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Governor



# STATE OF NEW JERSEY Community Resource



# TOOL KIT



# FORWARD

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The safety of a neighborhood is an important indicator of a community's overall economic and social health. Neighborhood safety is not only about arresting those who commit crime; it is also about preventing crimes before they start and ensuring that communities have access to the resources and services necessary to help youth turn away from the culture of crime and violence. To that end, as part of the Governor's *Strategy for Safe Streets and Neighborhoods*, the State of New Jersey has developed a comprehensive delinquency prevention strategy that not only targets youth and their families but also focuses on providing tools to the local community.

This Community Resource Tool-Kit is a guide to assist individuals or groups in identifying a public safety problems and developing a strategies to address them. Based on the guiding principles of increasing collaboration, using data to define problems, and evaluating the chosen strategies, the Tool-kit provides communities with informational resources that will assist in the development and implementation of local crime prevention strategies.

The Tool Kit is designed to empower local communities by information on local, state and federal resources, model programs, community mobilization, coalition building, public and private funding sources and contact information for county and state programs and resources. Used in conjunction with the other components of the Governor's *Strategy for Safe Streets and Neighborhoods*, Tool Kit can assist local communities become better organized, and as a result safer. And because safer communities have the infrastructure necessary to support their commitments to youth with real action, safer communities are the key to a brighter future for all New Jersey's residents.



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## GETTING STARTED

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Building a healthy and safe community requires a coordinated and sustained effort by its stakeholders. The primary building blocks in the foundation of a safe and healthy community are the residents who live and work in the community on a daily basis. Residents are the life of a community who give it its personality, image, history and legacy. Residents are also essential to addressing the challenges that face a community.

Understanding that addressing a community challenge requires the assistance of all stakeholders, success is most often observed when the residents are an integral part of the process from the beginning. The process for engaging residents in community based problem solving can be challenging. However, communities can achieve success when they engage in a process that uses data to define the problem; organize and mobilize around the defined problem collaborate with community partners to solve the problem; and sustain productive efforts through identification of resources and evaluation.

### What is Community?

A Community can be defined as the following:

- A Neighborhood or group of neighborhoods
- A City or section of the city
- A group of people within a geographic area
- People who share a common experience, age, heritage, faith, profession, or belief

A community can be defined in a variety ways and the key to beginning to address a community challenge is to determine which community you and your group will be working with. It is important to keep in mind that although your group may want to address a variety of challenges from the onset, it is better to start off small and build upon your successes. The key to success is to begin by identifying the community challenge that the group wants to address.

# COMMUNITY ORGANIZING BASICS

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## What is Community Organizing?

Community organizing is bringing people together to focus on a specific problem or set of problems. Organizing defines collective goals and develops a strategic plan for accomplishing those goals. In a nutshell, community organizing is focused problem solving that requires people and institutions to work in partnership to achieve a specific outcome.

### Community Organizing is:

- Civic activity
- Bringing people together to define goals and make change
- Bringing people together to sustain action over time
- Motivating people
- Creating a new capacities

## Common Myths about Community Organizing

- Myth 1:** *Organizing is code language for a political ideology.*  
Effective community organizers hold politically diverse ideas and often seek to collaborate with diverse groups in order to achieve the group's goals.
- Myth 2:** *Organizing is a synonym for "outreach and advocacy"*  
Outreach and advocacy are only two of the many tools used by community organizers to bring people together and to influence change.
- Myth 3:** *Organizing relies on confrontation and promotes conflict, not consensus.*  
Organizing is based on shared goals and consensus. While conflict may assist in mobilizing individuals to build consensus and/or to take a stand on a particular issue, the ultimate goal is always success through collaboration.
- Myth 4:** *Organizing only applies to grassroots mobilizing.*  
The techniques of community organizing can be used by all organizations.
- Myth 5:** *Organizing is about protesting.*  
Protesting is just one of the many strategies that may be used by community organizers to gain public attention. True community organizing is not solely about protesting but about bringing people together to develop strategies to address defined problem.

*The key to community organizing is to develop strategies that are tailored to meet the needs of your community!*



# HOW DO YOU BEGIN TO ORGANIZE YOUR COMMUNITY?

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More often than not a negative event /occurrence within a community will influence residents and stakeholders to come together to establish an agenda for change. Listed below are **three** critical steps in community organizing:

- Step 1: Establish a Steering Committee
- Step 2: Information Gathering: Conducting a Community Forum
- Step 3: Define the Problem and Set Goals

## STEP 1 Establish a Steering Committee

### **How Do You Establish A Core Group?**

To establish a core group requires time, dedication and the commitment of a few dedicated residents that want to bring about change. This process usually begins with the vision and desire of one person or a small group.

Once a problem has been identified that a community wants to address, usually the person with the “vision” will convene a small group of people, no more than eight individuals, to begin discussing the nature and extent of the problem.

The key to success in this phase of the process is to make sure that a dedicated group of people remain consistent throughout the process. A member of the steering committee should be designated to maintain meeting minutes and notes on the intended plan of action. In the event of a change in the membership of the core group/steering committee it is important that the meeting minutes /notes are passed on so as not to cause a break in the momentum of the group.

### **Who should be a part of the Steering Committee?**

The Steering Committee should comprise of a maximum of eight people. The committee should be made up of a diverse group of people who share a common goal. The exact membership of the core group will depend on the problem your community is seeking to address.

At this phase of the process it is **not** imperative that you have a significant number of organizations represented. The key is to identify one or two persons who will make a commitment to the issue and who have the ability to mobilize a diverse group of people representing a variety of interests.

## STEP 2

# Information Gathering: Conducting Community Forums

When seeking to set a crime prevention agenda it is important to collect information from a variety of sources. To begin the process of gathering information it is important that community organizers do their "homework." An effective community organizer whether paid or unpaid should have some baseline knowledge about the nature and extent of the problem or problems that the community is seeking to address.

Background information may be gathered from newspaper articles, the internet, academic journals, interviews, surveys, focus groups, review of local ordinances and/or other reliable sources of information. Whatever method your community determines is the most effective means to gather information, it is important collect information from a variety of sources, especially from those residents and/or organizations that are directly related to the problem or problems the community is seeking to address.

Sources of information include but are not limited to:

- Residents
- Block Associations
- Police
- Community Based Organizations
- Faith Community
- Local Government

One of the most effective means to collect information and to get a sense of community concerns is to organize a community forum. A community forum is a public meeting for the community and when successfully planned and hosted the results are positive and often provide organizers with a wealth of information.

Below is a guide to planning a successful community forum. This information was adapted from "A Guide to Organizing Community Forums" prepared by Community Catalyst, Inc.

## The Plan

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### **WHY ARE YOU PLANNING THIS EVENT?**

- What is the goal of the forum?
  - To inform residents about a neighborhood problem?
  - To recruit volunteers to join a block association/watch, community group etc?
  - To raise awareness about a change to a local public safety ordinance

## **WHAT INFORMATION DO YOU WANT TO COMMUNICATE?**

- What are the essential messages and relevant facts you want the audience to take away from the forum?
  - Contact numbers
  - Information on how individuals/groups can get involved with the initiative
  - General information about the problem the community is seeking to address

## **WHAT TIME CONSTRAINTS ARE YOU WORKING AGAINST?**

- Does the issue the community is seeking to address have time constraints or deadlines?
- (e.g., organizing a forum to raise awareness about proposed changes to a local ordinance that calls for public/community feedback)
- Is the target audience directly affected by the problem?

## **WHAT WILL BE THE FORMAT OF THE FORUM?**

- Panel discussion
- Individual presentations by invited speakers
- How much time will each speaker have to make their presentation?
- Will there be time for questions and answers?
- How much time for questions and answers?

## **WHO SHOULD SPONSOR THE FORUM?**

- Residents
- Neighborhood Associations
- Local Community Organizations
- Does your organization have the resources (e.g., money, personnel, etc.) to put sponsor the forum? If not, should you collaborate with another organization?
- Would collaborating on the forum with another organization benefit your effort (e.g., broader appeal, higher visibility, more resources, etc.)?

## **WHO WILL BE RESPONSIBLE FOR PERFORMING WHICH TASKS?**

- Who will be responsible for the following:
  - Securing the meeting space
  - Moderating the meeting
  - Contacting speakers
  - Preparing handouts (If Applicable)
  - Providing refreshments (If Applicable)

**NOTE:** Be sure everyone involved with the forum understands her/his role and responsibilities.

## The Audience

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### **WHO IS YOUR TARGET AUDIENCE?**

When organizing a community forum you want to make sure that the target audience is clearly defined. Be as specific as possible to ensure that you are inviting the groups that are most affected by the problem you are seeking to address.

**What groups are you trying to reach?**

- School-Aged Youth
- Parents
- Faith-Based Community
- Elected Officials
- Local Law Enforcement (County Prosecutor's Office, Police Department, County Sheriff's Office)
- Local Government Officials (e.g., sanitation, parks and recreation, animal control, etc.)
- Senior Citizens
- Neighborhood Watch Groups / Block Associations

### **HOW WILL YOU REACH THE MEMBERS OF YOUR TARGET AUDIENCE?**

Community outreach is critical when planning a community forum. When "advertising" your forum you want to make sure that you reach your target audience. Place information about the forum in areas that are known to your target audience.

Suggested examples to get the word out about your forum include but are not limited to:

- Email
- Text Messages
- Public Service Announcements (PSAs)
- Ads on the local Public Access Channel
- Social networking web-sites
- Agency web-sites
- Laundromats
- Business District
- Post Office
- Health Offices/Clinics
- Door-to-Door Flyer Distribution
- Governmental Agencies
- Nail Salons
- Beauty Shops/ Barber Shops
- Supermarkets

## **HOW WILL YOU GET YOUR TARGET AUDIENCE INTERESTED IN YOUR FORUM?**

The announcement for the forum should appeal to your target audience:

- What will you say?
- How will you say it?
- When and where will you say it?
- Text should be short, simple and easy to read
- Layout should be bold to attract attention

## **ARE THERE OTHERS THAT SHOULD ATTEND THE FORUM?**

After you determine your target audience are there other stakeholders that should be invited to attend this forum?

- Legislators and/or elected officials
- Funders (If appropriate)
- Media
- Members of the school board

## **The Presenters**

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### **WHO WILL BE INVITED TO SPEAK?**

Who should be invited to speak is directly linked to your overall goal of why you are planning the forum and may have a direct impact on attendance. When selecting your speakers make sure that the speakers appeal to the target audience and have knowledge about the topic on which they will be speaking.

- Does your forum call for a nationally recognized speaker / expert?
- Should local stakeholders be included?
- Will you invite a diverse group of speakers representing various interests?
- Does your speaker appeal to the target audience?
- Does your speaker have a track record of delivering messages appropriate for the target audience?

### **WHO WILL BE RESPONSIBLE FOR MAKING WHICH ARRANGEMENTS WITH SPEAKERS?**

- Who will contact speakers?
- Who will approve the speaker list?
- Who will gather information from speakers (e.g., handouts that need to be copied, biographical information for program, audiovisual needs, etc.)?
- Who will make transportation or lodging arrangements for speakers? *(if applicable)*

## **ARE SPEAKERS FAMILIAR WITH THE OVERALL STRUCTURE OF THE FORUM?**

- Have you shared a draft of the agenda with the speakers?
- Are speakers comfortable with the expected order of the presentations and the time they are allotted to speak?
- Have you discussed the content of their remarks?
- Are speakers expected to remain for the entire program?
- Will speakers answer questions after their individual presentations or at the end during the question and answer segment?

## **WHAT ARE THE NEEDS OF SPEAKERS?**

- Will the speaker(s) require transportation or lodging?
- Who will pay?
- Are speakers clear about which costs your organization will cover and which it will not?
- Will speakers need to use audiovisual equipment (e.g., overhead or slide projectors, video players, etc.)?
  - Who will provide audiovisual equipment?

## **The Meeting Space**

### **WHERE WILL THE FORUM BE HELD?**

- Are there meeting spaces available that might be low-cost or free of charge?
  - Community centers, school auditoriums/ cafeterias, local faith-based organizations, local colleges/universities, libraries
- What is the seating capacity?
- Is the meeting space convenient for the target audience to get to?
  - Is the meeting location near public transportation?
  - Is there on site parking on or close to the building?
- Is the meeting space only available on certain days of the week or at certain times?
- Is the meeting space accessible to people with disabilities?
- Can refreshments be served?
- Can children be in the meeting space?
- What is the availability of
  - Air Conditioning
  - Heating
  - Sound Systems
  - Extra chairs
  - Elevators
  - Outlets
  - Lighting
  - Audiovisual equipment
  - Facilities manager
  - Security

## Meeting Logistics

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- Who will visit and inspect the meeting space before reserving it?
- Who will serve as liaison with the owner/renter of the meeting space?
- Will there be any set-up required (e.g., of folding chairs or audiovisual equipment) on the day of the forum?
- Will there be a sign-in sheet/guest book (for names, mailing addresses, telephone numbers and e-mail addresses of attendees)?
- Will there be nametags and markers for the attendees?
- Will there be brief feedback forms for audience members to write comments/suggestions on and return before leaving the forum?
- Has the agenda been ordered in a strategic way that will allow the forum to flow smoothly (e.g., given the subjects of their presentations, which speakers should follow other speakers)?
- Will there be information packets or other handouts available at the forum in addition to the agenda?
- Who will be in charge of preparing (e.g., designing, copying, collating) these materials? How will they be distributed (e.g., placed on seats, arranged on a table, handed out)?
- Will you require the services of a sign language interpreter or translator?
- Will there be time for attendees to ask questions of the speakers?
- Will you need to provide a microphone (e.g., freestanding or hand-held and passed around) for attendees who wish to ask questions?
- Will refreshments be provided? Bought and brought? Catered?
- Who will be responsible for the food and drink arrangements?

## Meeting Costs

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- How much can your organization spend on the forum?
- Can you collaborate with partners and share costs?
- What funding sources might be available (e.g., grants or donations)?
- What costs might be speaker-related (e.g., honoraria, travel, lodging)?
- What costs might be publicity-related (e.g., design, copying, etc.)?
- What other costs might be anticipated (e.g., meeting space rental, audiovisual equipment, refreshments, etc.)?
- Are there ways to decrease costs (e.g., holding forum in a free community space, inviting speakers who will speak for free, soliciting donations from community businesses, requesting help from volunteer groups, etc.)?
- Who is responsible for keeping track of forum costs? Who is responsible for authorizing payments? Is this the same individual? If not, are these two individuals communicating and in agreement on available forum funds?
- Which charges will need to be paid up front and require presently available funding (e.g., meeting space deposits, food costs)?
- Which payments can be made at a later date (e.g., speaker reimbursements)?

## Day of the Meeting

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Be sure that everyone involved with organizing the forum is clear about who is responsible for the following important tasks:

- Unlocking meeting space
- Arranging seating
- Connecting audiovisual equipment
- Delivering and setting up refreshments
- Posting signs at site giving location of and directions to meeting place
- Attending to the attendees
- Attending to the speakers
- Handing out or making information packets/sheets available
- Emceeding forum
- Operating audiovisual equipment, lights, sound, thermostat
- Keeping track of presentation times
- Picking up the sign-in sheets and feedback forms
- Tracking attendance by counting the number of attendees
- Recording the forum
- Cleaning and locking meeting space when forum is over

## POTENTIAL BARRIERS TO A SUCCESSFUL COMMUNITY MEETING

### **BARRIER #1: BAD FORUM LOCATION**

- Visit and inspect the meeting space before you reserve it
- Ask questions about the facility and surrounding neighborhood
- Pick a meeting space that is convenient for your target audience to get to (e.g., near public transportation, with available parking space, wheelchair-accessible).
- Find a meeting space that is well known to your target audience (e.g., a community center or neighborhood school, space in a popular downtown area).
- Choose a meeting space in an accessible, safe, well-lit area
- Work with members of your target audience to determine what might be an appropriate meeting space

### **BARRIER #2: LACK OF AWARENESS AMONG TARGET AUDIENCE ABOUT FORUM**

- Identify your target audiences as specifically as possible.
- Outline publicity strategies tailored specifically to your identified target audiences.
- Have community members do outreach in their own communities.
- Begin publicizing your forum early enough to allow interested individuals time to call for more information and make arrangements in their schedules to attend.
- Publicize using media appropriate for your target audience (e.g., radio programs and newspapers geared to your target audience, flyer distribution near workplaces and stores in targeted communities).



### **BARRIER #3: LACK OF UNDERSTANDING/COMMUNICATION OF IMPORTANCE OF FORUM**

- Provide background information relevant to your target audience in promotional materials.
- Make promotional materials clear (e.g., use common words when possible) and concise (e.g., limit the length of written ads to one page).
- Include contact number with promotional information that individuals can call to ask questions about the forum.
- In promotional materials and when responding to information requests, be clear why it is important for the target audience to attend the forum.
- Consult with members of the target audience when developing publicity strategy and promotional materials.

### **BARRIER #4: TARGET AUDIENCE DOES NOT IDENTIFY WITH SPEAKER/ISSUES**

- Create promotional materials to appeal to your target audience.
- Include actual members of target audience in publicity development.
- Gather data about target audience interest in forum topic (e.g., focus groups, street polls, surveys).
- Invite speakers known to and respected by your target audience. Choose speakers who are members of your target audience.
- Provide contact number that individuals can call to ask questions.

### **BARRIER #5: FORUM SCHEDULING CONFLICTS**

- Consult with and listen to members of your target audience before scheduling the forum.
- Include members of the target audience when planning date and time of the forum.
- Be aware of other events happening in the area around the proposed date and time of your forum. Avoid dates (e.g., weeks of religious observance) and times (e.g., work hours) that might be problematic for members of your target audience.

### **Suggested Groups to invite to a Community Forum**

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The issue that your community is seeking to address will shape your invitee list. When seeking to address crime related problems you may want to consider inviting the following; (This list is not exhaustive)

- |   |   |
|---|---|
| <input type="checkbox"/> Residents  | <input type="checkbox"/> Church groups and religious/faith-based organizations                |
| <input type="checkbox"/> Block Associations/ Block Watch Groups                                 | <input type="checkbox"/> Local affiliates of national organizations (e.g., AARP, NAACP, YWCA) |
| <input type="checkbox"/> Local Government ( Mayor's Office, Public Works, Parks and Recreation) | <input type="checkbox"/> Community action and consumer advocacy groups                        |
| <input type="checkbox"/> County Prosecutor's Office   | <input type="checkbox"/> Grassroots groups working in low-income communities                  |
| <input type="checkbox"/> County Sheriff's Office  | <input type="checkbox"/> Agencies focusing on children and families                           |
| <input type="checkbox"/> Public School Officials  |   |
| <input type="checkbox"/> Local Colleges   |   |
| <input type="checkbox"/> Local Police Department  |   |

## STEP 3

# Define the Problem and Set Goals

### How Do You Define the Problem?

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Often the residents who live and work in the community are already aware of the problems facing the community. In such cases, the challenge may be getting the residents to organize and band together to develop an appropriate solution. But regardless of what ultimately motivates residents to organize, two critical steps toward actually addressing the problem are to identify and define it

There are significant differences between identifying the problem and defining the problem. Identifying the problem is an acknowledgement that a problem exists. Once a problem has been identified, it should be defined. Defining a problem entails using data from a variety of reliable sources to describe the nature and extent of the problem. Defining the problem will assist in setting achievable goals and developing an appropriate strategic response and is key to sustaining the efforts of block associations especially as they grow and seek to become formal entities with the ability to secure grants and/or raise capital.

Defining the problem entails answering the Who?, What?, When?, Why, Where?, and How?

#### Who

Who is affected by the problem you are trying to address? Youth, families, elderly, community at-large, girls, boys, schools, etc.? Who is creating the problem? Youth, Individuals addicted to drugs, wild animals (rodents), etc.?

Who can assist in addressing this problem? Community, Schools, local government, police, residents, local businesses

#### What

What is the problem the community wants to address? Crime, poor lighting, excessive trash, activities for youth, stolen cars, vacant properties?

#### When

When is the defined problem the worst? Summer, after school, dusk, late night, early morning, holiday season?

## Why

Why is the identified problem a challenge facing the community? Does the problem interfere with children playing outside? Are residents nervous about participating in community events?

## Where

Where is this problem the worst or where does it most often occur? Is the problem concentrated in a certain area of the community? Is the problem confined to the business district? Is the problem confined to the parks, abandoned homes or vacant lots?

## How

As a community how can you begin to address the defined problem? Organizing residents by starting a block watch or association; participating in local government; staying motivated, developing a strategy to address the problem; working with local community boards, local law enforcement, business and the community at-large to implement the strategy?

Once the problem has been identified, the group may use the following sources as a means to further define the problem:

- Talking with residents in the target area
- Resident surveys
- Using data from sources such as the local police, published reports, census, Internet
- Community assessments

Whatever residents determine is the best means to gather information, the key is to use the data in the formulation of the strategy to address the problem. Neither your problem nor your strategy needs to be complicated to benefit from effective organizing.

Community problems that can be addressed through organizing are:

- Vacant properties
- Abandoned cars
- Burglaries
- Poor street lighting
- Residents who do not know each other
- Loitering
- Animals

Any number of problems can be addressed at the local level. Groups should keep in mind that the problems they are seeking to address did not develop overnight and will not go away overnight. Addressing a problem requires:

- All interested parties have a willingness to work together
- Group organization
- Ownership of the problem
- Patience
- Flexibility
- Determination
- Willingness to stay focused on the problem when results are not immediate

An effective way to organize the community is to establish block associations/neighborhood watch programs

## **SWOT Analysis:**

**SWOT** is an acronym for an organization's strengths, weaknesses, opportunities, and threats.

A SWOT analysis is broken into two main components -- internal issues (strengths and weaknesses) and external issues (opportunities and threats).

Conducting a SWOT analysis is a valuable strategic planning tool, because it focuses on the organization on the nature of its position within a community. The following are definitions of the four components of the SWOT analysis:

- **Strength** - something an organization is doing right or is good at. It may be a skill, a competence, or a competitive advantage the organization has over others.
- **Weakness** - something an organization lacks or does poorly as compared to others, or a condition that puts it at a disadvantage or impedes success.
- **Opportunity** - a realistic avenue for future development and where an organization has the most potential to develop a unique position or advantage.
- **Threat** - an external environmental factor that can lead to a decline in an organization's future performance.

Conducting a SWOT analysis is like setting up a strategic balance sheet in which strengths can be thought of as assets and weaknesses as liabilities, and where opportunities and threats are future assets or liabilities, respectively.

Here are some thoughts to consider when doing a SWOT analysis:

## **STRENGTHS**

Describe the Strengths of the team or organization. Consider these factors:

- Unique capabilities.
- Natural advantages.
- Existing local resources.

## **WEAKNESSES**

- Describe the Weaknesses of the team or organization. Consider these factors:
- Achilles heel?
- Disadvantages.
- Resource and capability limitations.

## **OPPORTUNITIES**

Describe what Opportunities your team or organization could seize upon to capitalize on situations such as these:

- Changes in the social, economic and political environment.
- New technology and processes.
- Lack of current Community Network resources.
- Unmet community needs.
- Partner, staff and community capabilities.
- Size, location and strategic positioning.
- Organization flexibility and focus.

## **THREATS**

Describe what Threats will prevent your team or organization achieving its objectives. Consider these factors:

- Resistance to change.
- Lack of interest or motivation.
- Lack of commitment.
- Lack of flexibility or focus.
- Mismatch of skills and resources with the strategic direction.
- High risks or impossible odds.

## SETTING GOALS

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Once you have used data to define the problem and conducted a SWOT analysis, you are ready to establish your goals.

Goals are defined as the broad results your group is seeking to achieve. Goals should reflect the concerns of the community.

When setting goals it is important to make sure that you have included the perspectives of a cross section of the community. This will ensure that the goals reflect the concerns of the community. Including diverse representation from the community in this phase of the process will not ensure consensus around all the goals but will help to minimize negative feedback and opposition to the overall strategy.

In setting goals try to establish some goals that can demonstrate short-term success. Establishing such short-term goals will assist in keeping stakeholders engaged and motivated.

Having clearly defined goals will also help to determine ultimately if your strategy was successful.

### **Examples of Goals**

To enhance public safety in the City of X.

To provide safe havens for school aged youth who reside in the City of X.

To raise awareness among parents about the dangers of internet predators.

To reduce the number of the juvenile arrests.

To raise awareness among teachers, school administrators and parents about the warning signs of gang violence.

# Crime Prevention Tools

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## ORGANIZING A BLOCK ASSOCIATION

### What is A Block Association?

- A Block Association Neighborhood Watch or Town Watch is the formation of a group of people, usually from a particular neighborhood, who come together to address the issues within their area in partnership with their local police department
- Neighbors helping neighbors is the cornerstone of a healthy and safe community.
- It encourages residents to become more aware of activities within their neighborhood while they go about normal daily routines
- The primary function of the Block Association is to act as the "eyes and ears" of the police
- It is the foundation of community crime prevention
- It is the stepping stone to community revitalization

A Block Association is **NOT**:

- The formation of vigilante groups;
- A plan whereby individual citizens attempt to pursue or apprehend criminals or become involved with actual events (other than by making a report to the police from a safe vantage point); or
- A law enforcement program, but rather a cooperative effort among responsible citizens to improve security for themselves, their families and their property.

How can a Neighborhood Watch or Block Association Assist the police?

- Serving as the "eyes and ears" of their local community

Residents can assist the police by reporting:

- Unidentified and/or abandoned vehicles
- Suspicious people in the area
- Unusual or suspicious activity

Even if the report turns out to be a false alarm, it is better to let the police make that determination.

**Criminals find it difficult to operate in any area where citizens take an active role in crime prevention!**

## The Planning Process

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Getting projects, including a neighborhood watch, off the ground takes time. Take one step at a time. Problems don't develop overnight and unfortunately neither do their solutions.

