-756-3736

**Hyacinth Foundation**  
25 Craig Place , Room 302  
N. Plainfield , NJ 07060  
(908) 755-0021

**Plainfield Community Health Center**  
1700 Myrtle Avenue  
Plainfield , NJ 07063  
(908) 753-6401 Ext. 138  
Satellite Site of Plainfield Community Health Center :  
Muhlenberg Hospital – Emergency Department\*  
Park Avenue and Randolph  
Plainfield , NJ  
(908) 753-6401 Ext. 138  
\* Testing services are for emergency room patients only.

**Trinitas Hospital**  
655 Livingston Street  
Monastery Building , 2nd Floor  
Elizabeth , NJ 07026  
(908) 994-7605  
Satellite Site of Trinitas Hospital :  
Trinitas Hospital Emergency Department\*  
240 Williamson Street  
Elizabeth , NJ 07026  
(908) 994-7605  
\* Testing services are for emergency room patients only.

**NJ AIDS/STD Hotline**  
1-800-624-2377 – 24 hours/day  
1.800.433.0254

The hotlines provide referrals, general information, counseling, testing locations and treatment information.

**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.

**TUBERCULOSIS CONTROL PROGRAM, UNION COUNTY**

**TRINITAS Hospital**

Community Health Building  
210 Williamson Street  
Elizabeth NJ 07207

**Clinic Schedule:** Monday & Thursday 10:00 a.m. - 6:00 p.m.

Tuesday 8:00 a.m. - 4:00 p.m.

Wednesday & Friday 1:00 p.m. - 4:00 p.m.

Physician's Schedule: Monday & Thursday 4:00 p.m. - 6:00 p.m.

Call for an appointment:

**(908) 352-2462**

**(908) 352-2463**

**FAX# (908) 994-5622**

**E. Dental Care**

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

**Salvation Army Elizabeth Corps**

Referral for Dental Care  
908-352-7057

**Columbia University**

Colleges & Schools, Dental & Oral Surgery School of Dental Clinic  
622 West 168th Street, New York, NY 10032  
(212) 305-6726

**Hackensack University Medical Center - Dental Clinic**

30 Prospect Avenue Suite 1,  
Hackensack, NJ 07601  
(201) 996-2000.

**Newark Dental Clinic**

110 William Street,  
Newark, NJ 07102  
(973) 733-7612

**University of Medicine & Dentistry of New Jersey Clinic**

Newark, NJ 07101  
(800) 377-6050



**F. Substance Abuse Resources**

Getting clean and staying clean if you've got a problem with alcohol or drugs will be a major task for you if you want to stay out of trouble. Many of the health clinics, support centers and other resources listed in this guide can help refer you to treatment that most fit your needs. Listed below are some of Union County's treatment resources and each of these will also help with referrals if they can't 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. Also, you can call Union County Division of Planning, Alcohol and Drug Abuse (908)527-4837, or Intoxicated Driver Resource Center at (908) 527-4804 for referral information including detoxification treatment programs, residential and aftercare services.

**Addictions Hotline of New Jersey**

PO Box 1004, Williamstown  
800-238-2333

Hours: 24 hours/day

Provides NJ residents with information about the types of detoxification, evaluation, treatment, professional and support groups available to drug and alcohol abusers or addicts who wish to stop their use of chemical substances.

**Alcoholics Anonymous Program**

(Tuesday 7:00PM - 9:00PM)

310 Rev. TR Goyins Plaza

Roselle, N.J. 07203

PH-908-241-5588

FX-908-241-7383

Heard.Church@verizon.net

**Alcoholics Anonymous Intergroup of Northern New Jersey**

2400 Morris Avenue

Union, N.J. 07083

(908) 687-8566

**National Clearinghouse for Drug and Alcohol Information**

800-729-6686

24 hours/day

**National Council On Alcoholism & Drug Dependence of Union County**

35 Walnut Ave, Clark, NJ 07066

(732) 381-4100

**DETOXIFICATION**

**Alcohol and Drug Addiction Recovery Rehab and Drug Treatment Detox Facility**

Seabrook, New Jersey (NJ)

(800) 761-7575

Residential drug rehab addiction recovery treatment services.

Provides alcohol and drug detox treatment, inpatient rehab treatment through its Adult Rehab Program for both men and women. Specializes in detox treatment for opiates (heroin, morphine, oxycontin, vicodin, codeine, demerol, fentanyl, methadone, percodan and Percocet).

**Bland Hampton Behavioral Health Center**

Cranford New Jersey

(908) 351-6080

Drug and alcohol rehabilitation treatments - outpatient drug rehab centers for DUI/DWI Drug and alcohol rehabilitation treatments and detoxification - hospital inpatient, outpatient drug rehab centers and partial hospitalization/day treatment for adolescents, persons with co-occurring mental and substance abuse disorders.

**Extra Care Health Services**

Rahway New Jersey

(800) 810-2070

Drug and alcohol Detox

**Organization for Recovery**

519 North Avenue

Plainfield, NJ 07060

(908) 769-4700

Outpatient: drug free, maintenance, detox

**The Hope Center**  
1181 East Broad Street  
Elizabeth, NJ 07201  
(908) 352-8778  
Detox & Rehab Placement

**Trinitas Hospital Substance Abuse Services**  
Elizabeth New Jersey  
(908) 994-7090  
Drug and alcohol Detox

**PACT Team II**  
Plainfield New Jersey  
(908) 791-0505  
Referrals only from inpatient psychiatric facility, for drug and alcohol rehabilitation treatments

**OUTPATIENT AND RESIDENTIAL TREATMENT**

**Addiction Services UCPC Behavioral Healthcare**  
Plainfield New Jersey  
(908) 756-6870  
Drug and alcohol rehabilitation treatments - outpatient drug rehab centers and partial hospitalization/day treatment for persons with co-occurring mental and substance abuse disorders, women and men

**Intervention Specialist LLC**  
Cranford New Jersey  
(908) 289-0700  
Drug and alcohol rehabilitation treatments - outpatient drug rehab centers for persons with co-occurring mental and substance abuse disorders, persons with HIV/AIDS, Gay and lesbian, seniors/older adults, women and men including criminal justice.

**Overlook Hospital Atlantic Health Systems**  
99 Beauvoir Avenue  
Summit New Jersey 07901  
(908) 522-4800  
Drug and alcohol rehabilitation treatments - outpatient drug rehab centers

**Samaritan Homeless Interim Program**  
Summit New Jersey  
(908) 725-3260  
Drug and alcohol rehabilitation treatment, outpatient drug rehab center

**Summit Hospital**  
19 Prospect St.  
Summit New Jersey  
(908) 522-7000  
Drug and alcohol rehabilitation treatments and detoxification - hospital inpatient and outpatient drug rehab centers for adolescents, persons with co-occurring mental and substance abuse disorders, persons with HIV/AIDS, Gay and lesbian

**Suburban Clinic**  
1 Roselyn Place  
Vauxhall, NJ 07088  
(908) 687-7190  
Outpatient: Drug Free, Naltrexone-Maintenance

**Counseling Care Associates**

186 Paterson Avenue  
East Rutherford, NJ 07070  
(201) 896-4840  
Limited drug and alcohol counseling for Union County residents

**Catholic Charities of the Archdiocese of Newark**

505 South Avenue  
Cranford, NJ 07016  
908-497-3904, ext. 3925  
Outpatient bilingual alcohol and drug treatment services. Intensive counseling individual, group, and psychiatric services.

