

*U.S. Department of Veterans Affairs*



# **A Guidebook for Re-entry Veterans in New Jersey**



**(Map of The VA New Jersey Health Care System Locations)**

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# FORWARD

Dear Veteran:

This guidebook can be an important tool as you plan your return to the community. The programs and resources described in this guidebook can help reduce some of the pressures you may be confronted with upon your release from incarceration. These pressures, such as difficulty gaining social acceptance, economic struggles, and temptations that may lead back to negative thinking and behavior, can be very intense. Our hope is that you will find at least one program or resource in this guidebook that will provide some relief as you face the challenges of finding and supporting a better way of life.

This guidebook is designed to assist veterans who have been incarcerated in the State of New Jersey, as well as their families. Because laws and parole stipulations can vary from state to state, we advise you to check your plans and release requirements against this guide.

Thank you for your service to our country.

Sincerely,

**Victor Carlson, Ph.D.**

**Chief of Homeless Services  
VA New Jersey Health Care System  
151 Knollcroft Road  
Lyons, NJ 07939**

Agency staff names, addresses, phone numbers and website addresses can change. If you attempt to contact one of the resources in this guidebook and it is not current, do your best to obtain the current information through phone information or a Google web search.

To perpetuate the value of this document, we respectfully request that if you discover any incorrect, conflicting, or out-of-date information in this guidebook please send the discrepancies and updated information if you have it to:

**Valerie Johnson**  
New York / New Jersey VA Healthcare Network  
Health Care for Re-entry Veterans Program Specialist  
c/o VA Hudson Valley Health Care System  
P.O. Box 100, Albany Post Road  
Montrose, NY 10548  
(914) 737-4400 x3739

E-mail: [Valerie.Johnson2@va.gov](mailto:Valerie.Johnson2@va.gov)

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4. All public domain and agency resources included in this guidebook.

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## SECTION I: USING THIS GUIDE

This guide is for you to use to plan for your release and to keep as a reference after your release. It includes addresses, phone numbers and web sites that you can use to find out about programs and other help available after your release. Because you may not have phone or internet access, you will need to get assistance from your assigned counselor or ask a friend or family member to help you find the information you need. Keep in mind that this guide does not include all of the services available. What is available in one area may be different from what is available in another, so be sure to check with local resources to learn about services that you are interested in.

While you are still incarcerated, you should find out which unit in your facility can help you plan for your release (often the Transitional Services unit). Take advantage of any classes or groups that are offered to work on your skills development so you can be better prepared for life after release.

Begin thinking specifically about what you will need upon release. Ask yourself these kinds of questions: Will I need housing? Will I need medical, substance abuse, or mental health services? Do I need to learn a job skill? Do I have any other legal issues, such as child support? How do I restart my VA checks or Supplemental Security Income (SSI)?

Make a list of your needs. Remember that this is just a tool to help you get organized. A sample list might look like this:

- I need a place to live.
- I need a job.
- I need work clothes and tools.
- I want to get addictions treatment / counseling.
- I owe child support and/or have other legal matters.

Think about your list as you read this guide. Who do you think can help you with each of your needs? Is there one organization that may be able to work with you on many different things or do you need to contact several agencies? Keep track of the steps you take, including the

dates and names of people you contact for information or assistance. Although this guide provides national and state addresses for many organizations, we recommend you check your phone book or the internet for local and county agencies that may have more information about what kind of help is available in your area.

When writing a letter to request information, be as clear and direct as you can. Write legibly and keep your letter brief and concise. Include the following information:

- Your name and contact information
- A brief statement about your current situation
- Your specific request
- What you have done so far (*example: "I have written to \_\_\_\_\_ and they suggested I contact you."*)
- Any restrictions for mailings (*example: "Please do not send any mail with staples or paper clips because it will not be accepted by my prison facility."*)

When contacting an agency for help by mail, e-mail or phone, be persistent and polite. Ask questions if information is not clear to you. Remember that many organizations are staffed by volunteers who are eager to help but may not have the answers you are looking for. If someone cannot help you, ask if they know someone who can. In this way, you will obtain the best results.

The Internet can also be helpful to find information about VA benefits and community resources in your area. This guide includes web addresses when available. If computer access is not available at your facility, you can visit the public library after release. Computer access may also be available at Department of Labor One-Stop Career Centers and Affiliate sites, Work Force Development Council member locations, and Employment Security Department offices (often referred to as Job Service Centers or Unemployment Offices). Please turn to pages 12 - 14 for specific locations.

## SECTION II: HELP FOR VETERANS

This section includes veteran-specific as well as general resources that can help you get back on your feet. Some organizations and programs may have waiting lists, require an interview, or have specific rules about whom they serve. It is a good idea to start asking about services and requirements now, so that you will be prepared when released. In some cases, you may be able to ask if your name can be placed on a waiting list as you get closer to your release date. Remember to check the phone book and the internet for additional local, county and state agencies that are available in your area to assist you.

### GETTING STARTED

Your post-release success depends upon steps you take while still incarcerated. Working in partnership with the Department of Corrections (DOC) counseling staff and/or your Parole Officer to develop a re-entry plan can go a long way to reduce some of the challenges you may face after you leave the Corrections system. The resources in this book will be more useful if used in partnership with the resources that are also offered by DOC.