**SURVEY** neighborhood residents and business people about their concerns and interests and their willingness to work for their neighborhood. Use the information from the survey to identify a list of issues. Create a detailed list (e.g. name, address, telephone numbers) of those interested in joining a neighborhood or block watch.

**SEEK** guidance, assistance and information from existing community & not-for profit organizations and experienced community activists. Members of those organizations may wish to join your effort. Additionally, their by-laws and mission statements may be good models on which to draw. Further, when alliances among different groups are established, people see that they have more in common than they previously imagined, and that there is more to be gained by partnering on projects.

**IDENTIFY** a core group of residents to develop ideas for engaging the larger target community. If safety is a concern, advertise the start-up meeting only by word of mouth through trusted residents and select a meeting location and time that will not intensify the anxiety.

**DEVELOP** strategies for recruiting and mobilizing a larger group of interested people in order to hold a start-up/planning meeting.

**CONTACT** the police to develop a good working relationship. You may want to invite the police to your start-up meeting as well as any regularly scheduled meetings. Approach the commanding officer of the local police station, the supervising officer of the community policing/public affairs office and/or the patrol officer to invite them to your meetings. Discussions with law enforcement should include an assessment of the problems in your community and suggestions on how the community and law enforcement can work together to address the problem.

**INVITE** residents, business leaders and the police to your initial meeting and subsequent meetings. Meetings should be held at a location that is convenient to all residents in your target community and the meeting should be well advertised in advance.

**HOLD** the start-up meeting to formulate a mission statement and establish priorities or goals for the organization and to determine a regular meeting schedule.

**INCORPORATE** training in crime prevention techniques. Identify problem areas that your block watch would like to address such as drug-dealing, stolen cars, speeding, litter, poor lighting etc, and other suspicious situations and find out how to report information to the police, how to make accurate descriptions of persons who appear to be involved in criminal activities, where and whom to call in an emergency, self defense tactics. Train volunteers on resource referrals.



**DEVELOP** policies and procedures to encourage people to join the neighborhood watch/patrol.

**IDENTIFY** activities that the neighborhood watch may take on including community clean-ups, block parties, community gardens, street lighting, code enforcement, and youth recreation.

**OUTREACH** to residents and other stakeholders about regularly scheduled meetings, block association activities and other events will encourage attendance. Stakeholders may include including religious institutions, hospitals, schools and local businesses.

## Start Up Meeting

The key to having a successful first meeting is to involve everyone. It is important that the leader or facilitator motivate and encourage those in attendance to become active participants and express their views to help residents overcome that sense of powerlessness. The organizer must be able to recognize and appreciate different viewpoints. To ensure a successful meeting, below are some suggestions to follow:

- Give your neighbors an opportunity to socialize before the meeting begins
- Have those in attendance introduce themselves. Prepare and distribute to the group an attendance sheet with each participant's address and phone number.
- Prepare an agenda.
- Establish guidelines to encourage honesty, confidentiality and responsibility to the group
- Early in the meeting, allow everyone to talk about themselves, their values, experiences, their stake in the community and their ideas. Identify basic safety issues in and around your neighborhood. Brainstorm about their underlying causes
- Establish priorities and goals and formulate a mission statement
- While there will be diversity of opinions, try to build on those points for which there is agreement.
- Develop an action or strategic plan for addressing identified problems. The plan should be precise, specifying who will perform each task and the timetable. The planning process should be inclusive, involving people who have influence in the community (e.g. elected officials, clergy) as well as others.
- Identify key people and resources to help you solve problems and lend support (e.g. police, Prosecutor's Office, local elected officials, clergy, youth & business leaders).
- Elect or appoint through consensus block association leaders. Positions may include but are not limited:
  - Block Captains
  - Recording Secretary to record meeting minutes
  - Treasurer to collect dues or disburse funds
  - Corresponding Secretary who will be responsible for informing residents of regularly scheduled meetings or events
  - Meeting Coordinator who will be responsible for keeping order and making sure that the meeting begins and ends in a timely fashion

- Establish working committees of residents and other key stakeholders who will be responsible for addressing other issues important to the group
- From time to time, invite guest speakers to provide updates on your community concerns and/or provide information on community resources
- Establish a system for advertising events. Distribute flyers and brochures, establish a phone tree, and/or utilize local access channels to advertise meetings, events, etc.
- Have fun
- Provide refreshments, which will present another opportunity for socialization.

Your initial block association meeting should be used as a means to create momentum and to get residents energized to work as a group to address your identified community problem. After the conclusion of the first meeting residents should leave with the date of the next regularly scheduled meeting and a list of tasks/assignments to be completed by the next meeting. You may not want to wait too long to schedule the follow-up meeting as you do not want to lose any momentum. Be sure to give residents enough time to complete their tasks. The frequency of meetings will be determined by the group and the problem you are seeking to address.

## **EFFECTIVE MEETINGS**

The Block Captain or President should plan all meetings with a group, not by him or herself. It is important to be clear about your purpose for having the meeting. Meetings without clear goals are confusing, boring and can discourage participation. An effective and informative meeting will encourage participation and enhance the block associations' effort and reputation.

It is important to note that the meeting immediately following the initial meeting may be similar to your first meeting in that new residents may be present and/or returning residents who did not have an opportunity to share their thoughts and concerns may want to do so at the second meeting. At this point in the process, it is encouraged to allow those residents to voice their concerns and share their views. You want to make sure that all the residents take ownership of the problem but more importantly residents should view themselves as an integral part of the solution.

**When meetings are well run** - where people's opinions are respected and an agenda is followed residents will feel more willing to participate in other activities sponsored by the organization. In addition to formulating an agenda, set ground rules for the meeting, including how long a person may speak on a topic. It is important for the meeting coordinator to keep the discussion moving and focused. Prioritize the issues. However, the chair must not abuse the power of his/her position. He/she should express appreciation for people's input. No one person should dominate the meeting. At the end of the meeting, the chair should summarize and reflect on what was said at the meeting and discuss next steps or strategies.

Remember to be patient with the group process. The problems facing your neighborhood did not develop overnight and will not go away overnight. The process for bringing about change takes a willingness to work together, time and patience.

Allow your block association time to get to know each other and to gel. This process may require meeting as a group outside of the regularly scheduled meetings. Remember to stay focused on your goals and to make sure that all members of the block associations and the residents are aware of your successes both big and small.

### **Suggestions for successful follow-up meetings include:**

- Update block association rosters as new attendees join
- Publicize meetings and events keeping in mind that sometimes that best way to advertise is through word of mouth
- Make sure that the Block Captains and block association understand their roles and responsibilities
- Establish a regular meetings schedule which lists meeting dates, time and location.
- At the beginning of each meeting provide updates on the information discussed during the previous meeting. You may want to ask for a volunteer to take meeting minutes
- Prepare a written agenda. Agenda items to be discussed may include but are not limited to:
  - Review current crime trends in the immediate area
  - Presentation from local law enforcement and/or a local service provider on community resources
  - Review crime outside the immediate area which may affect the area
  - Discuss practical crime deterrents and community response, including:
    - Posting lawn signs
    - Keeping front porch lights on after dusk
    - Community clean-ups
    - Prayer vigils or marches
    - Neighborhood beautification projects
    - Street lighting projects
- Provide residents opportunities to socialize
- Provide members of the block association the contact information for other members. Please make sure that all members agree to have their information disseminated.

The watch group should try to maintain a regular meeting cycle with a definite starting and ending time for each gathering. It is important to have a sign in sheet to update your membership and contact list. After the meeting, prepare minutes summarizing the key points of the meeting which should be distributed to all members and other interested parties.

## **Encouraging Participation:**

As a new block association, it is advisable that your newly formed group reach out to established groups to learn from their experiences and to learn about new ideas. Your group may contact and partner with:

- Civic groups and clubs for assistance and membership
- Community service and social clubs - may be able to provide meeting space
- Faith-based groups
- Homeowners associations
- Business groups – sources of free or discount merchandise
- PTA/PTO
- Schools – means by which to engage youth

Some of these groups may provide meeting space and access to volunteers. Consider contacting Realtors' associations and ask them to distribute information about your associations to prospective homebuyers and tenants. Post information about your block association and any activities throughout the community in local libraries and banks. Contact local businesses for free or discounted services as well as their participation.

In addition to these ideas, develop a networking tree that identifies associates, friends and family of your members whom you can approach.

To sustain membership, delegate assignments and engage others. Give people a choice of what to work on and how to use their skills and talents in a meaningful way. Keep the lines of communication open by sending out newsletters, safety bulletins, and/or crime alerts to community residents and others. Remember an informed community will be an involved community.

## **Reward, Recognize, Record & Celebrate Success**

It is important to reward and recognize the value and importance of other people's efforts. These acknowledgments range from simple and generous thank you notes to pins, pens, and certificates. In a follow-up or subsequent meeting, the neighborhood watch group may want to celebrate accomplishments. Such a celebration may include festivities, food and a meaningful reminder of how people have furthered the organization's mission. Key law enforcement representatives, public officials and local business leaders should be invited and recognized for their support. Outstanding youth in the community may also be acknowledged. The media should be notified of these special events and awards.

As indicated earlier, accomplishments should be documented. This record can be used to secure favorable publicity as well as financial and technical support from businesses, foundations, and government. Grantors often request information on achievements for grant applications. With this record in hand, grantors can also assist community groups in forming partnerships and other alliances to secure funding and additional resources. Finally, showing appreciation will provide an incentive for members to remain involved in the organization.

# **SAMPLE BLOCK ASSOCIATION MEETING AGENDA**

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## **Justice Boulevard Block Association** **August 25, 200X**

**3:00 -4:30 pm**

- I. Welcome / Introductions
- II. Information sharing/gathering
  - a. Neighborhood strengths, weaknesses and problems
  - b. Identify any suspicious activity in the community
  - c. Review reporting
- III. Committee Reports
  - a. Patrol / Law Enforcement
  - b. Finance (if applicable)
  - c. Outreach
  - d. Activities
- IV. Featured topic (Topic examples may include but are not limited to)
  - a. Home Security
  - b. Property Identification
  - c. Lighting (home and street)
  - d. Trash Removal/Recycling
  - e. Stray Animals
  - f. Drug Dealing
  - g. Loitering
  - h. Stolen and Speeding Cars
- V. Open Discussion
  - a. Discussion of other issues, future meetings and events
  - b. Assignments - delegate tasks to volunteers
  - c. Closing - time & place of next meeting
- VI. Adjournment / refreshments - seek donations for refreshments from local businesses or residents

NEXT MEETING  
SEPTEMBER 25, 200X  
3:00 – 4:30 PM

***As a community we are taking a stand against crime!***

## **SAMPLE LETTER INVITING NEIGHBORS TO FORM A BLOCK ASSOICATION**

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Dear Neighbor:

The security of our neighborhood depends upon us. No police department can effectively protect life and property without the support and active cooperation of the residents. In an effort to make our neighborhood safer and to provide concerned residents a network to communicate with each other regarding crime and quality of life issues a neighborhood block association is being established.

We would like to invite you to attend the organizational meeting for our Block Association. The next meeting will be held on **October 6, 2012**, from 3:00 – 4:30 pm  
**(Insert Address Below)**

\_\_\_\_\_  
\_\_\_\_\_

We hope that you will be able to attend and learn how we can together make our neighborhood an even better place in which to live.

Your Neighbor -



# A CHECKLIST FOR STARTING A BLOCK ASSOCIATION/NEIGHBORHOOD WATCH

## YOU WILL NEED

- A person or group of people committed to starting a Block Association/Neighborhood Watch.
- A planning committee to initiate the program.
- A list of what issues initially need to be addressed in your community.
- A means of communicating with the residents, e.g., e-mail, fliers, telephone trees.
- Publicity for the initial Block Association/Neighborhood Watch meeting.
- A meeting agenda to keep things moving and on track.
- A place to meet – resident's house or apartment, community center, school, library.
- A crime prevention officer to discuss the crime issues in the neighborhood and to help train members.
- A map of the community with spaces for names, addresses, and phone numbers of all households.
- Brochures or other materials on topics of interest to the residents.
- A sign-up sheet for those interested in becoming block or building captains.
- Neighborhood Watch signs to be posted around the community. Some jurisdictions require a minimum number of participants before Neighborhood Watch signs can be posted.
- Facts about crime in your neighborhood. (These can be found in police reports, newspapers, and residents' perception about crime. Often residents' opinions are not supported by facts, and accurate information can reduce fear of crime.)

## TO ADD EXCITEMENT

- Mix business with pleasure – allow attendees time to socialize.
- Seek out neighborhood go-getters – civic leaders and elected officials – to be your advocates and mentors.
- Work with such existing organizations as citizens' association, tenants' association, or housing authorities.
- Provide speakers on topics of community interest.
- Link crime prevention to activities promoted by other groups such as child protection, anti-vandalism projects, community service, arson prevention, and recreation activities for young people.
- Start a neighborhood newsletter.
- Arrange for example, McGruff the Crime Dog or another local favorite to make a surprise appearance at a meeting, rally, or other event.

## TO BUILD PARTNERSHIPS

- The police or sheriffs' offices' endorsement is critical to a Watch Groups' credibility. These agencies are the major sources of information on local crime patterns, crime prevention education, and crime reporting.
- Local businesses and organizations can help provide fliers and newsletters, offer meeting places, and distribute crime prevention information. Ask an electronics store to donate cellular phones.
- Libraries can provide research materials, videos, computers, and meeting space.
- Media can aid Neighborhood Watches by publicizing recruitment drives.
- Look to volunteer centers, parent groups, and labor unions for advice on recruiting volunteers.
- Teenagers are valuable resources. They can be an integral part of a citizens' patrol.
- Places of worship can provide meeting space and a good source of volunteers.

*(Adapted from the National Crime Prevention Coalition – Take A Stand; Join Neighborhood Watch)*

**SAMPLE FLYER**



# Calling All Concerned Residents!

***Come and learn about how you can make  
our community safer!***

**DATE:** Tuesday, October 2, 2007

**TIME:** 8:00 pm

**LOCATION:** Public Library  
Liberty Street  
Freedom City, USA

**For More Information Contact:**

Joanna Citzen  
123-456-7890



## **Building a Crime Prevention Coalition**

### ***What is a Crime Prevention Coalition?***

A crime prevention coalition is a diverse alliance of people and/or organizations who share common goals, principles and values and who have decided to unite and work together for the prevention of crime and to promote community safety.

### ***How to Establish a Crime Prevention Coalition?***

Coalition building is the ongoing process of building and maintaining relationships with a diverse group of individuals who are united to achieve a common goal. It only takes one person to have an idea and a handful of people to make it happen. These individuals are committed to achieving a specific goal and have determined that through collaboration and partnership, their collective success will be greater than if they were to work alone.

When seeking to establish a crime prevention coalition, it is important to recognize from the outset that the process requires a significant amount of time. The initial group who came together to start the coalition may change over the course of the planning process. **DO NOT BECOME DISCOURAGED!** Remember it only takes a few committed individuals to establish the coalition.

### ***Coalition Planning Committee***

Starting a crime prevention coalition will rely on the vision, commitment, dedication, and financial support of its founding members. If you are serious and committed to starting a crime prevention coalition, the first step is to recruit a planning committee to explore community concerns and to commit to the planning process. You may want to limit the planning committee to no more than six to eight people. Smaller committees of three to four people are also just as effective.

Keep in mind that the individuals that you are recruiting to be a part of the planning committee should represent and /or work with a group and/or association. Once your planning committee is formed, the next step is to determine the purpose of the coalition.

### ***Determine the Coalition Purpose***

A crime prevention coalition is broader than a neighborhood block association or single focus group. A coalition is a network of agencies, resources, and/or individuals who represent various interests and who have decided that their collective voice, ability to leverage resources and collective access to funders etc., can bring a greater change. A crime prevention coalition is most effective when the coalition determines early in the planning process its focus and purpose.

Crime prevention is a broad topic and no single agency has the ability to address all aspects of crime. It is important not to dilute the efforts of the coalition by spreading the coalition too thin or attempting to address too many topics at once.

Suggested areas your coalition may want to focus on: (***List is not exhaustive***)

- Child Abuse
- Domestic Violence
- Delinquency Prevention
- Elder Abuse
- Gangs
- Drug Abuse
- Identity Theft
- Internet Safety
- Property Crime
- Stolen Cars

### ***Organize Your Community***

Organizing your community is critical when seeking to develop a crime prevention coalition. Detailed information on community organization can be found in the earlier section of this tool kit entitled “Organizing Your Community.”

### ***Recruit Coalition Members***

The members of your crime prevention coalition will be directly linked to your coalition’s mission. Keep in mind that when building your coalition you want a coalition that is diverse and represents the interests and concerns of the community at-large.

Members of your crime prevention coalition may include but are not limited to:

- Law Enforcement (Police Athletic League, PAL, National Organization of Black Law Enforcement Officers (NOBLE), City, State, County Police Departments)
- Child Welfare Agency
- Health Care Organizations (Hospitals, Clinics, HMOs, Red Cross)
- Community Development Corporations
- Housing Authority
- School Officials
- State Organizations (League of Municipalities)
- Youth Development Organizations (YM/WCA, Boys and Girls Club of America, Big Brothers/Big Sisters, Youth Service Commissions)
- Chamber of Commerce
- Fraternal Organizations (Masons, Knights of Columbus)
- Faith-Based organizations

## ***How do you engage coalition members?***

Engaging members to join the crime prevention coalition is a critical part of the coalition building process, but one that will take time and patience. Listed below are some suggestions to engage members to join the crime prevention coalition:

- Letter
- Email
- Community Forum (more detailed information can be found below)
- Face-to-Face Meeting
- Social Function

## **Define Your Mission**

### **What is a Mission?**

- The mission of the organization is the end result at which an entire organization is aimed
- Mission is the organization's driving force
- Mission supports VISION
  - VISION — shared by the entire organization of what the world, community or society would look like if that mission were accomplished

### **Mission Statement**

A mission statement should accurately reflect the organization's reason for existing. The statement should broadly describe the organization's role and function. Avoid being too specific or naming programs or services by name. Otherwise, the organization may need to change the mission statement frequently to reflect program changes.

- Mission statements may serve to answer the following questions:
  - Why do we exist?
  - What is our purpose?
  - Whom do we serve or benefit?
  - Who are "we"?
  - Who should belong to our organization?
  - How do we operate?
  - What kinds of things will we do?
  - What are the results we want to achieve?
  - What should we do?

## Relationship Building: Creating an Outreach Plan

Coalition building is about building and sustaining relationships. Now that you have discussed the potential outcomes for the crime prevention coalition, whom to involve and methods to engage them, the next step is to create an outreach plan.

**When developing your outreach plan the chart below may be helpful:**

Organization/Individual	Lead	Desired Outcome	Method / Approach

**Organizational / Individual** – refers to organizations and key individuals with whom you already have or with whom you would like to have collaborative relationships

**Lead** – refers to the member of your organization or advisory committee who will approach the individual or organization or will maintain and strengthen the current relationship

**Outcome Desired** – refers to results you hope the contact will achieve

**Method /Approach** – forms of communication you will use to make the contact e.g. face-to-face meeting, email or phone call.

## What are the benefits of a crime prevention coalition?

Recognizing that no one agency or organization can address all concerns, coalitions offer a relatively low-cost means to combine resources and have a positive impact on a significant portion of the community. Often when organizations work collaboratively and in partnership, their ability to bring about change is greatly increased.

A coalition is a combination of collective expertise that is based on relationship building and a shared vision. The benefits of a coalition are many and when successfully formed the ability to develop and implement effective crime prevention strategies is endless. The benefits of a crime prevention coalition are: (*List is not exhaustive*)

- Advocacy
- Contacts
- Capacity building/Funding
- Grants
- Greater Availability of Resources
- Greater access to informational resources
- Knowledge and Skills
- Visibility & Media

# Community Assessment

## What is a Community Assessment?

A community assessment is the formal process of examining the social, political, economic and environmental conditions within a community or region. The conditions are then reviewed as they pertain to the development of delinquency prevention programs.

## Why Should Municipalities Conduct a Community Assessments?

Conducting a community assessment is an integral part of developing a comprehensive delinquency prevention strategy. This process although time consuming, provides key information on risk and protective factors, community resources, gaps in the delivery of services, as well as provides a road map detailing needed services and programs. Communities that undergo this process experience numerous benefits and are often able to better allocate resources for needed programs.

## What are the Requirements for Conducting a Community Assessment?

According to the federal Office of Juvenile Justice and Delinquency Prevention (OJJDP), each community should complete the following steps when conducting a community assessment.

1. Establish a planning group to guide and complete the assessment
2. Assess the community through an evaluation of risk and protective factors that currently exist
3. Identify problem areas and solution strategies
4. Implement solution strategies; and
5. Establish the effectiveness of implemented strategies on the identified problems.

*For more information on the Community Assessment Process visit [www.ojjdp.ncjrs.org](http://www.ojjdp.ncjrs.org)*

## Types of Community Assessment

The Office of Juvenile Justice and Delinquency Prevention (OJJDP) has identified several community assessment tools designed to assist municipalities in the developing and implementing delinquency prevention programs.

OJJDP Community Assessment Models include:

- Title V Community Prevention
- Gang Reduction Program and Strategic Planning Tool
- Targeted Community Action Planning

## **Title V Community Prevention**

The Title V Community Prevention methodology provides a research-based framework for focusing on reducing the risks and enhancing protective factors in communities to prevent youth from entering the juvenile justice system. The model encourages community leaders to initiate multidisciplinary assessments of risks and resources unique to their communities and to develop comprehensive, collaborative plans to prevent delinquency. To help communities formulate, implement and evaluate comprehensive delinquency prevention plans, OJJDP sponsors orientation training for community leaders. The office also offers training on collecting and analyzing community risk and resource data, helps communities choose promising strategies from their prevention plans and provide other technical assistance.

For More Information about Title V visit [www.ojjdp.ncjrs.org/titlev](http://www.ojjdp.ncjrs.org/titlev)

## **Gang Reduction Program and Strategic Planning Tool**

The Gang Reduction Program is designed to reduce gang activity in targeted neighborhoods by incorporating a broad spectrum of research-based interventions to address the range of personal, family and community factors that contribute to juvenile delinquency and gang activity. The program integrates local, state and federal resources to incorporate state of the art practices in prevention, intervention, and suppression activities and resources to enhance pro-social influenced in the community. Communities identify and coordinated current resources, programs and services that address known risk factors in the community and use grant funding to fill gaps to address risk factors for delinquency across the broadest possible age spectrum. The program design includes a framework for coordinating a wide range of activities that have demonstrated effectiveness in reducing gang activity and delinquency.

For More Information about the Gang Reduction Program and Strategic Planning tool visit [www.ojjdp.ncjrs.org/programs/ProgSummary](http://www.ojjdp.ncjrs.org/programs/ProgSummary)

## **Targeted Community Action Planning (TCAP)**

Targeted Community Action Planning (TCAP) is a technical assistance initiative to assist States and communities interested in developing targeted responses to their most pressing juvenile justice and delinquency prevention needs. TCAP focuses on results, not process, by helping communities assess their juvenile justice and delinquency prevention needs and assists them in developing a targeted community response. Through this initiative, sites receive intensive technical assistance in developing and implementing targeted responses using a streamlined community-based planning process.

**TCAP is a four-phase process** which includes: Diagnostic Assessment, Problem Analysis, Response Development and Response Implementation. Key elements include: involvement and commitment of community leaders; community responses based on the most effective program models; addressing problems by reallocating existing resources; multifaceted responses that involve the full continuum of youth services; reliance on technology more than onsite training and technical assistance, access to resources and tools that support community planning, identification of communities' existing resources and capacity to collect and map data on problem behaviors, crime and risk factors, and identification of local infrastructure that can support community planning.

For More Information about T-Cap visit [www.ojdp.ncirs.org/tcap](http://www.ojdp.ncirs.org/tcap).

## **RISK AND PROTECTIVE FACTORS**

### **What are Risk Factors?**

Risk factors are defined as personal characteristics or environmental conditions scientifically found to increase the likelihood of problem behavior in youth.

Listed below is a partial listing of risk factors:

- Living in a high-crime neighborhood
- Living in a disadvantaged neighborhood (high unemployment, low median income, high percentage of families on (Temporary Aid to Needy Families (TANF), high percent of children without health insurance, etc.)
- Antisocial behavior
- Gun possession
- Teen parenthood
- Favorable attitudes toward drugs,
- Early onset of drug use
- Mental health disorders
- Emotional disorders
- Early sexual involvement
- Exposure to Violence
- Poor family attachment
- Parent with low level of education or illiteracy
- Family violence
- Family history of criminal or delinquent behavior
- Low Academic Achievement
- Truancy or frequent school absences
- Suspension
- Dropping out of school
- Peers engaged in problem behaviors
- Gang presence in neighborhood
- Peer rejection
- Low community achievement
- Social disorganization in the community



## **What are Protective Factors?**

Protective factors are personal and environmental characteristics that increase a person's resiliency, or ability overcome stressful life events and promote competence.

Listed below is a partial listing of protective factors:

- Competency and problem solving skills
- Involvement in a religious community
- Perception of adult support
- Healthy sense of self
- High expectations for self
- Good relationship with parents
- Positive attitudes toward school
- Academic achievement – reading and mathematics skills, quality schools
- Presence of caring adults
- Involvement with positive peer group activities
- Good relationship with peers
- Economically sustainable communities
- Neighborhood cohesion
- Safe neighborhoods

# EVALUATING YOUR EFFORTS

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## What Is Program Evaluation?

Program evaluation encourages us to examine **all** aspects of a program. Program evaluation examines such factors as:

- Who conducted program activities?
- Who was the target audience? Did the target audience receive program services?
- Program Activities
- Number of Activities (frequency of Program)

Program evaluation assists in identifying program strengths, weaknesses and areas for improvement. In addition, program evaluation findings may demonstrate to key stakeholders, policy makers, and/or funders that the program is directly linked to a reduction in certain areas such as crime, truancy, or gang related violence, and may therefore result in an increase in financial support and/or policy change. By holding programs accountable, evaluation also helps ensure that the most effective approaches are maintained and that limited resources are spent efficiently.