**Mount Carmel Guild Behavioral Health**

108 Alden Street  
Cranford, NJ 07016  
908-497-3925-Admissions  
908-709-9612 (Fax)  
Out-patient and Psychotherapy, addictions program 505 South Avenue, Cranford; Partial hospitalization 108 Alden Street, Cranford, NJ  
Eligibility: Residents of Clark, Cranford, Linden, Rahway, Roselle, & Winfield Park for sliding scale. No geographic limits otherwise

**Charter Behavioral Health System of NJ/Summit**

19 Prospect Street  
Summit, NJ 07902  
908-522-7000  
908-277-9706 (Fax)  
Treatment options include adult addictive disease recovery, adult & adolescent psychiatric programs, outpatient detox, partial hospitalization, geriatric psychiatry program. Insurance required, self pay if no insurance. No Charity Care. Medicaid only if under 21 or over 65.

**Flynn Christian Fellowship Houses**

1089-1091 East Jersey Street  
Elizabeth, NJ 07201  
908-351-2265  
908-351-5042 (Fax)  
Half-way house for alcohol & drug addicted. Provides behavior modification, stress management, individual counseling, outside A.A. & N.A. meetings.

**Resolve Community Counseling Center**

1830 Front Street  
Scotch Plains, NJ 07076  
908-322-9180  
908-322-9094 (Fax)  
Chemical Dependency counseling, employee assistance programs, court mandated and IDRC clients

**High Focus Centers**

340 North Avenue East  
Cranford, NJ 07016  
800-877-3628  
908-272-8996 (Fax)  
Outpatient substance abuse treatment including family & dual diagnoses services. Accepts most managed care plans/self pay. No Medicare, Medicaid or sliding scale. Insurance or fee for service only. No appointment required.

**Family Services of Summit**

46-48 Beauvoir Avenue  
Summit, NJ 07901  
908-522-4800  
908-522-4888 (Fax)  
Intensive out-patient therapy for mental health & addictions (3 days per week)  
fee for fist visit, variable after that. Accept Medicaid, private insurance,  
Charity Care

**Proceed, Inc.**

1126 Dickinson Street  
Elizabeth, NJ 07201  
908-351-7727  
908-353-5185 (Fax)  
Out-patient treatment for substance abuse, includes individual and group  
counseling, urine testing. 9 months- 1 year program

**Pride Institute, Summit Hospital**

19 Prospect Street  
Summit, NJ 07901  
800-547-7433  
212-243-1099 (Fax)  
Private inpatient psychiatric/substance abuse hospitalization; intensive  
outpatient day program for lesbian/gay/bisexual/transgender clients  
Accept Medicare & other insurance, but not Medicaid. Fee for Service @  
\$550/day.

**Union County Psychiatric Clinic**

2204 Morris Avenue  
Suite 203  
Elizabeth, NJ 07083  
908-686-0560  
Adult outpatient, MICA, partial care and/or intensive outpatient MICA  
Medication monitoring and self-help/support groups  
Emotionally/Psychiatrically impaired residents of Union County  
Fees: Sliding scale, Medicaid, Medicare, HMOs

**Alertop**

510 Watchung Avenue  
Plainfield, N.J. 07060  
(908)753-3082  
Provides outpatient counseling for clients who abuse alcohol or drugs.  
Individual, group, family and marital counseling is available

**G. Mental Health Services/Individual Counseling**

While the medical care and drug treatment facilities listed above may be able  
to assist you with medication for mental health issues, and some counseling as  
well, there are also places to go to get counseling and therapy and other  
mental health services. Some of these services require Medicaid or other  
insurance, but some will also have sliding scale payments.

**EMERGENCY PSYCHIATRIC SERVICES**

**(908) 355-5556**

**24-HOUR HOTLINE FOR MOBILE COMMUNITY OUTREACH  
VISITING NURSES**

**Mental Health Association in Union County**

23 North Avenue East, 1st Floor  
Cranford, NJ 07016  
908/272-0300  
908/272-5696 fax

**MHANJ Union County Office**  
109 South Avenue West  
Cranford, NJ 07016  
908 / 497-1921

**PES – Psychiatric Emergency Screeners**  
(908) 686-2599

**Trinitas Hospital - (908) 351-6684**  
**New Point Campus**  
655 East Jersey St  
Elizabeth, NJ 07202

**INDIVIDUAL COUNSELING CENTERS:**

**Bridgeway House**  
567 Morris Avenue  
Elizabeth, N.J. 07208  
(908) 355-7200  
Psychiatric rehabilitation services to people experiencing mental illness,  
homeless outreach & supportive housing

**Community Access Unlimited**  
80 West Grand Street,  
Elizabeth, NJ 07207  
908.354.3040  
Support services to people with disabilities; Must have referral form the Division  
of Youth and Family Services

**Family and Children’s Services**  
40 North Avenue  
Elizabeth, NJ 07208  
(908) 352-7474  
Individual, family and group counseling services Fees may be charged on a  
sliding scale.

**Jewish Families Services of Central Jersey**  
655 Westfield Avenue,  
Elizabeth, NJ  
Individual, family and group counseling services Fees may be charged on a  
sliding scale.

**Resolve**  
1830 Front Street  
Scotch Plains, NJ  
(908) 322-9180  
Individual, family and group counseling and psychological services. Fees  
determined on a sliding scale basis, according to ability to pay.

**Trinitas Regional Medical Center**  
655 East Jersey Street  
Elizabeth, NJ 07201  
HOTLINE: 908-351-6684  
Office Contact: 908-994-7152

**United Family and Children’s Society**  
305 West 7th Street  
Plainfield, NJ 07060  
info@unitedfamily.org  
908-755-4848  
Individual, family, group and couples counseling; insurance, fee for service, slide

**Union County Rape Crisis Center**  
300 North Avenue, East  
Westfield, NJ 07090  
(908) 233-7273 (Hotline)  
(908) 654-0260 (Fax)

#### **H. Free/Low Cost Eyeglasses/Eye care**

**New Eyes for the Needy**  
Short Hills, NJ 07078  
(973) 376-4903  
(973) 376-3807

Eligibility: Must be in financial need; have had a recent eye exam. (New Eyes does not pay for eye exams.); have no other resources available to pay for glasses, including federal or state programs or assistance from local charitable organizations; income at or below the U.S. poverty guidelines

#### **Finding a Job: Employment Assistance and Training Programs**

Getting a job is usually one of the most important things people need to do when they get out of prison. You need money to support yourself and help your family and you want to get on with your life and do something productive. Not everyone can get to work right away – things like getting drug treatment, dealing with your housing, health or family situation may sometimes come first. For most people, though, finding work is the first step to getting back on their 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 tips 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!** Have all your documents in order – identification, school diplomas and training certificates. If you do not have a résumé, make sure you have a list of work experiences you've had, schools and training programs you've completed with names and addresses, so you can fill out applications. Decide who your references will be and have their information handy: a former employer, a pastor or priest, a teacher or coach, somebody who knows you and can speak well of you.