#### **The VA Health Care for Re-entry Veterans (HCRV) Program**

In addition to working with DOC and Parole, the Department of Veterans Affairs provides outreach and re-entry planning to eligible veterans who are within six months of release from incarceration through the Health Care for Re-entry Veterans (HCRV) program. The goals of the program are to educate incarcerated veterans about VA services and benefits, to optimize veterans' chances for success in the community through comprehensive transition planning, and to provide post-release supportive case management. The HCRV Program Specialist works with DOC to identify veterans in the Corrections system and makes site visits to facilities to meet individually with veterans preparing for release. The Specialist also works closely with DOC and Parole staff to develop transition plans for veterans based on veterans' needs and available services from the Department of Veterans Affairs. Transition plans typically include assistance with housing and employment or other income supports, as well as treatment services for medical, mental health and substance abuse problems. If you would like to meet with the VA HCRV Specialist, please contact a counselor in the DOC Office of Transitional Services to set up an appointment.

## HOUSING

One of the first and most important steps in returning to the community is finding a place to stay. This section describes emergency shelter, transitional housing programs, and permanent housing assistance as well as how to access each.

If you will be under **parole supervision** after your release, there are a few important points to remember:

- A. At the very least, you will need some kind of semi-permanent housing arrangement in order to be paroled. This could mean living with family or in transitional housing that you may be able to arrange while you are incarcerated. Transitional housing can provide you with a place to live while you are finding employment and/or saving for your own apartment.
- B. Your parole officer will be looking for you to establish some kind of stable permanent residence in your first three months after release, although this may include staying in a longer-term transitional housing setting.
- C. After you are released, **DO NOT** move without notifying your parole officer. **DO NOT** move outside the county or state without his/her advance permission. Moving out of state requires written permission in advance, usually from both your parole officer and from the state you are moving to.

### **Emergency Housing and Shelter**

The best situation is to never need emergency shelter and work closely with the DOC counseling staff (as well as the HCRV Program Specialist if you are eligible for VA services) as you make a community re-entry plan. If you do need emergency shelter, you can find it several ways:

1. Look in the **local yellow pages** under "Mission" or "Shelter." You can also look in the front of the phone book under local, city, or county government Department of Social Services or "Human Services," or call the County Commissioner's Office for information about local low-income housing coalitions or homeless advocacy groups who may know what is available.
2. Use the **First Step web site** which provides a wealth of information on housing and income assistance, food, employment services, child care, mental health and



counseling services, health care assistance, alcohol and drug abuse treatment, life skills and HIV/AIDS services. Go to: [www.cms.hhs.gov/apps/firststep/index.html](http://www.cms.hhs.gov/apps/firststep/index.html).

3. Check the **Department of Housing and Urban Development** online to find a list of emergency shelters for men, women and families in every state at [www.hud.gov/homeless/hmlsagen.cfm](http://www.hud.gov/homeless/hmlsagen.cfm).
4. **National Coalition for the Homeless** has a directory of shelters and homeless assistance programs online. It does not list every program in the country, so be sure to check your phone book for local programs. Call 1-800-838-4357 or go to [www.nchv.org](http://www.nchv.org).
5. **New Jersey Resources for People Leaving Prison** has a website that details a broad range of services including housing, vocational and treatment resources. This site lists available resources by county. Go to [www.njsuccess.org](http://www.njsuccess.org).
6. Check your **County Department of Social Services**. Most provide help securing emergency assistance, including shelter, public assistance, food stamps and other referrals. A partial listing is included below:

County	Telephone
ATLANTIC CITY	(609) 347-5570
BERGEN	(201) 368-4000
BURLINGTON	(609) 261-1000
CAMDEN	(856) 225-8800
CAPE MAY	(609) 886-6200
CUMBERLAND	(856) 691-4600
GLOUCHESTER	(856) 582-9200
HUNTERDON	(908) 788-1300
MERCER	(609) 989-4491
MIDDLESEX	New Brunswick: (732) 745-3500 Perth Amboy: (732) 324-5500
MONMOUTH	Freehold: (732) 431-6000 Atlantic Highlands: (732) 872-3200
MORRIS	(800) 792-8672
NEWARK	(800) 696-7063

OCEAN	(732) 349-1500
PASSAIC	(973) 881-0100
SALEM	(856) 299-7200
SOMERSET	Somerville: (908) 526-8800 North Plainfield: (908) 561-9400
SUSSEX	(973) 383-3600
UNION	(908) 965-2700
WARREN	(908) 475-6301

### **Transitional Housing**

Transitional or temporary housing can help you adjust to living in the community while you work toward full independence after your release. There are often waiting lists for transitional housing assistance programs, however, so you should ask about applying as soon as possible. A few possible options include:

1. **VA's Domiciliary Care for Homeless Veterans (DCHV) Program.** The VA New Jersey Health Care System's 85-bed Domiciliary program is located on the grounds of the Lyons VA medical center. The program provides medical, mental health and substance abuse treatment and rehabilitation to eligible homeless veterans. Domiciliaries are residential treatment programs and not transitional housing, but can be an important resource for veterans returning to the community who need support. A typical Domiciliary stay at the Lyons campus lasts for approximately 4 months. The Domiciliary is also an entry point for other VA transitional housing programs. To be screened for the Domiciliary program, contact the HCRV Program Specialist (see page 8 for more details).
2. **VA Grant & Per Diem Programs.** These programs are operated by community-based transitional housing providers using funding from the Department of Veterans Affairs. Programs provide residential and supportive services to homeless veterans for up to 24 months. Each program and associated housing facility is unique and has its own screening and admission criteria. For more information about these programs contact the HCRV Program Specialist (see page 8 for more details).
3. **Oxford Houses.** This non-profit organization started in 1975. Today there are over 950 Oxford Houses throughout the country. An Oxford House is a self-governed and

self-supported recovery house for people who seek sobriety. The house members are responsible for all household expenses, and any member who uses alcohol or drugs is immediately expelled. These are nice homes in nice neighborhoods. To locate an Oxford house, call the 24-hour helpline at (800) 689-6411. New Jersey Oxford Houses can be located on the web at [www.oxfordhouse.org](http://www.oxfordhouse.org).

### **Long-term or Permanent Housing**

Permanent housing may be challenging to find immediately after your release, especially if you are trying to put other aspects of your life in order such as finding a job and getting a stable income. It is still worthwhile to explore your options, however, so here are a few possible resources:

1. **Public housing** waiting lists can be long, but the length of time can vary from county to county. Even if you are not sure where you want to live yet, apply to get on a waiting list so that you can have as many options as possible. To learn how to apply, contact the local housing authority listed in the phone book blue pages under "Local Government, Public Housing Authority."
2. The **NJ Housing Resource Center (HRC)** maintains lists of affordable housing by county and municipality. Check the web at [www.njhousing.gov](http://www.njhousing.gov) or call (877) 428-8844.
3. The **VA HUD-VASH Program** is a collaboration between the U.S. Department of Housing and Urban Development (HUD) and the U.S. Department of Veterans Affairs Supported Housing (VASH) program to help homeless veterans and their immediate families find and maintain affordable, safe, and permanent housing in the community. The primary goal of HUD-VASH is to help veterans and their families successfully move out of homelessness using HUD Section 8 "Housing Choice" rental assistance vouchers and VA's intensive case management services. The program is designed to improve each veteran's physical and mental health, and to enhance each veteran's ability to remain stable, housed, and integrated in their local community. Veterans work with a VA case manager for assessment, service planning, help with obtaining the Section 8 voucher, and housing placement. Veterans continue to work with their assigned case manager for the duration of their time in the program. To be screened for the HUD-VASH program, contact the HCRV Program Specialist (see page 8 for more details).  
**NOTE:** Veterans and immediate family members subject to a lifetime registration

requirement under a state sex offender registration program are not eligible for HUD-VASH because they will not be able to obtain a Section 8 housing voucher.

## **EMPLOYMENT ASSISTANCE**

Many people feel like they are completely starting over after their release from incarceration, even if they had good jobs and worked steadily in the past. It is important to begin preparing for job opportunities while incarcerated so you can begin working as soon as possible after your release. Having a stable income from work is important for housing and other necessities and can smooth your transition to the community. You should ask for job counseling and training while you are still incarcerated and take advantage of any educational or employment preparation activities being offered at your facility.

In addition, the following resources may be helpful to you:

1. The **Workforce New Jersey Public Information Network** (WNJPIN / America's Job Bank) is the state's online One-Stop Career Center provided in cooperation with the State of New Jersey's Departments of Labor, Education, Human Services, Commerce and Economic Development, Community Affairs and Veterans Affairs. The site provides a listing of all jobs available through the New Jersey Department of Labor. Job searches may be conducted by job category, keyword, geographic area, or zip code: <http://www.wnjp.in.state.nj.us/>. One-Stops can also be contacted by calling (877) 872-5627.
2. The **Department of Labor's (DOL) One-Stop Career Centers** offer the convenience of one-stop shopping for your employment and training needs. One-Stop Career Centers offer a variety of job finding resources in one place such as internet access to thousands of job listings in NJ and nationwide, computerized job matching and direct referral to job opportunities, career counseling and job search workshops, assistance writing and publicizing resumes, and assistance accessing training and/or retraining resources. There are over 100 One-Stop Centers and affiliates located in New Jersey. A listing of NJ centers is available on the web at [www.servicelocator.org](http://www.servicelocator.org).

The Newark One Stop Career Center is co-located with the Mayor's Office of Employment and Training and the Division of Vocational Rehabilitation (DVR) at:

990 Broad St  
Newark, NJ 07102  
(973)648-3370 for the One-Stop  
(973)648-3494 for DVR

3. **Local Veterans Employment Representatives (LVER) and Disabled Veterans Outreach Program (DVOP) Specialists** help veterans find and keep jobs. DVOP Specialists work under the supervision of the LVER to develop job and training opportunities for veterans with service-connected disabilities and link veterans with employers. They also ensure follow-up services are provided.