Program evaluation does not occur in a vacuum; rather, it is influenced by real-world constraints. Evaluation should be practical and feasible and must be conducted within the confines of resources, time, and political context.

Evaluation findings should be used both to make decisions about program implementation and to improve program effectiveness.

As you will see many different questions can be part of a program evaluation depending on how long the program has been in existence, who is asking the question, and why the information is needed. In general, evaluation questions fall into one of these groups:

- Implementation:** Were your program's activities put into place as originally intended?
- Effectiveness:** Is your program achieving the goals and objectives it was intended to accomplish?
- Efficiency:** Are your program's activities being produced with appropriate use of resources such as budget and staff time?
- Cost-Effectiveness:** Does the value or benefit of achieving your program's goals and objectives exceed the cost of producing them?
- Attribution:** Can progress on goals and objectives be shown to be related to your program, as opposed to other things that are going on at the same time?

All of these are appropriate evaluation questions and might be asked with the intention of documenting program progress, demonstrating accountability to funders and policymakers, or identifying ways to make the program better.

## **Why Evaluate Programs?**

Many programs are being challenged to do more with fewer resources. In tight fiscal times and given a decrease in funding, it is imperative that funding is awarded to programs that are meeting program goals and producing favorable outcomes. In order to determine if a program is meeting program goals, most funders are requiring that programs include an evaluation component. Program evaluation seeks to answer the question “How are we doing?” Through evaluation, programs are made accountable to funders, legislators, and the general public. But evaluation is not only about accountability it is also about making the necessary changes to improve program outcomes.

## **Some Reasons to Evaluate Programs**

- To monitor progress toward the program’s goals
- To determine whether program components are producing the desired progress on outcomes
- To permit comparisons among groups, particularly among populations with disproportionately high risk factors and adverse health outcomes
- To justify the need for further funding and support
- To find opportunities for continuous quality improvement
- To ensure that effective programs are maintained and resources are not wasted on ineffective programs

# SUSTAINING YOUR EFFORTS

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## Grant Writing Tips

Your organization may want to begin to support its activities by applying for grants from governmental agencies and/or private foundations. Often private organizations will post a request for proposals on their web-sites, advertise through mass mailings and/or place ads through local print media. Governmental organizations often post a notice of availability of funds (NOAF) that is also advertised on governmental agency websites and/or through directed mailings.

### **Proposal Anatomy** (*This is a sample proposal format and may vary depending on proposal requirements*)

**Cover Letter:** Highlight the attached proposal and indicate the type and amount of support you are seeking. Describe briefly the mission of your organization. Explain how your proposal meets the foundation's guidelines and interests and remind the reader of any previous communications or relationship to the funder.

**Cover Page (1/2 page):** Include information such as: title of the project, submission date, beginning and ending dates of the project, total project amount, amount requested, contact person's name, phone number and e-mail.

**Executive Summary (1/2 page):** Briefly describes the need and your proposal activities to address the need. Define the problem and the constituency served. Explain strategy and describe short and long-term goals.

**Introduction (1/2-1 page):** Highlight the organization's mission, purpose and goals. Build organizational credibility through narratives about the organization's history, how it was started and who sits on the board. Briefly say something about the organization's culture and values and identify any unique aspects of the organization. Describe some of the organization's most significant accomplishments.

**Statement of Need or Problem (1 – 1 1/2 pages):** Describes the situation that caused you to prepare the proposal. Identify the focus of the proposal and highlight the population to be served. Don't assume funders understand the problem or need. Use statistics, quote an expert or discuss current research findings. Such statements should never be about a lack of funding!

**Statement of Goals (1/2 page):** A broad-based statement of the ultimate result desired or a statement that describes the planned and achievable impact or results an organization expects to have on the target population.

**Goals should answer the following questions:**

- ❑ *What ideal condition will exist if we eliminate, prevent, or improve the situation?*
- ❑ *What is the overall long-term condition desired for our target population?*

**Objectives (1/2 page):** An objective is a measurable, time-specific result that the organization expects to accomplish.

Objectives specify the results of an activity and support goal attainment. Every goal should have 3-4 objectives.

**TYPES OF OBJECTIVES**

- ❑ **Process:** Describes the procedures or steps to be taken toward accomplishing a desired end.
  - The How rather than the “What.”
  - Example: A resource directory on youth programs will be developed by September.
- ❑ **Outcome:** Describe the expected benefit. Outcome objectives reflect a change in: behavior, skills, attitudes, values beliefs, knowledge or conditions.
  - Example: There will be a 5% decrease in the number of youth being arrested

**Strategy and Implementation:** (1-2 pages): Describes the specific plan of action for achieving goals and objectives. This section provides in great detail information about the specific methods, activities, procedures and timeline for the project.

**Evaluation:** (1/2 —1 page): Provide a measure for judging how effective your project has been or will be in reaching its goals and objectives. Evaluation can focus on outcomes i.e. measuring, whether the stated objectives were achieved, or process the results of which may be used to make changes and adjustments in programs.

**Budget:** (1—1 1/2 pages): Describes in monetary terms the proposed project broken down by expense and other sources of income to support the project. Include a narrative and keep a record of how you arrived at your costs. The budget should be clear, correct and realistic.

**Attachments:** IRS tax-exemption letter, board resolution (if applicable), board of directors list, current operating budget, current audited financial statement, list of recent and current funding sources, resumes of key staff and consultants, letters of endorsement, and public relations kit. **NOTE:** Only provide attachments at funder’s request or your own discretion.

## The Do's and Don'ts of Grant Writing

### Do's

- ⇒ Engage in ongoing research — stay current by reading annual reports, subscribing to nonprofit and fund raising journals and attending foundation sponsored events.
- ⇒ Assume that there will be competition for funds.
- ⇒ Show that others are committed to the project.
- ⇒ Involve board members in the process.
- ⇒ Aim for clarity and brevity.
- ⇒ Make your proposal interesting to read and aesthetically pleasing with ample margins, headings and bullets.
- ⇒ Have someone else read your completed proposal.
- ⇒ Always include a dollar figure.
- ⇒ Call to find out why your proposal was denied.
- ⇒ Adhere to the funder's deadline(s).
- ⇒ Always say "thank you" starting with an acknowledgement of the grant.
- ⇒ Maintain your organization's good relationship with funders.

### Don'ts

- ⇒ Use jargon
- ⇒ Make up your own application when one is provided.
- ⇒ Ignore established eligibility requirements.
- ⇒ Try to make your program fit where it won't.
- ⇒ Submit "carbon copy" proposals.
- ⇒ Set unrealistic goals.
- ⇒ Describe the problem but not the solution.
- ⇒ Attempt to circumvent the chain of command by approaching board members instead of the program officer.
- ⇒ Don't make repeated calls to the decision-maker.

*The Do's and Don'ts of grant writing were adapted from the guide on "Organizing Parents: Building Family Advocacy Organizations" a (publication of the State of Connecticut State Office of Protection and Advocacy for Persons with Disabilities*

# DELINQUENCY PREVENTION

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## GANG PREVENTION

### What is a Gang?

A street gang

- Shares a unique name or have identifiable marks or symbols, (such as tattoos, wearing certain styles of clothing, colors, hairstyles, graffiti, etc.)
- Associates together on a regular basis and sometimes claim a specific location or territory
- Has an identifiable organization or hierarchy, (although the leader for one type of criminal activity may be different from that of another criminal activity)
- Individually or collectively engage in antisocial, unlawful or criminal activity in an effort to further the gang's social or economical status

**NOTE: This definition should be used for the purpose of program development and implementation.**

### Why Do Youth Join Gangs?

- Security, protection and a sense of belonging
- Lack of family, community, or youth support system (too much unsupervised time)
- Sense of status or respect
- Living in a gang-infested community or having family members in gangs.
- Low self-esteem
- Financial opportunities (e.g., profits from drug distribution and other illegal activities)
- Peer pressure
- Thrill seeking
- Media glorifying violence

### General Warning Signs

- Admits membership
- Change of behavior or defiant behavior
- Grades drop/truancy
- New "friends"
- Calls from unknown people
- Unexplained money and jewelry
- Slang
- Obsession with certain colors and sports teams apparel
- Flashing signs
- Graffiti on books and walls
- Nicknames and street names
- Evidence of drug abuse

## **What Can Parents do to Prevent Their Children From Joining a Gangs?**

- Develop open and frequent communication with your children.
- Encourage children to become involved in athletics and other health-oriented activities to establish a sense of belonging.
- Monitor/limit children's exposure to violence contained in television music, and video games.
- Cultivate respect for others' property and pride in community.
- Know who your children are spending time with.
- Don't let children stay out late or spend a lot of time unsupervised in the street.
- Become involved your child's education and in your community.

## **Guidelines for Preventing Gangs**

- 1) Establish good communication with your children.**
  - Open, frequent and positive in tone
  - Encourage children to ask questions
  - Ask your children about gangs in their school and the neighborhood
- 2) Be aware of what's going on in your children's lives.**
  - Who are their friends?
  - What do they do when away from school or home?
  - What are their major influences and interests?
- 3) Occupy your children's free time.**
  - Get them involved in school, sports, community, or recreational activities
  - Give them responsibilities at home
  - Praise them for doing well and encourage them to do their best
- 4) Set the example.**
  - Help your children to identify positive role models and heroes – especially those in your family or community
  - Demonstrate a zero-tolerance policy for gang involvement at home or in the community
  - Do not buy or allow your children to dress in gang style clothing
- 5) Participate in the education of your children.**
  - Visit your children's school, meet their teachers, and attend parent/school meetings
  - Inform your children about the dangers of gang involvement
- 6) Participate in the community.**
  - Know your neighbors
  - Report suspicious groups and graffiti to the local police
  - Talk with other parents and exchange information



- 7) **Learn about gang activity in your community.**
- How do gang members behave? What sort of activity are they involved in?
  - Attend police, community and/or school informational meetings
  - Read current articles on gang activity

## **Establish rules, set limits, and be CONSISTENT!**

### **Model Gang Prevention Programs**

#### **Gang Prevention Outreach Models**

OJJDP has evaluated several model programs to prevent gang involvement in youth. These programs include:

- Boys and Girls Club of America's Gang Prevention through Targeted Outreach Model
- Chicago, Ill.'s BUILD (for Broader Urban Involvement and Leadership Development)
- Gang Resistance Is Paramount (GRIP),
- Movimiento Ascendencia (Upward Movement) (for girls only).

Each of these programs have some unique approaches but most include the following basic features; community assessment, community mobilization, intensive outreach to enroll highly at-risk youth, the provision of social opportunities, including encouraging youth to give back to their communities, and strong case management.

### **Gang Resistance Education Models**

#### **Gang Resistance Education Models**

The State will continue to support gang resistance education, problem solving and other life skills training through various evidence-based initiatives. These types of programs can range from in-school curriculum to supplemental initiatives that can be delivered in a variety of settings.

Programs include:

- OJJDP Model Program
- Gang Resistance Education and Training (G.R.E.A.T.)
- Gang Awareness Prevention Program (GAPP) developed by the New Jersey Department of Corrections
- Phoenix Curriculum facilitated by the Juvenile Justice Commission

# SAMPLE SCHOOL GANG POLICY

- 1.) The board recognizes that a school campus is a place that has appropriate rules and regulations to ensure a safe and healthy environment, which is conducive to learning for all students. All persons shall be knowledgeable of the conduct and expectations on which this School District operates.
- 2.) It is the policy of this District that membership or affiliation in secret fraternities or in other clubs or gangs not sponsored by established agencies or organizations and recognized by this School District is strictly prohibited.
- 3.) Persons who initiate, advocate, or promote activities, openly or otherwise, which threaten the safety or well-being of persons or property, which disrupt the school environment and/or are harmful to the education process will be dealt with as if they committed an offense of the most serious category.

The use of hand signals, written or oral comments, stances, stares, graffiti or the presence or use of any apparel, jewelry, accessory or manner of grooming which, by virtue of its color, arrangement, trademark, symbol or any other attribute which indicates or implies membership or affiliation with a gang or group, whether real or implied, present a clear and present danger to the school environment, its staff and students, and the educational objectives of the community and State and is strictly prohibited.

Any incident involving initiations, intimidation and/or related activity of such gangs affiliates will hereby be considered actions which present the danger or likelihood of bodily danger, physical harm or personal degradation or disgrace resulting in physical or mental harm to students or staff and is strictly prohibited.

Any person wearing, carrying, distributing, displaying gang/group paraphernalia; exhibiting behavior or gestures which symbolize gang/group membership; or causing and/or participating in activities which intimidate or affect the attendance or sense of personal safety or well-being of another student or staff member will be subject to disciplinary action including suspensions and/or permanent expulsions.

- 4.) Delegation of Responsibility  
The building administrator of all district facilities shall ensure that:
  1. Gang affiliation and activities are included in printed rules and regulations provided to staff, students and parents.
  2. Students identified as possibly involved in gang-related activities, receive counseling to enhance self-esteem, encourage interest and participation in wholesome activities, and promote membership in authorized student organizations.
  3. Parents/Guardians will be notified of the school's concerns.

4. Staff in-service training regarding gang activities, methods of operation, and current methods of identification is available to staff.
5. All gang affiliation or gang type incidents are referred to the appropriate law enforcement agency.
6. Affiliation with a gang, gang activities or claiming gang membership by students is considered exceptional misconduct and subject to penalties that may include suspension or expulsion.
7. Any student disciplined for gang activities or affiliation may be required to sign a negotiated behavior contract between the student, parent and administrator before he/she will be re-admitted.
8. Building administrators have the authority to reduce long-term suspension to a shorter duration provided the building administrator is convinced that a plan is in progress which will result in elimination of future involvement with gangs.

*Students who have been expelled or suspended for gang-related activities may be subject to emergency expulsion and may lose their right to remain in school during the appeal process.*

## **Gang Policy and Contract**

The gang contract gives school administrators the ability to take a clear, proactive stance toward gangs and gang activity in their school. Creating a detailed gang policy (see the provided sample) is a required first step in creating an anti-gang school environment. The policy should, at a minimum, define both gangs and gang members, what gang behavior is not acceptable on school grounds and procedures to be taken in the event there is a breach of policy.

The gang policy contract is used when a student is engaging in gang related activity on school grounds or at school sponsored events. The contract allows the school administrators to specifically point out what behavior is not acceptable at the school. Further, a parent or guardian is usually required to sit down with both the school administrator and the student to discuss the school's findings and courses of action before the student is allowed back into school.

*Coordination with local law enforcement is critical in this process. Occasionally, it may be necessary for a member of the local law enforcement community to speak with parents in order to convey the seriousness of their child's activities.*

# GANG/BEHAVIOR CONTRACT (Sample)

Student Name \_\_\_\_\_ Date \_\_\_\_\_

## Contract Conditions and Expectations

1. <Student's Name> is not to wear any gang-affiliated clothing to school; specifically anything which says <Crips> or <Blood>.
2. <Student's Name> is not to associate with any known or suspected gang affiliates while in school or at school-related activities. ..
3. <Student's Name> is to refrain from all harassing behaviors while attending < Name of School>. This includes threats or intimidation of others by exhibiting identified gang behaviors.
4. <Student's Name> is expected to refrain from all gang-related activity while a < Name of School> student. This includes writing in gang-style script, hand signs, stances, slang talk, and other identified gang behaviors.
5. <Student's Name> must comply with all school policies regarding attendance and disciplinary procedures.

\*\*\* These terms are specified for the purpose of providing a safe and orderly environment for both <Student's Name> and all <Name of School> students so that they may be permitted to achieve their maximum educational potential. \*\*\*

*I understand the above conditions and understand the consequences of failing to abide by those conditions.*

*Any violations of this contract will subject the student to suspension, up to and including the remainder of the semester.*

\_\_\_\_\_  
Student

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator

## EVIDENCED-BASED AND MODEL PROGRAMS

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### Model Programs

The most effective strategies for reducing delinquency and other problem behaviors adopt a multi-faceted, multi-pronged community-based continuum approach. The Office of Juvenile Justice and Delinquency Prevention, through a cooperative agreement with Development Services Group, has created a Model Programs Guide<sup>i</sup> that includes information about scientifically proven prevention and intervention programs that target problem behaviors among youth. Programs found in the web-based guide can and should be used to assist juvenile justice practitioners, administrators, and researchers to develop effective prevention and intervention continuums that enhance accountability, ensure public safety and reduce delinquency.

The Model Programs Guide also sets forth best practice criteria that include the following characteristics of the most successful programs:

- Delivered at a high dosage and intensity
- Comprehensive – the more risk and protective factors addressed the more effective.
- Appropriately timed
- Developmentally appropriate
- Socio-culturally relevant
- Implemented by well-trained, effective staff
- Supported by strong organizations
- Skills training is implemented using varied active methods
- Based on strong theory and accurate information
- Evaluated regularly

### Blue Print Programs

Blueprints for Violence Prevention is a national violence prevention initiative that identified eleven prevention and intervention programs that meet a strict scientific standard of program effectiveness. The eleven model programs, called “Blueprints”, are all included in the OJJDP’s Model Programs and represent the gold standard of programs that have been shown to reduce adolescent violent crime, aggression, delinquency and substance abuse.

1. The Mid-western Prevention Project – (community based alcohol and drug prevention)
2. Big Brothers Big Sisters of America – (mentoring program to provide support in all areas of young people’s lives)
3. Functional Family Therapy – (family based prevention for dysfunctional youth ages 11 to 18)

4. Life Skills Training – (classroom curriculum for alcohol and drug prevention)
5. Multi-Systemic Therapy - ( cognitive behavior-based treatment)
6. Nurse-Family Partnership – (parent training for first time mothers)
7. Multidimensional Treatment Foster Care – (cognitive behavior treatment, parent training, mentoring, wrap-around case management)
8. Olweus Bullying Prevention Program – (school based bullying prevention program)
9. Promoting Alternative Thinking Strategies (classroom curriculum for 5 to 10 year olds promoting emotional and social competencies).
10. The Incredible Years: Parent, Teacher and Child Training Services Project (curricula for parents and teachers of children exhibiting problem behavior, emphasizes the importance of families and teachers in modeling positive problem solving skills)
11. Project Towards No Drug Abuse – (classroom curriculum for alcohol and drug prevention).



RESOURCE  
DIRECTORY

# RESOURCE DIRECTORY

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## **CHILD ADVOCACY CENTERS**

Child Advocacy Centers are county-based centers that offer a multidisciplinary approach in providing comprehensive, culturally competent child abuse prevention and intervention and treatment services to children who are victims of child abuse or neglect.

## **COUNTY INTER-AGENCY COORDINATING COUNCILS**

County Inter-Agency Coordinating Councils (CIACCs) are entities that foster cross-system service planning for children with behavioral health problems. CIACCs serve as the mechanism to develop and maintain a responsive, accessible and integrated system of care for children with special social and emotional needs and their families.

## **COUNTY COLLEGES**

Nineteen community colleges are located throughout the State providing credit, non-credit and workforce training programs.

## **COUNTY PROSECUTOR'S OFFICE**

Each of the 21 county prosecutor's are appointed by the Governor, with the advice and consent of the Senate, is the County's Chief Law Enforcement Officer. The county prosecutor is responsible for the detection, investigation, arrest and conviction of criminals in their respective counties. Each county prosecutor works closely with local police departments and other law enforcement agencies to ensure the safety of the community. Each prosecutor's office is comprised of numerous task forces and units, all of which are charged to detect, investigate and prosecute crimes with the goal of improving the public safety.

## **COUNTY YOUTH SERVICE COMMISSIONS**

The development and enhancement of a local community-based continuum is achieved through a cooperative effort between the state and its 21 counties through county youth services commissions. The county youth services commissions were established to examine the individual and unique needs of youth in their communities and to develop programs and sentencing options for their youth.

## **FAMILY SUCCESS CENTERS**

The purpose of each Family Success Center is to strengthen families and neighborhoods; develop networks of family services that result in preventing child abuse and neglect and fostering healthy families; reduce isolation and build connections within families, between families and to the community.

## **FAMILY FRIENDLY CENTERS**

Family Friendly Centers offer a wide range of services to enhance after school programming for elementary and middle-school students and their families. Established in 1998, these school-based FFCs collaborate with their host schools and communities to provide services in the core areas of education, recreation, social services and enrichment. This comprehensive program stresses parental participation as well as partnerships among school and community stakeholders to meet the particular needs of the students and parents.

## **FAMILY SUPPORT ORGANIZATION**

Family Support Organization (FSO's) are family-run, county-based organizations that provide direct family-to-family peer support, education, advocacy and other services to family members of children with emotional and behavioral problems.



## **GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE / MUNICIPAL ALLIANCE**

The GCADA was established to review and coordinate New Jersey's efforts in regard to the planning and provision of treatment, prevention, research, evaluation, and education services for, and public awareness of, alcoholism and drug abuse. Additionally, the Council was to establish and maintain the Municipal Alliance Program, which is a network of community based prevention programs.

The Governor's Council on Alcoholism and Substance Abuse administers the Statewide Alliance to Prevent Alcoholism and Drug Abuse (The Alliance) and establishes guidelines for the grants process to fund local Municipal Alliances. The Municipal Alliance Committee (MAC) is the heart of each community's prevention efforts. These committees bring together representatives from local governmental bodies, the educational system, the health care community, law enforcement, business, labor, religious leaders, civic associations and the community at large. MACs determine the kind and scope of prevention initiatives that are best suited to their communities.

The funding for the Alliance Program is derived from 19 state authorized Drug Enforcement Demand Reduction Funds (DEDR). DEDR provides for fines to be levied on convicted drug users and sellers and which now amount to \$9.4 million.

## **HUMAN SERVICES ADVISORY COUNCIL**

County Human Service Advisory Councils are county-based planning, advisory, and coordinating organizations dedicated to helping the community meet its human services needs. Human Service Advisory Councils seek to facilitate, and enhance the delivery of human services through collaborative relationships across the county, and between counties and State agencies.

## **MOBILE RESPONSE AND STABILIZATION SERVICES**

Children's Mobile Response and Stabilization Services is a single, comprehensive system of mobile response available to children and youth whose escalating emotional or behavioral issues require timely interventions to prevent disruption of their current living arrangement, including out-of-home placement. Primarily, the mobile response system is a face-to-face delivery of service at the site of the escalating behavior, whether this is the child's home, a group home or another living arrangement, including foster and adoption family homes. Mobile Response provides time limited, intensive, preventive service that include behavioral and rehabilitative interventions designed specifically to diffuse, mitigate and resolve an immediate crises.

## **NEW JERSEY AFTER 3**

New Jersey After 3, Inc., formed in 2004, is the nation's first statewide public/private partnership to fund after school programs. New Jersey After 3 is a private, non-profit organization dedicated to expanding after school opportunities for New Jersey's kids. Our vision is that all New Jersey children will have the opportunity to participate in high quality, comprehensive, structured, supervised and enriching after school activities.

## **ONE STOP CAREER CENTERS**

One-Stop Career Centers are located throughout New Jersey. All services are available free of charge to help you develop the skills you need to succeed in a 21st century work environment.

New Jersey's One-Stop Career Centers are staffed with qualified professionals who can assist with obtaining employment or the training you need to meet the demands of our present workforce. Employment counselors can help explore career choices relating to your interests and abilities and will help you explore a career path that can best utilize your skills in the current job market.

The One-Stop Career Centers also offer educational training programs in vocational and trade schools or on-site at the One-Stop, on-the-job training with local employers and apprenticeships in many fields. In addition, Job Search Readiness Workshops provide information on how to successfully look for a job, conduct yourself in an interview, write a resume or learn about the local labor market.

## **RESOURCES FOR COMMUNITY BASED ORGANIZATIONS**

Below is a partial listing of grant making organizations that provide a significant number of grants to New Jersey not-for profit organizations. This list is not exhaustive and does not include detailed information on application requirements. For more detailed information on these and others resources for not-for-profit organizations visit company web-sites, and your local library.

## **STATE CONTACTS**

A current list of all State Departments contact information and services provided.

## **SCHOOL BASED YOUTH SERVICES PROGRAM**

The New Jersey School Based Youth Services Program (SBYSP) was started in 1987 to help young people navigate their adolescent years, finish their education, obtain skills leading to employment or continuing education, and graduate healthy and drug free.

SBYSP sites, which are located in each of the 21 counties in or near schools in urban, rural and suburban communities, are open to all youth ages 10-19, and provide services before, during and after school and throughout the summer. The comprehensive "one-stop shopping" design helps break down barriers and bureaucratic roadblocks that too often prevent young people from obtaining services and supports. The program has been extended to younger students in some school districts. Currently there are 90 SBYSP operating in 67 high schools, 18 middle schools and 5 elementary schools.

## **UNITED WAY / 2-1-1 CALL CENTERS**

Local United Ways throughout New Jersey provide financial support to the 2-1-1 Call Center covering their community. Ten officially designated 2-1-1 Call Centers are strategically located

While resources that are offered through 2-1-1 vary from community to community, 2-1-1 Call Specialists will provide comprehensive information and referral services to callers about a variety of issues, including:

- Basic Human Needs Resource: food banks, clothing closets, shelters, rent assistance, utility assistance.
- Support for Seniors and Persons with Disabilities: adult day care, congregate meals, Meals on Wheels, respite care, home health care, transportation, homemaker services.
- Support for Children, Youth and Families: childcare, after school programs, Kids Care (health insurance programs), family resource centers, summer camps and recreation programs, mentoring, tutoring, protective services.
- Physical and Mental Health Resources: health insurance programs, Medicaid and Medicare, maternal health, Children's Health Insurance Program, medical information lines, crisis intervention services, support groups, counseling, drug and alcohol intervention and rehabilitation.
- Employment Supports: financial assistance, job training, transportation assistance, and education programs.