**PRESENTATION MATTERS:** 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:** If you are asked about your criminal record, you should not lie. If you do, and you are later found out, you'll probably be fired for lying, even if the record wasn't going to be a problem. It is easy for employers to perform criminal background checks, and many do. Before you apply for a job, think about what you will say when you are asked about your criminal background. You can be up front, but still stress what your strengths are, what you have to offer, what you have learned from your experience. Practice with a friend. While it is important to be honest, you should only answer the interview or application questions that you are asked. If you are asked, for example, about felony convictions during the past 7 years, you don't have to volunteer information about misdemeanors, arrests that did not lead to convictions, or convictions from more than seven years ago. But, if you are going to have to work around appointments with your parole officer, or other requirements of parole, keep in mind that you will have to work this out with your employer, which means telling him or her that you are on parole, even if you are not asked.

**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 may 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.

**Union County One Stop Career Center**

Eastern Center:  
125 Broad Street  
Elizabeth, NJ 07201  
908-558-8000  
Western Center:  
200 West 2<sup>nd</sup> Street  
Plainfield, NJ 07063  
(908) 757-9090



**Center for Educational Advancement**

11 Minneakoning Road  
Flemington, NJ 08822  
908-782-1480  
Computer Training, Job Placement, Job Training, Jobs, Vocational training

**Hillside Adult Literacy Program**

JKF Plaza - Liberty and Hillside Avenues  
Hillside, NJ 07205  
(908) 353-7171  
Tutoring in English as a Second Language

**Occupational Center of Union County, Inc.**

301 Cox St  
Roselle, NJ 07203  
908-241-7200  
Vocational, rehabilitative, and mental health services to residents with a disability living in Union County community.

**Department of Labor and Workforce Development**

**Division of Vocational Rehabilitation Services**

65 Jefferson Avenue, 4th Floor  
Elizabeth, NJ 07201-2306  
908-820-3112  
Must have a physical or mental impairment that is a substantial impediment to employment. Services include Vocational Counseling & Guidance, Placement Services and support during the job search, resume writing, interviewing skills, job search organization, and skills Training - Vocational school, technology or trade School, business school, etc. College Training - 2 or 4 year programs leading to a degree Physical Restoration, Emotional Restoration Services and

**DVRS Central Office**

135 E State Street, 3<sup>rd</sup> Floor  
PO BOX 398  
Trenton, NJ 08625  
609-292-5987  
609-292-2919 (TTY)

### **Union County One-Stop Career Centers**

Elizabeth One-Stop Center  
125 Broad Street  
Elizabeth, NJ 07207  
(908) 558-8000  
*Monday through Friday 8:15 a.m. -6:00 p.m.*

Plainfield One Stop Center  
200 West 2<sup>nd</sup> Street  
Plainfield, NJ 07063  
(908)757-9090  
*Monday through Friday, 8:15 a.m. – 6:00 p.m.*

### **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 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 "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.

### **WORK OPPORTUNITY TAX CREDIT**

An employer who hires people with criminal records is eligible to receive a Work Opportunity Tax Credit, a small rebate on their federal taxes. For more information you or the employer can call 1.800.792.8881 or 609-292-8112, or go to the internet at [http://www.state.nj.us/njbiz/s\\_wotc.shtml](http://www.state.nj.us/njbiz/s_wotc.shtml).

### **FEDERAL BONDING PROGRAM**

The Federal Bonding program provides bonding or “insurance coverage” for employers who hire individuals with criminal histories who are otherwise qualified but cannot get jobs due to their backgrounds. You can get information about this program from the New Jersey Department of Labor, Workforce Division or the local One-stop Career Center.

#### **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 identification (driver’s license or non-driver state identification), 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 from a librarian in using the computer), job and course listings, and other local directories. In addition, libraries often carry the government forms mentioned in this guide, and librarians can help you find information beyond the scope of this book.

### **LIBRARIES**

#### **Berkeley Heights Public Library**

#### **Berkeley Heights Public Library**

290 Plainfield Ave.  
Berkeley Heights, N.J. 07922

#### **Clark Public Library**

303 Westfield Ave  
Clark, NJ 07066

#### **Cranford Public Library**

224 Walnut Ave  
Cranford, NJ 07016

#### **Elizabeth Free Public Library**

11 S Broad St  
Elizabeth NJ 07202  
(908) 354-6060 ext 851  
fax: 908-354-5845

#### **Fanwood Memorial Library**

North Ave. & Tillotson Rd.  
Fanwood, NJ 07023  
908.3226400  
Fax: 908.322.5590

#### **Garwood Public Library**

411 Third Avenue  
Garwood, NJ 07027  
(908) 789-1670

#### **Hillside Public Library**

JFK Plaza  
Hillside & Liberty Aves  
Hillside, NJ 07205  
(973)923.4413

#### **Linden Free Public Library**



31 East Henry Street  
Linden, NJ 07036  
(908) 298-3830

**Mountainside Public Library**

Constitution Plaza  
Mountainside NJ 07092  
(908) 233-0115

**New Providence Memorial Library**

377 Elkwood Ave  
New Providence, NJ 07974  
(908) 665-0311

**Plainfield Free Public Library**

8th St at Park Ave  
Plainfield, NJ 07060  
(908) 757-1111

**Rahway Public Library**

2 City Hall Plaza  
Rahway, New Jersey  
(732) 340-1551

**Roselle Public Library**

104 West Fourth Ave  
Roselle, NJ 07203  
(908) 245-5809  
Fax (908) 298-8881

**Roselle Park Veterans Memorial Library**

404 Chestnut Street  
Roselle Park, NJ 07204  
FAX (908) 245-9204

**Scotch Plains Public Library**

1927 Bartle Ave  
Scotch Plains, NJ 07076  
(908) 322-5007

**Springfield Free Public Library**

66 Mountain Ave  
Springfield, NJ 07081  
(908) 376-4930

**Summit Free Public Library**

75 Maple St  
Summit, NJ 07901  
(908) 273-0350

**Union Free Public Library**

1980 Morris Ave  
Union, NJ 07083  
(908) 851-5400

**Westfield Memorial Library**

550 E Broad St  
Westfield, NJ 07090  
(908)789-4090

**College Libraries**

**Rutgers University - Newark**

John Cotton Dana Library  
185 University Ave  
Newark NJ 07102  
(973) 648-5901  
fax: 201-648-1133

**Kean College of New Jersey**

Nancy Thompson Library  
Morris Ave  
Union NJ 07083  
(908) 737-4600

**Union County College**

**Kellogg Library, Elizabeth Campus**  
(Lower level of the Lessner Building)  
12 West Jersey Street, Elizabeth, NJ 07202-2314  
908-965-6075

**MacKay Library, Cranford Campus**  
1033 Springfield Avenue, Cranford, NJ 07016-1599  
908-709-7623

**Plainfield Campus Library**  
232 East Second St, Plainfield, NJ 07060  
(lower level of Building)  
(908) 412-3545

### **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 they may be glad to see you home, but your return can be stressful for you and for them. 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.

