



# **THE HUNTERDON SOMERSET COUNTY SMART BOOK**

A Resource Guide for Going Home

Drafted 2016

By

The New Jersey Department of Corrections  
Office of Transitional Services

## Quick Reference: Useful Numbers and Hotlines

<b>American Friends Service Committee Prisoner's Resource Center</b>	1-973-643-2205
<b>CDC National STD and AIDS Hotlines</b>	
Spanish:	1-800-344-7432
English:	1-800-227-8922
<b>Addictions Hotline of NJ</b>	1-800-238-2333
<b>Alcoholics Anonymous</b>	1-800-245-1377
<b>Division of Disability Services (DDS)</b>	1-888-285-3036
<b>Division of Youth &amp; Family Services</b>	1-800-792-8610
<b>Hyacinth AIDS Foundation</b>	1-800-433-0254
<b>Legal Services of New Jersey</b>	
Toll-free Hotline, Mon.– Fri.	1-888-576-5529
<b>NJ Motor Vehicle Commission</b>	
Driver's License Suspension Hotline	1-609-292-7500
Main Information	1-888-486-3339
<b>Narcotics Anonymous of NJ</b>	1-800-992-0401
<b>National Suicide Crisis Hotline</b>	1-800-784-2433
<b>New Jersey AIDS STD Hotline (Beth Israel)</b>	1-800-624-2377
<b>2-1-1 First Call For Help</b>	2-1-1
Se habla español or toll free	1-800-331-7272
<b>Hunterdon County One Stop</b>	908-782-2371
<b>Somerset County One Stop</b>	908-704-3000
<b>Social Security Office</b>	1-800-772-1213
<b>Service Empowering Rape Victims (SERV)</b>	1-856-964-SERV
<b>Statewide Domestic Violence Hotline (Womanspace, Inc.)</b>	
Bilingual and TTY accessible	1-800-572-7233

# The Hunterdon & Somerset County Smart Book

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## The Start of a New Beginning: How to Use this Book

The purpose of this book is to help you get ready to leave prison and return home, and to help you find the things you need to get back on your feet once you're there. It is specifically focuses on what you'll need to know during the first weeks and months that you're back, which can be a hard time of adjustment. This book will not answer all of the questions you will face in preparing for and adjusting to being back in the community, but it can help you get started. It will also tell you where to go to get more information.

**Unless a fee or charge is listed, all of the services and resources listed here are free. However, please note that the fees and charges listed in this guide are subject to change**

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

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

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

You will not find every service or organization in **Hunterdon and/or Somerset County** in this book but, this book should give you a place to start. The organizations that are listed can help refer you to other places in the area that can be of help to you. For current information as services change procedure and/or cost, please visit [www.njsuccess.org](http://www.njsuccess.org). **The local libraries located on pages 37-39 can assist you with obtaining internet access.**

## Getting Started: I.D. and Other Documents

In order to apply for employment, rent an apartment, apply for general assistance, food stamps, or Medicaid, proper identification will be required. While many people lose these documents when they are incarcerated, the good news is that you can begin to collect them again before you are released, by mail or with the help of your social worker. Below is a list of different documents and how to get them.

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



### A. Social Security Card

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

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

**POST-RELEASE:** You can also get the application by phone or by mail. The following offices are the local branches in Hunterdon and Somerset County. Please find which office is closest to your residence.

#### **U.S. Social Security Administration**

##### Hunterdon and Somerset County

29 Davenport St.  
Somerville, NJ 08876  
Toll Free 1-800-772-1213

If you choose to visit your local office to apply you will need to fill out the application at the office. To save time you can download the application online at [www.ssa.gov/replace\\_sscard.html](http://www.ssa.gov/replace_sscard.html). You will need to show proof of identification.

**Prison release papers count as proof of identification.**



## **B. Birth certificate**

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

### **New Jersey Department of Health and Senior Services**

Bureau of Vital Statistics and Registration  
P.O. Box 370  
Trenton, NJ 08625-0370

You can go directly to the New Jersey Department of Health, Office of Vital Statistics and Registry at **140 East Front Street, Trenton, NJ**. In-person counter service is available from 8:30 to 4:00 pm and you can usually get the certificate on the same day.

### **Contact information for the NJ Bureau of Vital Statistics and Registration:**

1-609-292-4087 x582  
1-866-649-8726 (toll-free nationwide)

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

You can also obtain a birth certificate from Vital Statistics, City Hall, 155 Market Street, Paterson 973-321-1277 or the office of Vital Statistics in the town/ city of your birth. The following are a list of Vital Statistics Registrars in Hunterdon and Somerset County. If you were born in one of the towns listed, you can apply for your birth certificate using the information listed below.

### **Hunterdon County**

#### **Alexandria Township**

Michele Bobrowski  
242 Little York-Mt. Pleasant  
Milford, NJ 08848  
Phone: (908) 996-7071 x210  
Fax: (908) 996-4196

#### **Bloomsbury Borough**

Lisa A. Burd Reindel  
91 Brunswick Avenue  
Bloomsbury, NJ 08804  
Phone: (908) 479-4200  
Fax: (908) 479-1418

#### **Bethlehem Township**

Christine Dispenza  
Municipal Building  
405 Mine Road  
Asbury, NJ 08802-1107  
Phone: 908-735-4107 x101  
Fax: 908-735-0485

#### **Califon Borough**

Laura Eidsvaag  
Borough Hall  
P.O. Box 368  
39 Academy Street  
Califon, NJ 07830  
Phone: (908) 832-7850 x201

#### **Clinton Town**

Cecilia Covino  
P.O. Box 5194  
43 Leigh Street  
Clinton, NJ 08809-0194  
Phone: (908) 735-8616  
Fax: (908) 735-8082

**Clinton Township**  
Carla Conner  
1225 Rte 31 South, Bldg D  
Lebanon, NJ 08833  
Phone: (908) 735-8800 x200  
Fax: (908) 735-8156

**Delaware Township**  
Judith Allen  
Township Hall  
P.O. Box 500  
570 Rosemont Ringoes Road  
Sergeantsville, NJ 08557  
Phone: (609) 397-3240 x205  
Fax: (609) 397-4893

**East Amwell Township**  
Teresa Stahl  
1070 US Route 202/31  
Ringoes, NJ 08551  
Phone: 908-782-8536 X19

**Flemington Borough**  
Rebecca Newman  
Borough Hall  
38 Park Avenue  
Flemington, NJ 08822  
Phone: 908-782-8840  
Fax: 908-782-0142

**Franklin Township**  
Ursula Stryker  
202 Sidney Road  
Pittstown, NJ 08867  
Phone: 908-735-5215

**Frenchtown Borough**  
Brenda Shepherd  
Borough Hall  
29 Second Street  
Frenchtown, NJ 08825  
Phone: (908) 996-4524  
Fax: (908) 996-3408

**Glen Gardner Borough**  
Judy Bass  
P.O. Box 307  
83 Main Street  
Glen Gardner, NJ 08826  
Phone: 908-5374748

**Hampton Borough**  
Cathy L. Drummond  
Box 418  
1 Wells Avenue  
Hampton, NJ 08827  
Phone: (908) 537-2329  
Fax: (908) 537-7097

**High Bridge Borough**  
John Gregory  
Borough Hall  
71 Main Street  
High Bridge, NJ 08829  
Phone: 908-638-6455

**Holland Township**  
Catherine Miller  
61 Church Road  
Milford, NJ 08848  
Phone: (908) 995-4847  
Fax: (908) 995-7112

**Kingwood Township**  
Mary MacConnell  
P.O. Box 199  
County Route 519/Oak Grove Rd  
Bldg. 599  
Baptistown, NJ 08803-0199  
Phone: (908) 996-4276  
Fax: (908) 996-7753

**Lambertville City**  
Cynthia Ege  
18 York Street  
Lambertville, NJ 08530  
Phone: (609) 397-0110  
Fax: (609) 397-2203

**Lebanon Borough**  
Karen M. Romano  
6 High Street  
Lebanon, NJ 08833  
Phone: (908) 236-2425  
Fax: (908) 236-2939



**Lebanon Township**

Karen J. Sandorse  
530 West Hill Road  
Glen Gardner, NJ 08826  
Phone: (908) 638-8523 x11  
Fax: (908) 638-5957

**Milford Borough**

Karen Dysart  
P.O. Box 507  
30 Water Street 2nd Floor  
Milford, NJ 08848-0507  
Phone: (908) 995-4523  
Fax: (908) 955-2343