## **WORKFORCE INVESTMENT BOARD (WIB) DIRECTORY**

New Jersey's local Workforce Investment Boards (WIBs) were initially established in 1995 through the Governor's Executive Order #36. Today there are 17 local Workforce Investment Boards covering the 21 counties in New Jersey. Local elected officials appoint WIB members to volunteer positions on the WIB. The WIB is expected to act as a Board of Directors to identify the needs of the local job market, leverage resources, oversee One-Stop Career Centers, and otherwise direct workforce investment programs in their area. WIBs work in conjunction with economic development and related organizations to promote economic growth. They work with community colleges, K-12 school systems, and other providers to improve services.

## **YOUTH CASE MANAGEMENT SERVICES**

Youth Case Management (YCM) is the supportive relationship that case managers develop with the children and families that serve. Based upon the family's strengths, this relationship is characterized by dignity, respect, and self-determination. YCM advocates for the needs and views of the child and their family. YCM has a leadership role in coordination and integration of services designed to optimize care for children and families.

## CHILD ADVOCACY CENTERS

Child Advocacy Centers are county-based centers that offer a multidisciplinary approach in providing comprehensive, culturally competent child abuse prevention and intervention and treatment services to children who are victims of child abuse or neglect.

### Atlantic County

Atlantic County Prosecutor's Office  
4997 Unami Blvd. P.O. Box 2002  
Mays Landing, NJ 08330  
Work: (609) 909-7789  
Fax: (609) 909-7874

### Bergen County

Bergen County Prosecutor's Office  
Bergen County Justice Center Rm 155  
10 Main Street  
Hackensack, NJ 07601  
Work: (201) 226-5116  
Fax: (201) 646-2264

### Burlington County

Burlington County Prosecutor's Office  
118 High Street  
P.O. Box 6000  
Mt. Holly, NJ 08060  
Work: (609) 265-5881  
Fax: (609) 265-5906

### Camden County

Camden County Prosecutor's Office  
25 North Fifth Street  
Camden, NJ 08102-1231  
Work: (856) 580-6060  
CAC Main: (856) 614-8000  
Fax: (856) 580-6050

### Cape May County

Victim/Witness Office  
Cape May County Prosecutor's Office  
4 Moore Road  
DN 110 Central Mail Room  
C.M.C.H., NJ 08210  
Work: (609) 463-6483  
Fax: (609) 465-6766

### Cumberland County

Cumberland County Prosecutor's Office  
164 W. Broad Street  
Bridgeton, NJ 08302  
Work: (856) 451-3177  
Fax: (856) 453-5219

### Essex County

Wynona's House  
Children's Hospital of New Jersey  
201 Lyons Avenue, Building J3  
Newark, NJ 07112  
Work: (973) 926-8133  
Fax: (973) 926-0842

### Gloucester County

Gloucester County Prosecutor's Office  
P.O. Box 623  
Woodbury, NJ 08096  
Work: (856) 384-5557  
Fax: (856) 384-8625

### Hudson County

(Currently Developing Child Advocacy Center)  
Hudson County Prosecutor's Office  
County Administration Building  
595 Newark Avenue  
Jersey City, NJ 07306  
Work: (201) 795-5695/(201) 795-6507 (08)  
Fax: (201) 217-5394

### Hunterdon County

Hunterdon County Prosecutor's Office  
Victim-Witness Advocacy  
P.O. Box 756  
Flemington, NJ 08822  
Work: (908) 788-1124  
CAC: (908) 788-1403  
Fax: (908) 788-1404

### Mercer County

Mercer County Prosecutor's Office  
P.O. Box 8068  
Court House  
Trenton, NJ 08650  
Work: (609) 989-6734  
Fax: (609) 394-7258

### Middlesex County

Middlesex County Prosecutor's Office  
100 Bayard Street, 4th floor  
New Brunswick, NJ 08901  
Work: (732) 745-4198  
Fax: (732) 745-3604

### Monmouth County

"Friends of the Monmouth Child Advocacy Center" & Monmouth County Prosecutor's Office  
132 Jerseyville Avenue  
Freehold, NJ 07728  
Work: (732) 294-5909  
Fax: (732) 780-7502

### Morris County

Deidre's House Child Advocacy Center  
8 Court Street, Morristown, NJ 07960  
Work: (973) 631-5000 Fax: (973) 829-8683

### Ocean County

Ocean County Prosecutor's Office  
P.O. Box 2191  
Toms River, NJ 08753  
Work: (732) 929-2027 Ext 3295  
Fax: (732) 288-7608

### Passaic County

Child Advocacy Center  
Passaic County Prosecutor's Office  
30 King Road  
Totowa, NJ 07512  
Work: (973) 837-7650  
Fax: (973) 837-7751

### Salem County

Salem County Prosecutor's Office  
87 Market Street, PO Box 462  
Salem, NJ 08079  
Work: (856) 339-8630  
Fax: (856) 935-8737

### Somerset County

Somerset County Prosecutor's Office  
Office of Victim-Witness Advocacy  
40 North Bridge Street  
P.O. Box 3000  
Somerville, NJ 08876  
Work: (908) 575-3381  
Fax: (908) 203-1614

### Sussex County

Ginnie's House Child Advocacy Center  
4 High Street, P.O. Box 3156  
Newton, NJ 07860  
Work: (973) 579-0770  
Fax: (973) 579-1063

### Union County

Union County Child Advocacy Center  
123 Westfield Avenue  
Elizabeth, NJ 07208  
Work: (908) 965-3866  
Fax: (908) 965-3872

### Warren County

Warren County Prosecutor's Office  
323 Front Street  
Belvidere, NJ 07823  
Work: (908) 475-6060  
Fax: (908) 475-6629

## COUNTY INTER-AGENCY COORDINATING COUNCILS

County Inter-Agency Coordinating Councils (CIACCs) are entities that foster cross-system service planning for children with behavioral health problems. CIACCs serve as the mechanism to develop and maintain a responsive, accessible and integrated system of care for children with special social and emotional needs and their families.

**Atlantic County**

Atlantic County Government  
609-645-7700 x 4307  
Fax: 609-645-5809

**Bergen County**

Bergen County Division of Mental Health  
Phone: 201- 634-2753  
Fax: 201-634-3002

DYFS Bergen/Passaic Area Office  
Phone: 201-342-4397 ext. 2005  
Fax: 201-342-0493

**Burlington County**

Burlington County Office of Human Services  
Phone: 609-265-5546  
Fax: 609-265-5382

DYFS Burlington/Mercer Area Office  
Phone: 800-847-1753 ext. 280  
Fax: 856-787-3890

**Camden County**

Children's Services - CPAC  
Phone: 856-663-3998  
Fax: 856-663-7182  
Community Planning & Advocacy Council (CPAC)  
Phone: 856-663-3998  
Fax: 856-663-7182

**Cape May County**

Cape May County Human Services Department  
Phone: 609-465-1055  
Fax: 609-465-2012

**Cumberland County**

Cumberland County Human Services Department  
Phone: 856-453-7862  
Fax: 856-455-8842  
DYFS Cumberland/Gloucester/Salem Area Office  
Phone: 609-567-2912 ext. 133  
Fax: 609-567-8430

**Essex County**

Mental Health Resource Center  
Phone: 973-744-6522 or 201-986-7734  
Fax: 973-744-6362  
DYFS Essex Area Office  
Phone: 973-762-2794 ext. 3828  
Fax: 973-762-8959

Office of the Mental Health Administrator  
Phone: 973-228-821  
Fax: 973-364-2305

**Gloucester County**

Gloucester County Human Services Department  
Phone: 856-384-6870  
Fax: 856-384-0207

**Hudson County**

Hudson County Human Services Department  
Phone: 201-271-4339  
Fax: 201-271-4365

DYFS Hudson Area Office  
Phone: 201-863-3179

**Hunterdon County**

Catholic Charities  
Phone: 908-782-7905  
Fax: 908-782-5934

DYFS Warren/Hunterdon/Somerset Area Office  
Phone: 201-396-9430  
Fax: 908-835-1225

**Mercer County**

Mercer County Division of Youth Services  
Phone: 609-434-4125 ext. 204  
Fax: 609-434-4139

DYFS Burlington/Mercer Area Office  
Phone: 609-777-2062  
Fax: 609-777-2050

**Middlesex County**

Middlesex County Human Services Department  
Phone: 732-745-4518  
Fax: 732-296-6916

DYFS Monmouth/Middlesex County Area Office  
Phone: 732-388-7959 ext. 1042  
Fax: 732-388-0460

**Monmouth County**

Monmouth County Human Services Department  
Phone: 732-431-7200  
Fax: 732-308-3700

**Morris County**

Morris County Human Services Department  
Phone: 973-631-5114  
Fax: 973-285-6713

DYFS Morris/Sussex Area Office  
Phone: 973-538-2679  
Fax: 973-538-2367

**Ocean County**

DYFS Ocean Area Office  
Phone: 732-864-8996  
Fax: 732-255-0845

**Passaic County**

Passaic County Human Services Department  
Phone: 973-225-3700  
Fax: 973-357-0159

DYFS Bergen/Passaic Area Office  
Phone: 973-523-6090  
Fax: 973-977-6026

**Salem County**

Salem Inter-Agency Council  
Phone: 856-935-7510 ext. 8315  
Fax: 856-935-7747

DYFS Cumberland/Gloucester/Salem Area Office  
Phone: 609-567-2912 ext. 133  
Fax: 609-567-8430

**Somerset County**

Somerset County Office of Youth Services  
Phone: 908-704-6333  
Fax: 908-253-0180

**Sussex County**

Sussex County Youth Services Commission  
Phone: 973-579-0570 ext. 1213  
Fax: 973-579-0571

Sussex County Department of Health & Human Services  
Phone: 973-579-0559

Sussex Youth Advocate Program  
Phone: 973-383-8800  
Fax: 973-579-7659  
DYFS Morris/Sussex Area Office  
Phone: 973-538-2679

**Union County**

Trinitas Hospital  
Phone: 908-994-7409  
Fax: 908-994-7457

DYFS Union Area Office  
Phone: 908-754-5649 ext. 7719  
Fax: 908-561-0380

**Warren County**

Warren County Human Services Department  
Phone: 908-475-6331  
Fax: 908-475-6206

DYFS Warren/Hunterdon/Somerset Area Office  
Phone: 201-396-9430  
Fax: 908-835-1225

## COMMUNITY COLLEGES – New Jersey

Nineteen community colleges are located throughout the State providing credit, non-credit and and workforce training programs.

### **Atlantic/Cape May County**

Atlantic Cape Community College  
5100 Black Horse Pike  
Mays Landing, NJ 08330-2699  
(609) 343-5104  
<http://www.atlantic.edu/index.php>

### **Bergen County**

Bergen Community College  
400 Paramus Road  
Paramus, NJ 07652  
(201) 447-7100  
<http://www.bergen.edu/pages/1.asp>

### **Burlington County**

Burlington County College  
601 Pemberton-Browns Mills Rd.  
Pemberton, NJ 08068  
(609) 894-9311  
<http://www.bcc.edu/pages/1.asp>

### **Camden County**

Camden County College  
P.O. Box 200  
College Drive  
Blackwood, NJ 08012-0200  
(856) 227-7200  
<http://www.camdencc.edu/>

### **Cumberland County**

Cumberland County College  
P.O. Box 1500, College Drive  
Vineland NJ, 08362-1500  
(856) 691-8600  
<http://www.ccnj.edu>

### **Essex County**

Essex County College  
303 University Ave.  
Newark, NJ 07102  
(973) 877-3000  
<http://www.essex.edu>

### **Gloucester County**

Gloucester County College  
1400 Tanyard Road  
Sewell, NJ 08080  
(856) 468-5000  
<http://www.gcncj.edu/>

### **Hudson County**

Hudson County Community College  
70 Sip Avenue  
Jersey City, NJ 07306  
(201) 714-7100  
<http://www.hccc.edu/>

### **Hunterdon/ Somerset County**

Raritan Valley Community College  
Route 28 & Lamington Road, North Branch  
New Jersey  
(908) 526-1200  
<http://www.raritanval.edu/>

### **Mercer County**

Mercer County Community College  
1200 Old Trenton Rd  
West Windsor, NJ 08550  
(609) 586-4800  
<http://www.mccc.edu/>

### **Middlesex County**

Middlesex County College  
2600 Woodbridge Ave  
Edison, NJ 08818-3050  
(732) 548-6000  
<http://www.middlesexcc.edu/>

### **Monmouth County**

Monmouth Community College  
765 Newman Springs Rd  
Lincroft, NJ 07738-1543  
(732) 224-2375  
<http://www.brookdalecc.edu/pages>

### **Morris County**

County College of Morris  
214 Center Grove Rd  
Randolph, NJ 07869-2086  
(973) 328-5000  
<http://www.ccm.edu/>

### **Ocean County**

Ocean County College  
College Drive, P.O. Box 2001  
Toms River, NJ 08754-2001  
(732) 255-0400  
<http://www.ocean.edu/>

### **Passaic County**

Passaic County Community College  
One College Boulevard  
Paterson, NJ 07505  
(973) 684-6868  
<http://www.pccc.edu/>

### **Salem County**

Salem Community College  
460 Hollywood Avenue  
Carneys Point, NJ 08069  
(856) 299-2100  
<http://www.salemcc.edu/>

### **Sussex County**

Sussex County Community College  
One College Hill Rd  
Newton, NJ 07860  
(973) 300-2100  
<http://sussex.edu/>

### **Union County**

Union County College  
1033 Springfield Ave  
Cranford, NJ 07016  
(908) 709-7596  
<http://www.ucc.edu/default.htm>

### **Warren County**

Warren County Community College  
475 Route 57 West  
Washington, NJ 07882  
(908) 835-9222  
<http://www.warren.edu/>

## COUNTY PROSECUTOR'S LISTS

Each of the 21 county prosecutor's are appointed by the Governor, with the advice and consent of the Senate, is the County's Chief Law Enforcement Officer. The county prosecutor is responsible for the detection, investigation, arrest and conviction of criminals in their respective counties. Each county prosecutor works closely with local police departments and other law enforcement agencies to ensure the safety of the community. Each prosecutor's office is comprised of numerous task forces and units, all of which are charged to detect, investigate and prosecute crimes with the goal of improving the public safety.

### Atlantic County Prosecutor's Office

4997 Unami Boulevard  
Mays Landing, New Jersey 08330  
Phone: (609) 909-7800  
<http://www.acpo.org>

### Bergen County Prosecutor's Office

10 Main Street  
Hackensack, NJ 07601  
Phone: (201) 646-2300  
<http://www.bcpo.net/>

### Burlington County Prosecutor's Office

49 Rancocas Road  
P.O. Box 6000  
Mount Holly, NJ 08060-1384  
Phone: (609) 265-5035  
<http://www.co.burlington.nj.us/departments/prosecutor/>

### Camden County Prosecutor's Office

25 North Fifth Street  
Camden, New Jersey 08102-1231  
Phone: (856) 225-8400  
<http://www.camdencounty.com/government/offices/prosecutor/index.html>

### Cape May County Prosecutor's Office

4 Moore Road  
DN-110, Central Mail Room  
Cape May Court House, NJ 08210  
Phone: (609) 465-1135  
<http://www.capemaycountygov.net/>

### Cumberland County Prosecutor's Office

Robert D. Bernardi  
43 Fayette Street  
Bridgeton, NJ 08302  
Phone: (609) 265-5035  
<http://www.co.cumberland.nj.us/>

### Essex County Prosecutor's Office

New Court House  
50 West Market Street  
Newark, NJ 07102  
Phone: (973) 621-4700  
<http://www.njecpo.org/>

### Gloucester County Prosecutor's Office

Criminal Justice Complex, P.O. Box 623  
Woodbury, New Jersey 08096  
Phone: (856) 384-5500  
<http://www.co.gloucester.nj.us/Government/Departments/Prosecutor/>

### Hudson County Prosecutor's Office

595 Newark Avenue  
Jersey City, New Jersey 07306  
Phone: (201) 795-6400  
<http://www.hcpo.org/>

### Hunterdon County Prosecutor's Office

Hunterdon County Justice Center –  
65 Park Avenue, PO Box 756  
Flemington, New Jersey 08822-0756  
Phone: (908) 788-1129  
<http://www.co.hunterdon.nj.us/prosecutor.htm>

### Mercer County Prosecutor's Office

P.O. BOX 8068  
Mercer County Court House  
Third Floor  
Trenton, NJ 08650-0068  
Phone: (609) 989-6305  
<http://www.mercerpros-nj.com/>

### Middlesex County Prosecutor's Office

Public Safety Building, 25 Kirkpatrick Street,  
3rd Floor  
New Brunswick, NJ 08901  
Phone: (732) 745-3332 ext 3333  
<http://www.co.middlesex.nj.us/prosecutor>

### Monmouth County Prosecutor's Office

Luis A. Valentin  
71 Monument Park  
Freehold NJ 07728  
Phone: (732) 431-7160  
<http://prosecutor.co.monmouth.nj.us/>

### Morris County Prosecutor's Office

PO Box 900  
Morristown, NJ 07963-0900  
Phone: (973) 285-6200  
<http://www.morrisnjpros.org/>

### Ocean County Prosecutor's Office

119 Hooper Ave  
Toms River NJ 08753  
Phone: (732) 929-2027  
<http://www.co.ocean.nj.us/ProsecutorMain>

### Passaic County Prosecutor's Office

401 Grand Street, 7th floor  
Paterson, NJ 07505  
Phone: (973) 881-4800  
<http://www.pcponj.org/>

### Salem County Prosecutor's Office

The Fenwick Building  
87 Market Street, P.O. Box 462  
Salem, New Jersey 08079  
Phone: (856) 395-7510 ext 8333  
<http://www.salemcounty.prosecutor.org/>

### Somerset County Prosecutor's Office

40 North Bridge Street  
Somerville, N.J. 08876  
Phone: (908) 575-3300  
<http://www.scpo.net/>

### Sussex County Prosecutor's Office

19-21 High Street,  
Newton, NJ 07860  
Phone: (973) 383-1570  
<http://www.scpo.org>

### Union County Prosecutor's Office

Theodore J. Romankow  
32 Rahway Avenue  
Elizabeth, New Jersey 07202  
Phone: (908) 527-4500  
Email: [ucpo@ucnj.org](mailto:ucpo@ucnj.org)  
<http://www.unioncountynj.org/prosecutor>

### Warren County Prosecutor's Office

413 Second Street  
Belvidere, New Jersey 07823  
Phone: (908) 475-6275  
<http://www.wcpo-nj.us>

## COUNTY YOUTH SERVICE COMMISSIONS

The development and enhancement of a local community-based continuum is achieved through a cooperative effort between the state and its 21 counties through county youth services commissions. The county youth services commissions were established to examine the individual and unique needs of youth in their communities and to develop programs and sentencing options for their youth.

### **Atlantic County**

Atlantic County Youth Services Commission  
Shoreview Bldg.  
101 South Shore Rd.  
Northfield, NJ 08225  
(609) 645-7700 Ext.4529  
Fax: (609) 645-5809

### **Bergen County**

Bergen County Youth Services Commission  
Bergen County Justice Center  
10 Main Street  
Hackensack, NJ 07601  
(201) 527-2301 Fax: (201) 371-1126

### **Burlington County**

Burlington County Youth Services  
Commission  
Offices of Human Services  
795 Woodlane Road  
P.O. Box 6000  
Westampton, NJ 08060  
(609) 702-7051 Fax: (609) 265-5382

### **Camden County**

Camden County Youth Services Commission  
CPAC: Community Planning And Advocacy  
Council  
6981 N. Park Drive  
Suite 309-10, East Building  
Pennsauken, NJ 08109  
(856) 663-3998 Fax: (856) 663-7182

### **Cape May County**

Cape May County Youth Services  
Commission  
Dept. of Human Services  
Dn 907, 4 Moore Road  
Cape May Court House, NJ 08210  
(609) 465-1055 Fax: (609) 465-4639

### **Cumberland County**

Cumberland County Youth Services  
Commission  
Cumberland County Dept. Of Human  
Services  
590 Shiloh Pike  
Bridgeton, NJ 08302  
(856) 453-7862 Fax: (856) 455-8842

### **Essex County**

Essex County Youth Services Commission  
18 Rector Street, 9<sup>th</sup> Floor  
Newark, NJ 07102  
(973) 733-4666 Fax: (973) 504-9316

### **Gloucester County**

Gloucester County Youth Services  
Commission  
Department Of Human Services  
115 Budd Blvd  
Woodbury, NJ 08096  
(856) 384-6879 Fax: (856) 384-0207

### **Hudson County**

Hudson County Youth Services Commission  
Meadowview Campus  
595 County Ave., Bldg. 2  
Secaucus, NJ 07094  
(201) 271-4316 Fax: (201) 319-3780

### **Hunterdon County**

Hunterdon County Youth Services  
Commission  
Administration Bldg.  
1 East Main Street  
P.O. Box 2900  
Flemington, NJ 08822  
(908) 788-1372 Fax: (908) 806-4204

### **Mercer County**

Mercer County Division of Youth Services  
Mcdade Administration Building  
640 South Broad Street  
Trenton, New Jersey 08611  
(609) 989-6675  
Fax: (609) 989-6032

### **Middlesex County**

Middlesex County Office For Children's  
Services  
County Administration Building  
Division Of Behavioral Health And Children's  
Services1 John F. Kennedy Square, 5<sup>th</sup> Floor  
New Brunswick, NJ 08901  
(732) 246-5640 Fax: (732) 296-6916

### **Monmouth County**

Monmouth County Youth Services  
Commission  
Monmouth County Human Services Building  
P.O. Box 3000 Kozloski Road  
Freehold, NJ 07728  
(732) 866-3585 Fax: (732) 845-2054

### **Morris County**

Morris County Dept. of Human Services  
30 Schuyler Place  
P.O. Box 900  
Morristown, NJ 07963  
(973) 285-6850 Fax: (973) 285-6713

### **Ocean County**

Ocean County Youth Services Commission  
155 Sunset Avenue  
P.O. Box 2191  
Toms River, NJ 08754-2191  
(732) 288-7656 Fax: (732) 288-7635

### **Passaic County**

Passaic County Youth Services Commission  
401 Grand Street, Room 417  
Paterson, NJ 07505  
(973) 881-4243 Fax: (973) 279-0887

### **Salem County**

Salem County Youth Services Commission  
98 Market Street  
Salem, NJ 08079  
(856) 339-8618 Fax: (856) 935-1234

### **Sussex County**

Sussex County Youth Services Commission  
Sussex County Administrative Center  
1 Spring Street, 2<sup>nd</sup> Floor  
Newton, NJ 07860  
(973) 579-0570 Ext. Fax: (973) 579-0571

### **Union County**

Union County Youth Services Commission  
Elizabethtown Plaza, 4<sup>th</sup> Floor  
Elizabeth, NJ 07207  
(908) 558-2381 Fax: (908) 527-4212

### **Warren County**

Warren County Youth Services Commission  
Dept. Of Human Services  
Cummins Building  
202 Mansfield Street  
Belvidere, NJ 07823  
(908) 475-6237 Fax: (908) 475-6333

### **JJC Representative to CYSC**

#### **Administrators**

Youth Services Commission  
Grants Management Unit  
Juvenile Justice Commission  
1001 Spruce Street, Suite 202  
P.O. Box 107  
Trenton, NJ 08625-0107  
(609) 341-5021 Fax: (609) 943-4617



## FAMILY FRIENDLY CENTERS

Family Friendly Centers offer a wide range of services to enhance after school programming for elementary and middle-school students and their families. Established in 1998, these school-based FFCs collaborate with their host schools and communities to provide services in the core areas of education, recreation, social services and enrichment. This comprehensive program stresses parental participation as well as partnerships among school and community stakeholders to meet the particular needs of the students and parents.