#### **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 of the Archdiocese of Newark**

505 South Avenue East  
Cranford, NJ 07016  
(908) 497-3902  
Adult Services, children & family services, child protective services  
in-Home Hispanic Family Services,  
family and adoption services, emergency food and nutrition network,  
immigration assistance.  
Fee for service, some insurance accepted, slide scale available.

#### **Family and Children's Services**

40 North Avenue  
Elizabeth, NJ 07208  
(908) 352-7474  
Individual, family and group counseling services Fees may be charged on  
a  
sliding scale.

#### **Jewish Families Services of Central Jersey**

655 Westfield Avenue,  
Elizabeth, NJ 07208  
Individual, family and group counseling services Fees may be charged on  
a  
sliding scale.

#### **Proceed, Inc.**

1126 Dickinson Street  
Elizabeth, NJ 07201  
908-351-7727  
908-353-5185 (Fax)  
Individual, family, group and couples counseling; insurance, fee for  
service,  
Slide, Bi-Lingual Services

**Trinitas Regional Medical Center**

655 East Jersey Street  
Elizabeth, NJ 07201  
HOTLINE: 908-351-6684  
Office Contact: 908-994-7152

**United Family and Children’s Society**

305 West 7th Street  
Plainfield, NJ 07060  
info@unitedfamily.org  
908-755-4848

Individual, family, group and couples counseling; insurance, fee for service, slide

**Resolve Community Counseling Center**

1830 Front Street  
Scotch Plains, NJ 07076  
908-322-9180  
908-322-9094 (Fax)

**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 one of the three Union County District Offices. These offices are Union Central, 570 South Avenue East, Cranford, NJ 07016, (908) 497-1488, 866-224-1914; Union East, 80 West Grand Street, Elizabeth, NJ 07202 (908)-820-3000 or (800)-847-1738; Union West, 2<sup>nd</sup> Street, 4<sup>th</sup> Floor, Plainfield, NJ 07060. 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 regain custody again. This is just a quick overview of what to do and what you can expect.



• Call DYFS and ask to speak to your child’s case manager.  
For example: “Hi, my name is \_\_\_\_\_. I have recently been released from prison.  
My child \_\_\_\_\_ has been under foster care while I have been incarcerated.  
I would like to speak to the case manager so that I can make an appointment with him or her.”  
Make an appointment.

• Be sure to arrive at the appointment on time, and call if you are running late or need to reschedule.  
Bring paper and pencil to write down any information the case manager gives you.

**This is your chance to ask questions so take advantage of it!**

Be prepared to talk about your criminal background, and any problems that you may have such as alcohol or drugs. The case manager can ask you if you have a place to live and other personal questions in order to assess whether you are eligible to establish visitation with your child. If you can, ask a friend or relative to help you practice answering these kinds of questions.

Make sure to pay attention to what the case manager says and ask about anything that you do not understand. The impression you make in the interview is important. If you feel yourself getting angry, ask for a cup of

water, and take an extra breath to cool down. Answer questions honestly, even about things like substance abuse, because the case manager may be able to assist with getting you into treatment or with other help you may need. The best way to help your child is to help yourself first. Make sure you leave the office with all documents that the case manager gave you regarding your child, and remember to ask for a business card from the case manager, in case you have questions later on. 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 Union County Bar Association Lawyer Referral Service at 908-354-5984. You can also contact Central Jersey Legal Services at 60 Prince Street, Elizabeth, NJ 07208 at 908-354-4340. From prison, you can also contact the Prisoner’s Self-Help Legal Clinic, PO Box 768, Newark, 973-242-3688.

### **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 Union County Family Court Building, 2 Broad Street, 2<sup>nd</sup> Floor Annex, Elizabeth, NJ 07207, 908-.965-2965. You will need to complete an application, also available at <http://www.njchildsupport.org/pdfs/njcsform.pdf> and a one-time \$6 check, money order or cash. 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 won’t 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 are located at Probation Division, Union County Child Support Unit, 1143-1145 E. Jersey St., Elizabeth, NJ. 07201. The phone number there is 908-659-3500. 1-877-NJKIDS1, helps enforce child support orders.

### **PAYING CHILD SUPPORT**

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 “arrear.” 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 only if there is a warrant. If the warrant is cleared the client must pay \$100 restoration fee to DMV unless waived by court order. 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 ask 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](http://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 calling the state office of child support services at 877-655-4371. 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. Tell them who you are, that you have just been released from prison and that you would like information on paying your child support. You should also ask if there is a warrant.

#### **D. Domestic Violence Resources**

The following places provide counseling, support and shelter or referrals to shelter in domestic violence situations. You can also call the 24-hour hotline from the New Jersey Coalition for Battered Women: 800-572-SAFE.

#### **Union County Domestic Violence Specialist**

Family Division  
Administrative Office of the Courts  
Union County Court House  
2 Broad St, 5<sup>th</sup> Floor  
Elizabeth, NJ

#### **Emergency Shelter**

609-394-9000 (24-Hr. Hotline)  
800-572-SAFE [7233] (State Hotline)  
TTY: 609-394-9000 or 1-888-252-SAFE [7233]

#### **The Domestic Violence Representation Project (DVRP)**

The DVRP was established in 1996 to provide legal assistance to low-income domestic violence victims and support for pro bono attorneys willing to represent victims of domestic violence. The project offers legal advice and representation to eligible victims of domestic violence at Final Restraining Order hearings as well as in divorce, custody, child support and visitation cases. Clients can access the project by calling LSNJ's toll free number, 888-576-5529.

#### **PROJECT: PROTECT**

c/o YWCA of Eastern Union County  
1131 East Jersey Street, Elizabeth, NJ 07201  
Emergency Shelter  
24-Hr. Hotline: (908) 355-4357  
[info@ywca-eucmail.org](mailto:info@ywca-eucmail.org)  
Outreach  
Ph: (908) 355-1500

#### **Batterers Services**

Men Against Violence, c/o YWCA  
Ph: (908) 355-1500  
ALTERNATIVES FOR MEN - BATTERERS SERVICES  
Mental Health Association  
23 North Avenue East, Cranford, NJ 07016  
Ph: (908) 272-0304  
Fax: (908) 272-5696

### **GETTING MORE EDUCATION**

Getting more education should be a part of your long term planning. High school graduates earn more than those who do not finish high school or earn a GED. To improve your chances of getting a job that pays a living wage, check out the opportunities listed below. Opportunities are available to improve your basic skills, English language skills, preparation for the New Jersey State GED examination or higher education and/or training.