**Raritan Township**

Lisa Krieger  
1 Municipal Drive  
Room 130  
Flemington, NJ 08822-3446  
Phone: 908-806-6083  
Fax: 908-806-7061

**Readington Township**

Darlene Mitchell  
Municipal Office  
509 Route 523  
Whitehouse Station, NJ  
08889  
Phone: (908) 534-4051  
Fax: (908) 534-5909

**Somerset County**

**Bedminster Township**

Judith A. Sullivan  
Municipal Building  
1 Miller Lane  
Bedminster, NJ 07921-1003  
Phone: (908) 212-7000  
Fax: (908) 212-7001

**Bernards Township**

Lucy A. Forgione  
262 S. Finley Avenue  
Basking Ridge, NJ 07920  
Phone: 908-204-3067  
Fax: 908-204-3075

**Stockton Borough**

Michele Hovan  
2 South Main Street  
PO Box M  
Stockton, NJ 08559  
Phone: (609) 397-0070  
Fax: (609) 397-4067

**Tewksbury Township**

Roberta Brassard  
169 Old Turnpike Road  
Califon, NJ 07830  
Phone: (908) 439-0022 X727

**Union Township**

Ella Malecki-Ruta  
Municipal Building  
140 Perryville Road  
Hampton, NJ 08827  
Phone: (908) 735-8027  
Fax: (908) 735-0591

**West Amwell Township**

Lora L. Olsen  
Township Hall  
150 Rocktown-Lambertville  
Road  
Lambertville, NJ 08530-3203  
Phone: 609-397-2054

**Bernardsville Borough**

Anthony Suriano  
Borough Hall  
166 Minebrook Road  
Bernardsville, NJ 07924  
Phone: 908 766 3000  
Fax: 908 766 2401

**Bound Brook Borough**

Cira Maritza Arias  
230 Hamilton Street  
Bound Brook, NJ 08805  
Phone: (732) 356-0833  
Fax: (732) 356-8990

**Branchburg Township**

Sharon L. Brienza  
1077 Highway 202 North  
Branchburg, NJ 08876-  
Phone: (908) 526-1300  
Fax: (908) 526-2452

**Bridgewater Township**

Nadine Carr  
100 Commons Way  
Bridgewater, NJ 08807  
Phone: 908-725-6300 Ext.  
5203  
Fax: 908-595-0825

**Far Hills Borough**

Dorothy Hicks  
P.O. Box 249  
6 Prospect St.  
Far Hills, NJ 07931  
Phone: 908-234-0611 X19  
Fax: 908-234-0918

**Franklin Township**

Msiba Holliman  
475 DeMott Lane  
Somerset, NJ 08873  
Phone: (732) 873-2500 x  
6375  
Fax: (732) 873-0312

**Green Brook Township**

Raymond Murray  
111 Greenbrook Road  
Green Brook, NJ 08812  
Phone: (732) 968-1023 x  
6604  
Fax: (732) 968-4088

**Hillsborough Township**

Karen Sowden  
Municipal Building  
379 S. Branch Road  
Hillsborough, NJ 08844  
Phone: (908) 369-5652  
Fax: (908) 369-8565

**Manville Borough**

Kathleen Suydam  
325 North Main Street  
Manville, NJ 08835  
Phone: (908) 725-9478 x114

Fax: (908) 231-8620

**Millstone Borough**

Rebecca Newman  
1353 Main Street  
Millstone Borough, NJ 08844  
Phone: 908-281-6893

**Montgomery Township**

Jennifer Foster  
Municipal Building  
2261 Route 206  
Belle Mead, NJ 08502  
Phone: (908) 359-8211  
Fax: (908) 359-4308

**North Plainfield Borough**

Cynthia A. Danois  
Borough Hall  
263 Somerset Street  
North Plainfield, NJ 07060  
Phone: (908) 769-2907  
Fax: (908) 769-6499

**Peapack and Gladstone Boro**

Hector A. Herrera  
Municipal Complex  
1 School Street  
Peapack, NJ 07977  
Phone: 908-234-2250

**Raritan Borough**

Constance M. Del Rocco  
22 1st Street  
Raritan, NJ 08869  
Phone: (908) 231-1300 Ext  
20  
Fax: (908) 231-0810

**Rocky Hill Borough**

Rebecca Newman  
PO Box 188  
15 Montgomery Avenue  
Rocky Hill, NJ 08553  
Phone: (609) 924-7445  
Fax: (609) 924-2274

**Somerville Borough**

Marcie Tyson  
25 West End Avenue  
Somerville, NJ 08876  
Phone: (908) 725-2300 x1980  
Fax: (908) 725-2859

**South Bound Brook Borough**

Donald E. Kazar  
12 Main Street  
South Bound Brook, NJ  
08880  
Phone: (732) 356-0258 Ext.  
13  
Fax: (732) 560-1524

**Warren Township**

Barbara Streker  
Municipal Building  
46 Mountain Boulevard  
Warren, NJ 07059  
Phone: (908) 753-8000 x239  
Fax: (908) 757-9173

**Watchung Borough**

Mary Ann Hance  
15 Mountain Boulevard  
Borough Hall  
Watchung, NJ 07069-  
Phone: 908-756-0080  
Fax: (908) 757-7027

The Office of Vital Statistics in the New Jersey Dept. of Health and Senior Services has all New Jersey birth, marriage, and death records. The fee is **\$25**. For more information, there is also a website: [www.state.nj.us/health/vital/](http://www.state.nj.us/health/vital/)

**C. County I.D.**

You can obtain a county identification card for Hunterdon County by going to the **County Clerk's located at 71 Main Street, Flemington, NJ 08822. They may be contacted by phone at 908-788-1221.** You will need to supply two of the following documents as evidence of identity and citizenship: a U.S. certified birth certificate with raised seal, social security card, Hunterdon County voter registration card, state of New Jersey driver license displaying Hunterdon County address, U.S. Passport, current or expired less than three years and/or DD-214 Military Discharge Record. Applicants must also supply evidence of Hunterdon County residency\*\* (\*\*not necessary if your driver's license or voter registration card displays Hunterdon County Residency). Accepted documentation includes: Utility bill (telephone, electric, gas) from the last 90 days, W-2 form or correspondence from the IRS/State Tax Office in the last year, recent pay stub showing name & address, property tax bill/statement from the past year, checking or saving account statement from the past 60 days, school iD card, and/or current school report card. **The fee to obtain a County ID is \$10.00 for applicants up to the age of 17; applicants 18 years of age to 59 years of age is \$20.00 and \$5.00 for applicants age 60 and older.**

**\*\*As of January 2010, Somerset County Clerk's Office no longer issues official identification cards.**



## D. Driver's License

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

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

**Upon your release**, you can go to the MVC offices in Hunterdon/Somerset County (listed below) or a Regional Service Center to request a driver's abstract. If you have internet access, you can also request an abstract online at [WWW.STATE.NJ.US/MVC](http://WWW.STATE.NJ.US/MVC). You will still have to pay **\$15.00**. If your license was suspended for six months or more because of a drug conviction, the period of the suspension will begin from the time of your release. Other kinds of suspension, such as failure to pay parking tickets, insurance surcharges, or child support, will last until you have paid the fine or worked out a payment plan. For questions about suspension, call the suspension hotline: **609-292-7500**.

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

### **MVC LOCATIONS IN HUNTERDON & SOMERSET COUNTY**

To reach MVC by phone call **609-292-6500**

#### **Hunterdon County**

181 B Routes 31 & 202

Ringoes, NJ 08551

Agency: M, W, Th, F 8:00am-5:30pm; Tue 8:00am-7:30pm and

Sat 8:00am-1:00pm

Inspection: M-F 8:00am-4:30pm; Sat 7:00am-12:00pm

#### **Somerset County**

10 Roosevelt Place

Somerville, NJ 08876

Agency: M, W, Th, F 8:00am-5:30pm; Tue 8:00am-7:30pm and

Sat 8:00am-1:00pm

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

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

### **SIX POINT SYSTEM OF IDENTIFICATION**

#### **Primary Documents:**

(4 Points)

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

#### **Secondary Documents:**

(3 Points)

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

(2 Points)

- U.S. Military Discharge Papers (DD214)

(1 Point)

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

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

### **E. Non-driver's State I.D.**

New Jersey provides state photo identification card for non-drivers. **You can get this kind of official state I.D. even if your driver's license is currently suspended**, so this may be a good option for you if it looks like it will take you a long time to get your license back. You will still need to bring the kinds of identification documents described above, under the new "Six Point" system.