Some New Jersey county telephone numbers for LVER's and DVOP's include:

County or City	Telephone
BERGEN	(201)996-8550
CAMDEN	(856)614-3177
HUDSON	(201)795-8800
MERCER	(609)292-6743
MIDDLESEX	(732)937-6205
MONMOUTH	(732)775-1566
MORRIS	(973)361-9050
NEWARK	(973)648-3706
OCEAN	(732)286-5623
PASSAIC	(973)977-4144
SOMERSET	(908)704-3000
TRENTON	(609)292-0656

4. **VA Vocational Rehabilitation and Employment** services help veterans with service-connected disabilities by providing job training and counseling to those who have an employment handicap. Services include help finding a job, on-the-job training, job development, and vocational training. VA vocational rehabilitation counselors can also help veterans find other options or programs depending upon their needs. Contact your VA Regional Office (VARO) at 1-800-827-1000, or go to: [www.vba.va.gov](http://www.vba.va.gov).

- The **VA Veterans Industries and Compensated Work Therapy** programs offer structured work opportunities for at-risk and homeless veterans with physical, mental health and addiction problems. VA contracts with private industry and the public sector for work by veterans in the program who in turn learn job skills, re-learn successful work habits, and regain a sense of self-esteem. Veterans are paid for their work and given assistance with finding employment in the community. If you would like to be screened for this program, please contact the HCRV Program Specialist (see page 8 for more details).

## HEALTH CARE

### ***Eligibility for VA Health Care:***

Most but not all people who served in the military are eligible for VA health care services. Eligibility requirements are determined by laws set forth by the U.S. Congress. Every VA medical center has eligibility specialists that review veterans' military service records for things like type of discharge and length of time on active duty to determine eligibility. If you are still incarcerated the VA Health Care for Re-entry Veterans Program Specialist can help determine your VA health care eligibility and register you for VA health care in anticipation of your release. (Please see page 8 for more information on how to contact the HCRV Specialist.) If you have already been released we encourage you to enroll in the VA health care system as soon as possible.

The **VA New Jersey Health Care System** provides a full range of primary and specialty medical care including mental health and substance abuse treatment, as well as homeless programs and women's health services. The VA New Jersey Health Care System is comprised of two main campuses and 10 Community Based Outpatient Clinics:

	<b>VA New Jersey Health Care System</b>	
<i>Main Medical Center Campuses</i>	<b>Lyons</b> 151 Knollcroft Rd Lyons, NJ 07939 (908) 647-0180	<b>East Orange</b> 385 Tremont Ave East Orange, NJ 07018 (973) 676-1000
	<b>Brick</b> (732) 206-8900	<b>Elizabeth</b> (908) 994-0120
<i>Community Based Outpatient Clinics</i>	<b>Ft. Monmouth</b> (732) 532-4500	<b>Hackensack</b> (201) 487-1390
	<b>Jersey City</b>	<b>Morristown</b>

(201) 435-3055

(973) 539-9794

**New Brunswick**  
(732) 729-0646

**Newark**  
(973) 645-1441

**Trenton**  
(609) 989-2355

**Paterson**  
(973) 247-1666

***Special Health Information for Veterans:***

Veterans, homeless, and incarcerated people are at high risk for **Hepatitis C (HCV)**, a serious disease that can cause cirrhosis (scarring of the liver) and liver cancer. You are at risk if:

- you ever used a needle to inject drugs;
- you had a blood transfusion or organ transplant before 1992;
- you were a health care worker and had contact with blood;
- you were on long-term kidney dialysis;
- your mother had Hepatitis C when she gave birth to you.

The Veterans Health Administration also recommends testing if:

- you are a Vietnam-era veteran;
- you have had exposure to blood on your skin;
- you have had multiple sex partners;
- you have tattoos or body piercings;
- you have ever snorted cocaine;
- you have liver disease;
- you have a history of drinking a lot of alcohol;
- you have had an abnormal liver function test.

If you think you are at risk, contact the nearest VA Medical Center after your release to be tested and seek HCV counseling.

***General Health Care Services:***

If you are ineligible for VA health care, free or low-cost health care may be available from the following sources:

1. **Department of Human Services (DHS)** can help you obtain health care if you are uninsured. Check the web at: [www.state.nj.us/humanservices/health\\_care.html](http://www.state.nj.us/humanservices/health_care.html). You can also call the Medical Hotline at (800)356-1561.
2. **National Health Care for the Homeless Council** has a list of health care providers working with homeless people across the nation. For a list of providers in your state, go to: [www.nhchc.org](http://www.nhchc.org).
3. **Free clinics** are run by many local organizations and communities. Look in the phone book blue pages under "Public Health" to contact local government office for clinics in your area.

## MENTAL HEALTH SERVICES

### *If you are eligible for VA Health Care:*

The **VA New Jersey Health Care System** provides a full range of inpatient, outpatient and residential treatment for veterans with mental health concerns. This includes help for issues like depression, anxiety, Post Traumatic Stress Disorder (PTSD), and Military Sexual Trauma (MST), as well as illnesses like Bi-Polar Disorder and Schizophrenia. There are also specialized services for veterans who served during Operation Enduring Freedom (Afghanistan) and Operation Iraqi Freedom (Iraq).

If you are still incarcerated the Health Care for Re-entry Veterans (HCRV) Program Specialist can speak with you in more detail about available programs and services that can meet your specific needs. (See page 8 for more information on how to contact the HCRV Program Specialist.)