### **A.GED Classes/Adult Basic Education (ABE)/ English As A Second Language (ESL)**

GED classes are to help you prepare for your NJ State GED Examination are provided by the following organizations in Union County. Many offer classes at low cost or no cost.

#### **GED, ABE and ESL Locations:**

##### **Union County College**

12-24 West Jersey Street  
Elizabeth, NJ 07202  
**Phone:** (908)659-5154  
**Fax:** (908)965-6010  
**E-Mail:** [rodney@ucc.edu](mailto:rodney@ucc.edu)  
Spanish & French Language Testing Offered

##### **New Jersey Department of Education**

GED Testing Program  
Trenton  
609.777.1050  
GED Transcript and High School Diploma Verification

##### **Urban Workforce Advantage**

66 Elmora Avenue, Elizabeth, NJ 07202  
(908) 355-2299  
Fax: ((908) 352-2931  
E-mail: [fabellar@WorkforceAdvantageUSA.com](mailto:fabellar@WorkforceAdvantageUSA.com)

##### **Union County Vocational & Technical School**

1776 Raritan Road  
Scotch Plains, NJ 07071  
Phone: (908) 889-8288  
Fax: (908) 889-4940  
E-mail: [ucvts.tec.nj.us](mailto:ucvts.tec.nj.us)

##### **Elizabeth Board of Education**

500 North Broad Street, Elizabeth, NJ 07207  
Phone: (908) 436-5328  
Fax: (908) 436-5327  
Program Director: Sharon Gaines  
E-mail : [gainessh@elizabeth.k12.nj.us](mailto:gainessh@elizabeth.k12.nj.us)

##### **Literacy Volunteers of America – Union County**

800 Park Avenue  
Plainfield, NJ 07060  
(908)757-1111

##### **Linden Adult Education School**

Linden High School  
121 W. St. Georges Avenue

Linden, NJ 07036  
(908)486-2212

**US Dept of Labor Women's Bureau**  
201 Varick Street  
Room 602  
New York, NY 10014-4811  
Phone: 1-800-827-5335 or (646) 264-3789  
Fax: (646) 264-3794  
[www.dol.gov/wb](http://www.dol.gov/wb)  
Services for woman only

**Adult Educational School**  
350 North Third Street  
Union, NJ 07083  
(908)889-2904

**Berkeley Heights Public Library**  
**Berkeley Heights Public Library**  
290 Plainfield Ave.  
Berkeley Heights, N.J. 07922

**Clark Public Library**  
303 Westfield Ave  
Clark, NJ 07066

**Cranford Public Library**  
224 Walnut Ave  
Cranford, NJ 07016

**Elizabeth Free Public Library**  
11 S Broad St  
Elizabeth NJ 07202  
(908) 354-6060 ext 851  
fax: 908-354-5845

**Fanwood Memorial Library**  
North Ave. & Tillotson Rd.  
Fanwood, NJ 07023  
908.3226400  
Fax: 908.322.5590

**Garwood Public Library**  
411 Third Avenue  
Garwood, NJ 07027  
(908) 789-1670

**Hillside Public Library**  
JFK Plaza  
Hillside & Liberty Aves  
Hillside, NJ 07205  
(973)923.4413

**Linden Free Public Library**  
31 East Henry Street  
Linden, NJ 07036  
(908) 298-3830

**Mountainside Public Library**  
Constitution Plaza  
Mountainside NJ 07092  
(908) 233-0115

**New Providence Memorial Library**  
377 Elkwood Ave  
New Providence, NJ 07974  
(908) 665-0311

**Plainfield Free Public Library**  
8th St at Park Ave  
Plainfield, NJ 07060  
(908) 757-1111

**Rahway Public Library**  
2 City Hall Plaza  
Rahway, New Jersey  
(732) 340-1551

**Roselle Public Library**  
104 West Fourth Ave  
Roselle, NJ 07203  
(908) 245-5809  
Fax (908) 298-8881

**Roselle Park Veterans Memorial Library**  
404 Chestnut Street  
Roselle Park, NJ 07204  
FAX (908) 245-9204

**Scotch Plains Public Library**  
1927 Bartle Ave  
Scotch Plains, NJ 07076  
(908) 322-5007



**Springfield Free Public Library**

66 Mountain Ave  
Springfield, NJ 07081  
(908) 376-4930

**Summit Free Public Library**

75 Maple St  
Summit, NJ 07901  
(908) 273-0350

**Union Free Public Library**

1980 Morris Ave  
Union, NJ 07083  
(908) 851-5400

**Westfield Memorial Library**

550 E Broad St  
Westfield, NJ 07090  
(908)789-4090

**College Libraries****Rutgers University - Newark**

John Cotton Dana Library  
185 University Ave  
Newark NJ 07102  
(973) 648-5901  
fax: 201-648-1133

**Kean College of New Jersey**

Nancy Thompson Library  
Morris Ave  
Union NJ 07083  
(908) 737-4600

**Union County College****Kellogg Library, Elizabeth Campus**

(Lower level of the Lessner Building)  
12 West Jersey Street, Elizabeth, NJ 07202-2314  
908-965-6075

**Mackay Library, Cranford Campus**

1033 Springfield Avenue, Cranford, NJ 07016-1599  
908-709-7623

**Plainfield Campus Library**

232 East Second St, Plainfield, NJ 07060  
(lower level of Building)  
(908) 412-3545

**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 they may be glad to see you home, but your return can be stressful for you and for them. 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.

**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 of the Archdiocese of Newark**

505 South Avenue East  
Cranford, NJ 07016  
(908) 497-3902

Adult Services, children & family services, child protective services  
in-Home Hispanic Family Services,  
family and adoption services, emergency food and nutrition network,  
immigration assistance.

Fee for service, some insurance accepted, slide scale available.

**Family and Children’s Services**

40 North Avenue  
Elizabeth, NJ 07208  
(908) 352-7474

Individual, family and group counseling services Fees may be charged on  
a  
sliding scale.

**Jewish Families Services of Central Jersey**

655 Westfield Avenue,  
Elizabeth, NJ 07208

Individual, family and group counseling services Fees may be charged on  
a  
sliding scale.