### Atlantic County

#### **Atlantic City:**

Uptown School Community  
(609) 345-1994  
Fax: (609) 345-3417

#### **Hammonton:**

Warren E. Sooy Jr. Elementary School  
(609) 567-2900  
Fax: (609) 567-3896

### Bergen County

#### **Bergenfield:**

Hoover School  
Roy Brown Middle School  
201-387-5486  
Fax: 201-387-6737

#### **Ringwood:**

Ryerson Middle School  
973-962-0055  
Fax: 973-9621129

#### **Hackensack:**

Jackson Avenue School  
201-646-7829  
Fax: 201-646-7827

### Camden County

Camden:  
Rafael Cordero Molina School  
856-563-1341  
Fax: 856-563-0077

#### **Cherry Hill:**

Joyce Kilmer School  
Thomas Paine School  
856-429-7498 ext. 2  
Fax: 856-429-8246

### Cumberland County

#### **Maurice Township**

Maurice River School  
Contact: Alice Davidson  
856-327-7584  
Fax: 856-293-1077

#### **Millville:**

R.D.Wood School  
Rieck Avenue School  
Silver Run School  
Lakeside Middle School  
Mt. Pleasant School  
856-327-7584  
Fax: 856-293-1077

### **Vineland:**

Marie Durand School  
856-507-1998  
Fax: 856-507-9700

#### **Cunningham Elementary School**

856-794-6937  
Fax: 856-205-0467

### Essex County

#### **East Orange:**

Cicely Tyson Middle School  
973-673-5588  
Fax: 973-673-6415

#### **Newark:**

Avon Avenue School  
E. Alma Flagg School  
13th Avenue School  
973-339-3400 ext. 170  
Fax: 973-399-2076

#### Boylan Street School

973-374-2000  
Fax: 973-374-6042

#### Franklin School

973-483-2703  
Fax: 973-482-5284

#### Hawkins Street School

973-465-0947  
Fax: 973-859-3637

#### Mount Vernon School

Contact: Bernadette Scott  
973-374-2000  
Fax: 973-374-6042

#### Newton Street School

973-242-7934  
Fax: 973-242-7935

#### South 17th Street School

973-374-5252  
Fax: 973-374-5961

#### Speedway Avenue School

973-374-2000  
Fax: 973-374-6042

#### William H. Brown Academy

973-733-9457  
Fax: 973-623-4208

### Gloucester County

#### **Clayton:**

Herma Simmons Elementary School  
856-881-8868  
Fax: 856-863-8196

### Hudson County

#### **Harrison:**

Washington Middle School  
973-483-4627  
Fax: 973-483-7484

#### **Jersey City:**

Public School #5  
973-484-7554  
Fax: 973-484-0184

#### **Hoboken:**

Brandt Middle School  
201-356-3617  
Fax: 356-3643

#### **Union City:**

Roosevelt School  
201-902-7237

### Mercer County

Princeton:  
Johnson Park School  
Littlebrook School  
609-497-9622 ext. 227  
Fax: 609-497-9031

### Middlesex County

Carteret:  
Columbus School  
732-802-1242  
Fax: 732-744-9202

#### Perth Amboy:

WC McGinnis School  
732-442-1081  
Fax: 732-826-3082

#### **South Brunswick Township:**

Crossroads North Middle School  
732-297-7800 ext. 3167 or 3197  
Fax: 732-348-2110

#### **Manville:**

Weston School  
908-454-2074  
Fax: 908-454-8151  
908-725-6490  
Fax: 908-725-6490

**New Brunswick:**

Chester Redshaw  
732-247-0870  
Fax: 732-745-5092  
732-246-0603  
Fax: 732-246-3667

**Monmouth County**

**Asbury Park:**

Thurgood Marshall School  
732-747-4426  
Fax: 732-747-1698

**Freehold:**

Freehold Learning Center  
Park Avenue School  
732-462-0464 ext. 23  
Fax: 732-462-0255

**Keansburg:**

Caruso School  
**Port Monmouth Road School**  
732-787-2007 ext. 2550  
Fax: 732-471-8219

**Neptune:**

732-776-5650  
Fax: 732-571-2474

**Morris County**

**Mount Olive:**

Chester Stephens School  
Mt. Olive Middle School  
Mt. View Elementary School  
Sandshore Elementary School  
Tine Road Elementary School  
973-927-1760  
Fax: 973-927-7129

**Ocean County**

**Lakewood:**

Oak Street School  
Contact:  
732-363-7272  
Fax: 732-905-5644

**Passaic County**

**Paterson:**

Eastside High School  
973-569-0018  
Fax: 973-569-0007

Emerson School  
Jefferson School  
908-731-4360 ext. 5232  
Fax: 908-731-4362

Public School #2  
973-413-1622  
Fax: 973-413-1640

Public School #20  
973-684-2320 ext. 31  
Fax: 973-684-2376

**Salem County**

Salem City:  
John Fenwick School  
856-935-4100 ext. 229  
Fax: 856-935-1252

**Somerset County**

Somerville:  
Van Derveer School  
908-454-2074 or 725-1912  
Fax: 908-454-8151 or 725-6490

**Union County**

**Summit:**

Jefferson Elementary School  
908-273-4242  
Fax: 908-273-6812

**Warren County**

**Hackettstown:**

Willow Grove School  
908-454-2074 or 725-1912  
Fax: 908-454-8151 or 725-6490

## FAMILY SUCCESS CENTERS

The purpose of each Family Success Center is to strengthen families and neighborhoods; develop networks of family services that result in preventing child abuse and neglect and fostering healthy families; reduce isolation and build connections within families, between families and to the community.

### Atlantic County

**Uptown School Complex**  
323 Madison Avenue  
Atlantic City, NJ 08401  
(609) 645-7700

**Dr. Martin Luther King School**  
Dr. Martin Luther King Boulevard  
Atlantic City, NJ 08401  
(609) 645-7700

**Hammonton Family Center**  
310 Bellvue Avenue  
Hammonton, NJ 08037  
(609) 567-2900

**Pleasantville Family Center**  
9 South Main Street  
Pleasantville, NJ 08232  
(609) 272-8800

**Egg Harbor Township Community Center**  
3050 Spruce Avenue  
Egg Harbor Township, NJ 08234  
(609) 569-0376

### Bergen County

**Englewood/Teaneck Family Success Center**  
351 West Eaglewood Avenue  
Englewood, NJ 07631  
(201) 342-9200 ext. 18

### Burlington

**Mount Holly Family Success Center**  
High Street  
Mount Holly, NJ 08060  
(609)267-5656 ext. 205

### Camden

**Camden Family Success Center**  
Location To Be Determined  
6991 North Park Drive  
Pennsauken, NJ 08109  
(856) 963-0270

### **PARTNERS Family Success Center**

180 White Horse Pike  
Clementon, NJ 08105  
(856) 964-1990 ext. 154

### Cumberland

**Bridgeton Family Success Center**  
155 Spruce Street  
Bridgeton, NJ 08302  
(856) 451-6330

### **Millville Family Success Center**

221 E. Broad Street  
Millville, NJ 08302  
(856) 451-6330

### **Vineland Family Success Center**

1669 E. Landis Avenue  
Vineland, NJ 08361  
(856) 691-5362

### Essex

**East Orange Family Success Center**  
60 Evergreen Place  
East Orange, NJ 07018  
(973) 395-1442

### **Newark Central Ward Family Success Center**

982 Broad Street  
Newark, NJ 07102  
(973) 643-5727

### **North Ward Family Success Center**

286 Mt. Prospect Avenue  
Newark, NJ 07104  
(973) 485-5723

### **Newark West Ward North End Family**

Success Center  
Newark, NJ 07104  
(973) 482-8312

### **Focus Family Success Center**

441-443 Broad Street  
Newark, NJ 07102  
(973) 624-2528 ext. 105

### Hudson

**Kearny-Harrison/East Newark Family Success Center**  
880 Bergen Avenue  
Jersey City, NJ 07306  
(201) 798-5588

### **Horizon Health**

714 Bergen Avenue  
Jersey City, NJ 07306  
(201) 451-4767

### Mercer

**Trenton North Ward Family Success Center**  
1554 Brunswick Avenue  
Trenton, NJ 08648  
(609) 695-6274

### **Children's Home Society Family**

Success Center  
635 South Clinton Avenue  
Trenton, NJ 08611  
(609) 695-6274

### Middlesex

New Brunswick  
To Be Determined  
New Brunswick, NJ 08903  
(732) 828-4510

### Monmouth

**Long Branch Concordance**  
279 Broadway  
Suite 301  
Long Branch, NJ 07740  
(732) 571-167

### Ocean

**Lakewood Family Success Center**  
415 Carey Street  
Lakewood, NJ 08701  
(732) 901-6001

### **Preferred Children's Services/ Lakewood School District**

To Be Determined  
Lakewood, NJ 08701  
(732) 886-3764

### Passaic

**Paterson 5th Ward Family Success Center**  
185 Carol Street  
Paterson, NJ 07501  
(973) 413-1632

### **Straight and Narrow, Inc.**

396 Straight Street  
Paterson, NJ 07501  
(973) 345-6000

### Salem

**Salem Family Success Center**  
14 New Market Street  
Salem, NJ 08079  
(856) 451-6330

### Sussex

**Sussex Family Success Center**  
127 Mill Street  
Newton, NJ 07860  
(973) 383-5129

### Union

**Jefferson Park Ministries Family Success Center**  
213 Jefferson Avenue  
Elizabeth, NJ 07201  
(908) 469-9508

### **Plainfield Board of Education**

925 Arlington Avenue  
Plainfield, NJ 07060  
(908) 731-4360 ext. 5097

### Warren

**NORWESCAP FACES Family Success Center**  
459 Center Street  
Phillipsburg, NJ 08865  
(908) 213-2674

## FAMILY SUPPORT ORGANIZATIONS

Family Support Organization (FSO's) are family-run, county-based organizations that provide direct family-to-family peer support, education, advocacy and other services to family members of children with emotional and behavioral problems.

### Atlantic/Cape May Counties

Atlantic/Cape May Family Support Organization, Inc.  
1601 Tilton Road, Suite 1  
Northfield, NJ 08225  
PHONE: (609) 485-0575  
FAX: (609) 485-0467

### Bergen County

Family Support Organization of Bergen County  
0-108 29th Street  
Fairlawn, NJ 07410  
PHONE: (201) 796-6209  
FAX: (201) 796-1151

### Burlington County

Family Support Organization for Burlington County  
774 Eayrestown Road  
Lumberton, NJ 08048  
PHONE: (609) 265-8838

### Camden County

Camden County Family Support Organization  
23 W Park Avenue  
Merchantville, NJ 08109  
PHONE: (856) 662-2600  
FAX: (856) 662-2242

### Cumberland/Gloucester/Salem Counties

Family Support Organization of Cumberland  
/Gloucester/Salem  
1226 Landis Avenue  
Elmer, NJ 08318  
PHONE: 856-507-9400  
FAX: 856-716-2109

### Essex County

Family Support Organization of Essex County  
60 Evergreen Place, Suite 410  
East Orange, NJ 07018  
PHONE: (973) 395-1441  
FAX: (973) 395-1595

### Hudson County

Family Support Organization of Hudson County  
705 Bergen Avenue  
Jersey City, NJ 07306  
PHONE: (201) 915-5140  
FAX: (201) 915-5142

### Hunterdon/Somerset/Warren Counties

Family Support Organization of Hunterdon,  
Somerset and Warren Counties  
4 Minneakoning Road, 2nd Floor.  
Flemington, NJ 08822  
PHONE: (908) 788-8585  
FAX: (908) 788-8522

### Mercer County

Family Support Organization of Mercer County  
427 Whitehorse Avenue  
Trenton, NJ 08610  
PHONE: (609) 581-6891  
FAX: (609) 581-8504

### Middlesex County

Family Support Organization of Middlesex County  
1950 Route 27, Suite D  
North Brunswick, NJ 08902  
PHONE: (732) 940-2837 FAX: (732) 940-2896

### Monmouth County

Family Based Services Association of New Jersey  
279 Broadway, West Wing  
Long Branch, NJ 07740  
PHONE: (732) 571-3272  
FAX: (732) 571-0050

### Morris/Sussex Counties

Family Support Organization of Sussex/Morris, Inc.  
200 Valley Road, Suite 405  
Mt. Arlington, NJ 07856  
PHONE: (973) 770-2700

### Ocean County

Family Support Organization of Ocean County  
44 Washington Street, Suite 2A  
Toms River, NJ 08753  
PHONE: (732) 281-5770

### Passaic County

Family Support Organization of Passaic County  
810 Belmont Ave.  
North Haledon, NJ 07508  
PHONE: (973) 427-0100  
FAX: (973) 427-2776

### Union County

Family Support Organization of Union County  
137 Elmer Street  
Westfield, NJ 07090  
PHONE: (908) 789-7625  
FAX: (908) 789-7628

## **GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE**

The GCADA was established to review and coordinate New Jersey's efforts in regard to the planning and provision of treatment, prevention, research, evaluation, and education services for, and public awareness of, alcoholism and drug abuse. Additionally, the Council was to establish and maintain the Municipal Alliance Program, which is a network of community based prevention programs.

The Governor's Council on Alcoholism and Substance Abuse administers the Statewide Alliance to Prevent Alcoholism and Drug Abuse (The Alliance) and establishes guidelines for the grants process to fund local Municipal Alliances. The Municipal Alliance Committee (MAC) is the heart of each community's prevention efforts. These committees bring together representatives from local governmental bodies, the educational system, the health care community, law enforcement, business, labor, religious leaders, civic associations and the community at large. MACs determine the kind and scope of prevention initiatives that are best suited to their communities.

### **Atlantic County**

David Woolbert, County Director  
Stillwater Building  
201 S. Shore Road  
Northfield, New Jersey 08225  
Phone: 609 645-7700 Ext: 4502

### **Atlantic County**

Robert Widitz, Alliance Coordinator  
Phone: 609 645-7700 Ext: 4703  
Fax: 609 645-5890

### **Bergen County**

Marla Klein, County Director  
Bergen County Health Services  
327 E. Ridgewood Avenue  
Paramus, New Jersey 07652  
Phone: 201 634-2764

### **Bergen County**

Vacant - Alliance Coordinator  
Phone: 201 634-2693  
Fax: 201 634-3004

### **Burlington County**

Sue Menges, County Director  
Human Services Administrator  
Office of Human Services  
795 Woodlane Road  
P. O. Box 6000  
Westampton, New Jersey 08060  
Phone: 609 265-5530  
Fax: 609 265-5382

### **Burlington County**

Molly O'Keefe, Alliance Coordinator  
Phone: 609-265-5538

### **Camden County**

Ann Biondi, Acting County Director  
Camden County Department of Health  
DiPiero Center  
512 Lakeland Road 5th Floor  
Blackwood, New Jersey 08012-0088  
Phone: 856-374-6313

### **Camden County**

BettyAnn Cowling-Carson, Alliance  
Coordinator  
Phone: 856 374-6368  
Fax: 856 374-6399

### **Cape May County**

Lana Williams, County Director  
Cape May County DHS  
DN 907, 4 Moore Road  
Cape May Court House, New Jersey 08210  
Phone: 609 465-1303

### **Cape May County**

Patricia Devaney Acting Alliance Coordinator  
Cape May County DHS  
4 Moore Road  
Cape May Court House, New Jersey 08210  
Phone: 609 465-1055  
Fax: 609 465-4639

### **Cumberland County**

Juanita Nazario, County Director  
Cumberland County Alcohol Services  
72 N. Pearl Street  
Bridgeton, New Jersey 08302  
Phone: 856 451-3727

### **Cumberland County**

Lynne Jessick Alliance Coordinator  
Phone: 856 451-9455  
Fax: 856 455-9706

### **Essex County**

Currently Vacant, County Director

### **Essex County**

John Christadore, Alliance Coordinator  
Division of Community Health Services  
Suite 4300, 4th Floor  
50 South Clinton Street  
East Orange, New Jersey 07018  
Phone: 973 395-8454  
Fax: 973 857-5163

### **Gloucester County**

Judy Tobia Hadnett - County Director  
Gloucester County Health Department  
115 Budd Blvd.  
West Deptford, New Jersey 08012  
Phone: 856 384-6687

### **Gloucester County**

Mary Beth Monroe, Alliance Coordinator  
Phone: 856 384-6887  
Fax: 856 629-0469

### **Hudson County**

Vacant County Director  
595 County Avenue

Building 2  
Secaucus, New Jersey 07094  
Phone: 201 271-4342

Fax: 201 271-4366

### **Hudson County**

Carol Ann Wilson, Director, Alliance  
Coordinator  
Department of Health and Human Services  
County of Hudson  
595 County Avenue, Bldg #2  
Secaucus, New Jersey 07094  
Phone: 201-271-4310  
Fax: 201 271-4357

### **Hunterdon County**

Linda Stampoulos, County Director  
Department of Human Services  
County of Hunterdon  
P.O. Box 2900  
Flemington, New Jersey 08822-2900  
Phone: 908 788-1372  
Fax: 908 806-4204

### **Hunterdon County**

Denise Childers, Alliance Coordinator  
8 Guanti Place  
Flemington, New Jersey 08822  
Phone: 908 806-4204  
Fax: 908 806-4204

### **Mercer County**

Camille Bloomberg, County Director  
Office on Addiction Services  
McDade Administration Building  
640 South Broad Street  
Trenton, New Jersey 08650  
Phone: 609 989-6897

### **Mercer County**

Vacant - Alliance Coordinator  
Phone: 609 989-6826  
Fax: 609 989-6032

### **Middlesex County**

Elliot White County Director  
Department of Human Service  
Middlesex County Administration Building  
JFK Square, 5th Floor  
New Brunswick, New Jersey 08901  
Phone: 732 745-5562

**Middlesex County**

Charoulla Georgiou, Alliance Coordinator  
Phone: 732 745-4065  
Fax: 732 296-7971

**Monmouth County**

Charles D. Brown, County Director  
Monmouth County Office of Mental Health  
and Addiction Services  
Kozloski Road  
P.O. Box 3000  
Freehold, New Jersey 07728  
Phone: 732 431-6451

**Monmouth County**

James A. Wallace, Jr., Alliance Coordinator  
Phone: 732 431-6451  
Fax: 732 866-3595

**Morris County**

Jennifer Carpinteri, County Director  
Department of Human Services  
P.O. Box 900  
Morristown, New Jersey 07963-0900  
Phone: 973 285-6867

**Morris County**

Beth Jacobson, Alliance Coordinator  
Phone: 973 285-6860  
Fax: 973 285-6713

**Ocean County**

Vacant - County Director  
Ocean County Health Department  
175 Sunset Avenue  
P. O. Box 2191  
Toms River, New Jersey 08754  
Phone: 732 341-9700 Ext: 7535

**Ocean County**

Joanne E Schuh, Alliance Coordinator  
175 Sunset Avenue  
PO Box 2191  
Toms River, New Jersey 08754

Phone: 732 341-9700 Ext: 7537

**Passaic County**

Louis E. Imhof, County Director  
Alcohol Coordinator  
401 Grand Street  
Paterson, New Jersey 07505  
Phone: 973 881-2763

**Passaic County**

Joyce Cupoli / Joy Durham Alliance  
Coordinator  
Phone: 973 881-2880  
Fax: 973 881-2733

**Salem County**

Margaret Vaughan-Mailley, County Director  
Salem County Health Department  
98 Market Street  
Salem, New Jersey 08079  
Phone: 856 935-7510 Ext: 8460

**Salem County**

Brenda Banks, Alliance Coordinator  
Phone: 856 935-7510 Ext: 8459  
Fax: 856 935-8483

**Somerset County**

Brenda Pateman, County Director  
Alcoholism & Drug Abuse Coordinator  
P.O. Box 3000  
92 East High Street  
Somerville, New Jersey 08876  
Phone: 908 704-6309

**Somerset County**

Ronnie Weiner, Alliance Coordinator  
92 East Main Street  
P.O. Box 3000  
Somerville, New Jersey 08876  
Phone: 908 704-6305  
Fax: 908 704-1629

**Sussex County**

Cindy Armstrong, County Director  
S.C. Division of Community & Youth Services

Juvenile Detention Center

135 Morris Turnpike  
Newton, New Jersey 07860  
Phone: 973 579-0547  
Fax: 973 948-6664

**Sussex County**

Pat Kibildis, Alliance Coordinator  
S.C. Division of Community & Youth Services  
Juvenile Detention Center  
135 Morris Turnpike  
Newton, New Jersey 07860  
Phone: 973 948-6000 Ext: 223  
Fax: 973 948-6664

**Union County**

Thomas J. Graham MPH, County Director  
Department of Human Resources  
Division of Planning  
Union County Admin. Bldg  
4th Floor  
Elizabeth, New Jersey 07207  
Phone: 908 527-4837  
Fax: 908 558-2562

**Union County**

Benjamin Ricciardi, Alliance Coordinator  
Phone: 908 527-4852  
Fax: 908 558-2562

**Warren County**

Shawn Buskirk, County Director  
Warren County Department of Human  
Services & Mental Health  
202 Mansfield Street  
Belvidere, New Jersey 07823  
Phone: 908 475-6234  
Fax: 908 475-6333

**Warren County**

Syria Geddis, Alliance Coordinator  
Federal Express Address  
202 Mansfield Street  
Belvidere, New Jersey 07823  
Phone: 908 475-6231

# HUMAN SERVICES ADVISORY COUNCIL

County Human Service Advisory Councils are county-based planning, advisory, and coordinating organizations dedicated to helping the community meet its human services needs. Human Service Advisory Councils seek to facilitate, and enhance the delivery of human services through collaborative relationships across the county, and between counties and state agencies.

## **Atlantic County**

HSAC Staff: Karla S. Guy  
Atlantic County Department of Family & Community Development  
(609)348-3001 Ext.2728 FAX (609)343-2374

HSAC Chair: Fran Wise  
United Way of Atlantic County  
(609)404-4483 FAX (609)404-4303

## **Bergen County**

HSAC Staff: Bari-Lynne Schwartz  
Bergen County Department of Human Services  
(201)336-7474 FAX: (201)336-7450

HSAC CHAIR: Shelby Coyne  
Careplus NJ  
(201)986-5026 FAX (201)265-3543

## **Burlington County**

HSAC Staff: Jennifer Hiros  
Burlington County Office of Human Services  
(609)265-5593 FAX (609)265-5382

HSAC CHAIR: Donald Starn  
Prevention Plus of Burlington County, Inc.  
(609)261-0001 FAX (609)261-5854

## **Camden County**

HSAC STAFF: Hilary Colbert  
Community Planning & Research Advocacy  
(856)663-3998 FAX (856)663-7182

HSAC CHAIR: Patricia Schultz  
(856)795-7030

## **Cape May County**

HSAC STAFF: Sabrina Hand  
Cape May County Department of Human Services  
(609)465-1055 FAX (609)465-4639

HSAC CHAIR: Barry Keefe  
Human Services Office  
County of Cape May  
(609)425-3920 FAX (609)465-4639

## **Cumberland County**

HSAC STAFF: Ethan Aronoff  
Cumberland County Human Services  
(856)453-7804 FAX (856)455-8842

HSAC CHAIR: John Burns  
c/o Cumberland County Technical Educational Center  
(856)451-9000 (x225) FAX (856)453-1118

## **Essex County**

HSAC STAFF: Frank Cuocco  
Essex County Department of Citizen Services  
(973)395-8404 FAX (973)395-8493

HSAC CHAIR: Anibal Ramos, Jr.  
Essex County Department of Citizen Services  
(973)395-8401 FAX: (973)395-8493

## **Gloucester County**

HSAC STAFF: Lisa Cerny  
Gloucester County Department of Human Services  
(856)384-0207 FAX (856)384-0207

HSAC CHAIR: Ana Rivera  
Gloucester County Department of Human Services  
(856)848-8648 FAX (856)848-7753

## **Hudson County**

HSAC STAFF: Leon Socha  
Hudson County Department of Health & Human Services  
(201)271-4334 FAX (201)319-3773

HSAC CHAIR: Kathy Wood  
Heightened Independence & Progress  
(201)533-4407 FAX: (201)533-4421

## **Hunterdon County**

HSAC STAFF: Barbara Metzger  
Hunterdon County Department of Human Services  
(908)788-1253 Fax (908)806-4204

HSAC CHAIR: Martha Rezeli  
Hunterdon Catholic Charities  
(908)782-7908 FAX 908-782-5934

## **Mercer County**

HSAC STAFF: Sasa Olessi Montano  
Mercer County Department of Human Services  
(609)989-6529 FAX (609)989-6032

HSAC CHAIR: Frank Cirillo  
Mercer County Department of Human Services  
(609)989-4494 FAX (609)989-0405

## **Middlesex County**

HSAC STAFF: Bridget Stillwell Kennedy  
Middlesex County Human Services Department  
(732)745-4228 FAX (732)296-7971

HSAC CHAIR: Bridget Stillwell Kennedy

Middlesex County Human Services Department  
(732)745-4228 FAX (732)296-7971

## **Monmouth County**

HSAC STAFF: Laurie Duhovny  
Monmouth County Division of Planning & Contracting  
(732)683-2102 FAX (732)845-2054

HSAC CHAIR: Mary Ann Christopher  
Visiting Nurses Association of Central Jersey  
(732)224-6868 FAX (732)224-0843

## **Morris County**

HSAC STAFF: Shelia Carter  
Morris County Department of Human Services  
(973)285-6844 (ext 254) FAX (973)285-6713

HSAC CHAIR: David Lacouture  
(973)839-2521 (ext 234) FAX: (973)616-0447

## **Ocean County**

HSAC STAFF: Kathy Jaworski  
Ocean County Department of Human Services  
(732)506-5374 FAX (732)341-4539

HSAC CHAIR: Theodore Gooding  
Ocean, Inc.  
(732)244-5333 FAX (732)-349-4227

## **Passaic County**

HSAC STAFF: Pamela Sallie  
Passaic County Department of Human Services  
(973)881-2834 FAX (973)881-2733

HSAC CHAIR: Tom Zsiga  
North Jersey 4Cs  
(973)684-1904 (ext.210) FAX (973)684-0468

## **Salem County**

HSAC STAFF: Dr. Raymond Bolden, Jr.  
Salem County Inter-Agency Council (IAC)  
(856)935-7510 (x8315) FAX (856)935-7747

HSAC CHAIR: Kathleen Lockbaum  
Salem County Board of Social Services  
856-299-7200(ext 298) FAX 856-351-0432

## **Somerset County**

HSAC STAFF: Sarah Murchison  
Somerset County Department of Human Services  
(908)704-6307 FAX (908)704-1629

HSAC CHAIR: Rev. Dr. John F. Stephenson  
c/o Somerset County Division of Human  
Services  
(908) 231-9523 FAX (908) 704-0784

**Sussex County**

HSAC STAFF: Lorraine Hentz  
Sussex County Juvenile Detention Center  
(973) 948-6000 (ext 222) FAX (973) 948-  
6684

HSAC CHAIR: Suzanne Sarner  
Sussex County Technical School

(973) 383-6700 (ext 329) FAX: (973) 579-  
7493

**Union County**

HSAC STAFF: James V. Baker  
Union County Division of Planning  
(908) 527-4843 FAX (908) 558-2562

HSAC Chair: William Webb  
Family & Children's Services  
(908) 372-1007 FAX (908) 372-1018

**Warren County**

HSAC STAFF: Shawn J. Buskirk  
Warren County Department of Human  
Services  
(908) 475-6080 FAX (908) 475-6085

HSAC CHAIR: Robert Pruznick  
Warren County Department of Human  
Services  
(908) 689-7525 FAX (908) 475-60855



## MOBILE RESPONSE AND STABILIZATION SERVICES

Children's Mobile Response and Stabilization Services is a single, comprehensive system of mobile response available to children and youth whose escalating emotional or behavioral issues require timely interventions to prevent disruption of their current living arrangement, including out-of-home placement. Primarily, the mobile response system is a face-to-face delivery of service at the site of the escalating behavior, whether this is the child's home, a group home or another living arrangement, including foster and adoption family homes. Mobile Response provides time limited, intensive, preventive service that include behavioral and rehabilitative interventions designed specifically to diffuse, mitigate and resolve an immediate crises.