If you have already been released, please see page 15 for the locations of VA New Jersey Health Care System campuses and clinics where you can access mental health services.

**SPECIAL NOTE:** If at any time after your release from incarceration you are in an emotional crisis, a national toll-free **Veterans Suicide Hotline** is available 24 hours per day, 7 days per week. Please call **(800) 273-TALK**.



In addition, **Vet Centers** provide readjustment counseling and outreach services to all veterans who served in any combat zone, and to any veteran who was sexually traumatized (regardless of gender or era of service) while serving in the military. Services are also available for their family members for military related issues. Veterans have earned these benefits through their service and all are provided at no cost to the veteran or family. The 232 community based Vet Centers are located in all fifty states, District of Columbia, Guam, Puerto Rico and the US Virgin Islands. In New Jersey, there are Vet Centers at the following locations:

<b>Jersey City</b>	<b>Newark</b>
110A Meadowlands Parkway Suite 102 Secaucus, NJ 07094 Phone: (201) 223-7787	2 Broad St., Suite 703 Bloomfield, NJ 07003 Phone: (973) 748-0980
<b>Trenton</b>	<b>Ventnor</b>
934 Parkway Ave. Suite 201 Ewing, NJ 08618 Phone: (609) 882-5744	Ventnor Bldg. 6601 Ventnor Ave. Suite 105 Ventnor, NJ 08406 Phone: (609) 487-8387

### ***General Mental Health Services:***

The following sources may be able to tell you where you can go to get help:

1. **National Alliance for the Mentally Ill** lists community mental health services providers at: [www.nami.org](http://www.nami.org) or call (800)950-6264.
2. **National Mental Health Association** offers support groups, rehabilitation, socialization, and housing services through 340 community organizations located across the country. Call (800) 969-NMHA, or find a local office online at [www.nmha.org](http://www.nmha.org)
3. **National Suicide Support Number** - (888)784-2433 (1-888-SUICIDE)

## **SUBSTANCE ABUSE TREATMENT**

If you have a history of abusing alcohol or drugs prior to your incarceration, you may want to seriously consider some type of treatment after your release even if many years have past since the last time you drank or used. Many people who have been clean and sober because of incarceration face challenges staying that way when they return to their communities because their thinking and behavior patterns have not really changed. Getting substance

abuse treatment can help you avoid temptations and stay on a positive path to achieve your goals after your release.

***If you are eligible for VA Health Care:***

The **VA New Jersey Health Care System** provides a full range of inpatient, outpatient and residential treatment for veterans with a wide range of substance abuse problems. This includes opiate substitution (methadone) treatment.

If you are still incarcerated the Health Care for Re-entry Veterans (HCRV) Program Specialist can speak with you in more detail about available programs and services that can meet your specific needs. (See page 8 for more information on how to contact the HCRV Program Specialist.)

If you have already been released please see page 15 for the locations of VA New Jersey Health Care System campuses and clinics where you can access substance abuse treatment services.

***General Substance Abuse Services:***

The following sources may be able to tell you where you can go to get help:

1. The Department of Human Services **Addictions Hotline of New Jersey** can refer you to local programs. Call (800) 238-2333.
2. **Focus On Recovery Helpline** - A 24-hour national alcohol and drug abuse addiction and treatment hotline: (800) 888-9383.
3. **Alcoholics Anonymous and Narcotics Anonymous** are 12-step recovery programs offering free support meetings throughout the state. Go to [www.AA.org](http://www.AA.org) or [www.NA.org](http://www.NA.org) to locate a meeting near you.

## **WOMEN VETERANS**

The **Women Veterans Health Care Program** is an integral part of the VA New Jersey Health Care System (VANJHCS) and the Veterans Integrated Service Network (VISN 3). The program goals are to present diverse and innovative programs that care for, educate, and support women veterans during all phases of their lives. The program focus is on the unique needs and issues facing women veterans including health promotion, disease prevention and

management, and emotional well-being. In addition, support and therapy groups for women who have suffered **Military Sexual Trauma** are offered. The Women Veterans Program Manager coordinates services and is available at both campuses of the VANJHCS. Call (973) 676-1000 x7108 (East Orange campus) or x4480 (Lyons campus).

## FINANCIAL ASSISTANCE

1. New Jersey's welfare program for families is known as **WorkFirst New Jersey Temporary Assistance for Needy Families (WFNJ/TANF)**. The state also has a program for single adults and couples without children, known as **WorkFirst New Jersey General Assistance (WFNJ/GA)**. To receive assistance you will need to cooperate with child support requirements if you have dependent children. You will have to work, actively look for work or participate in an approved work activity.
2. If you are unemployed with little or no income, you may be able to get **Food Stamps**, a benefit that helps low income people eat a nutritionally balanced diet.