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

You will need this for employment if you are not a citizen. In general, if you need to replace lost forms, you can contact the US Citizenship & Immigration Service or Application Support Centers to find out about identification and fingerprint verifications. There is a fee to process an application for replacement documents. **The National Customer Service Hotline is 800-375-5283.**

#### **CITIZENSHIP LOCATIONS**

##### **US Citizenship & Immigration Service**

**Closest field office to Hunterdon and Somerset County**

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

##### **Application Support Center**

24 Commerce Ave.  
Newark, NJ 07102

### **G. Alien Registration Card ("Green Card")**

To replace a missing Green Card, you must go to the US Citizenship & Immigration Service Office (see above), bring identification, and fill out a I-90 form or you can go to the website and download the forms at [www.uscis.gov](http://www.uscis.gov). It costs **\$290.00** for processing. **If you have any questions or concerns about your status as a result of your criminal conviction, call Legal Services of New Jersey at 1-888-576-5529 before going to immigration.**

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

**FYI:** You may have the opportunity to meet with the Veterans Administration (VA) liaison from the Veteran's Administration during your incarceration. The VA liaison can assist you in requesting a copy of your DD214 (discharge papers) by completing the SF-180 form. Please notify your institution's social worker for assistance with your requests and to obtain information on your veteran status. You can also obtain the SF-180 by writing the Veteran Benefit Administration in NJ or the NPRC, which is the main record depository.

**Veterans Benefit Administration in New Jersey**

20 Washington Pl., 3rd Floor  
Newark, NJ 07102  
1-800-827-1000

**Main records depository**

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

**Hunterdon County Office on Veteran Services**

4 Gauntt Place  
PO Box 2900  
Flemington, NJ 08822  
908-788-1361  
Contact: Sabrina Baarda, Veteran Services Coordinator

**Somerset County Dept. of Veterans Services**

92 East Main Street  
Somerville, NJ 08876  
908-704-6329

Upon your release, you can also visit the following website to request military records; [www.vetrecs.archives.gov](http://www.vetrecs.archives.gov). Once on the website, follow the on screen instructions for requesting personnel records. You will be asked to print out a signature page which can either be mailed or faxed. Upon receiving the form, the records will be mailed directly to you.



**I. Passport**

Although a passport may not seem like an important thing to have at this point, it can serve as an easier form of widely accepted identification. The passport has a fee. If you're interested in obtaining one after your release, please go to the following places:

**Hunterdon County Clerk**

71 Main Street, Hall of Records  
PO Box 2900  
Flemington, NJ 08822  
Phone: 908-788-1221  
Fax: 908-782-4068  
Email: [countyclerk@co.hunterdon.nj.us](mailto:countyclerk@co.hunterdon.nj.us)  
Passport & Recordings Hours: Mon-Fri 8:30am-4:30pm

**\$135.00 (total) Regular Passport**

- \$110.00 U.S. Dept. of State
- \$25.00 Hunterdon County Clerk

**\$55.00 (total) Regular Passport Cards**

- \$30.00 U.S. Dept. of State
- \$25.00 Hunterdon County Clerk

**\$10.00 for passport photos (if needed)**

**\*\*Passport fees: Cash, check or money order payable to 'Hunterdon County Clerk'**

**Visa/Master/Discover card only accepted for fees payable to Hunterdon County Clerk**

**\*\*Payment to the U.S. Department of State is REQUIRED to be made by check or money order**

**Somerset County Clerk**

20 Grove Street  
PO Box 3000  
Somerville, NJ 08876  
908-231-7008

**\$135.00 (total) Regular Passport**

- \$110.00 U.S. Dept. of State
- \$25.00 Somerset County Clerk

**\$55.00 (total) Regular Passport Cards**

- \$30.00 U.S. Dept. of State
- \$25.00 Somerset County Clerk

**\$10.00 for passport photos (if needed)**

**\*\*Passport fee: Check/Money Order/Cash 'Somerset County Clerk'**

**No credit cards are accepted at this facility**

**\*\*Payment to the U.S. Department of State is REQUIRED to be made by check or money order**

**You will need to bring (both locations):**

- An original or certified with a raised seal and file date issued by Vital Statistics
- A naturalization certificate
- Official military I.D.
- A previous U.S. passport; photocopies aren't accepted.
- Your social security card
- Primary ID., such as a valid driver's license, government identification, previous US passport or military ID
- Secondary ID (please bring 3 of the following if you do not have a Primary ID): work ID (with photo & signature), government issued ID (i.e. state issued non-driver's ID), expired driver's license, student ID. **\*\*If you do not have either a Primary or 3 forms of Secondary ID, a witness who has known you for two years or more must be present, (make sure your witness has Primary ID, Somerset County)\*\***
- 2 identical copies of a 2x2 face front regulation passport photo (**\*\*photos can be taken at both facilities for a fee of \$10\*\***)

**A passport will be valid for 10 years.**



## **J. NJDOC Release Papers/Temporary I.D. Card**

Make sure you keep your prison release papers and temporary I.D. card. Your release papers can serve as identification in some circumstances and your I.D. card is valid for 30 days. These items along with several others will all be included in your *Fair Release And Re-entry Act (FRARA)* folder given to you on the day of release.

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

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

**BE PREPARED:** Put all your paperwork and identification in one place, a folder or an envelope, and have it with you, so you can answer questions that people ask. Never carry your birth certificate or social security card with you. You will only need to produce these items upon request.

**KEEP RECORDS:** Write down the full names and phone numbers of people that you've talked to, and when you spoke to them. Keep copies of any money orders or receipts for things you've paid for and any letters you've gotten from government agencies, the courts, or organizations that are helping you.

**BE PATIENT:** You are probably going to have to wait in a lot of lines for things, and be put on hold by telephone operators. You will meet a lot of workers who are trying to help a lot of people, not just you. Expect to wait. Expect that you may be sent to different offices and workers to get something taken care of. Try to be patient and be polite — it will help.

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

See following pages for list of resources for after your release.

### **A. First Stops**

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

## **FIRST-STOP AGENCIES**

**2-1-1/First Call for Help-** is a resource for Hunterdon and Somerset County residents, which offers comprehensive information and referrals for human services, health care, government and community resource assistance. Dial 211, which can be accessed from the internet, cell phone or landline, 24 hours a day, 7 days per week.

Dial 800-331-7272 for the Homeless Hotline, which addresses emergencies and homeless calls.

211 is multi-lingual and accepts TTY callers.



## **B. Shelter**

Here are some shelters, food pantries, and soup kitchens in Hunterdon and Somerset County. Access to most of these shelters can be obtained through the Hudson County Board of Social Services or through a general walk in. Although each agency has been verified, please call to check for most current hours of operation. Please call the agency listed below for further information.

### **Hunterdon Helpline**

1-800-272-4630

-If you are experience a housing emergency, call for a referral and/or information regarding emergency shelter placement or financial assistance. This is a 24 hour, 7 days referral service.

### **Easter Seals**

Options/Homeless Program  
Flemington, NJ 08822  
908-788-7580

-This program serves adult clients with mental illness, to assist them with looking for housing in Hunterdon County.

### **Family Promise of Hunterdon County, Inc.**

10 East Main Street  
Flemington, NJ 08822  
908-782-2490

-Family shelter

### **SAFE in Hunterdon**

47 East Main Street  
Flemington, NJ 08822  
908-788-7666

Toll Free Hotline: 1-888-988-4033 (24 hours)

-Offers both emergency shelter and transitional housing for women and their families who have experienced domestic violence and/or

sexual violence. \*Emergency safe housing for male victims of domestic and/or sexual violence is also available within limits\*.

**Salvation Army**

40 East Main Street  
Flemington, NJ 08822  
908-237-9008

-Emergency Food and Shelter Program (EFSP) and utility funds are available. Call the office for more information.

**Samaritan Homeless Interim Program**

87 East High Street  
Somerville, NJ 08876  
908-393-9545

-Emergency housing and shelter program

**Volunteers of American-Agape House**

122-128 East Maine Street  
Somerville, NJ  
908-707-9753

-Clients must be homeless and receive public assistance. Agape House receives client referrals through the local boards of Social Services, Division of Youth and Family Services, Adult Protective Services and parole boards among others.