### **Bergen County**

Care Plus NJ  
17-07 Romaine Street  
Fairlawn , NJ 07410  
Phone: (201) 796-9479  
Fax: (201) 796-3617

### **Burlington County**

The Drenk Center  
1289 Route 38, Suite 202  
Hainesport , NJ 08036  
Phone: (609) 914-0711  
Fax: (609) 914-0722

### **Camden County**

Steininger Behavioral Care Services  
128 Cross Keys Road  
Berlin, NJ 08009  
Phone: (856) 210-1511 x3010  
Fax: (856) 768-0251

### **Cape May/Atlantic Counties**

Atlanticare Behavioral Health  
6010 Black Horse Pike  
Mays Landing, NJ 08234  
Phone: (609) 383-8204 x 252  
Fax: (609) 383-8643

### **Essex County**

UMDNJ-UBHC- Newark  
183 So. Orange Avenue  
Newark , NJ 07103  
Phone: (973) 972-8811  
Fax: (973) 972-0218

### **Gloucester/Salem/Cumberland Counties**

Robins Nest, Inc.  
42 South Delsea Drive  
Glassboro , NJ 08028  
Phone: (856) 881-8689 x 166  
Fax: (732) 235-4771

### **Hudson County**

Catholic Charities, Archdiocese of Newark  
3040 Kennedy Blvd.  
Jersey City , NJ 07306  
Main: (201) 798-7430  
Phone: (201) 798-7452  
Fax: (201) 659-1707

### **Hunterdon/Somerset/Warren Counties**

Catholic Charities, Dioceses Of Metuchen  
6 Park Avenue  
Flemington, NJ 08822  
Phone: (908) 782-7905  
Fax: (908) 782-5934

### **Mercer County**

Catholic Charities, Archdiocese of Trenton  
3535 Quakerbridge Road, Suite 201  
Hamilton , NJ 08619  
Phone: (609) 584-0790 x 102  
Fax: (609) 584-0595

### **Middlesex County**

Mitchell Douglas, Program Director  
UMDNJ-UBHC- Piscataway  
151 Centennial Avenue , Room 1314  
Piscataway , NJ 08854  
Phone: (732) 235-8420

Fax: (732) 235-4771

### **Monmouth County**

CPC Behavioral Healthcare  
270 Highway 35  
Red Bank, NJ 07701  
Phone: (732) 842-2000 x 4273  
Fax: (732) 212-2890

### **Morris/Sussex Counties**

Family Intervention Services.  
20 Vanderhoof Ave.  
Rockaway, NJ 07866  
Phone: (973) 586-5243 x 319  
Fax: (973) 627-2095

### **Ocean County**

2156 Route 37 West  
Manchester, NJ 08759  
Phone: (732) 657-2502  
Fax: (732) 785-9500

### **Passaic County**

Family Intervention Services  
1784 Hamburg Turnpike  
Wayne , NJ 07470  
Phone: (973) 839-1126  
Fax: (973) 839-3067

### **Union County**

Trinitas Hospital/New Point Campus  
655 East Jersey Street  
Elizabeth, NJ 07206  
PHONE: (908) 994-7154  
FAX: (908) 994-7151

## NEW JERSEY AFTER 3

New Jersey After 3, Inc., formed in 2004, is the nation's first statewide public/private partnership to fund after school programs. New Jersey After 3 is a private, non-profit organization dedicated to expanding after school opportunities for New Jersey's kids. Our vision is that all New Jersey children will have the opportunity to participate in high quality, comprehensive, structured, supervised and enriching after school activities.

### Atlantic County

Grantee: Atlanticare Behavioral Health  
School: Warren Sooy Elementary School/  
Hammonton, NJ

Grantee: Boys & Girls Club of Atlantic City  
Leeds Ave., N. Main Ave., S. Main Ave., and  
Washington Ave. Schools/ Pleasantville, NJ

### Bergen County

Grantee: Jewish Family Service, Inc.  
School: Cliffside Park School Number 3,  
Number 4, and Number 6/ Cliffside Park, NJ

Grantee: Bergen Family Center  
School: Lincoln School and Cleveland  
School/ Englewood, NJ

### Burlington County

Grantee: Boys and Girls Club of Burlington  
County  
School: Willingboro Memorial Middle School/  
Willingboro, NJ

### Camden County

Grantee: Communities of Schools of NJ  
School: Cooper's Poynt/ Camden, NJ

Grantee: Communities of Schools of NJ  
School: Henry H. Davis School/ Camden, NJ

Grantee: Communities of Schools of NJ  
School: R. C. Molina School/ Camden, NJ

Grantee: Educational Information and  
Resource Center  
School: Cream Elementary School/ Camden,  
NJ

Grantee: Hispanic Family Center of Southern  
NJ  
School: Charles Sumner Elementary School/  
Camden, NJ

Grantee: Educational Information and  
Resource Center  
School: Cold Springs Elementary School/  
Gloucester, NJ

Grantee: Educational Information and  
Resource Center  
School: Lindenwold Middle School/  
Lindenwold, NJ

Grantee: Educational Information and  
Resource Center  
School: Lindenwold School # 4/ Lindenwold,  
NJ

### Cumberland County

Grantee: Tri-County Community Action  
Corporation  
School: Broad St School/ Bridgeton, NJ

### Essex County

Grantee: Metropolitan YMCA of the Oranges  
School: Whitney Houston Academy/ East  
Orange, NJ

Grantee: Urban League of Essex County  
School: Union Ave Middle School/ Irvington,  
NJ

Grantee: Work Family Connection  
School: Chancellor Ave School/ Irvington, NJ

Grantee: Boys and Girls Club of Newark  
School: First Ave School/ Newark, NJ

Grantee: Camp Vacamas Association  
School: Dr William H. Horton School and  
McKinley School/ Newark, NJ

Grantee: Camp Vacamas Association  
School: Flagg School/ Newark, NJ

Grantee: Communities in Schools of Newark  
School: 13<sup>th</sup> Ave School/ Newark, NJ

Grantee: Communities in Schools of Newark  
School: Miller St School/ Newark, NJ

Grantee: El Club del Barrio  
School: Roberto Clemente School/ Newark,  
NJ

Grantee: FOUCS Hispanic Center  
School: Ridge Street School and Lafayette  
Street School/ Newark, NJ

Grantee: FOCUS Hispanic Center  
School: Sussex Ave School/ Newark, NJ

Grantee: Ironbound Community Corporation  
School: Hawkins Street School/ Newark, NJ

Grantee: Unified Valisburg Services  
Organization  
School: Alexander Street School and  
Alexander Annex/ Newark, NJ

Grantee: Unified Valisburg Services  
Organization  
School: Mt Vernon School/ Newark, NJ

Grantee: YMCA of Essex and West Hudson  
School: Main St School and Central School/  
Newark, NJ

### Gloucester County

Grantee: Educational Information and  
Resource Center  
School: Herma S. Simmons School/ Clayton,  
NJ

Grantee: Glassboro Child Development  
Centers  
School: Bowe School, Bullock School and  
Glassboro Intermediate School/ Glassboro,  
NJ

Grantee: Boys and Girls Club of Gloucester  
County  
School: Louenslager School and Billingsport  
School/ Paulsboro, NJ

### Hudson County

Grantee: Boys and Girls Club of Hudson  
County  
School: Alfred E. Zampella School/ Jersey  
City, NJ

Grantee: Boys and Girls Club of Hudson  
County  
School: Public School #34/ Jersey City, NJ

Grantee: Urban League of Hudson County  
School: Public School # 41/ Jersey City, NJ

### Mercer County

Grantee: Boys and Girls Club of Trenton and  
Mercer  
School: Robins Annex and Ulysses S. Grant  
Elementary/ Trenton, NJ

Grantee: Boys and Girls Club of Trenton and  
Mercer  
School: Gregory, Stokes, Mott, Robbins and  
Monument Schoolsff

Grantee: Children's Home Society of NJ  
School: Grace Dunn Middles School/  
Trenton, NJ

Grantee: Education Works, Inc  
School: Rivera Elementary School and  
Wilson Elementary School/ Trenton, NJ

Grantee: Young Scholars Institute  
School: Trenton Community Charter School/  
Trenton, NJ

### Middlesex County

Grantee: Civic League of Greater New  
Brunswick  
School: New Brunswick Middle School/ New  
Brunswick, NJ

Grantee: Jewish Renaissance Foundation  
School: William C. McGinnins School and  
Schull School/ Perth Amboy, NJ

**Morris County**

Grantee: Mt Olive Child Care and Learning  
Center  
School: Stephens Elementary School and  
Sandshore Elementary School/ Budd Lake,  
NJ

Grantee: Mt. Olive Child Care and Learning  
Center  
School: Tinc Rd and Mt View Elementary  
School/ Flanders, NJ

Grantee: Morristown Neighborhood House  
Association  
School: Frelinghuysen Middle School/  
Morristown, NJ

**Ocean County**

Grantee: Kimball Medical Center Foundation  
School: Holman Elementary School/  
Jackson, NJ

Grantee: Kimball Medical Center Foundation  
School: Ella G. Clarke School/ Lakewood, NJ

**Passaic County**

Grantee: Boys and Girls Club of Paterson  
School: Passaic School #1

Grantee: Mental Health Clinic of Passaic  
School: Passaic School #6

Grantee: Mental Health Clinic of Passaic  
School: Passaic School #11- William B.  
Cruise School/ Passaic, NJ

Grantee: Boys and Girls Club of Paterson  
School: Paterson School #10/ Paterson, NJ

Grantee: NJ Community Developmental  
Corporation  
School: Paterson School #2/ Paterson, NJ

Grantee: NJ Community Developmental  
Corporation  
School: School #5/ Paterson, NJ

Grantee: Paterson YMCA  
School: Alexander Hamilton Academy and  
Norman S. Weir Elementary School/  
Paterson, NJ

Grantee: Paterson YMCA  
School: Paterson School #28/ Paterson, NJ

Grantee: William Paterson University of NJ

School: Paterson Public School #27/  
Paterson, NJ

Grantee: Boys and Girls Club of Clifton  
School: School #17/ Clifton, NJ

**Sussex County**

Grantee: K.E.E.P., Inc  
School: Walnut Ridge Primary School/  
Vernon, NJ

**Union County**

Grantee: The Newark Museum  
School: A.P. Morris School/ Hillside, NJ

Grantee: The Newark Museum  
School: Coolidge, Washington and Hurden-  
Looker School/ Hillside, NJ

Grantee: Jewish Family Services of Central  
New Jersey  
School: Linden Schools One, Four and Five/  
Linden, NJ

Grantee: Work Family Recreation  
School: Roselle Park Middle School/ Roselle  
Park, NJ

**Warren County**

Grantee: Family Guidance Center of Warren  
School: Taylor St School and Memorial  
School/ Washington, NJ

## ONE STOP CAREER CENTERS

One-Stop Career Centers are located throughout New Jersey. All services are available free of charge to help you develop the skills you need to succeed in a 21st century work environment.

New Jersey's One-Stop Career Centers are staffed with qualified professionals who can assist with obtaining employment or the training you need to meet the demands of our present workforce. Employment counselors can help explore career choices relating to your interests and abilities and will help you explore a career path that can best utilize your skills in the current job market.

The One-Stop Career Centers also offer educational training programs in vocational and trade schools or on-site at the One-Stop, on-the-job training with local employers and apprenticeships in many fields. In addition, Job Search Readiness Workshops provide information on how to successfully look for a job, conduct yourself in an interview, write a resume or learn about the local labor market.

### **Atlantic County**

1333 Atlantic Ave. Atlantic City, NJ 08401  
(609) 345-6700  
Hours: Mon. – Fri. 8:30am – 4:30pm

44 North Whitehorse Pike Hammonton, NJ  
08037-1860  
(609) 561-8800  
Hours: Mon. – Fri. 8:30am – 4:30pm

2 South Main St. Pleasantville, NJ 08232  
(609) 813-3900  
Hours: Mon. – Fri. 8:30am – 4:30pm

3810 New Jersey Ave.  
Wildwood, NJ 08260-0210  
Phone: (609) 729-0997  
Fax: (609) 729-8455

3810 New Jersey Ave.  
Wildwood, NJ 08260  
Phone: (609) 523-0330  
Fax: (609) 523-0212

### **Bergen County**

60 State St, 2nd Floor Hackensack, NJ  
07601  
(201) 329-9600  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Burlington County**

795 Woodlane Rd Westampton, NJ 08060  
(609) 518-3900  
Hours: Mon. – Fri. 8:30am – 4:30pm

Building 5418  
Delaware and Alabama Avenues Fort Dix, NJ  
08640-6904  
(609) 723-5494  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Camden County**

2600 Mt. Ephraim Ave Camden, NJ 08104  
(856) 614 – 3150  
Hours: Mon. – Fri. 8:30am – 4:30pm

1873 Route 70 East Suite 304 Cherry Hill, NJ  
08003  
(856) 751 – 8550  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Cape May County**

3810 New Jersey Ave. Wildwood, NJ 08260-  
0210  
(609) 729-0997  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Cumberland County**

40 East Broad St. Suite 102 Bridgeton, NJ  
08302  
(856) 453 – 3900  
Hours: Mon. – Fri. 8:30am – 4:30pm

275 North Delsea Dr. Vineland, NJ 08360  
(856) 696 – 6600  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Essex County**

50 S. Clinton St, 2nd Floor East Orange, NJ  
07018  
(973) 395-3222  
Hours: Mon. – Fri. 8:30am – 4:30pm

57 Sussex Ave. 2nd Floor Newark, NJ 07103  
(973) 733 – 8183  
Hours: Mon. – Fri. 8:30am – 4:30pm

990 Broad St. Newark, NJ 07102  
(973) 648 – 3370  
Hours: Mon. – Fri. 8:30am – 4:30pm

Essex County College 3rd Floor, Yellow Area  
Newark, NJ 07102-1789  
(973) 877 - 3479  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Gloucester County**

215 Crown Point Rd. Thorofare, NJ 08086-  
0159  
(856) 384-3700  
Hours: Mon. – Fri. 8:30am – 4:30pm

Route 45 and Budd Blvd. Woodbury, NJ  
08096  
(856) 384-6970  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Hudson County**

690 Broadway Bayonne, NJ 07002-2920  
(201) 858-3037  
Hours: Mon. – Fri. 8:30am – 4:30pm

4800 Broadway Union City, NJ 07087  
(201) 271-4529  
Hours: Mon. – Fri. 8:30am – 4:30pm

438 Summit Ave. 1st Floor Jersey City, NJ  
07306  
(201) 795-8800  
Hours: Mon. – Fri. 8:30am – 4:30pm

121-125 Newark Ave. Jersey City, NJ 07302  
(201) 413-7580  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Hunterdon County**

Victoria Plaza Flemington, NJ 08822  
(908) 782 – 2885  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Mercer County**

26 Yard Ave. 1st Floor, Station Plaza 4,  
Trenton, NJ 08625  
(609) 292 - 0620  
Hours: Mon. – Fri. 8:30am – 4:30pm

650 South Broad St. Trenton, NJ 08650  
(609) 989 – 6824  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Middlesex County**

506 Jersey Ave. New Brunswick, NJ 08901  
(732) 937 – 6200  
Hours: Mon. – Fri. 8:30am – 4:30pm

339 Maple St. Perth Amboy, NJ 08861  
(732) 293 - 5016  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Monmouth County**

60 Taylor Ave. Neptune, NJ 07753  
(732) 775 - 1566  
Hours: Mon. – Fri. 8:30am – 4:30pm

170 Monmouth St. Red Bank, NJ 07701  
(732) 747 – 2282 x10 or x33  
Hours: Mon. – Fri. 8:30am – 4:30pm

### **Morris County**

107 Bassett Highway Dover, NJ 07801  
(973) 361-9050  
Hours: Mon. – Fri. 8:30am – 4:30pm

30 Schuyler Pl. Morristown, NJ 07960  
(973) 631-6321  
Hours: Mon. – Fri. 8:30am – 4:30pm

**Ocean County**

1027 Hooper Ave. Bldg. 6, Toms River, NJ  
08753

(732) 286-5616  
Hours: Mon. – Fri. 8:30am – 4:30pm

1959 Rt. 9 Toms River, NJ 08755

(732) 286-6446 x261  
Hours: Mon. – Fri. 8:30am – 4:30pm

231 3rd Street -2nd Floor Lakewood

Municipal Bldg. Lakewood, NJ 08701  
(732) 905-5996

Hours: Mon. – Fri. 8:30am – 4:30pm

**Passaic County**

388 Lakeview Ave. Clifton, NJ 07011

(973) 340-3400 x7129  
Hours: Mon. – Fri. 8:30am – 4:30pm

52 Church St. Paterson, NJ 07505

(973) 340-3400 x7200  
Hours: Mon. – Fri. 8:30am – 4:30pm

370 Broadway Paterson, NJ 0750

(973) 977-4350  
Hours: Mon. – Fri. 8:30am – 4:30pm

25 Howe Ave. Passaic, NJ 07055

(973) 916 - 2645  
Hours: Mon. – Fri. 8:30am – 4:30pm

**Salem County**

174 E. Broadway Salem, NJ 08079

(856) 935-7007  
Hours: Mon. – Fri. 8:30am – 4:30pm

**Somerset County**

75 Veterans Memorial Dr. Somerville, NJ  
08876

(908) 704 – 3000  
Hours: Mon. – Fri. 8:30am – 4:30pm

**Sussex County**

Sussex County Mall Rt. 206 N Newton, NJ  
07860

(973) 383-2775  
Hours: Mon. – Fri. 8:30am – 4:30pm  
12 Munsonhurst Rd. Franklin, NJ 07416  
(973) 209-0795  
Hours: Mon. – Fri. 8:30am – 4:30pm

**Union County**

125 Broad St. Elizabeth, NJ 07201  
(908) 558-8000

Hours: Mon. – Fri. 8:30am – 4:30pm

208 Commerce Pl. Elizabeth, NJ

(908) 820-3181  
Hours: Mon. – Fri. 8:30am – 4:30pm

200 West 2nd St– 2nd & 3rd Floors

Plainfield, NJ 07060  
(908) 412 – 7980

Hours: Mon. – Fri. 8:30am – 4:30pm

**Warren County**

75 South Main St. Phillipsburg, NJ 08865-  
2339

(908) 859-0400  
Hours: Mon. – Fri. 8:30am – 4:30pm

## RESOURCES FOR COMMUNITY BASED ORGANIZATIONS

Below is a partial listing of grant making organizations that provide a significant number of grants to New Jersey not-for profit organizations. *This list is not exhaustive and does not include detailed information on application requirements.* For more detailed information on these and others resources for not-for-profit organizations visit company web-sites, and your local library.

### **Bank of America Foundation**

**Area of Interest:** Varies

[www.bacnkofamerica.com/foundation](http://www.bacnkofamerica.com/foundation)

### **Center for Non-Profits**

Founded in 1982, the Center is a charitable umbrella organization serving New Jersey's non-profit community. The Center's mission is to build the power of New Jersey's non-profit community by serving as the premier voice and comprehensive resource for and about our sector.

[www.nonprofits.org](http://www.nonprofits.org)

### **Council of New Jersey Grantmakers**

**Area of Interest:** Resources for grant

making agencies  
315 West State Street (Office)  
101 West State Street (Mailing)  
Trenton, NJ 08608  
Phone 609-341-2022  
Fax 609-777-1096

[www.cnjg.org](http://www.cnjg.org)

### **Fannie Mae Foundation**

**Area of Interest:** Affordable housing, home ownership opportunities in cities towns, and rural areas across the United States  
Phone 202-274-8057

<http://www.fanniemaefoundation.org/grants/grants.shtml>

### **Ford Foundation**

**Areas of Interests:** Various

Attention: Secretary  
320 East 43 Street  
New York, NY 10017

<http://www.fordfound.org/about/guideline.cfm>

### **Foundation Center**

The Foundation Center is the most authoritative source of information on private philanthropy in the United States. We help grant-seekers, grant-makers, researchers, policymakers, the media, and the general public better understand the field of philanthropy.

[www.foundationcenter.org](http://www.foundationcenter.org)

### **Internal Revenue Service (IRS)**

Information on how to apply to become a tax exempt organization.

[www.irs.gov/charities/charitable](http://www.irs.gov/charities/charitable)

### **New Jersey Economic Development Authority (EDA)**

**Area of Interest:** Provides low-interest loans and other resources to help businesses and nonprofit agencies get the capital they need to invest and expand in New Jersey.  
PO Box 990

Trenton, NJ 08625-0990

Phone (609) 292-1800

<http://www.njeda.com/notforprofits.asp>

### **New Jersey Economic Development Directory**

**Area of Interests:** Urban or economic revitalization

[http://www.ecodevdirectory.com/new\\_jersey.htm](http://www.ecodevdirectory.com/new_jersey.htm)

### **Prudential Foundation**

**Area of Interest:** Education and Economic development

### **The Prudential Foundation**

**751 Broad Street, 15th Floor**

**Newark, NJ 07102-3777**

**(973) 802-9704**

[www.prudential.com](http://www.prudential.com) (select "About Prudential," then "Community Involvement")

### **Public Service Gas Electric (PSEG)**

**Area of Interest:** PSEG's Contributions Program supports nonprofit organization proposals that address our three funding priorities:

Children & Families  
Community & Economic Development  
The Environment

[www.pseg.com/community](http://www.pseg.com/community)

- **Burlington, Camden, Gloucester, Ocean**  
PSE&G  
300 New Albany Rd.  
Moorestown NJ 08057
- **Hudson & Bergen**  
PSE&G  
608 Broadway  
Bayonne, NJ 07002
- **Hunterdon, Somerset & Union**  
PSE&G  
900 West Grand Street  
Elizabeth, NJ 07202
- **Morris, Passaic & Essex**  
PSE&G  
240 Kuller Rd.  
Clifton NJ 07011
- **Mercer, Middlesex & Monmouth**  
PSE&G  
4140 Quakerbridge Rd.  
Lawrenceville NJ 08648
- **Salem, Cumberland, Cape May, & Atlantic**  
PSEG Nuclear  
P.O. Box 236  
Hancocks Bridge NJ 08038

**Statewide New Jersey Funding or Requests Focused Solely on Newark**

PSEG

Corporate Responsibility  
80 Park Plaza, 10C  
Newark NJ 07102

### **All Other Funding Requests**

Director - Corporate Responsibility

PSEG

80 Park Plaza, 10C  
Newark NJ 07102

### **Robert Wood Johnson Foundation**

The Robert Wood Johnson Foundation provides grants for projects in the United States and U.S. territories that advance our mission to improve the health and health care of all Americans. Preference is given to public agencies, public charities or are tax-exempt under section 501(c)(3) of the Internal Revenue Code.

**Areas of Interest:** Building Human Capital, Childhood Obesity, Health Insurance Coverage, Pioneer, Public Health, Quality/Equality, Vulnerable Populations

Robert Wood Johnson Foundation

P.O. Box 2316

College Road East and Route 1

Princeton, NJ 08543

(877) 843-RWJF

[www.rwjf.org](http://www.rwjf.org)

### **State of New Jersey Grant Resources**

**Area of Interest:** Information on grant programs offered by the State of New Jersey  
<http://www.state.nj.us/grants.html>

### **Verizon Foundation**

Mission is to improve education, literacy, family safety and healthcare by supporting Verizon's commitment to deliver technology that touches life.

**Areas of Interest:** Literacy, Technology Education, Domestic Violence.

Grant applications are only accepted electronically..

[www.foundation.verizon.com](http://www.foundation.verizon.com)

### **Victoria Foundation**

**Areas of Interest:** Improving opportunities for poor and disadvantaged families within the City of Newark, and urgent environmental problems within New Jersey

946 Bloomfield Avenue

Glen Ridge, NJ 07028

Phone 973-748-5300

Fax 973-748-0016

<http://www.victoriafoundation.org/index.htm>

**Wachovia Foundation**

The Wachovia Foundation is a private foundation that is funded annually by

Wachovia Corporation. We provide grants to eligible 501(c)(3) tax-exempt organizations.

**Areas of Interest:** Education, Community Development, Health and Human Services, Arts and Culture

Wachovia Regional Foundation  
123 Broad Street, 3<sup>rd</sup> Floor  
PA4360  
Philadelphia, PA 19109  
Tel: (215) 670-4300  
Fax: (215) 670-4313

# SCHOOL BASED YOUTH SERVICES PROGRAM

The New Jersey School Based Youth Services Program (SBYSP) was started in 1987 to help young people navigate their adolescent years, finish their education, obtain skills leading to employment or continuing education, and graduate healthy and drug free.

SBYSP sites, which are located in each of the 21 counties in or near schools in urban, rural and suburban communities, are open to all youth ages 10-19, and provide services before, during and after school and throughout the summer. The comprehensive "one-stop shopping" design helps break down barriers and bureaucratic roadblocks that too often prevent young people from obtaining services and supports. The program has been extended to younger students in some school districts. Currently there are 90 SBYSP operating in 67 high schools, 18 middle schools and 5 elementary schools.