Both WorkFirst NJ and Food Stamps are administered through county welfare agencies:

Agency	Phone	Fax
<b>Atlantic County Dept. of Family &amp; Community Development</b> 1333 Atlantic Ave. Atlantic City NJ 08401-8297	609-348-3001	609-343-2374
<b>Bergen County Bd. of Social Services</b> 216 Rte. 17 North Rochelle Park NJ 07662-3300	201-368-4200	201-368-8710
<b>Burlington County Bd. of Social Services</b> Human Services Facility 795 Woodlane Rd. Mount Holly NJ 08060-3335	609-261-1000	609-261-0463
<b>Camden County Bd. of Social Services</b> Aletha Wright Admin. Bldg. 600 Market St. Camden NJ 08102-8800	856-225-8800	856-225-7797
<b>Cape May County Bd. of Social Services</b> Social Services Bldg. 4005 Rte. 9 South Rio Grande NJ 08242-1911	609-886-6200	609-889-9332
<b>Cumberland County Bd. of Social Services</b> 275 North Delsea Dr. Vineland NJ 08360-3607	856-691-4600	856-692-7635

<b>Essex County Dept. of Citizen Services</b> Division of Welfare 18 Rector St., 9 <sup>th</sup> Fl. Newark NJ 07102	973-733-3000	973-643-3985
<b>Gloucester County Bd. of Social Services</b> 400 Hollydell Dr. Sewell NJ 08080	856-582-9200	856-582-6587
<b>Hudson County Dept. of Family Services</b> <b>Division of Welfare</b> John F. Kennedy Office Bldg. 100 Newkirk St. Jersey City NJ 07306	201-420-3000	201-420-0343
<b>Hunterdon County Div. Of Social Services</b> Community Services Center 6 Gauntt Place, PO Box 2900 Flemington NJ 08822-2900	908-788-1300	908-806-4588
<b>Mercer County Board of Social Services</b> 200 Woolverton St., PO Box 1450 Trenton, NJ 08650-2099	609-989-4320	609-989-0405
<b>Middlesex County Board of Social Services</b> 181 How Lane, PO Box 509 New Brunswick, NJ 08903	732-745-3500	732-745-4558  <b>WFNJ</b> 732-745-4555
<b>Monmouth County Div. of Social Services</b> Kozloski Rd., PO Box 3000 Freehold, NJ 07728	732-431-6000	732-431-6017  <b>WFNJ</b> 732-431-6267
<b>Morris County Office of Temporary Assistance</b> <b>Program Services</b> 340 W. Hanover (Morris Twp.) PO Box 900 Morristown, NJ 07963-0900	973-326-7800	973-829-8531
<b>Ocean County Board of Social Services</b> 1027 Hooper Ave., PO Box 547 Toms River, NJ 08754-0547	732-349-1500	732-244-8075  <b>WFNJ</b> 732-473-0669
<i>*Northern Satellite Office</i> <i>Northern Ocean County Resource Center</i> <i>225 Fourth St.</i> <i>Lakewood, NJ 08701</i>	732-370-8854	732-905-9797
<i>*Southern Satellite Office</i> <i>The Commons at Stafford Business Park</i> <i>325 Recovery Rd.</i> <i>Manahawkin, NJ 08050</i>	609-978-2100	609-978-2126

<b>Passaic County Board of Social Services</b> 80 Hamilton St. Paterson, NJ 07505-2060	973-881-0100	973-881-3232
<b>Salem County Board of Social Services</b> 147 S. Virginia Ave. Penns Grove, NJ 08069-1797	856-299-7200	856-299-3245
<b>Somerset County Board of Social Services</b> 73 E. High St., PO Box 936 Somerville, NJ 08876-0936	908-526-8800	908-231-9010
<b>Sussex County Div. of Social Services</b> 83 Spring St., PO Box 218 Newton, NJ 07860-0218  <b>(Note change of address, above)</b>	973-383-3600	973-383-3627
<b>Union County Div. of Social Services</b> 342 Westminster Ave. Elizabeth, NJ 07208-3290	908-965-2700	<b>WFNJ</b> 908-965-2758
<b>Warren County Div. of Temporary Assistance and Social Services</b> Court House Annex Second & Hardwick Sts., (501 Second St. -mailing) Belvidere, NJ 07823	908-475-6301	908-475-1533

3. If you are disabled and know you will not be able to return to work in any capacity, you can apply for **Supplemental Security Income (SSI)** benefits from the Social Security Administration before your release, even though you won't receive the benefits until after you are released. Generally applications for Food Stamps can made together with SSI. Normally, it takes about three months to review an application, so apply well before your release date. It is best to get help filling out the application. For detailed information or assistance:

- Call (800) 772-1213
- Check the phone book blue pages for your local Social Security Administration office
- Go to: <http://www.ssa.gov/notices/supplemental-security-income/>

4. If you are disabled due to your military service or disabled and served during a period of combat, you can apply for **VA Service Connected Compensation and/or a VA Non-Service Connected Pension** from the Veterans Benefits Administration of the

Department of Veterans Affairs. In addition, the Department of Veterans Affairs publishes a booklet called “Federal Benefits for Veterans and Their Dependents” that describes the types of benefits available and lists the addresses and phone numbers for VA facilities nationwide. For detailed information or assistance:

- Call (800) 827-1000

- Write to:

U.S. Department of Veterans Affairs – Regional Office Newark  
20 Washington Place  
Newark, NJ 07102

- Go to [www.vba.va.gov](http://www.vba.va.gov)
- Please also refer to Section III (“VA Benefits and Entitlements”) for additional information on this topic.