**Center for Great Expectations**

Somerset, NJ  
732-247-7003

\*Services for homeless pregnant women. Call for more information.

**C. Food/Clothing**  

[Food Pantries and Soup Kitchens](#) 

**Flemington Area Food Pantry**

154 Route 31 North  
Flemington, NJ 08822  
908-788-5568  
Mon-Thurs 9:00am-11:30am  
Select Wednesday evenings 5:30pm-8:00pm  
Select Saturdays 9:30am-11:30am

**Fish, Inc. Dunnellen Area**

East Easy Street, Bldg. 9  
Bound Brook, NJ 08805  
24 Hour Hotline: 732-356-0081

**Fisherman's Mark**

37 South Main Street  
Lambertville, NJ 08530  
Phone: 609-397-0194  
Fax: 609-397-7486  
Pantry hours: M, W, F 10:00am-12:00pm (last person in line at 11:45pm) Tues-Thurs 3:00pm-5:00pm (last in line 4:45pm)  
\*\*Call ahead-pantry is subject to close for deliveries and staffing issues.

**The Food Bank Network of Somerset County**

Main Warehouse

9E Easy Street (off Chimney Rock Rd.)  
Middlebrook Crossroads Industrial Park  
Bridgewater, NJ 08807  
732-560-1813  
M-F 9:00am-2:30pm

Bound Brook Pantry

Hope Church  
519 East Main Street  
Bound Brook, NJ 08805  
Every Saturday 10:00am-11:30am

Somerville Food Pantry

The United Reformed Church  
100 West Main Street  
Somerville, NJ 08876

North Plainfield Food Pantry

Vermuele Community Center  
Corner of Greenbrook Rd. and Clinton Ave.  
North Plainfield, NJ 07060

**Franklin Township Food Bank**

(For Franklin Township residents only)  
60 Millstone Road  
Somerset, NJ 08873  
732-246-0009  
Food distribution to clients: Mon-Thurs 11:00am-3:00pm  
Saturday 10:00am-12:00pm  
\*\*Closed on Fridays and Sundays

**Lighthouse Outreach Ministry**

384 Somerset Street  
North Plainfield, NJ 07060  
908-754-6211  
Pantry hours: every 2<sup>nd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> Saturday of each month from 9:00am-12:00pm

**Open Cupboard Food Pantry**

37 Old Highway 22  
Clinton, NJ 08809  
908-730-7320  
Tues 9:30-11:30am, 5:00-6:00pm  
Weds & Thurs 9:30am-12:30pm  
Fri 4:30-6:30pm

**Reformed Church of Bound Brook**

Main Street and Clinton Street  
South Bound Brook, NJ 08880  
732-356-9345  
Soup Kitchen: Church provides dinner and fellowship on  
Wednesdays from 5:30-6:30pm  
Food Pantry: Serves residents of South Bound Brook and Bound  
Brook on Thursdays from 3:00-6:00pm

**St. John' Episcopal Church-SHIP'S GALLEY**

148 West High Street  
Somerville, NJ 08876  
908-722-1250  
Hot Lunches: Mon, Wed, Fri, 3<sup>rd</sup> Tues of the month: 12:30pm-  
1:30pm

  
**Clothing**

The following places provide free or low-cost clothing.

**The Clothes Closet**

Flemington Assembly of God  
434 Route 202 North  
Flemington, NJ 088822  
908-782-5232

**From the Heart Thrift Shop**

St. John's Episcopal Church  
158 West High Street  
Somerville, NJ 08876-0705  
908-722-1250  
First Thursday of every month (except July & August) from 11:00am-  
6:30pm

**Open Cupboard Thrift Shop**

37 Old Highway 22  
Clinton, NJ 08809  
908-730-7320  
Hours: Tues 9:30am-1:00pm, 4:30pm-7:00pm  
Wed 9:30am-2:00pm, Thur 9:30am-1:00pm  
Fri 4:30pm-7:00pm and Sat 10:00am-1:30pm

**Second Chance Thrift Shop**

The Friends of Matheny  
4 Church Street  
Gladstone, NJ 07934  
908-234-2016  
Mon 9:30am-6:00pm, Tue-Fri 9:30am-4:00pm  
and Sat 10:00am-3:00pm

**Top o'the Barn Thrift Shop**

Califon United Methodist Church  
15 River Road  
Califon, NJ 07830  
908-832-7018  
T,W,Th, Sat 10:00am-2:00pm  
\*Half priced sales are the first full week of the month

**D. Transportation**

There is no general program to provide assistance paying for transportation. NJ Transit will no longer accept release papers in substitution for bus tickets. However, you may purchase transit tickets from NJDOC for \$2.00 prior to your release, which will assist you with reaching your destination.

Some of the programs listed in this book will provide bus passes or bus cards to help you participate in the program. If you are assigned to a community/social service or reporting program you may want to ask if the program offers transportation assistance.

For specific bus, rail or train schedules and fare you may call NJ Transit: (973) 275-5555, NJ Text Telephone: 800-772-2287 or visit the NJ Transit Website <http://www.njtransit.com>. For specific route information on the website, click on the "trip planner". For your Hunterdon/Somerset County travel convenience, you may want to purchase weekly, monthly or discounted transit passes (when applicable).

**The LINK -Hunterdon County's Transportation System**

Offering services to ALL RESIDENTS OF Hunterdon County  
1-800-842-0531  
[www.ridethelink.com](http://www.ridethelink.com)

**Trans-Bridge Bus Lines**

1-800-962-9135  
Clinton Office: 908-730-6552

**Somerset County Bus Services**

RideWise: 908-704-1011

Somerset County Transportation: 908-231-7151

\*No appointment to ride and the fare is \$2.00 per trip. Buses operate Mon-Fri.

**Transportation For The Disabled and Senior Citizens** 1-800-955-2321 Call between 8:30 a.m. and 5:00 p.m. Monday- Friday. NJ Transit's Access Link paratransit service is comparable to the local bus service. This service is specifically for people whose disability prevents them from using the local fixed route bus service. You must call to be interviewed in person to determine your eligibility

**Hunterdon County, The LINK**

Paratransit Services

800-842-0531

**Somerset County Transportation**

Paratransit Services

908-321-7115 or 800-246-0547

**Office of Amtrak Access**

800-872-7245

**Greyhound Customers with Disabilities Travel Assistance Line**

800-752-4841

**E. Money/Public Assistance**

Once you are released from custody, you will need a source of income until you can find a job (see section of "Finding a Job" for job seeking information).

**The DOC does not provide any "gate money," except for the money you may have had in your inmate account. If it is possible to save any money before you are released, you should try to do so.**

Based on need, Parole can give up to \$300.00 in emergency funds, but it is at their discretion. Ask your parole officer about this.

You may be eligible to get some sort of public assistance (welfare), but not everyone qualifies for this. Listed below are some basics on seeking and applying for benefits.

**Work First New Jersey Program (WFNJ)**

**WFNJ** provide cash benefits (General Assistance) for single people and Temporary Assistance for Needy Families for people who have custody of their children. Both programs will require you to work or be actively looking for work and both have a five-year lifetime time limit. Work First New Jersey also has an Emergency Assistance program that you may qualify for if you are homeless or at risk of becoming homeless: it can pay for things like food, clothing and

transportation costs look for housing, but also utility payments and temporary rental or mortgage payment assistance. You can contact your social worker for more information.

**FYI:** Please call your local office to verify the eligibility requirements for obtaining General Assistance.

**NJ SNAP (formerly Food Stamps)**

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

**WFNJ and SNAP Application Sites**

**Hunterdon County**

**Division of Social Services**

Community Services Building  
6 Guantt Place-PO Box 2900  
Flemington, NJ 08822  
908-788-1300

**Somerset County Social Services**

73 East High Street  
PO Box 936  
Somerville, NJ 08876  
908-526-880

**F: Veterans Benefits:**



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

The VA Benefit Administration is located at  
20 Washington Pl., 3<sup>rd</sup> Floor  
Newark, NJ 07102  
973-645-1441 (regional office).

**Hunterdon County Veterans Services**

4 Guantt Place, Bldg. #1  
Flemington, NJ 08822  
908-788-1361 or 877-222-3737  
Laine Nauman, Division Head



### Somerset County Veterans Services

27 Warren Street  
Somerville, NJ 08876  
908-704-6329  
Peter Niemiec, Director

Visit this local VA office to reinstate benefits or apply for new programs and services.