## Atlantic County

**Atlantic City High School**  
Teen Services Center  
1400 Albany Ave.  
Atlantic City, NJ 08401  
Craig Cochran  
(609) 345-8336  
Fax (609) 345-8373  
PD (609) 343-7300 ext.2306

**Buena Regional High School**  
Buena School Based Teen Center  
Room B112  
125 Weymouth Road  
Buena, NJ 08310  
(856) 697-2400 ext 8234  
Fax (856) 974-8956

**Cleary Middle School**  
1501 Central Avenue  
Minotola, NJ 08341  
Cathleen Morris  
(856) 697-2400 ext 8234  
Fax (856) 974-8956

**Egg Harbor Township High School**  
24 High School Drive  
Egg Harbor Township, NJ 08234  
Joseph Conte  
(609) 653-0100 ext. 2683  
Fax: (609) 653-0789

**Martin Luther King School Complex**  
Martin Luther King Blvd.  
Atlantic City, NJ  
(609) 645-7700

**Oakcrest High School**  
1824 Dr. Dennis Foreman Dr.  
Mays Landing, NJ 08330  
(609) 909-2677  
Fax (609)625-6034

**Pleasantville High School**  
"The Club"  
701 Mill Rd.  
Pleasantville, NJ 08232  
(609) 383-6900 ext. 4057  
Fax (609) 383-6952  
PD (609) 383-6900 ext. 4098

**Uptown School Complex**  
323 Madison Avenue  
Atlantic City, NJ  
(609) 645-7700

## Bergen County

**Dwight Morrow Academies at Englewood**  
"The Zone"  
274 Knickerbocker Road  
Englewood, NJ 07631  
(201) 862-6283

**Hackensack High School**  
Hackensack Drop In Center Rm. 161  
First & Beech Sts.  
Hackensack, NJ 07601  
Dominick Polifrone  
(201) 646-0722  
Fax (201) 646-1558

**Teaneck High School**  
100 Elizabeth Street  
Teaneck, NJ 07666  
Nicholas Campestre  
(201) 833-5126  
Fax (201) 833-5429

**Burlington County**  
Burlington City Jr./Sr. High School  
100 Blue Devil Way  
Burlington, NJ 08016  
(609) 239-6275  
Fax (609) 239-2185

**Pemberton High School**  
Pemberton School Based Program  
PO Box 246  
148 Arneys Mount Rd.  
Pemberton, NJ 08068  
(609) 893-8141 Ext.2921  
Fax (609) 894-0153

**Willingboro High School**  
MVP (Making Visions Possible)  
20 Kennedy Way  
Willingboro, NJ 08046-2121  
(609) 835-8806  
Fax (609) 835-8821

## Camden County

**Camden City High School**  
"Link Program"  
1700 Park Blvd.  
Camden, NJ 08103  
(856) 614-7680  
Fax (856) 966-5282

**East Camden Middle School**  
3604 Stevens Street  
Camden, NJ 08105  
(856) 541-0253  
Fax (856) 541-1989

**Hatch Middle School**  
Park Blvd & Euclid Avenue  
Camden, NJ 08103  
(856) 541-0253  
Fax (856) 541-1989

**Morgan Village Middle School**  
Morgan Blvd & Fairview Street  
Camden, NJ 08104  
(856) 541-0253  
Fax (856) 541-1989

**Pyne Point Middle School**  
7th & Erie Street  
Camden, NJ 08102  
(856) 541-0253  
Fax (856) 541-1989

**Veterans Memorial Middle School**  
26th & Hayes Avenue  
Camden, NJ 08105  
(856) 541-0253  
Fax (856) 541-1989

**Winslow Township High School**  
"Eagle's Landing"  
200 Coopers Folly Road  
Atco, NJ 08004  
(856) 767-1850 ext. 8102  
Fax (856) 719-8016

**Woodrow Wilson HS**  
"Tiger's Lair"



31st & Federal Sts  
Camden, NJ 08105  
(856) 966-4282  
Fax (856) 964-0677

#### Cape May County

**Cape May County Technical School**  
188 Crest Haven Rd.  
Cape May Court House, NJ 08210  
(609) 465-2161 ext. 126 or 227  
Fax (609) 465-3365

#### Lower Cape May Regional High School

Cape May SBYSP  
687 Route 9  
Cape May, NJ 08204  
(609) 884-3475 ext. 347  
Fax: (609) 884-5638

#### Cumberland County

Bridgeton Broad Street School  
Kid's Corner  
251 W. Broad Street  
Bridgeton, NJ 08346  
(856) 453-1233  
Fax (856) 453-1410

#### Bridgeton High School

Kid's Corner  
111 North West Avenue  
Bridgeton, NJ 08302  
(856) 453-1233  
Fax (856) 453-1410

#### Cumberland Regional High School

COLT Connection  
PO Box 5115  
Silver Lake Road  
Seabrook, NJ 08302  
(856) 451-9400 ext. 279  
Fax (856) 451-7766

#### Downe Township Elementary School

Kid's Corner  
Route 553  
Newport, NJ 08345  
(856) 453-1233  
Fax (856) 453-1410

#### Millville High School

200 Wade Blvd.  
Millville, NJ 08332  
Brenda Smaniotto  
(856) 327-6040 ext. 2905  
Fax (856) 293-2319

#### Thomas W. Wallace Intermediate School

688 North Mill Road  
Vineland, NJ 08360  
(856) 507-8780  
Fax (856) 507-8780

#### Vineland High School South

2880 East Chestnut Avenue  
Vineland, NJ 08361  
(856) 507-8780  
Fax (856) 507-8780

#### Essex County

Barringer High School  
90 Parker Street  
Newark, NJ 07104  
Desiree Barber  
(973) 350-8583  
Fax (973) 483-9169

#### Columbia High School

17 Parker Ave  
Maplewood, NJ 07040-1327  
Erin Barker  
(973) 762-5600 ext. 1188

#### Essex County Technical Career Center

Teen Powerhouse  
91 W. Market St.  
Newark, NJ 07103  
(973) 622-1100 ext. 4081  
Fax (973) 972-6378

#### Irvington High School University

Irvington School Based Program  
PO Box 153  
Irvington, NJ 07111  
(973) 399-7797  
Fax (973) 372-6545

#### Orange High School

Orange SBYSP  
400 Lincoln Avenue  
Orange, NJ 07050  
(973) 677-4050 ext. 5019  
Fax (973) 677-4089

#### Orange Middle School

Central Avenue & Clarendon Place  
Orange, NJ 07050  
(973) 677-4050 ext. 5019  
Fax (973) 677-4089

#### University Middle School

255 Myrtle Ave.  
Irvington, NJ 07111-2621  
(973) 399-7797  
Fax (973) 372-6545

#### Gloucester County

#### Clayton Jr./ Sr. High School

Clayton Place  
350 E. Clinton Street  
Clayton, NJ 08312  
(856) 863-1802  
Fax (856) 863-2476

#### Gloucester County Institute of Technology

1360 Tanyard Road  
P.O. Box 800  
Sewell, NJ 08080  
(856) 468-1445 ext. 2691  
Fax (856) 468-0522

#### Hudson County

Bayonne High School  
Student Center, Room 124  
Avenue A & 29th St.  
Bayonne, NJ 07002  
(201) 858-7885  
Fax (201) 436-3931

#### Emerson High School

318 18th St.  
Union City, NJ 07087  
(201) 392-3621  
Fax (201) 348-1283

#### Harrison High School

1 North 5th Street  
Harrison, NJ 07029  
(973) 482-5050 ext. 1015  
Fax: (973) 482-3625

#### Hoboken High School

800 Clinton Street  
(Ninth & Clinton Sts)  
Hoboken, NJ 07030  
(201) 356-3630  
Fax: (201) 356-3704

#### Jose Marti Middle School

1800 Summit Ave  
Union, City, NJ 07087  
(201) 392-3621  
Fax (201) 348-1283

#### Kearny High School

336 Devon Street  
Kearny, NJ 07032  
(201) 955-5144  
Fax: (201) 955-5041

#### Snyder High School

239 Bergen Ave  
Jersey City, NJ 07305  
(201) 915-6518  
Fax (201) 547-2026

#### Union Hill High School

3800 Hudson Ave  
Union City, NJ 07087-6020  
(201) 392-3683 (temporary)  
Fax (201) 392-392-8229

#### Hunterdon County

#### Hunterdon Central Regional High School

Hunterdon Medical Center HBH  
2100 Westcott Dr.  
Flemington, NJ 08822  
(908) 788-6401 ext. 3235  
Fax (908) 788-6584

#### Mercer County

#### Trenton Central High School

Trenton SBYSP  
400 Chambers St. Suite E124  
Trenton, NJ 08609  
(609) 278-7260 ext. 7575  
Fax (609) 278-8243

#### Middlesex County

#### Carteret High School

199 Washington Avenue  
Carteret, NJ 07008  
(732) 541-8960 ext. 4051  
Fax (732) 541-2454

#### Crossroads North Middle School

635 Georges Road  
Monmouth Junction, NJ 08852

(732) 329-4044 ext. 3246  
Fax (732) 274-1237

**Highland Park High/Middle School**

Highland Park SBYS  
102 North Fifth Ave.  
Highland Park, NJ 08904  
(732) 572-2400 ext.3020  
Fax (732) 819-7041

**New Brunswick High School**

New Brunswick SBYS  
1125 Livingston Ave.  
New Brunswick, NJ 08901  
(732) 745-5300 ext.7765  
Fax (732) 418-4329

**Perth Amboy High School**

Perth Amboy SBYS  
300 Eagle Avenue  
Perth Amboy, NJ 08861  
(732) 376-6030 ext.23511  
Fax (732) 376-6297

**Roosevelt Elementary School**

83 Livingston Avenue  
New Brunswick, NJ 08901  
(732) 745-5300 ext.7765  
Fax (732) 418-4329

**South Brunswick High School**

South Brunswick SBYS  
750 Ridge Road  
PO Box 183  
Monmouth Junction, NJ 08852  
(732) 329-4044 ext. 3246  
Fax (732) 274-1237

**Monmouth County**

**Asbury Park High School**

Asbury Park SBYS  
1003 Sunset Ave.  
Asbury Park, NJ 07712  
(732) 776-2638 ext. 2633 or 2675  
Fax (732) 776-6895  
Fax (732) 633-1620

**Keansburg High School**

140 Port Monmouth Road  
Keansburg, NJ 07734-1999  
(732) 787-2007 ext.4555  
Fax (732) 495-7921 or 471-8219

**Long Branch High School**

Long Branch High SBYS  
391 Westwood Ave.  
Long Branch, NJ 07740  
(732) 728-9533  
Fax (732) 728-9670

**Red Bank Regional High School**

The Source  
101 Ridge Road  
Little Silver, NJ 07739  
(732) 842-8000 ext. 1236  
Fax (732) 842-4868

**Morris County**

**Dover High School**

Tiger R.A.P.

100 Grace Street  
Dover, NJ 07801  
(973) 989-0540/0045  
Fax (973) 442-1779

**Ocean County**

**Brick Memorial High School**

2001 Lanes Mill Road  
Brick, NJ 08724  
(732) 785-3901/3902  
Fax (732) 458-5140

**Brick Township High School**

346 Chambers Bridge Road  
Brick, NJ 08724-1405  
(732) 262-2500 Ext. 2095  
Fax (732) 262-3385

**Lakewood High School**

Lakewood SBYS  
PO Box 2036  
Lakewood, NJ 08701  
(732) 363-7272  
Fax (732) 905-5644

**Pinelands Regional High School**

Pinelands Junior High School  
Pinelands SBYS  
520 Nugentown Rd.  
PO Box 248  
Tuckerton, NJ 08087-0248  
(609) 296-5074  
Fax (609) 812-9643

**Veterans Memorial Middle School**

105 Hendrickson Ave  
Brick, NJ 08724  
(732) 785-3901/3902  
Fax (732) 458-5140

**Passaic County**

**Clifton High School**

333 Colfax Avenue  
Clifton, NJ 07013  
(973) 458-6074  
Fax (973) 458-6075

**East Side High School**

150 Park Ave. Room 138  
Paterson, NJ 07501  
(973) 321-2425  
Fax (973) 321-0392

**Kennedy High School**

Paterson SBYS  
62-127 Preakness Ave.  
Paterson, NJ 07522  
(973) 321-0541  
Fax (973) 720-9553

**Lincoln Middle School**

291 Lafayette Avenue  
Passaic, NJ 07055  
(973) 473-2408  
Fax (973) 473-473-6883

**Manchester Regional High School**

70 Church Street  
Haledon, NJ 07508-1753

(973) 389-2864  
Fax (973) 956-8805

**Passaic High School**

Passaic SBYS  
185 Paulison Ave.  
Passaic, NJ 07055  
(973) 473-2408  
Fax (973) 473-473-6883

**Passaic County Technical Institute**

45 Reinhardt Road  
Wayne, NJ 07470-2210  
(973) 389- 2028  
Fax (973) 413-1640

**Passaic Valley High School**

East Main Street  
Little Falls, NJ 07424  
(973) 890-2500 ext. 2604  
Fax (973) 890-2547

**Salem County**

Salem City High School  
Youth Connection  
219 Walnut Street  
Salem, NJ 08079-9048  
(856) 935-3900 ext.270  
Fax: 856-935-4623

**Salem County Vocational Technical High School**

Salem Youth Mall  
166 Salem-Woodstown Rd.  
Salem, NJ 08079  
(856) 935-7365  
Fax (856) 935-5027

**Somerset County**

**Somerset County Vocational Technical High School**

PO Box 6350  
N. Bridge St. & Vogt Dr.  
Bridgewater, NJ 08807  
(908) 526-8900 ext. 7286  
Fax (908) 526-9212

**Sussex County**

**Sussex County Technical School**

105 N. Church Rd.  
Sparta, NJ 07871  
(973) 579-7725  
Fax (973) 579-7493

**Union County**

**Abraham Clark High School**

122 East 6th Ave  
Roselle, NJ 07203-2026  
(908) 298-2000 ext. 2221  
Fax (908) 298-8628

**Elizabeth High School**

(William S. Halsey House)  
600 Pearl Street  
Elizabeth, NJ 07202-3624  
(908) 994-5383  
Fax (908) 351-4572

**Elizabeth High School**

(Thomas Jefferson House)

27 Martin Luther King Plaza  
Elizabeth, NJ 07201  
(908) 436-6771  
Fax (908) 436-6768

**Hubbard Middle School**  
661 W Eighth St  
Plainfield, NJ 07060-2233  
908 731-4360 ext. 5152  
Fax (908) 731-4362

**Maxson Middle School**  
920 East Seventh Street  
Plainfield, NJ 07062  
908 731-4360 ext. 5152  
Fax (908) 731-4362

**Plainfield High School**  
Plainfield High SBYSP  
925 Arlington Ave.  
Plainfield, NJ 07060  
908 731-4360 ext. 5152  
Fax (908) 731-4362

**Warren County**

**Phillipsburg High School**  
Phillipsburg High SBYSP  
445 Marshall Avenue  
Phillipsburg, NJ 08865  
(908) 859-2127  
Fax (908) 213-2062

**Phillipsburg Middle School**  
525 Warren Street  
Phillipsburg, NJ 08865  
(908) 859-2127  
Fax (908) 213-2062

**Warren Hills Regional High School**  
41 Jackson Valley Road  
Washington, NJ 07882  
(908) 835-3350, then option #8  
Fax (908) 689-5801

**Warren Hills Regional Middle School**  
64-66 Carlton Ave  
Washington, NJ 07882  
(908) 835-3350, then option #8  
Fax (908) 689-5801

# STATE DEPARTMENT/ AGENCY

## Department of Treasury

(609) 292-8950  
<http://www.state.nj.us/treasury/>

Public Services Offered:  
Divisions of:  
Administration  
Contract Compliance  
Investment  
Management and Budget (OMB)  
Pension and Benefits  
Property Management Construction  
Public Finance  
Purchase and Property  
Property Tax Relief Programs  
State Auctions

## Office of Homeland Security and Preparedness

(609) 584-4078  
<http://www.nj.gov/njhomelandsecurity/>  
Public Services Offered:  
Community Emergency Response Team (CERT)

## Department of Banking & Insurance

(609) 633-7667  
<http://www.state.nj.us/dobi/index.html>  
Public Services Offered:  
Banking Division  
Insurance Division  
Real Estate Commission

## Department of the Public Advocate

(609) 826-5091  
<http://www.state.nj.us/publicadvocate/>  
Public Services Offered:  
Division of Developmental Disability Advocacy  
Child Advocate  
Citizen Relations  
Elder Advocacy  
Rate Council (formerly the NJ Division of the Ratepayer Advocate)  
Public Interest Advocacy  
Mental Health Advocacy  
Office of the Child Advocate

## Department of Education

(609) 292-0193  
<http://www.state.nj.us/education>  
Public Services Offered:  
Abbott Services  
Bilingual Education  
Keeping Our Kids Safe  
No Child Left Behind  
Blueprints for Violence and Substance Abuse Program  
Early Childhood Education  
Recognition Programs  
Safe and Drug-Free Schools Program  
Special Education  
Intradistrict Public School Choice  
NJ After 3  
Voc-Tech & Career Programs

## Board of Public Utilities

(609) 777-3300  
<http://www.nj.gov/bpu/>

## Public Services Offered:

Audits  
Cable TV  
Clean Energy  
Customer Assistance  
Energy  
Reliability & Security  
Telecommunications  
Water

## New Jersey State Police

(609) 882-2000  
<http://www.njsp.org>  
Public Services Offered:  
Trooper Youth Week  
Child Safety Seat Program  
NJ State Police Boy Scout Camporee

## Motor Vehicle Commission

(609) 984-9825  
<http://www.nj.gov/mvc/>  
Public Services Offered:  
Renew driver license  
Renew registration  
6 Pt ID Verification  
Motorcycle Safety  
Change of address

## Department of Corrections

(609) 633-2335  
<http://www.state.nj.us/corrections/>  
Public Services Offered:  
DEPTCOR  
Transitional Services  
Victim Services  
AgriIndustries  
Public Awareness

## Department of Environmental Protection

(609) 777-4327  
<http://www.state.nj.us/dep/index.html>  
Public Services Offered:  
DEP Public Participation Calendar  
Clean Communities Projects  
Clean Communities  
Farm Stands  
AmeriCorps  
Summer Jobs  
New Jersey Watershed Ambassadors Program

## Department of Health & Senior Services

(609) 292-0053  
<http://www.state.nj.us/health/>  
Public Services Offered:  
AmeriCorps  
Brain Injury Research  
Cancer Control Program  
Cancer Surveillance Program  
Charity Care  
Commission on Cancer Research  
Comprehensive Tobacco Control Program  
Consumer Environmental Health  
Emergency Medical Services  
HIV/AIDS Services  
Minority/ Multicultural Health  
National Senior Service Corps  
NJ Youth Tobacco Survey

Office of Animal Welfare  
Office of Cancer Control and Prevention  
Post Partum Depression Services  
Public Awareness  
Public Health Issue  
Senior Benefits  
Spinal Cord Research  
Update Gang Study  
Volunteers in Service to America

## Department of Agriculture

(609) 292-3976  
<http://www.nj.gov/agriculture/>  
Public Services Offered:  
Divisions of:  
Agricultural and Natural Resources  
Animal Health  
Food Nutrition  
Marketing and Development  
Plant Industry  
School Farm Tours  
Educational Programs  
Conservation Education  
Emergency Feeding Operations

## Department of Transportation

(609) 530-3536  
<http://www.nj.gov/transportation/>  
Public Services Offered:  
Adopt-A-Highway  
Animal/Dead Dear Removal  
Context Sensitive Design  
Detours and Highway Closing  
Facilities and Maintenance  
Local Aid and Economy Development  
Maintenance, Highways, Litter Pick-Up  
NJ Future In Transportation (FIT)  
Pothole Reporting  
Safe Routes to School  
Service Center/Repair Centers  
Transit Village Initiative

## Department of Law and Public Safety/

### Office of the Attorney General

(609) 530-6957  
<http://www.state.nj.us/lps/>  
Public Services Offered:  
Divisions of:  
Alcoholic Beverage  
Consumer Affairs  
Criminal Justice  
Civil Rights  
Gaming Enforcement  
Highway Traffic and Safety  
Elections  
Law  
Juvenile Justice Commission  
NJ Racing Commission  
State Police  
Day Programs  
Juvenile Detention Alternatives Initiative

## Department of Military & Veterans Affairs

(609) 530-6957  
<http://www.state.nj.us/military/>  
Public Services Offered:  
HealthCare Services

Veterans Services  
Youth Challenge

**Office of Economic Growth**  
(609) 984-9825  
Public Services Offered:

**Department of Children & Families**  
(609) 984-4500

<http://www.state.nj.us/dcf/>

Public Services Offered:

Atlantic County and Families Initiative  
Care Management Services  
Child Advocacy Centers  
Child Care Help Line  
Child Safety Campaigns  
County Human Treatment Centers  
County Inter-Agency Coordinating Councils  
County Youth Services Commission  
Division of Child Behavioral Health Services  
Child Welfare  
Domestic Violence and Family Support Services  
DYFS  
Family Friendly Services  
Family and Child Early Education Services  
Family Support Services  
Foster Adoption  
Human Services Advisory Council  
Kinship Care  
Mobile Response & Stabilization Services  
Newark School-Based Health Centers  
NJ Child Assault Prevention Project  
Project TEACH (Teen Educational and Child Health) Regional Diagnostic Treatment Centers  
School Based Youth Services Program  
Strengthen Families Through Early Care and Education  
Training and Technical Assistance Services  
Transitional Education Center  
Technology for Life Learning Center  
Youth Case Management

**Department of Labor & Workforce Development**

(609) 292-2975

<http://www.state.nj.us/labor/index.html>

Public Services Offered:

One-Stop Career Center  
NJ Family Care  
Veteran Services  
Disability Determination Services  
Workers Compensation  
Unemployment Insurance  
Vocational Rehabilitation Services  
Youth Mentoring

Youth Transitions to Work  
Construction Trades Training Program for Youth and Minorities  
Registered Apprenticeship Programs

**Department of Personnel**  
(609) 292-4145

<http://www.state.nj.us/personnel/>

Public Services Offered:

HRDI Training  
Working Well NJ

**Department of Human Services**  
(609) 292-3717

<http://www.state.nj.us/humanservices/>

Public Services Offered:

Divisions of:  
Family Development  
Child Care Services  
Child Support and Paternity Services  
WorkFirst NJ,  
Supplemental Security Income  
Foodstamps Services  
Catastrophic Illness in Children Relief Fund  
Commission for the Blind and Visually Impaired  
Deaf and Hearing  
Developmental Disabilities  
Disability Services  
Mental Health Services  
Good Neighbors/ Community Living for People with Disabilities  
Governor's Council on Alcoholism and Drug Abuse  
Home Energy Assistance,  
NJ Family Care  
NJ Earned Income Tax Credit  
Refugee Resettlement Program

**Department of State**

(609) 777-0884

<http://www.state.nj.us/state/>

Public Services Offered:

Volunteer NJ  
Division of Community Services  
Governor's Office of Volunteerism  
AmeriCorps  
Amistad Commission  
Council of the Arts  
Cultural Trust  
Faith Based Initiatives  
Historical Commission  
Israel Commission  
Martin Luther King Jr Commission  
Learn & Serve America NJ  
State Museum  
Travel and Tourism

War Memorial

Department of Community Affairs  
Acting Commissioner Charles Richman  
(609) 292-6420

<http://www.state.nj.us/dca/>

Public Services Offered:

Center for Hispanic Policy, Research and Development  
Division of Local Government Services  
Division of Housing  
Division of Fire Safety  
Division of Codes and Standards  
Division of Community Resources  
Division of Women  
Office of Smart Growth  
Council on Affordable Housing  
New Jersey Affordable Housing Management Association Foundation

**Office of the Public Defender**

(973) 648-2600

<http://www.thedefenders.nj.gov/>

**Office of the Child Advocate**

(609) 984-1188

<http://www.state.nj.us/childadvocate/>

**Commission on Higher Education**

(609) 984-2630

<http://www.state.nj.us/highereducation/>

**Commission on Science and Technology**

<http://www.state.nj.us/scitech/>

**NJ Council on Developmental Disabilities**

(609) 292-3745

<http://www.niddc.org/>

Public Services Offered:

Monday Morning  
NJ Young Activists for Change  
Family Support  
Partners for Policymaking  
Men's Health Care  
Women's Health Care

**NJ Parole Board**

<http://www.state.nj.us/parole/>

**Juvenile Justice Commission**

(609) 292-1400

<http://www.state.nj.us/lps/jjc/index.html>

Public Services Offered:

Residential Community Homes, Day Programs (Atlantic City, Burlington, Cumberland, Elizabeth, Liberty Park Hudson, Monmouth)

## UNITED WAY/ 2-1-1 CALL CENTERS

Local United Ways throughout New Jersey provide financial support to the 2-1-1 Call Center covering their community. Ten officially designated 2-1-1 Call Centers are strategically located

While resources that are offered through 2-1-1 vary from community to community, 2-1-1 Call Specialists will provide comprehensive information and referral services to callers about a variety of issues, including:

- ❑ Basic Human Needs Resource: food banks, clothing closets, shelters, rent assistance, utility assistance.
- ❑ Support for Seniors and Persons with Disabilities: adult day care, congregate meals, Meals on Wheels, respite care, home health care, transportation, homemaker services.
- ❑ Support for Children, Youth and Families: childcare, after school programs, Kids Care (health insurance programs), family resource centers, summer camps and recreation programs, mentoring, tutoring, protective services.
- ❑ Physical and Mental Health Resources: health insurance programs, Medicaid and Medicare, maternal health, Children's Health Insurance Program, medical information lines, crisis intervention services, support groups, counseling, drug and alcohol intervention and rehabilitation.
- ❑ Employment Supports: financial assistance, job training, transportation assistance, and education programs.