**Proceed, Inc.**

1126 Dickinson Street  
Elizabeth, NJ 07201  
908-351-7727  
908-353-5185 (Fax)

Individual, family, group and couples counseling; insurance, fee for  
service,

Slide, Bi-Lingual Services

**Trinitas Regional Medical Center**

655 East Jersey Street  
Elizabeth, NJ 07201  
HOTLINE: 908-351-6684  
Office Contact: 908-994-7152

**United Family and Children’s Society**

305 West 7th Street  
Plainfield, NJ 07060  
info@unitedfamily.org  
908-755-4848

Individual, family, group and couples counseling; insurance, fee for  
service, slide

**Resolve Community Counseling Center**

1830 Front Street  
Scotch Plains, NJ 07076  
908-322-9180  
908-322-9094 (Fax)

**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 one of the three Union County District Offices. These offices  
are Union Central, 570 South Avenue East, Cranford, NJ 07016, (908)  
497-1488, 866-224-1914; Union East, 80 West Grand Street, Elizabeth,  
NJ 07202 (908)-820-3000 or (800)-847-1738; Union West, 2<sup>nd</sup> Street, 4<sup>th</sup>  
Floor, Plainfield, NJ 07060. 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 regain custody again. This is just a quick overview of what to do and what you can expect.

- Call DYFS and ask to speak to your child's case manager.  
For example: "Hi, my name is \_\_\_\_\_. I have recently been released from prison.  
My child \_\_\_\_\_ has been under foster care while I have been incarcerated.  
I would like to speak to the case manager so that I can make an appointment with him or her."  
Make an appointment.

- Be sure to arrive at the appointment on time, and call if you are running late or need to reschedule.  
Bring paper and pencil to write down any information the case manager gives you.

**This is your chance to ask questions so take advantage of it!**

Be prepared to talk about your criminal background, and any problems that you may have such as alcohol or drugs. The case manager can ask you if you have a place to live and other personal questions in order to assess whether you are eligible to establish visitation with your child. If you can, ask a friend or relative to help you practice answering these kinds of questions.

Make sure to pay attention to what the case manager says and ask about anything that you do not understand. The impression you make in the interview is important. If you feel yourself getting angry, ask for a cup of water, and take an extra breath to cool down. Answer questions honestly, even about things like substance abuse, because the case manager may be able to assist with getting you into treatment or with other help you may need. The best way to help your child is to help yourself first. Make sure you leave the office with all documents that the case manager gave you regarding your child, and remember to ask for a business card from the case manager, in case you have questions later on. 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 Paving 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 Union County Bar Association Lawyer Referral Service at 908-354-5984. You can also contact Central Jersey Legal Services at 60 Prince Street, Elizabeth, NJ 07208 at 908-354-4340. From prison, you can also contact the Prisoner's Self-Help Legal Clinic, PO Box 768, Newark, 973-242-3688.

**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 Union County Family Court Building, 2 Broad Street, 2<sup>nd</sup> Floor Annex, Elizabeth, NJ 07207, 908-965-2965. You will need to complete an application, also available at <http://www.njchildsupport.org/pdfs/njcsform.pdf> and a one-time \$6 check, money order or cash. 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 won't 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 are located at Probation Division, Union County Child Support Unit, 1143-1145 E. Jersey St., Elizabeth, NJ. 07201. The phone number there is 908-659-3500. 1-877-NJKIDS1, helps enforce child support orders.

#### **PAYING CHILD SUPPORT**

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 “arrear.” 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 only if there is a warrant. If the warrant is cleared the client must pay \$100 restoration fee to DMV unless waived by court order. 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 ask 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](http://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 calling the state office of child support services at 877-655-4371. 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. Tell them who you are, that you have just been released from prison and that you would like information on paying your child support. You should also ask if there is a warrant.

#### **D. Domestic Violence Resources**

The following places provide counseling, support and shelter or referrals to shelter in domestic violence situations. You can also call the 24-hour hotline from the New Jersey Coalition for Battered Women: 800-572-SAFE.

##### **Union County Domestic Violence Specialist**

Family Division  
Administrative Office of the Courts  
Union County Court House  
2 Broad St, 5<sup>th</sup> Floor  
Elizabeth, NJ

##### **Emergency Shelter**

609-394-9000 (24-Hr. Hotline)

800-572-SAFE [7233] (State Hotline)  
TTY: 609-394-9000 or 1-888-252-SAFE [7233]

**The Domestic Violence Representation Project (DVRP)**

The DVRP was established in 1996 to provide legal assistance to low-income domestic violence victims and support for pro bono attorneys willing to represent victims of domestic violence. The project offers legal advice and representation to eligible victims of domestic violence at Final Restraining Order hearings as well as in divorce, custody, child support and visitation cases. Clients can access the project by calling LSNJ's toll free number, 888-576-5529.



**PROJECT: PROTECT**

c/o YWCA of Eastern Union County  
1131 East Jersey Street, Elizabeth, NJ 07201

Emergency Shelter  
24-Hr. Hotline: (908) 355-4357  
info@ywca-eucmail.org  
Outreach  
Ph: (908) 355-1500

**Batterers Services**

Men Against Violence, c/o YWCA  
Ph: (908) 355-1500  
ALTERNATIVES FOR MEN - BATTERERS SERVICES  
Mental Health Association  
23 North Avenue East, Cranford, NJ 07016  
Ph: (908) 272-0304  
Fax: (908) 272-5696

**GETTING MORE EDUCATION**

Getting more education should be a part of your long term planning. High school graduates earn more than those who do not finish high school or earn a GED. To improve your chances of getting a job that pays a living wage, check out the opportunities listed below. Opportunities are available to improve your basic skills, English language skills, preparation for the New Jersey State GED examination or higher education and/or training.

**A.GED Classes/Adult Basic Education (ABE)/ English As A Second Language (ESL)**

GED classes are to help you prepare for your NJ State GED Examination are provided by the following organizations in Union County. Many offer classes at low cost or no cost.

**GED, ABE and ESL Locations:**

**Union County College**  
12-24 West Jersey Street  
Elizabeth, NJ 07202  
**Phone:** (908)659-5154  
**Fax:** (908)965-6010  
**E-Mail:** [rodney@ucc.edu](mailto:rodney@ucc.edu)  
Spanish & French Language Testing Offered

**New Jersey Department of Education**

GED Testing Program  
Trenton  
609.777.1050

GED Transcript and High School Diploma Verification

**Urban Workforce Advantage**

66 Elmora Avenue, Elizabeth, NJ 07202  
(908) 355-2299  
Fax: (908) 352-2931  
E-mail: [fabellar@WorkforceAdvantageUSA.com](mailto:fabellar@WorkforceAdvantageUSA.com)

**Union County Vocational & Technical School**

1776 Raritan Road  
Scotch Plains, NJ 07071  
Phone: (908) 889-8288  
Fax: (908) 889-4940  
E-mail: [ucvts.tec.nj.us](mailto:ucvts.tec.nj.us)

**Elizabeth Board of Education**

500 North Broad Street, Elizabeth, NJ 07207  
Phone: (908) 436-5328  
Fax: (908) 436-5327  
Program Director: Sharon Gaines  
E-mail : [gainessh@elizabeth.k12.nj.us](mailto:gainessh@elizabeth.k12.nj.us)

**Literacy Volunteers of America – Union County**

800 Park Avenue  
Plainfield, NJ 07060  
(908)757-1111

**Linden Adult Education School**

Linden High School  
121 W. St. Georges Avenue  
Linden, NJ 07036  
(908)486-2212