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

Federal Veterans Information: [www.va.gov](http://www.va.gov)

Info for NJ Veterans: [www.vetsinfo.com](http://www.vetsinfo.com)

New Jersey Dept of Veterans Affairs: [www.state.nj.us/military](http://www.state.nj.us/military)

New Jersey Veterans Guide:  
[www.state.nj.us/military/veterans/njguide](http://www.state.nj.us/military/veterans/njguide)

VA Home Loans: [www.homeloans.va.gov](http://www.homeloans.va.gov)

Veterans Counseling Service Center:  
[www.va.gov/rcs/newjersey/html](http://www.va.gov/rcs/newjersey/html)

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

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

### Taking Care of Yourself: Getting Support



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

### Taking Care of Yourself: Health Care Resources

It is very important that you pay attention to your health during the period after you are released, and that you make sure you have a plan to get any prescriptions that you need filled and see a doctor if

you have health conditions that need care. Also, stress and changes in routine can make much health conditions worse. Below, you'll find information on paying for health care and clinics and other resources in Hunterdon and Somerset County.

Prior to your release, you will be given the opportunity to apply for Medicaid through the [Affordable Health Care Act \(ACA\)](#). ACA allows those with little or no income to be eligible for Medicaid under the new law. New Jersey residents complete an application for New Jersey Family Care and out of state residents complete an application for the Healthcare Marketplace. Applying for healthcare while at NJDOC allows enough time for processing to be completed and a health insurance card to be mailed to your residence with coverage beginning the day of your release. For more information regarding the Affordable Care Act and Medicaid, please contact your social worker or visit [www.njfamilycare.org](http://www.njfamilycare.org) or [www.healthcare.gov](http://www.healthcare.gov). Below is some information regarding traditional Medicaid.

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

In New Jersey, the **Medicaid** program provides health care benefits for some low-income people. If you gain custody of children under 18 when you are released, you may qualify if you are single, head of house and unemployed, or existing earnings are not enough to support the household. Other eligibility requirements include low-income status, over age 65, blindness, or inability to work due to a disability.

If you are disabled and are applying for SSI, you will also be screened for Medicaid at that time. If you qualify for General Assistance benefits, you will get some very basic health care benefits through Medicaid ("Plan G"). **Medicaid is a separate program from GA or TANF, so you don't have to be receiving those benefits to qualify for Medicaid.**

For questions about [Medicaid eligibility](#), you can call 1-800-356-1561. To apply for Medicaid in Hunterdon or Somerset County visit and/or contact the county's Board of Social Services/Human Services.

If you are a veteran, you may be eligible for health care benefits through the **Veteran's Administration**, which provides a "Medical Benefits Package" for enrolled veterans. You can call 877-222-VETS for more information about eligibility and applying for benefits.

If you are HIV+ or have AIDS, you may also be eligible for the **AIDS Drug Distribution Program (ADDP)**, which provides help paying for AIDS medication for people who don't have other ways of paying. **You can apply for this program before you are released.** Contact the **Aids Drug Distribution Program** at 609-588-7038 or toll free 877-613-4533, Mon-Fri 8am-5pm to apply.

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

## **B. General Health Care Providers**

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

### **COMMUNITY HEALTH CENTERS**

#### **Highlands Health Van-Medical/Dental**

Serves Sussex, **Hunterdon**, Warren and Morris Counties  
908-968-0898

Services: adult medicine, women's health, pediatrics and dental for adults and children. \*Call for more information/schedule

#### **Robert Wood Johnson Physician Enterprise Urgent Care**

Flemington Location  
240 Highway 202/31 North  
Flemington, NJ 08822  
908-685-2485  
Mon-Fri 8:00am-8:00pm  
Weekends and holidays 9:00am-4:00pm

#### **Zufall Health-Somerville**

71 4<sup>th</sup> Street  
Somerville, NJ 08876  
908-526-2335  
Services: adult medicine, women's health, pediatrics and behavioral health.  
Hours: Mon 8:00am-5:00pm, Tue 7:30am-7:00pm. Wed & Fri 7:30am-5:00pm and Thurs 7:30am-6:00pm

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

### **COUNTY HEALTH DEPARTMENTS**

#### **Hunterdon County Division of Public Health Services**

314 State Rt. 12, County Complex Bldg 1, PO Box 2900  
Flemington, NJ 08822  
908-788-1351

**Somerset County Health Department**

27 Warren Street  
Somerville, NJ 08876  
908-231-7155

**HOSPITALS**

**East Mountain Hospital**

252 Route 601-PO Box 1029  
Belle Mead, NJ 08502  
908-281-1000

**Hunterdon Medical Center**

2100 Wescott Drive  
Flemington, NJ 08822  
908-788-6100

**Matheny Medical and Educational Center**

65 Highland Ave.-PO Box 339  
Peapack, NJ 07977  
908-234-0011

**Somerset Medical Center**

110 Rehill Avenue  
Somerville, NJ 08876  
908-685-2200

**VA New Jersey Health Care System (Lyons)**

151 Knollcroft Road  
Lyons, NJ 07939  
908-647-0180

**FAMILY PLANNING CENTERS**

**Planned Parenthood-Flemington Health Center**

349 Route 31 South, Building B, Suite 503  
Flemington, NJ 08822  
908-782-7727

Hours: Mon 10:00am-5:00pm, Wed 11:00am-7:00pm, Thurs  
10:00am-4:00pm

Services: Abortion services, birth control, general health care, HIV  
testing, LGBT services, men's health care, morning-after pill  
(emergency contraception), pregnancy testing & services, STD  
testing, treatment & vaccines, women's health care.

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

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

**Ryan White Support Group**

Provides support and education for those affected by HIV

Meets 1<sup>st</sup> and 3<sup>rd</sup> Thursday of the month from 6:00pm-7:30pm at  
Somerset Medical Center,  
908-685-2814

**Zufall Health Somerville**

Ryan White Program (HIV/AIDS Services)

71 4<sup>th</sup> Street

Somerville, NJ 08876

908-526-2335

For more information please contact the Ryan White medical Case  
Manager, 973-328-9100 ext. 347

**NJ AIDS/STD Hotline**

1-800-624-2377 – 24 hours/day

The hotline gives referrals, general information, counseling, testing  
locations and treatment information.

**RAPID TESTING CENTERS**

**Planned Parenthood of Greater Northern New Jersey**

349 Route 31 South, Building B, Suite 503

Flemington, NJ 08822

908-782-7727

**Zufall Health-Somerville**

71 4<sup>th</sup> Street

Somerville, NJ 08876

908-526-2335

You may also call 973-328-9100 ext. 347 to schedule an  
appointment

**D. Services for People With Tuberculosis and  
Hepatitis C**

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

**Rutgers Global TB Institute**

NJ Medical School-Clinical Services

225 Warren St.

Newark, NJ 07103

973-672-6232

**Tuberculosis Program**

50 East Street, 3rd Floor

P.O. Box 363

Trenton, NJ 08625-0363

609-826-4878

## E. Dental Care



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

### **Metheny Medical and Educational Center**

65 Highland Ave.

Peapack, NJ 07977

908-234-0011 ext. 785

Mon-Wed 9:00am-4:00pm

Services: preventative, restorative, prosthodontics, pedodontics and (simple) oral surgery.

Payment method(s): Medicaid, NJ Family Care, private insurance, self-pay and sliding scale.

\*\*\*For people with special needs\*\*\*

### **Zufall Dental Center**

361 Route 31, Building C, Suite 701

Flemington, NJ 08822

908-968-4440

Mon-Fri 9:00am-5:00pm

Services: preventative, restorative, prosthodontics, pedodontics and (simple) oral surgery.

Payment method(s): Medicaid, NJ Family Care, private insurance, self-pay and sliding scale.