### **Atlantic County**

United Way of Atlantic County  
4 E. Jimmie Leeds Road, Suite 10  
Galloway, NJ 08205  
(609) 404-4483  
Fax: (609) 404-4303  
[www.unitedwayac.org](http://www.unitedwayac.org)  
[uwac@dandy.net](mailto:uwac@dandy.net)

CALL CENTER  
Atlantic County Division of  
Intergenerational Services  
Ms. Carolyn Conover  
101 S Shore Rd  
Northfield NJ 08225  
888-426-9243 x4741  
[www.aclink.org](http://www.aclink.org)  
[Conover\\_Carolyn@aclink.org](mailto:Conover_Carolyn@aclink.org)

### **Bergen County**

United Way of Bergen County  
6 Forest Avenue  
Paramus, NJ 07652  
(201) 291-4050  
Fax: (201) 291-0681  
[www.bergenunitedway.org](http://www.bergenunitedway.org)  
[info@bergenunitedway.org](mailto:info@bergenunitedway.org)

CALL CENTER  
First Call For Help  
Ms. Fran Palm  
299 Webro Road  
Parsippany NJ 07054  
800-435-7555 x4100  
Fax: (973) 887-4680  
[www.211firstcall.org](http://www.211firstcall.org)  
[fpalm@211firstcall.org](mailto:fpalm@211firstcall.org)

### **Burlington County**

United Way of Burlington County  
PO Box 226  
Rancocas, NJ 08073-0226  
(609) 267-4500  
Fax: (609) 267-4146

[www.uwburlington.org](http://www.uwburlington.org)  
[uwbc@uwburlington.org](mailto:uwbc@uwburlington.org)

CALL CENTER  
CONTACT of Burlington County  
Ms. Theresa Tobey  
P.O. Box 333  
Moorestown NJ 08057  
866-234-5006 x201  
Fax: (856) 778-3880  
[www.contactburico.org](http://www.contactburico.org)  
[contact333@contactburico.org](mailto:contact333@contactburico.org)

### **Camden County**

United Way of Camden County  
196 Newton Ave  
Camden, NJ 08103-1708  
(856) 963-2720  
Fax: (856) 963-2752  
[www.uwccnj.com](http://www.uwccnj.com)  
[kyle\\_ruffin@uwccnj.org](mailto:kyle_ruffin@uwccnj.org)

CALL CENTER  
Union Organization for Social Services  
Ms. Denise Velazquez-Marrero  
4212 Beacon Avenue  
Pennsauken NJ 08109-1430  
800-331-7272 x4015  
Fax: (856) 663-4879  
[www.uoss.org](http://www.uoss.org)  
[dvelazquez-marrero@uoss.org](mailto:dvelazquez-marrero@uoss.org)

### **Cape May County**

United Way of Cape May County  
PO Box 595  
Wildwood, NJ 08260-0595  
(609) 729-2002  
[uwcmc@snip.net](mailto:uwcmc@snip.net)

CALL CENTER  
Atlantic County Division of  
Intergenerational Services  
Ms. Carolyn Conover  
101 S Shore Rd

Northfield NJ 08225  
888-426-9243 x4741  
[www.aclink.org](http://www.aclink.org)  
[Conover\\_Carolyn@aclink.org](mailto:Conover_Carolyn@aclink.org)

### **Cumberland County**

United Way of Greater Cumberland County  
PO Box 578  
Vineland, NJ 08362-0578  
(856) 205-1800  
Fax: (856) 205-1883  
[www.unitedwaygcc.org](http://www.unitedwaygcc.org)  
[uwgcc@comcast.net](mailto:uwgcc@comcast.net)

### **CALL CENTER**

Union Organization for Social Services  
Ms. Denise Velazquez-Marrero  
4212 Beacon Avenue  
Pennsauken NJ 08109-1430  
800-331-7272 x4015  
Fax: (856) 663-4879  
[www.uoss.org](http://www.uoss.org)  
[dvelazquez-marrero@uoss.org](mailto:dvelazquez-marrero@uoss.org)

### **Essex County**

United Way of Essex and West Hudson  
303-09 Washington Street  
Newark, NJ 07102-2718  
(973) 624-8300  
Fax: (973) 242-6726  
[www.uwewh.org](http://www.uwewh.org)

United Way of North Essex  
60 S Fullerton Avenue  
Montclair, NJ 07042-2632  
(973) 746-4040  
Fax: (973) 746-6207  
[www.uwne.org](http://www.uwne.org)  
[uwne@uwne.org](mailto:uwne@uwne.org)

United Way of Millburn-Short Hills  
PO Box 546  
Millburn, NJ 07041-0546  
(973) 467-1170

Fax: (973) 467-7544  
[www.unitedwayofmillburn.org](http://www.unitedwayofmillburn.org)  
[friedazaf@aol.com](mailto:friedazaf@aol.com)

United Way of Bloomfield  
385 Broad Street  
Bloomfield, NJ 07003-2540  
(973) 748-1732  
Fax: (973) 748-0389  
[www.unitedwaybloomfield.org](http://www.unitedwaybloomfield.org)  
[idad@unitedwaybloomfield.org](mailto:idad@unitedwaybloomfield.org)

**CALL CENTER**  
First Call For Help  
Ms. Fran Palm  
299 Webro Road  
Parsippany NJ 07054  
800-435-7555 x4100  
Fax: (973) 887-4680  
[www.211firstcall.org](http://www.211firstcall.org)  
[fpalm@211firstcall.org](mailto:fpalm@211firstcall.org)

**CALL CENTER**  
First Call For Help  
Ms. Fran Palm  
299 Webro Road  
Parsippany NJ 07054  
800-435-7555 x4100  
Fax: (973) 887-4680  
[www.211firstcall.org](http://www.211firstcall.org)  
[fpalm@211firstcall.org](mailto:fpalm@211firstcall.org)

**Gloucester County**  
United Way of Gloucester County  
454 Crown Point Road  
Thorofare, NJ 08086-2124  
(856) 845-4303  
Fax: (856) 384-1812  
[www.uwgcnj.org](http://www.uwgcnj.org)

**CALL CENTER**  
Center For Family Services  
Ms. Monique Byers Schaffstall  
601 South Black Horse Pike  
Williamstown NJ 08094  
800-648-0132 x4624  
Fax: (856) 728-1407  
[www.centerffs.org](http://www.centerffs.org)  
[mbschaffstall@centerffs.org](mailto:mbschaffstall@centerffs.org)

**Hudson County**  
United Way of Hudson County  
857 Bergen Avenue  
Jersey City, NJ 07306-4405  
(201) 434-2625  
Fax: (201) 434-8643  
[www.unitedwayofhc.org](http://www.unitedwayofhc.org)  
[info@unitedwayofhc.org](mailto:info@unitedwayofhc.org)

United Way of Essex and West Hudson  
303-09 Washington Street  
Newark, NJ 07102-2718  
(973) 624-8300  
Fax: (973) 242-6726  
[www.uwevh.org](http://www.uwevh.org)

**CALL CENTER**  
First Call For Help  
Ms. Fran Palm  
299 Webro Road  
Parsippany NJ 07054  
800-435-7555 x4100  
Fax: (973) 887-4680

[www.211firstcall.org](http://www.211firstcall.org)  
[fpalm@211firstcall.org](mailto:fpalm@211firstcall.org)

**Hunterdon County**  
United Way of Hunterdon County  
4 Walter Foran Blvd., Suite 401  
Flemington, NJ 08822  
(908) 782-3414  
Fax: (908) 782-6704  
[www.uwhunterdon.org](http://www.uwhunterdon.org)  
[info@uwhunterdon.org](mailto:info@uwhunterdon.org)

**CALL CENTER**  
Hunterdon Help Line  
Ms. Jeanne Cassano  
P.O. Box 246  
Flemington NJ 08822  
800-272-4630 x4410  
Fax: (908) 237-0296  
[www.helpinehc.org](http://www.helpinehc.org)  
[helplinehc@patmedia.net](mailto:helplinehc@patmedia.net)

**Mercer County**  
United Way of Greater Mercer Co.  
PO Box 6193  
Lawrenceville, NJ 08648-0193  
(609) 896-1912  
Fax: (609) 895-1245  
[www.uwgmc.org](http://www.uwgmc.org)  
[office@uwgmc.org](mailto:office@uwgmc.org)

**CALL CENTER**  
Infoline of Central Jersey  
Mr. Steven Nagel  
32 Ford Avenue  
Milltown NJ 08850  
888-908-4636 x4910  
Fax: (732) 418-0458  
[www.info-line.org](http://www.info-line.org)  
[director@info-line.org](mailto:director@info-line.org)

**Middlesex County**  
United Way of Central Jersey  
32 Ford Avenue  
Milltown, NJ 08850  
(732) 247-3727  
Fax: (732) 247-9855  
[www.uwci.org](http://www.uwci.org)  
[info@uwci.org](mailto:info@uwci.org)

**CALL CENTER**  
Infoline of Central Jersey  
Mr. Steven Nagel  
32 Ford Avenue  
Milltown NJ 08850  
888-908-4636 x4910  
Fax: (732) 418-0458  
[www.info-line.org](http://www.info-line.org)  
[director@info-line.org](mailto:director@info-line.org)

**Monmouth County**  
United Way of Monmouth County  
1415 Wyckoff Road  
Farmingdale, NJ 07727-3940  
(732) 938-5988  
Fax: (732) 938-2850  
[www.uwmonmouth.org](http://www.uwmonmouth.org)  
[info@uwmonmouth.org](mailto:info@uwmonmouth.org)

**CALL CENTER**  
Hunterdon Help Line  
Ms. Jeanne Cassano  
P.O. Box 246

Flemington NJ 08822  
800-272-4630 x4410  
Fax: (908) 237-0296  
[www.helpinehc.org](http://www.helpinehc.org)  
[helplinehc@patmedia.net](mailto:helplinehc@patmedia.net)

**Morris County**  
United Way of Morris County  
PO Box 1948  
Morristown, NJ 07962-1948  
(973) 993-1160  
Fax: (973) 993-5807  
[www.uwmorris.org](http://www.uwmorris.org)  
[uwmorris@uwmorris.org](mailto:uwmorris@uwmorris.org)

**CALL CENTER**  
First Call For Help  
Ms. Fran Palm  
299 Webro Road  
Parsippany NJ 07054  
800-435-7555 x4100  
Fax: (973) 887-4680  
[www.211firstcall.org](http://www.211firstcall.org)  
[fpalm@211firstcall.org](mailto:fpalm@211firstcall.org)

**Ocean County**  
United Way of Ocean County  
1144 Hooper Avenue, Suite 302  
Toms River, NJ 08753  
(732) 240-0311  
Fax: (732) 240-6338  
[www.unitedwayofocean.com](http://www.unitedwayofocean.com)

**CALL CENTER**  
CONTACT of Ocean County  
Ms. Carol Ann Weshnak  
P.O. Box 1121  
Toms River NJ 08754  
800-585-0904  
Fax: (732) 914-0148  
[www.contactocean.org](http://www.contactocean.org)  
[contactofoceanco@aol.com](mailto:contactofoceanco@aol.com)

**Passaic County**  
United Way of Passaic County  
20 Mill Street  
Paterson, NJ 07501-1893  
(973) 279-8900  
Fax: (973) 279-0059  
[www.unitedwaypassaic.org](http://www.unitedwaypassaic.org)  
[info@unitedwaypassaic.org](mailto:info@unitedwaypassaic.org)

**CALL CENTER**  
First Call For Help  
Ms. Fran Palm  
299 Webro Road  
Parsippany NJ 07054  
800-435-7555 x4100  
Fax: (973) 887-4680  
[www.211firstcall.org](http://www.211firstcall.org)  
[fpalm@211firstcall.org](mailto:fpalm@211firstcall.org)

**Salem County**  
United Way of Salem County  
PO Box 127  
Salem, NJ 08079-0127  
(856) 935-2538  
Fax: (856) 935-3675  
[www.uwsalem.org](http://www.uwsalem.org)  
[rpurchase.uwsalem@verizon.net](mailto:rpurchase.uwsalem@verizon.net)

**CALL CENTER**

Center For Family Services  
 Ms. Monique Byers Schaffstall  
 601 South Black Horse Pike  
 Williamstown NJ 08094  
 800-648-0132 x4624  
 Fax: (856) 728-1407  
[www.centerffs.org](http://www.centerffs.org)  
[mbschaffstall@centerffs.org](mailto:mbschaffstall@centerffs.org)

**Somerset County**

United Way of Somerset County  
 1011 Route 22 West, 2nd Floor  
 Bridgewater, NJ 08807  
 (908) 725-6640  
 Fax: (908) 725-5598  
[www.somersetcountyunitedway.org](http://www.somersetcountyunitedway.org)  
[webmaster@somersetonline.org](mailto:webmaster@somersetonline.org)

**CALL CENTER**

Hunterdon Help Line  
 Ms. Jeanne Cassano  
 P.O. Box 246  
 Flemington NJ 08822  
 800-272-4630 x4410  
 Fax: (908) 237-0296  
[www.helpinehc.org](http://www.helpinehc.org)  
[helpinehc@patmedia.net](mailto:helpinehc@patmedia.net)

**Sussex County**

United Way of Sussex County  
 PO Box 231  
 Newton, NJ 07860-0231  
 (973) 579-3040  
 Fax: (973) 579-5708  
[www.sussexunitedway.org](http://www.sussexunitedway.org)

**CALL CENTER**

NORWESCAP- First Call For Help  
 Mr. Robert Frankenfield  
 350 Marshall Street  
 Phillipsburg NJ 08865  
 877-661-4357 x4310  
 Fax: (908) 859-0729  
[www.norwescap.org](http://www.norwescap.org)  
[frankenfieldr@norwescap.org](mailto:frankenfieldr@norwescap.org)

**Union County**

United Way of Greater Union County  
 33 W Grand Street  
 Elizabeth, NJ 07202-1410  
 (908) 353-7171  
 Fax: (908) 353-6310  
[www.uwguc.org](http://www.uwguc.org)  
[info@uwguc.org](mailto:info@uwguc.org)

United Fund of Westfield  
 301 North Avenue West  
 Westfield, NJ 07090-1431  
 (908) 233-2113  
 Fax: (908) 233-2177  
[www.westfieldnj.com/unitedfund](http://www.westfieldnj.com/unitedfund)  
[unitedfund@westfieldnj.com](mailto:unitedfund@westfieldnj.com)

United Way of Summit,  
 New Providence and Berkeley Heights  
 1282 Springfield Avenue  
 New Providence, NJ 07974-2901  
 (908) 771-0717  
 Fax: (908) 771-9204  
[UWofSummit@aol.com](mailto:UWofSummit@aol.com)

**CALL CENTER**

First Call For Help

Ms. Fran Palm  
 299 Webro Road  
 Parsippany NJ 07054  
 800-435-7555 x4100  
 Fax: (973) 887-4680  
[www.211firstcall.org](http://www.211firstcall.org)  
[fpalm@211firstcall.org](mailto:fpalm@211firstcall.org)

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First Call For Help  
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 299 Webro Road  
 Parsippany NJ 07054  
 800-435-7555 x4100  
 Fax: (973) 887-4680  
[www.211firstcall.org](http://www.211firstcall.org)  
[fpalm@211firstcall.org](mailto:fpalm@211firstcall.org)

**Warren County**

United Way of Warren County  
 225 Hardwick Street, Suite 2  
 PO Box 451  
 Belvidere, NJ 07823  
 908-475-8600  
 Fax: 908-475-8602  
[www.unitedwayofwc.org](http://www.unitedwayofwc.org)  
[mfreeh@verizon.net](mailto:mfreeh@verizon.net)

**CALL CENTER**

NORWESCAP- First Call For Help  
 Mr. Robert Frankenfield  
 350 Marshall Street  
 Phillipsburg NJ 08865  
 877-661-4357 x4310  
 Fax: (908) 859-0729  
[www.norwescap.org](http://www.norwescap.org)  
[frankenfieldr@norwescap.org](mailto:frankenfieldr@norwescap.org)



## **WORKFORCE INVESTMENT BOARD (WIB) DIRECTORY**

New Jersey's local Workforce Investment Boards (WIBs) were initially established in 1995 through the Governor's Executive Order #36. Today there are 17 local Workforce Investment Boards covering the 21 counties in New Jersey. Local elected officials appoint WIB members to volunteer positions on the WIB. The WIB is expected to act as a Board of Directors to identify the needs of the local job market, leverage resources, oversee One-Stop Career Centers, and otherwise direct workforce investment programs in their area. WIBs work in conjunction with economic development and related organizations to promote economic growth. They work with community colleges, K-12 school systems, and other providers to improve services.

### **Atlantic/ Cape May Counties**

**WIB Director: Stephen J. Bruner, Executive Director**  
Atlantic/Cape May Workforce Investment Board  
2 South Main Street, floor 2 Pleasantville, NJ 08232  
Phone: (609) 485-0153 X366  
Fax: (609) 485-2248

### **Bergen County**

**WIB Director: Ms. Tammy Molinelli Executive Director**  
Bergen County WIB  
327 E. Ridgewood  
Paramus, NJ 07652  
Phone: (201) 343-6000 x4092  
fax: (201) 265-8940

### **Burlington County**

**WIB Director: Mark Remsa, Director**  
Burlington Workforce Investment Board  
Dept. of Economic Dev.  
50 Rancocas Road  
P.O. Box 6000  
Mount Holly, NJ 08060  
Phone: (609) 265-5055  
Fax: (609) 265-5006

### **Camden County**

**WIB Director: Leona Tanker, Exec. Director**  
Camden Workforce Investment Board  
Bellmawr, NJ 08031  
Phone: (856) 931-9999  
Fax: (856) 931-6565

### **Cumberland/ Salem Counties**

**WIB Director: Dante Rieti, Director**  
Cumberland/Salem Workforce Investment Board  
220 N. Laurel Street  
P.O. Box 1398  
Bridgeton, NJ 08302  
Phone: (856) 451 - 8920  
Fax: (856) 451 - 2514

### **Essex County**

**WIB Director: Alburtus Jenkins, Director**  
Essex County Workforce Investment Board  
Essex County Dept. of Economic Development Training & Employment  
50 South Clinton Street  
Fourth Floor  
East Orange, NJ 07018  
Phone: (973) 395 - 8329

Fax: (973) 395-8667

### **Gloucester County**

**WIB Director: Andy DiNardo, Exec. Director**  
Gloucester Workforce Investment Board  
115 Budd Blvd.  
Woodbury, NJ 08096  
Phone: (856) 384 - 6951  
Fax: (856) 384 - 0207

### **Greater Raritan**

**WIB Director: Colleen La Rose, Exec. Director**  
Greater Raritan Workforce Investment Board  
c/o Hunterdon Co. Chambers of Commerce  
2200 Rt. 31, Suite 15  
Lebanon, NJ 08833  
Phone: (908) 735-8422  
Fax: (908) 730-6580

### **Hudson County**

**WIB Director: Anthony J. Corsi, Executive Director**  
Hudson Workforce Investment Board  
4800 Broadway  
Room 208  
Union City, NJ 07087  
Phone: (201) 271 - 4555  
Fax: (201) 271-4557

### **Mercer County**

**WIB Director: Charles Hill, Acting Director**  
Mercer County Workforce Investment Board  
640 S. Broad Street  
Suite 423  
McDade Administration Bldg.  
Trenton, NJ 08650  
Phone: (609) 989-6555  
Fax: (609) 695-4943

### **Middlesex County**

**WIB Director: Jane Z. Brady, Executive Director**  
Middlesex Workforce Investment Board  
506 Jersey Avenue  
New Brunswick, NJ 08901  
Phone: (732) 745 - 3601  
Fax: (732) 745 - 4050

### **Monmouth County**

**WIB Director: Kathleen Weir, Executive Director**  
Monmouth County Workforce Investment Board

145 Wyckoff Road  
Floor 2  
Eatontown, NJ 07724  
Phone: (732) 544 - 1025 x 20  
Fax: (732) 544 - 5458

### **Morris/ Sussex/ Warren Counties**

**WIB Director: Jack Patten, Director**  
Morris, Sussex & Warren Workforce Investment Board  
30 Schuyler Place, Floor 3  
Morristown, NJ 07963-0900  
PO Box 900  
Morristown, NJ 07963-0900  
Phone: (973) 829 - 8662 x232  
Fax: (973) 829 - 8500

### **Newark (Essex)**

**WIB Director: Rodney Brutton, Executive Dir**  
City of Newark Workforce Development Board  
990 Broad Street, Floor 2  
Newark, New Jersey 07102  
Phone: (973) 733-5995  
Fax: (973) 645-1451

### **Ocean County**

**WIB Director: Patricia B. Leahey, Coordinator**  
Ocean County Workforce Investment Board  
1027 Hooper Avenue  
Building 2, 3rd. Floor  
Toms River, NJ 08754-2191  
Phone: (732) 506-5312  
Fax: (732) 341 - 4539

### **Passaic County**

**WIB Director: Lanisha Makle, Director**  
Passaic County Workforce Investment Board  
930 Riverview Dr. Suite 250  
Totowa, NJ 07512  
Phone: (973) 569-4028  
Fax: (973) 812-3459

### **LOCAL ONE-STOP OPERATOR/MGR./ DESIGNATED ONE-STOP FACILITY**

### **Union County**

**WIB Director: Mr. Antonio Rivera, Director**  
Union Workforce Investment Board  
Dept of Economic Development  
Administration Bldg. - 4th Fl.  
Elizabeth, NJ 07207  
Phone: (908) 558 - 2567  
Fax: (908) 659-7406

## YOUTH CASE MANAGEMENT SERVICES

Youth Case Management (YCM) is the supportive relationship that case managers develop with the children and families that serve. Based upon the family's strengths, this relationship is characterized by dignity, respect, and self-determination. YCM advocates for the needs and views of the child and their family. YCM has a leadership role in coordination and integration of services designed to optimize care for children and families.

### **Atlantic County**

Family Service Association  
3073 English Creek Avenue  
Egg Harbor Township, NJ 08234  
PHONE: (609) 569-0239  
FAX: (609) 599-1942

### **Bergen County**

CBH  
395 Main Street  
Hackensack, NJ 07601  
PHONE: (201) 646-0333  
FAX: (201) 646-0334

### **Burlington County**

Family Services of Burlington  
79 Chestnut Street  
Lumberton, NJ  
PHONE: (609) 518-5470  
FAX: (609) 518-1284

### **Camden County**

Steininger Behavioral Care  
499 Cooper Landing Road  
Cherry Hill, NJ 08034  
PHONE: (856) 482-8747  
FAX: (856) 482-8340

### **Cape May County**

Cape Counseling  
128 Crest Haven  
Cape May Courthouse, NJ 08210  
PHONE: (609) 465-4100 or (609) 465-6047  
FAX: (609) 861-1053

### **Cumberland County**

Family Service Association  
3073 English Creek Avenue  
Egg Harbor Township, NJ 08234  
PHONE: (609) 569-0239  
FAX: (609) 569-1942

### **Essex County**

Newark Beth Israel Medical Center  
201 Lyons Avenue, Wing H-3  
Newark, NJ 07102  
PHONE: (973) 926-6935  
FAX: (973) 926-1277

### **Gloucester County**

The OutPost  
PO Box 448  
Sewell, NJ 08080  
PHONE: (856) 256-3320  
FAX: (856) 256-3328

### **Hudson County**

Youth Consultation Service  
711 32nd Street , 1st Floor  
Union City , NJ 07087  
PHONE: (201) 865-2160  
FAX: (201) 865-2665  
EMAIL: [mlaboo@yucs.org](mailto:mlaboo@yucs.org)

### **Hunterdon County**

Hunterdon Medical Center  
2100 Westcott  
Flemington, NJ 08822  
PHONE: (908) 788-6401  
FAX: (908) 788-6584

### **Mercer County**

Greater Trenton CMHC  
1001 Spruce Street  
Trenton, NJ 08608  
PHONE: (609) 396-6788  
FAX: (609) 989-1245

### **Middlesex County**

UBHC/UMDNJ  
1440 How Lane  
North Brunswick, NJ 08902  
PHONE: (732) 235-6184  
FAX: (732) 235-7221

### **Monmouth County**

Catholic Charities-Diocese of Trenton  
145 Maple Avenue  
Red Bank, NJ 07701  
PHONE: (732) 747-9660  
FAX: (732) 747-7590

### **Morris County**

Family Intervention Services, Inc.  
20 Vanderhoof Ave.  
Rockaway, NJ 07866  
Phone: (973) 586-5243 x332

### **Ocean County**

Ocean Mental Health

122 Lien Street  
Toms River, NJ 08753  
PHONE: (732) 473-0458  
FAX: (732) 473-0791

### **Passaic County**

Mental Health Clinic of Passaic  
35 Orange Avenue  
Clifton, NJ 07103  
PHONE: (973) 779-8975  
FAX: (973) 779-8979

### **Salem County**

Healthcare Commons  
500 Pennsville-Auburn  
Carney's Point, NJ 08069  
PHONE: (856) 299-3200  
FAX: (856) 299-7183

### **Somerset County**

Richard Hall Mental Health  
500 N. Bridge Street  
Bridgewater, NJ 08807  
PHONE: (908) 253-3160  
FAX: (908) 704-1790

### **Sussex County**

Newton Memorial Hospital  
175 High Street  
Newton, NJ 07860  
PHONE: (973) 579-8312  
FAX: (973) 383-3506

### **Union County**

Trinitas Hospital  
Department of Psychiatry  
655 E. Jersey Street  
Elizabeth, NJ 07206  
PHONE: (908) 994-7380  
FAX: (908) 994-7322

### **Warren County**

Catholic Charities of Metuchen  
700 Sayre Street  
Philipsburg, NJ 08855  
PHONE: (908) 454-2074 ext. 112  
FAX: (908) 454-9871

# ACKNOWLEDGEMENTS

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*This resource guide is a compilation of several documents. Listed below are the works cited for this document.*

***Briggs-de Souza, Xavier. (2003) Organizing Stakeholders, Building Movement, Setting the Agenda: The Community Problem Solving Project @ MIT, Cambridge, Massachusetts, U.S.A.***

***Whitley, James. (2002) A Guide to Organizing Community Forums. A publication of Community Catalyst, Boston, Massachusetts.***

***National Crime Prevention Council***

***“Organizing Parents: Building Family Advocacy Organizations” a publication of the State (Connecticut) Office of Protection and Advocacy for Persons with Disabilities.***

***U.S. Department of Health and Human Services. Centers for Disease Control and Prevention. Office of the Director, Office of Strategy and Innovation. Introduction to program evaluation for public health programs: A self-study guide. Atlanta, GA: Centers for Disease Control and Prevention, 2005***

***Williams, Kenneth. (1997) REACHING OUT: An Effective Guide to Coalition Building. Washington DC: Emergency Medical Services for Children National Resource Center.***