## LEGAL HELP

Most law is state-specific, and the law in the state where you live or where the problem occurred governs most common legal problems. When looking for legal help, make sure that information you find applies to your state, or that the lawyer or other service provider is qualified to work in your state.

1. The **American Bar Association** has a web site with guidelines about free legal services and links to directories of legal aid offices and pro-bono programs. Go to: [www.abanet.org](http://www.abanet.org)
2. **Legal Services of New Jersey** has a toll-free hotline open Monday – Friday, 9:00 a.m. to 4:30 p.m. Call (888) 576-5529, or go the website: [www.lsnj.org](http://www.lsnj.org). Legal Services of NJ can help you with civil, not criminal cases.
3. **Pine Tree Legal Assistance** has an online list of organizations across the nation that provides free legal help to clients who qualify. Go to [www.ptla.org/links/services.htm](http://www.ptla.org/links/services.htm)
4. **NJ Child Support** has a website that assists parents with child support requirements. Child support is more than just money. It is the responsibility of each parent - both mother and father - to make sure their child has enough food to eat, clothes to wear and a safe place to live. Regardless of their living situation or relationship, both parents

must provide the financial and emotional support a child needs to grow into a responsible adult. Call (877) NJ-KIDS-1 or go to [www.njchildsupport.org](http://www.njchildsupport.org).

## **SECTION III: VA BENEFITS & ENTITLEMENTS**

This section applies to veterans who are already receiving disability VA benefits. If you want to apply for VA benefits, please refer to the "Financial Assistance" section, pages 23 - 24.

The Veterans Benefits Administration of the Department of Veterans Affairs has a Regional Office (VARO) in Newark, NJ:

**U.S. Department of Veterans Affairs – Regional Office Newark**  
**20 Washington Place**  
**Newark, NJ 07102**  
**(800) 827-1000**

### **BENEFITS PAYMENTS WHILE INCARCERATED**

There is a 60-day "grace period" following a conviction when you may still receive full benefits. To avoid an overpayment, it is important that you notify the VA Regional Office (VARO) immediately when you go to prison if you are receiving payments. If you do not notify the VA and receive overpayment, you and your family will lose all financial payments until the debt is paid. The VA considers it to be the veteran's responsibility and fault if this occurs because the veteran failed to notify the VA of his or her incarceration. Attempts to obtain a waiver in these situations of overpayment are often unsuccessful.

*For example: Joe is a veteran who receives a VA pension. He commits a crime, is convicted and incarcerated, but does not tell the VA right away and keeps getting paid for 6 months. After serving his sentence of 18 months, he is released and applies to the VA to have his pension reinstated. He will have an overpayment that must be recovered from the reinstated benefits. Until the overpayment is recovered, Joe will have to go without that income.*

## APPORTIONMENT

Legally a veteran can only receive a portion of the full amount payable for his or her disability rating while incarcerated, but the remaining balance may be “apportioned to the individual’s dependent family”. This means your dependant family members (spouse, children, or dependent parents) may be able to receive part of your benefits while you are incarcerated. VA regulations clearly specify an apportionment amount will only go to family members if they can show financial need.

To apply for apportionment, you must send a letter to the VA Regional Office (VARO) that identifies yourself as the veteran and your spouse, children and/or parent as dependents. You must clearly state that you are requesting an apportionment of your VA benefits.

In deciding whether any apportionment is appropriate, the amount of the apportionment, and to whom it will go, the following factors are considered:

- The family member’s income and living expenses;
- The amount of compensation available to be apportioned;
- The needs and living expenses of other family members; and
- Special needs of any of the family members.

*For example: Tom is rated as 80 percent disability (80% service connected). While incarcerated he can only receive the amount he would get if he was 10 percent disabled (10% service connected). However, his family may be apportioned up to 70 percent, the difference of the 80 percent rating. (80% service connected minus 10% service connected = 70% service connected. The 70% goes to Tom’s family.)*

There is a 60-day “grace period” following conviction where the veteran or dependent family members (also called Dependency or Indemnity Compensation (DIC) recipients) may still receive full benefits. If the veteran continues to receive benefits after the 60-day period, it will result in an overpayment. The VA considers it to be the veteran’s responsibility and fault if this occurs because the veteran failed to notify the VA of his or her incarceration. Attempts to obtain a waiver in these situations of overpayment are often unsuccessful. As a rule, the veteran loses most, if not all, financial benefits until the VA recovers the entire overpayment. It has also been a standard procedure that the family will not be entitled to receive an apportionment until the debt is completely recovered.



It is important to remember that most VA decisions, including those on apportionment, can be appealed to the Board of Veterans Appeals and, if need be, to the Court of Appeal for Veterans Affairs.

## **RE-STARTING BENEFITS AT RELEASE**

The VA Regional Office (VARO) needs formal notification from the prison of your release in order to re-start benefits. This means you need to take your release papers from prison to the VARO in person. The sooner that documentation is provided to the VARO, the sooner the VARO can begin to process your request. Your award for compensation or pension benefits should resume from the date you are released, as long as the VA receives notice of your release within one year.