## F. Mental Health/Substance Abuse Resources

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

**Detoxification Center Locations:**

**Aldie Counseling Center**

2291 Cabot Boulevard West  
Langhorne, PA 19047  
215-642-3230

**Burlington Comp Counseling Inc.**

75 Washington Street  
Mount Holly, NJ 08060  
609-267-3610

**Carrier Clinic**

252 County Route 601  
Belle Mead, NJ 08502  
908-281-1000

**Hunterdon Med Center/Addictions Treatment Services**

2100 Wescott Drive  
Flemington, NJ 08822  
908-788-6401

**Jersey City Medical Center**

355 Grand Street  
Jersey City, NJ 07302  
201-915-2281

**Kaleidoscope Health Care, INC**

75 Harrison Avenue  
Jersey City, NJ 07304  
201-451-5425

**Livengrin Foundation Inc**

4833 Hulmeville Road  
Bensalem, PA 19020  
215-638-5200

**New Horizon Treatment Services Inc**

132 Perry Street  
Trenton, NJ 08618  
609-394-8988

**New Pathway Counseling Services**

995 Broadway  
Bayone, NJ 07002  
201-436-1022

**Princeton House Behavioral Health**

905 Herrontown Road  
Princeton, NJ 08540  
609-497-3300

**Somerset Treatment Services**

118 West End Avenue  
Somerville, NJ 08876  
908-722-1232

**Spectrum Health Care, INC**

74-80 Pacific Avenue  
Jersey City, NJ 07304  
201-860-6100

**Summit Behavior Health**

4065 Quakerbridge Road  
Princeton Junction, NJ 08550  
609-651-4001

**Today Inc**

1990 North Woodbourne Road  
Newtown, PA 18940  
215-968-4713

**Turning Point, INC.**

595 County Avenue  
Secaucus, NJ 07096  
973-239-9400

**Outpatient and Residential Treatment Centers:**

**Addictions Hotline of New Jersey**

PO Box 1004, Williamstown  
800-238-2333

Hours: 24 hours/day

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

**Anderson House, Inc.**

A Turning Point Program  
532 Route 523  
Whitehouse Station, NJ 08889  
908-534-5818

*\*Serves women only\**

**Blake Recovery Center**

252 County Road 601 (also known as Trent Ave.)  
Belle Mead, NJ 08502  
1-800-933-3579

-Detox, outpatient and addiction treatment



**Bridgeway Rehabilitation Inc.**

Program in Assertive Community Treatment (PACT)

Millennium Office Plex

South Main Street, Suite 19-1

Manville, NJ 08835

908-704-8252 (PACT VI)

Program in Assertive Community Treatment (PACT)

Star Plaza, Suite 11

11 West Church Street

Washington, NJ 07882

908-835-8660 (PACT IV)

Residential Intensive Support Team (RIST)

Concourse at Beaver Brook

1465 Route 31 South

Annandale, NJ 08801

908-894-5311

**Carrier Clinic**

252 Route 601

Belle Mead, NJ 08502

800-933-3579

Inpatient and outpatient services

**Catholic Charities-Spirit Program**

6 Park Avenue

Flemington, NJ 08822

908-782-7905

-Intensive outpatient treatment/services (IOP)

**Daytop Village**

6 Guantt Place, Building #2

Flemington, NJ 08822

908-806-5196

-Serves *teens and young adults aged 18-24* in outpatient settings

**Easter Seals NJ**

Hunterdon

200 Route 31 North-Suite 115

Flemington, NJ 08822

908-788-7580 ext. 624

Somerset

21 Davenport Street

Somerville, NJ 08876

908-722-4300

-Residential services

**Family & Community Services of Somerset County**

339 West 2<sup>nd</sup> Street

Bound Brook, NJ 08805

732-356-1082

Mental health and addictions outpatient services

**Freedom House**

200 Sanitorium Rd.  
Glen Gardner, NJ 08826  
908-537-6043

**Halfway house, outpatient and intensive outpatient services**

**Freedom Trail Self Help Center**

166 West Main Street  
Somerville, NJ 08876  
908-722-5778

**High Point Program, LLC**

162 Broad Street  
Flemington, NJ 08822  
908-788-5979

-Partial care, outpatient and intensive outpatient treatment/services

**Hunterdon Behavioral Health**

2100 Wescott Drive  
Flemington, NJ 08822  
908-788-6403

-Partial care services

**Richard Hall Community Mental Health Center**

500 North Bridge Street  
Bridgewater, NJ 08807  
908-725-2800

Outpatient and partial care services

**Somerset Treatment Services**

118 West End Avenue  
Somerville, NJ 08876  
908-722-1232

-Intensive outpatient mental health and substance abuse services

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

**Although the services below provide mental health services, some may also offer substance abuse services as well.**

## **G. Emergency Mental Health Services**

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

In the event of a mental health emergency,  
call **609-396-HELP (4357)**

**\*If you are in immediate danger, call 911**

### **Hunterdon County**

Dawn Paulmeno, Municipal Alliances/Substance Abuse Coordinator  
Dept. of Human Services  
PO Box 2900 Flemington, NJ 08822  
908-788-1253

Cathy Zahn, Mental Health Planner  
Dept. of Human Services  
8 Guantt Place  
Flemington, NJ 08822  
908-788-1372

### **Somerset County**

Brenda Pateman  
Dept. of Human Services  
PO Box 300  
Somerville, NJ 08876  
908-704-6309

Pam Mastro, Mental Health Administrator  
Dept. of Human Services  
27 Warren Street, 3<sup>rd</sup> Floor  
Somerville, NJ 08876  
908-704-6320/6300

### **Primary Screening Centers for Hunterdon and Somerset County:**

#### **Hunterdon Medical Center**

2100 Wescott Drive  
Flemington, NJ 08822  
908-788-6400

#### **Somerset County PESS**

110 Rehill Ave  
Somerville, NJ 08876  
908-526-4100

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

### **National Federation of the Blind of New Jersey**

69 Prospect Place  
Belleville, NJ 07109  
973-450-3030



**NJ Commission for the Blind: Project BEST**

Fixed Vision Screening Sites  
Safe Harbor & Port Refuge  
87 East High Street  
Somerville, NJ 08876  
Contact: Tom 908-393-9545  
1<sup>st</sup> Thurs of the month 9:30am-12:30pm

**New Eyes for the Needy**

549 Millburn Avenue  
PO Box 332  
Short Hills, NJ 07078  
973-376-4903  
Hours: Mon-Thurs 9:00am-12:30pm; 1:30pm-4:00pm  
Friday (closed during July/August) 9:00am-12:00pm

Eligibility: Must be in financial need; have had a recent eye exam.  
(New Eyes does not pay for eye exams but does provide referrals);  
have no other resources available to pay for glasses, including  
federal or state programs or assistance from local charitable  
organizations; income at or below the U.S. poverty guidelines  
\*A New Eyes voucher typically covers only the cost of a basic pair of  
single or bifocal eyeglasses.

**Senior Eyecare Program (Hunterdon)**

The Seniors Eyecare Program ensures that every senior has access to  
medical eye care and promotes annual, dilated eye exams. The  
program is designed for people who are U.S. citizens or legal  
residents, are age 65 or older, have not seen an ophthalmologist in  
three or more years and do not have eye care insurance through an  
HMO or Veterans Administration  
Call toll-free: 800-222-3937

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

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

## A. Things to Know Before You Start Your Job Search

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

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



### TALKING ABOUT YOUR CRIMINAL RECORD:

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

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

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

## B. Help with Job Search and Job Training

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

### Hunterdon County One-Stop Career Center

6 Gaunt Place (lower level)

Flemington, NJ 08822

908-782-2371

**Somerset County One-Stop Career Center**  
75 Veterans Memorial Drive East, Suite 102  
Somerville, NJ 08876  
908-704-3000

**Vocational Training Sites**

**Alternatives, Inc.**

600 First Avenue  
Raritan, NJ 08869  
Counties Served: Somerset, Middlesex, Hunterdon, Mercer, Morris  
& Warren  
Phone: (908) 685-1444 x 225  
Fax: (908) 685-2660  
-Supported employment

**Center for Educational Advancement**

11 Minneakoning Road  
Flemington, NJ 08822  
Counties Served: Hunterdon, Somerset  
Phone: (908) 782-1480  
Fax: (908) 782-5370  
-Extended employment, supported employment, pre vocational  
evaluation, and work adjustment training.