**US Dept of Labor Women's Bureau**

201 Varick Street  
Room 602  
New York, NY 10014-4811  
Phone: 1-800-827-5335 or (646) 264-3789  
Fax: (646) 264-3794  
[www.dol.gov/wb](http://www.dol.gov/wb)  
Services for woman only

**Adult Educational School**

350 North Third Street  
Union, NJ 07083  
(908)889-2904

**B. Higher Education**

There are many Universities and Colleges throughout the state of New Jersey that provide remedial assistance, on-line courses, associate, bachelors and master degree programs. These programs are generally found "on-line" and can be accessed through internet searches incorporating the words *Advanced Education, Union County NJ*

There is no Support, Employment, Education, & Training (SET) program in Union County; please contact the SET program in some of these neighboring counties:

**Advanced programs for women:**

**Brookdale Community College**

The Displaced Homemaker Program  
Northern Monmouth Higher Education Center - Main Site  
1 Crown Plaza

Hazlet, NJ 07730  
Office: (732) 495-4496  
Fax: (732) 739-8541

The Linda & Rudy Slucker  
**NCJW Center for Women**  
513 W. Mt. Pleasant Avenue, Suite 325  
Livingston, NJ 07039  
Office: (973) 994-4994  
Fax: (973) 994-7412  
Email: centerforwomen@ncjwessex.org  
Web: www.CENTERFORWOMENnj.org

**La Casa de Don Pedro, North Jersey Hispanic Women's Resource Center (HISPANIC)**  
39 Broadway  
Newark, NJ 07104  
Office: (973) 481-4713  
Fax: (973) 481-2448

**W.I.S.E. Women's Center (URBAN)**  
Essex County College  
303 University Avenue  
Newark, NJ 07102  
Office: (973) 877-3395  
Fax: (973) 877-3555  
www.essex.edu/continuinged/wise/

**Hispanic Women's Center of Central NJ (HISPANIC)**  
Hispanic Affairs & Resource Centers of Monmouth County, Inc.  
913 Sewell Avenue  
Asbury Park, NJ 07712  
Office: (732) 774-3282  
Fax: (732) 502-8955

**Women In Transition at JFVS**  
200 Metroplex, Suite 200  
Edison, NJ 08817  
Office: (732) 777-1940  
Web: <http://www.jfvs.org/>

**New Jersey Institute of Technology**  
University Heights,  
Newark, New Jersey 07102  
(973) 596-3000

**Montclair State University**  
Montclair, New Jersey, 07043  
973-655-4000

**ASPIRA Inc. of New Jersey (Assists Latino population)**  
390 Broad Street  
3rd Floor  
Newark, NJ 07104  
(973) 484-7554

**Seton Hall University.**  
400 South Orange Avenue  
South Orange, NJ 07079  
(888) 738-6699  
setonworldwide@shu.edu

**Union County College**

**Cranford Campus:** 908-709-7000

1033 Springfield Avenue

Cranford, NJ 07016-1599

**Elizabeth Campus:** 908-965-6000

12 West Jersey Street

Elizabeth, NJ 07201-2314

**Plainfield Campus:** 908-412-3599

232 East Second Street

Plainfield, NJ 07060-1308

**Scotch Plains Campus:** 908-889-2400

1700 Raritan Road

Scotch Plains, NJ 07076

The Division of Economic Development and Continuing Education offers many courses on line and internet programs:

Certificate Programs (non-credit) are part of the ongoing continuing education offerings. Currently, the Continuing Education Division offers over 40 non-credit certificate programs., professional development and personal enrichment courses

Online courses ([www.ed2go.com/ucc](http://www.ed2go.com/ucc)) and online certificate programs ([www.gatlineducation.com/ucc](http://www.gatlineducation.com/ucc)).

**Kean University**

Ste 1

1000 Morris Ave, Union, NJ 07083

(908) 737-5326

[www.kean.edu](http://www.kean.edu)

**Rutgers University -- Newark**

249 University Ave.,

Blumenthal Hall, Newark, NJ 07102

**DeVry University**

630 US Highway 1

North Brunswick, NJ 08902

(732) 435-4850

**Lincoln Technical School**

2299 Vauxhall Road

Union, NJ 07083

Oak Tree Rd

Edison, NJ 08820

(732) 548-8798

**Katharine Gibbs School**

180 Centennial Ave.

Piscataway, New Jersey, 8854

(732) 885-1580

**C. Additional educational resources**

**Union County College**

12-24 West Jersey Street

Elizabeth, NJ 07202

**Phone:** (908)659-5154

**Fax:** (908)965-6010

**Chief Examiner:** Ms. Shirley Hollie-Davis

**E-Mail:** [rodney@ucc.edu](mailto:rodney@ucc.edu)

Spanish & French Language Testing Offered

**Union County Vocational & Technical School**

1776 Raritan Road

Scotch Plains, NJ 07076

Phone: (908) 889-8288

Fax: (908) 889-4940  
E-mail: ucvts.tec.nj.us

**GED Connection**

NJN (New Jersey Public Television & Radio)  
[www.njn.net](http://www.njn.net)

**Crossroads Café**

NJN (New Jersey Public Television & Radio)  
[www.njn.net](http://www.njn.net)

**D. Training opportunities**

Contact the Union County One Stop Career Center (MCOSCC) for information about available job training opportunities.

Plainfield One Stop Center  
200 West 2<sup>nd</sup> Street,  
Plainfield, NJ 07090  
(908)757-9090



**CAN I GET FINANCIAL AID?**

Financial assistance is available to pay for higher education and some training programs. To apply, you must complete the FAFSA (Free Application for Federal Student Aid) form. Everyone must answer Question 31 about drug convictions. If you answer yes, you must complete a Student Aid Eligibility Worksheet to determine if your eligibility will be affected. If you have been convicted for the possession or sale of illegal drugs for an offense that occurred while you were receiving federal student aid, you will, in general, be ineligible for a specified period of time based on the type and number of convictions. The Financial Aid Officer at your educational institution will be able to provide more information about your eligibility.

**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 at **888-576-5529** for **Legal Services of New Jersey (LSNJ)**, which provides both information and referrals. The Central Jersey Legal Services, 198 W State Street, Trenton, at 609-695-6249 also serves Union County.

**Central Jersey Legal Services**

Union County Office  
60 Prince Street  
Elizabeth, NJ 07208

**Union County One Stop Career Center**

Elizabeth One – Stop  
125 Broad St Elizabeth, NJ 07207  
(908) 558-8000

**New Jersey Department of Education**

GED Testing Program  
Trenton, NJ  
609.777.1050  
GED Transcript and High School Diploma Verification

(908) 354-4340

From prison, you can also contact the Prisoner’s Self-Help Legal Clinic, PO Box 768, Newark, NJ 07101.