Alternatively, you can complete Form 21-4193 (Notice to Department of Veterans Affairs of Veteran or Beneficiary Incarcerated in Penal Institution) before your release, have it signed by a prison official and submitted to the VA Regional Office.

## **SEEKING HELP AFTER RELEASE**

If you would like to get benefits or if you think you have a pending claim before the VA, it is best to get professional help to assist you.

Many Veterans Service Organizations (VSO's) have trained staff who can help you with your VA claim, and can legally represent your claim before the VA. Some also help homeless and at-risk veterans find the support services they need. The following are some VSO's in New Jersey you can contact:

<b>AMVETS</b>	(973) 645-3544
<b>American Legion</b>	(973) 645-3614
<b>Catholic War Veterans</b>	(973) 645-3744
<b>Disabled American Veterans</b>	(973) 645-3797
<b>Eastern Paralyzed Veterans of America</b>	(973) 645-6068
<b>Jewish War Veterans</b>	(973) 645-3490
<b>Military Order of the Purple Heart</b>	(973) 645-3973

<b>New Jersey Department of Military and Veterans Affairs</b>	(973) 645-3596
<b>Veterans of Foreign Wars</b>	(973) 645-3744
<b>Vietnam Veterans of America</b>	(973) 645-3917

Although we encourage you to seek the aid of a service representative, you may choose to apply for VA benefits on your own:

- Write the VARO or find the forms online at: [www.va.gov/vaforms](http://www.va.gov/vaforms)
- You can also apply for certain benefits online at:  
<http://vabenefits.vba.va.gov/vonapp/main.asp>

## DISCHARGE UPGRADES

If you are not eligible for VA benefits and services because of the character of your military discharge (such as “Dishonorable” or “Bad Conduct”) you can consider applying for a discharge upgrade from the Military Discharge Review Board. This is a complicated process that involves a lot of hard work on your part. Here are a few important points:

1. Because of the time consuming nature of the discharge upgrade process and the need to collect documentation, we strongly suggest you wait until after your release before applying for a discharge upgrade.
2. If / when you do undertake an application, we strongly urge you to get help with the process. We suggest you contact a **Veterans Service Organization** (see list above) or contact the **State of New Jersey Department of Veterans and Military Affairs** at (888) 8NJ-VETS, or go to:  
<http://www.state.nj.us/military/veterans/index.html>
3. The **American Legion** has developed a [Guide To Filing Military Discharge Review Board And Board For Correction Of Military Records Applications](http://www.legion.org/documents/legion/pdf/dodguide.pdf) that gives a good overview of the application process, suggestions and information about what to expect. It is available online at:  
<http://www.legion.org/documents/legion/pdf/dodguide.pdf>

## SECTION IV: RESOURCES

### CHECKLIST

#### Using This Guide

- Make a list of your needs.
- Ask about classes or resources to help plan for release.
- Learn about available housing options in your local area.
- Learn about job resources and create a plan to find a job.
- Learn about health care programs and what services are available to you.
- Learn about the resources available for substance abuse and mental health treatment in your area.
- Learn about your options to get financial assistance and to take care of other legal issues.
- Make a list of who may be able to help you.
- Contact organizations about what services they have to offer.
- Write down the steps you take so that you do not repeat them.

#### Veterans Benefits

- If you are not currently receiving benefits, find out if you can or should be.
- Contact a Veterans Service Organization to represent you and help you file a claim.
- If you are receiving benefits, notify the VA when you go to prison to avoid an overpayment.
- Apply for an apportionment so that some of your benefits may be given to eligible family members.
- Notify the VA immediately when released to re-start receipt of benefits.

## FORMS

Below are brief descriptions of forms needed to file for certain VA benefits. Be sure you use a return address where mail will get to you as quickly as possible. Make photocopies of all forms for your records before sending your packet to the VARO nearest you.

- **VA Form 21-526 - Application for Compensation or Pension:** must be filed to apply for compensation or pension. Mail your DD-214 and the following forms to the VARO nearest your release destination 30 to 45 days before release.
- **VA Form 21-4138 - Statement in Support of Claim:** lets you explain why you deserve the benefits you are asking for because of your disability or disorder. It is best to have an experienced service representative help you complete the form.
- **VA Form 21-4142 - Authorization for Release of Information:** if you have received medical or mental health care that may be relevant to your claim from anyone other than a VA Medical Facility, you need to fill out this form giving permission for release of medical records to the VA.
- **VA Form 10-10EZ - Enrollment for Medical Benefits:** is used by the VA to determine if you can receive medical benefits. Complete the form and bring it with you to the VA medical facility where you will seek evaluation for treatment.
- **VA Form 28-1900 - Vocational Rehabilitation for Disabled Veterans:** is needed to apply for the vocational rehabilitation program that helps veterans who were disabled during their service reach maximum independence in daily living, learn the skills needed to get a job, and find and keep a job. Send this form to the VARO in your area 10 to 15 days before your release.
- **VA Form 70-3288 - Request for and Consent to Release of Information from Claimant's Records:** is used to get records relevant to your claim from VA facilities (Regional Offices, medical centers, outpatient clinics, and Vet Centers). Request a fee waiver under section 38 C.F.R. Sec.1.526 (h), which requires the VARO to provide a veteran with one set of his or her records free of charge.