**ARC of Hunterdon**

1322 State Route 31  
Suite 5  
North Annandale, NJ 08801  
Counties Served: Hunterdon  
Phone: (908) 806-2412  
Fax: (908) 806-2362  
-Supported employment

**The Arc of Somerset County**

161 Industrial Parkway  
Building C  
Branchburg, NJ 08835  
Counties Served: Somerset, Middlesex & Hunterdon  
Phone: (908) 707-9130  
Fax: (908) 707-1165  
-Extended employment, pre vocational evaluation and work  
adjustment training

**Hunterdon Medical Center**

**Hunterdon Mental Health Center**

2100 Wescott Drive  
Flemington, NJ 08822  
Counties Served: Hunterdon  
Phone: (908) 788-6401  
Fax: (908) 788-6584  
-Supported employment

**Allies, Inc.**  
2277 State Highway 33  
Suite 415  
Hamilton, NJ 08690  
Phone: (609) 584-5522  
[www.alliesnj.org](http://www.alliesnj.org)  
-Supported employment

**Richard Hall CMHC**  
500 N. Bridge Street & Vogt Drive  
Bridgewater, NJ 08807  
Counties Served: Somerset  
Phone: (908) 253-3128  
Fax: (908) 704-1790  
-Supported employment

**Bethel Ridge Corp.**  
P.O. Box 138  
Basking Ridge, NJ 07920  
Counties Served: Morris, Somerset, Union,  
Phone: (908) 221-0801  
Fax: (908) 221-9169  
-Supported employment

### **C. Legal Restrictions on Employment and Protections Against Discrimination**

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

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

**PROTECTIONS FOR LICENSED OCCUPATIONS:**

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

**D. Benefits for Employers Who Hire People With Criminal Records**

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

**WORK OPPORTUNITY TAX CREDIT**

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

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

**FEDERAL BONDING PROGRAM**

The Federal Bonding program provides bonding or “insurance coverage” for employers who hire individuals with criminal histories who are otherwise qualified but cannot get jobs due to their backgrounds. Please contact your local one stop for more information.

**Hunterdon County One-Stop Career Center**

6 Gaunt Place (lower level)  
Flemington, NJ 08822  
908-782-2371

**Somerset County One-Stop Career Center**

75 Veterans Memorial Drive East, Suite 102  
Somerville, NJ 08876  
908-704-3000





## E. Opening a Checking or Savings Account

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



## F. Public Libraries

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

### Hunterdon County Libraries

#### **Headquarters Library**

314 State Route 12, Bldg. #3  
Flemington, NJ 08822  
Main phone: (908) 788-1444

#### **High Bridge Public Library**

71 Main Street  
High Bridge, NJ 08829  
Telephone: (908) 638-8231

#### **Bunnvale Library**

7 Bunnvale Road  
Califon, NJ 07830  
Telephone: (908) 638-8884

#### **Holland Free Public Library**

129 Spring Mills Road  
Milford, NJ 08848  
Telephone: (908) 995-4767

#### **Flemington Free Public Library**

118 Main Street  
Flemington, NJ 08822  
Telephone: (908) 782-5733

#### **Lambertville Free Public Library**

6 Lilly Street  
Lambertville, NJ 08530  
Telephone: (609) 397-0275

#### **Frenchtown Public Library**

29 Second Street  
Frenchtown, NJ 08825  
Telephone: (908) 996-4788

**Milford Public Library**  
40 Frenchtown Road  
Milford, NJ 08848  
Telephone: (908) 995-4072

**North County Branch Library**  
65 Halstead Street  
Clinton, NJ 08809  
Main phone: (908) 730-6262

**Readington Township Library**  
255 Main Street  
Whitehouse Station, NJ  
08889  
Telephone: (908) 534-4421

**South County Branch Library**  
1432 Route 179, Unit B1  
Lambertville, NJ 08530  
Telephone: (609) 773-0032

**Tewksbury Township Public Library**  
31 Old Turnpike Road  
Oldwick, NJ 08858  
Telephone: (908) 439-376

**Three Bridges Library**  
449 Main Street  
Three Bridges, NJ 08887  
Telephone: (908) 782-2908

**Somerset County Public Libraries**

**Bound Brook Memorial Library Branch**  
402 E High St.  
Bound Brook, NJ 08805  
732-356-0043

**Bridgewater Library Branch**  
1 Vogt Dr.  
Bridgewater, NJ 08807  
908-526-4016

**Hillsborough Library Branch**  
379 South Branch Rd.  
Hillsborough Municipal Complex  
Hillsborough, NJ 08844  
908-369-2200

**Manville Library Branch**  
100 South 10th Ave.  
Manville, NJ 08835  
908-722-9722

**Mary Jacobs Memorial Library Branch**  
64 Washington St.  
Rocky Hill, NJ 08553  
609-924-7073

**North Plainfield Memorial Library Branch**  
6 Rockview Ave.  
North Plainfield, NJ 07060  
908-755-7909

**Peapack & Gladstone Library Branch**  
Peapack & Gladstone Municipal Complex  
School St.  
Peapack, NJ 07977  
908-234-0598

**Somerville Library Branch**  
35 West End Ave.  
Somerville, NJ 08876  
908-725-1336

**Warren Township Library Branch**  
42 Mountain Blvd.  
Warren, NJ 07059  
908-754-5554

**Watchung Library Branch**  
12 Stirling Rd.  
Watchung, NJ 07069  
908-561-0117

**Branchburg Reading Station**  
Neshanic Station Library  
The Station House  
Olive St.  
Neshanic Station, NJ 08853  
908-369-5355



## **Reconnecting with Family**

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

### **Hotlines for Family Services Resources**

#### **NJ Child Abuse/Neglect Hotline:**

1(877) NJ-ABUSE (652-2873)

#### **Child Care Hotline:**

1 (800) 332-9227

#### **NJ Child Support Hotline:**

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

#### **Division of Family Development:**

1(800) 792-9773

#### **NJ Department of Children and Families**

1 (855) INFO-DCF 1-855-463-6323

#### **Family Health Line:**

1 (800) 328-3838

#### **Family Help Line (for stressed parents):**

1 (800) THE KIDS (843-2537)

#### **National Domestic Violence Hotline:**

1 (800) 799-7233

#### **NJ Domestic Violence Hotline:**

1 (800) 572-7223

#### **Parents Anonymous:**

1 (800) 843-5437

## A. Family Counseling Resources

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

### **Hunterdon County Family Success Center**

87 Park Avenue  
Flemington, NJ 08822  
908-237-0465

### **EmPower Family Success Center**

34 West Main Street, 2<sup>nd</sup> Floor  
Somerville, NJ 08876  
908-722-4400

### **Family Support Organization (FSO)**

Hunterdon/Somerset/Warren Counties  
315 West Washington Avenue, Suite 3  
Washington, NJ 07882  
908-223-1191

### **Hunterdon Prevention Resources**

Unifying Families/Strengthening Families  
4 Walter E. Foran Blvd., Suite 410  
Flemington, NJ 08822  
908-782-3909



## B. Child Custody and Visitation

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

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

Listed below are the different offices for DCPD in Hunterdon and Somerset County. Please contact the office that applies to your location.

**Hunterdon LO- #668**

84 Park Ave., 1<sup>st</sup> Floor  
Flemington, NJ 08822  
908-782-8784  
800-392-2724

**Somerset LO- #660**

92 East Main Street, Suite  
101  
Somerville, NJ 08876  
908-526-5030  
800-392-2734

**C. Getting and Paying Child Support**

Whether you have custody of your children on your own when you get out, and need help from an absent (“noncustodial”) parent, or you do not have custody of kids who need your support, child support payments will be an important part of your life after you are released. Some basic information is included below, as well as far as enforcing a child support order.

Child support, custody and visitation issues are very complicated, and if you can get a **lawyer, you should**. Contact the Legal Services of New Jersey hotline, from 9:00 am - 4:30 pm, at 888-576-5529. From prison, you can also contact the Prisoner’s Self Help Legal Clinic, P.O. Box 768, Newark, NJ 07101.

**GETTING AND ENFORCING A CHILD SUPPORT ORDER**

If you have custody of your children, and want financial support from the non-custodial parent, you can call 1-877-NJKIDS1 for more information about this.