### **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 that it is accurate. You should also be prepared to answer any questions about your background. You will have to go into your local police station and make an appointment to be fingerprinted on a State Applicant Fingerprint Card (SBI19). On that card you will have to include your full name, social security number, date of birth and purpose for the record check. You then 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:

State Section of Identification  
Records and Identification Bureau  
New Jersey State Police  
PO Box 7068  
West Trenton, NJ 08628  
1-609-882-2000 ext 6425  
1-609-530-4856 fax

**You must include a \$30 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 get a copy of the book, which costs **\$15**, call 1-888-576-5529, or go to the LSNJ website, where you can download it for free at:

<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. That 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.

Write or call to the primary credit agencies listed below. Be sure to provide your full name, current address, Social Security number, and most recent former address for file-matching purposes.

**EQUIFAX INFORMATION SERVICES, LLC**

PO Box 740241  
Atlanta, GA 30374  
800-685-1111  
[www.equifax.com](http://www.equifax.com)

**TRANSUNION PERSONAL CREDIT REPORT**

PO Box 1000, Chester PA 19022  
800-888-4213  
[www.transunion.com](http://www.transunion.com).

**EXPERIAN**

PO Box 2002, Allen, TX 75013  
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 person offenses don't disqualify you.) Any person who is no longer in prison, or has completed his or her term of probation or parole can register to vote. That is the law. Make sure that you are registered in the county in which you reside.

Applications for registration can be obtained from the Division of Elections, the Commissioners of Registration office in the County where you live or from your Municipal Clerk. Registration forms are also available in various state agencies and at Motor Vehicle Commission offices and can be obtained while transacting agency business. If you are not sure, you can visit [http://www.state.nj.us/lps/elections/vote\\_doc.html](http://www.state.nj.us/lps/elections/vote_doc.html) or [www.njelections.org](http://www.njelections.org). 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**

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.

**IDENTIFICATION Checklist**

<b>Documents</b>	<b>Have</b>	<b>Need</b>
Social Security Card	_____	_____
Birth Certificate	_____	_____
County Identification	_____	_____
Driver’s License	_____	_____
Non-driver’s Identification	_____	_____
Certificate of Naturalization	_____	_____
Green Card	_____	_____
Military Discharge Papers	_____	_____
Passport	_____	_____
High School or General Education Diploma	_____	_____
Prison Release Papers	_____	_____

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Getting Ready to Apply for a Job**

Most employers ask questions about your background and experience, in addition to personal information. If you don't already have a résumé, use this space to list information you need to fill out a job application, or for an interview. Don't forget to include dates.

**Education**

**Dates**

(For example: list high school, GED, or other education, and include any trade or vocational certificates.)

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**Work Experience**

**Dates**

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**References**

**Phone Numbers**

(List people who know you and can speak well of you.)

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**My Contacts:**

**Important Names and Phone Numbers**

Parole Officer: \_\_\_\_\_

Parole Number: \_\_\_\_\_

Parole Office: \_\_\_\_\_

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

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**Places to stay**

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**Appointments to make? Doctors? Job help? Employers?  
Applying for benefits?**

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**People I need to see or call:**

Who? \_\_\_\_\_  
Who? \_\_\_\_\_

### Your First Weeks Out

Here is a basic calendar to use to plan your first days out of prison. On the next page, there are some questions to ask yourself about what you plan to do. You can mark appointments on the calendar, and write dates in the small boxes.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sun	Sun	Sun	Sun	Sun	Sun	Sun
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mon	Mon	Mon	Mon	Mon	Mon	Mon
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tue	Tue	Tue	Tue	Tue	Tue	Tue
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wed	Wed	Wed	Wed	Wed	Wed	Wed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thu	Thu	Thu	Thu	Thu	Thu	Thu
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fri	Fri	Fri	Fri	Fri	Fri	Fri
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sat	Sat	Sat	Sat	Sat	Sat	Sat

For how long?

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For how long?

---

For how long?

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When? \_\_\_\_\_

When? \_\_\_\_\_

When? \_\_\_\_\_

Where/phone number?

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Where/phone number?

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Where/phone number?

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**Other things I need to do (get identification, get prescriptions, go to a support group, etc.):**

**Notes:** \_\_\_\_\_

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## **Smart Book Topics**

-  **Getting Started:  
Identification & Other Documents**
-  **First Steps After Release:  
Where Do I Go to Find ...?**
-  **Taking Care of Yourself:  
Getting Support**
-  **Taking Care of Yourself:  
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**

## **IMPORTANT TELEPHONE NUMBERS**

**ALA -Substance Abuse Hotline**  
**(800) 322-5525**

**Battered Women**  
**(908) 355-HELP**

**BoysTown National Hotline**  
**(800) 448-3000**

**Central Jersey Legal Services, Inc.**  
**(908) 354-4340**

**Child Abuse**  
**(800) 792-8610**

**Consumer Protection**  
**(800) 242-5846**

**CONTACT We Care - Hotline**  
**(908) 490-1900**

**Domestic Violence (Statewide)**  
**(800) 572-SAFE**

**Drug Hotline**  
**(800) 225-0196**

**Eye Bank**  
**(800) 653-9379**

**Family Crisis Intervention**  
**(908) 298-7800**

**Family Health Line**  
**(800) 328-3838**

**HIV Hotline**  
**(800) 624-2377**

**Homeless Union County**  
**(908) 756-6060**

**Literacy**  
**(800) 228-8813**

**Mental Health Association**  
**(908) 272-0300**

**Nar-Anon/Families of Addicts**  
**(800) 322-5525**

**Narcotics Anonymous**  
**(800) 992-0401**

**National Runaway Crisis Line**  
**(800) 621-4000**

**National Mental Health Association**  
**1-800-969-6642**

**NJ Board of Public Utilities**  
**(800) 624-0241**

**NJ Division of Disability Services**  
**(888) 285-3036**

**NJ Easy Access Single Entry (NJ EASE)**  
**(908) 527-4872**

**NJ Organ & Tissue Sharing Network**  
**(800) 742-7365**

**Parents Anonymous/Family Helpline**  
**(800) 843-5437**

**Prevention Links for Substance Abuse**  
**(732) 381-4100**

**Project Protect Domestic Violence Hotline**  
**(908) 355-4357 (HELP)**

**Self Help Groups**  
**(800) 367-6274**

**Social Security Administration**  
**(800) 772-1213**

**Union County Division of Social Services (Elizabeth Office)**  
**(908) 965-2700**

**Union County Division of Social Services (Plainfield Office)**  
**(908) 791-7000**

**Union County Division on Aging**  
**(908) 527-4870**

**Union County HIV Consortium**  
**(908) 352-7700**

**Union County Rape Crisis Line**  
**(908) 233-7273**

**Women's Referral Center**  
**(800) 322-8092**

*State of New Jersey*  
*Dept. of Corrections*  
*Office of Transitional Services*  
*Whittlesey Road*  
*Trenton, NJ 08625*  
*609.292.3257*

*State of New Jersey*  
*Parole Board*  
*P.O. Box 862*  
*Trenton, NJ 08625*