**PAYING CHILD SUPPORT**

If you have kids that you did not have custody of before you went to prison, there may be a child support order requiring you to pay a certain amount every month for their support. Even if you did not go to court — if, for example, the parent with custody filed for the order while you were incarcerated — the court can still order you to pay child support. The amount you pay in child support is tied to your income, and if the court does not know your income, they will assume you are working 40 hours a week at minimum wage. Child support payments are usually taken out of your paycheck. If you have not paid at all or missed payments, you will owe “arrear.” Unless you got a modification of your child support order when you went into prison (see below), the amount of arrears that you owe will have continued to grow while you were inside. When you come out, and get a job, they can begin to take out not just the monthly amount you owe for child support, but more money to pay back the arrears (up to 65% of your pay in total). They may also suspend your driver’s license. Here are some things you can do:

**Hunterdon County Child Support**

65 Park Ave.  
Flemington, NJ 08822  
1-877-655-4371  
To enforce an existing order

**Hunterdon County Division of Social Services, Community Services Center**

6 Guantt Place PO Box 2900  
Flemington, NJ 08822  
1-877-655-4371  
To locate a parent prior to an order

**Hunterdon County Justice Center**

65 Park Ave. PO Box 578  
Flemington, NJ 08822  
1-877-655-4371  
To establish or change an order

**Somerset County Board of Social Services**

73 East High Street PO Box 936  
Somerville, NJ 08876  
1-877-655-4371  
To locate a parent prior to an order

**Somerset County Child Support County Courthouse**

20 North Bridge Street PO Box 3000  
Somerville, NJ 08876  
1-877-655-4371  
To enforce an existing order

**Somerset County Courthouse**

North Bridge & High Streets, 2<sup>nd</sup> Floor, PO Box 3000  
Somerville, NJ 08876  
1-877-655-4371  
To establish or change an order

**D. Domestic Violence/Sexual Assault Resources**

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

**New Jersey Coalition for Battered Women:**

1-800-572-SAFE.

**Domestic Abuse Hotline for Men and Women:**

(888) 7HELPLINE (1-888-743-5754)

**Resource Center of Somerset**

427 Homestead Road  
Hillsborough, NJ 08844  
908-359-0003  
Counseling to adult and child victims of domestic violence, case management, legal advocacy, emergency housing up to 60 days, transitional housing up to 18 months, crisis response (alongside

police), advice and referrals, domestic violence training for professionals and community education programs for adults and adolescents

**Legal Services of Northwest Jersey**

34 West Main Street #301

Somerville, NJ 08876

908-231-0840

Free legal representation for a limited number of low-income victims of domestic violence.

**Office of Victim-Witness Advocacy**

Somerset County Prosecutor's Office

40 North Bridge Street

Somerville, NJ 08876

908-575-3359

Services to ease victims' participation in the criminal justice process and deal with the trauma of victimization

**SAFE in Hunterdon**

47 East Main Street

Flemington, NJ 08822

908-788-7666

Toll-free hotline" 888-988-4033

Services include: crisis intervention, safe housing, transitional housing, counseling, legal advocacy, economic empowerment, etc.



**Getting More Education**

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

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

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

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

You can also request your GED transcript or diploma verification from the New Jersey Department of Education providing you completed your diploma in a traditional setting. You will have to fill out a GED Information Request Form. **Please call 609-777-1050 for further assistance.** You may ask that it be sent to you; or you may pick up the form at a local testing center (which you can do after you are released) by downloading the form from the website <http://www.state.nj.us/njed/students/ged/ged7.htm>; or by writing to: GED Testing Program, Bureau of Adult Education and Family Literacy, New Jersey Department of Education, PO Box 500, Trenton, NJ 08625.

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

## **B. GED Classes**

The places in Hunterdon & Somerset County below offer classes to help you prepare for the GED exam. Call for exact times and procedures. Many locations offer classes at low cost or no cost. For more information, contact the New Jersey Department of Labor and Workforce Development, Division of Workforce Readiness & Literacy at (609) 943-5921. Call individual programs for information on classes offered, fees and/or time schedules.

### **GED LOCATIONS**

Raritan Valley Community College  
Route 28 & Lamington Rd.  
Somerville, NJ 08876  
908-526-1200 ext. 8354

Washington County Technical School  
1500 Route 57 West  
Washington, NJ 07882  
908-835-2480

## **C. Higher Education**

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

### **LOCAL AREA COLLEGES**

**Raritan Valley Community College**  
118 Lamington Rd.  
Branchburg, NJ 08876  
908-526-1200

**St. Sophia Ukrainian Orthodox Seminary**  
1950 Easton Ave.  
Somerset, NJ 08873  
732-469-7555



### **CAN I GET FINANCIAL AID?**

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

## **Other Things You Need to Know**

### **A. Getting Legal Assistance**

To get assistance with civil (not criminal) cases, you can contact the toll free hotline for **Legal Services of New Jersey (LSNJ)**, which provides information and referrals, **888-576-5529**. From prison, you can also contact the **Prisoner’s Self Help Legal Clinic**, P.O. Box 768, Newark, NJ 07101.

### **B. Checking and Correcting Your Criminal Record (“rap sheet”)**

Since employers, landlords and others will be performing criminal background checks and getting copies of your criminal record, it is important that you know what is on it, and that it is accurate. You should also be prepared to answer any questions about your background.

FYI: Background checks are now only done electronically. You may contact State Police Headquarters to inquire how to correct your criminal record. The address is listed below.

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

### **C. Expungement: Cleaning Up Your Criminal Record**

You may have heard about expungement as one way to clean up your criminal record as you get some distance from your old arrests and convictions. Unfortunately, expungement is fairly limited in New

Jersey. You can expunge any arrest that did not lead to a conviction at any point. You can expunge “disorderly persons offenses,” which are low level offenses in New Jersey, after 5 years, and most municipal ordinance offenses after 2 years. Convictions for “indictable offenses” (felonies), can be expunged 10 years from the date of conviction, payment of any fine, satisfactory completion of probation or parole or release from incarceration, but whichever is latest. The most serious of these offenses, such as murder, kidnapping, aggravated sexual assault, robbery, arson, perjury and distribution, sale or possession with intent to distribute of controlled dangerous substances (drugs), can never be expunged. Expungement is a broader remedy for offenses committed as a juvenile. Legal Services of New Jersey has published a guide to cleaning up your record through expungement. To get a copy of the book, call 1-888-576-5529, or go to the LSNJ website, where you can download it for free at:

<http://www.lsnj.org/english/crime/municipalcourt/clearingyourrecord.cfm>

#### **Legal Services of Northwest Jersey**

##### Hunterdon County

82 Park Ave.  
Flemington, NJ 08822  
908-782-7979

##### Somerset County

34 West Main Street,  
Suite 301  
Somerville, NJ 08876  
908-231-0840

### **D. Checking and Correcting Your Credit Record**

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

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

**EQUIFAX INFORMATION SERVICES, LLC:**

Write to them at P.O. Box 740241, Atlanta, GA, 30374, or call 800-685-1111.

By mail, be sure to include your full name, current address, Social Security number, and most recent former address for file-matching purposes. You can also visit their website: [www.equifax.com](http://www.equifax.com)

**TRANSUNION PERSONAL CREDIT REPORT:**

PO Box 1000, Chester PA 19022

Call 800-888-4213 or [www.transunion.com](http://www.transunion.com)

**EXPERIAN:**

PO Box 2002, Allen, TX 75013

Call 800-397-3742.

**E. Voting Rights**

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

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

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

## The Game Plan

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

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

### DO I Have my Basic Needs?

Shelter: \_\_\_\_\_

Food: \_\_\_\_\_

Health Care: \_\_\_\_\_

Clothing: \_\_\_\_\_

Transportation: \_\_\_\_\_

### DO I Have Support?

Family: \_\_\_\_\_

Friends: \_\_\_\_\_

### Do I Have Identification?

#### **I.D. Checklist**

<b>Documents</b>	<b>Have?</b>	<b>Need?</b>
Strong Box	_____	_____
Social Security Card	_____	_____
Birth Certificate	_____	_____
County I.D.	_____	_____
Driver's License	_____	_____
Non-driver's I.D.	_____	_____

Certificate of Naturalization	_____	_____
Green Card	_____	_____
Military Discharge Papers	_____	_____
Passport	_____	_____
High School Diploma		
Or GED Certificate	_____	_____
Prison Release Papers	_____	_____

**Other things I need to do (job leads, appointments, prescriptions, go to a support group, etc.):**

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

**Important Names and Phone Numbers  
(Parole, Mentor, Emergency Contact, etc)**

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

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

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

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

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

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

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

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

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

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

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

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

## **Smart Book Topics**



**Getting Started:  
I.D. and Other Documents**



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



**Taking Care of Yourself:  
Getting Support**



**Taking Care of Yourself:  
Health Care Resources**



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



**Reconnecting With Family**



**Getting More Education**



**Other Things You Need to Know**



**The Game Plan**