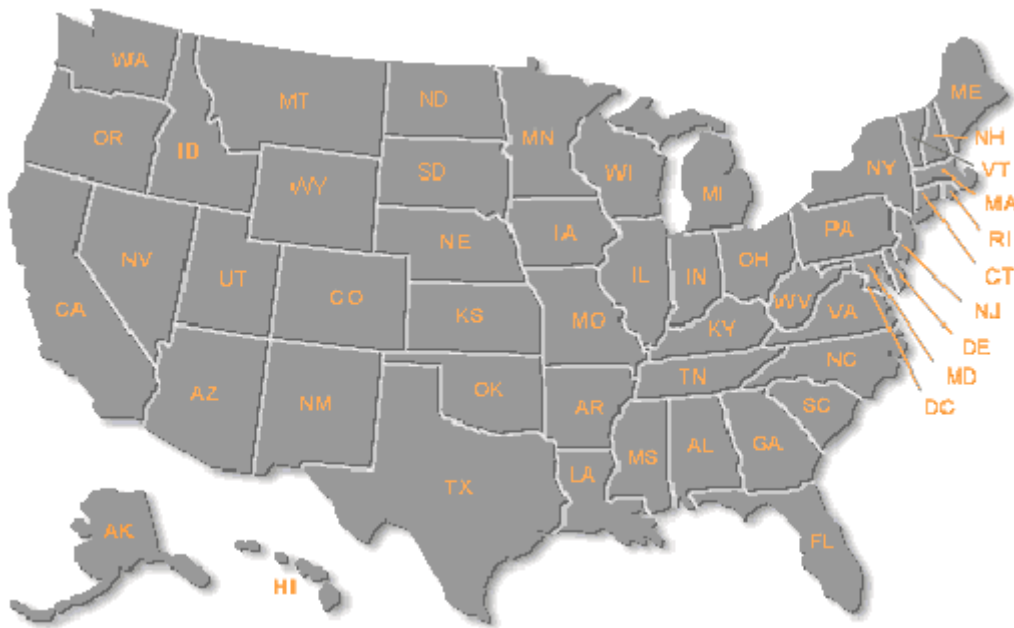




Helping Individuals with criminal records Re-enter through Employment



RESOURCE, INFORMATION
&
ASSISTANCE MANUAL

Established by the Legal Action Center, the National HIRE Network's mission is to increase the number and quality of job opportunities available to people with criminal records by improving employment practices and public policies, and changing public opinion. HIRE engages in a number of activities that promote the hiring and retention of people who have criminal histories:

Policy/Advocacy: The HIRE Network plays key roles in state and federal policy initiatives that affect people who have criminal records. The HIRE Network helps state and local policymakers make informed workforce and criminal justice decisions: HIRE worked with Illinois and Delaware legislators and advocates to successfully pass legislation that allows people who have criminal records to earn occupational licenses and certification. Our Washington, DC staff see to it that job seekers who have criminal records are considered in discussion of federal legislation—such as the Workforce Investment Act, Temporary Assistance for Needy Families, and the Higher Education Act—that influence labor and criminal justice policies and practices nationwide.

Employer Support: The HIRE Network understands that businesses seek to attract and retain a skilled workforce, keep costs down, and improve productivity. We also understand that although a job applicant may be highly qualified, an arrest or conviction record may make the applicant appear to be a liability rather than an asset. HIRE addresses these concerns by helping employers access qualified workers, secure liability protection, perform background checks, assess compliance with relevant state and federal laws that govern the hiring of people who have conviction records, and make fair and appropriate employment decisions.

Information Clearinghouse: HIRE's website, www.hirenetwork.org, is an online national clearinghouse for legal and practical information, research, and other literature on criminal justice- and employment-related policies and practices. The site's Resources and Assistance page offers information on community-based organizations and government agencies that can provide employment services, answer questions about legal barriers to employment, or offer referrals to other organizations or agencies in each of the 50 states and Washington, DC. In addition, it provides information on state and federal employment laws that affect people who have criminal histories including addressing legal barriers to employment and completing employment applications; effective strategies for preparing and placing job seekers with criminal records; developing partnerships with employers; guides on effective advocacy; and other topics of interest to individuals, workforce development and criminal justice providers, and others who have a stake in these issues.

Promoting Research: HIRE works to help researchers and practitioners measure the impact of employment and criminal justice programs and make effective use of research results. HIRE's recent research projects include a survey of what types of identification Departments of Correction across the country issue to newly released prisoners and whether the documents issued can be used as proof of identification to obtain a new state ID card from the Department of Motor Vehicles. HIRE has also compiled labor-forecasting data that documents national and state employment trends; useful for any successful workforce development initiative.

Communication/Media: HIRE delivers timely information to our members and to the public. Our comprehensive monthly newsletter, *HIRE Network News*, is available both in print and on HIRE's website and highlights successful employment practices and programs, government initiatives, upcoming conferences and new reports and research. HIRE also makes it a priority to use media outlets to change public opinion and otherwise address the stigma attached to job seekers who have criminal records. HIRE contributes and responds to news coverage relevant to the employment of people with criminal histories and promotes the responsible use of language in portraying this set of job seekers.

Youth Reentry: HIRE's youth reentry "Know Your Rights" campaign provides education, technical assistance, and advocacy directed at juveniles, criminal defense attorneys and workforce development providers to address unique employment barriers faced by young people who have been involved in either the juvenile or criminal justice system.

This manual was created by:

Mr. Gary R. Ransom

Offender Employment Specialist



Federal Bureau of Prisons
Federal Correctional Institution, McKean
P.O. Box 5000
Bradford, PA 16701

E-mail: gransom@bop.gov

P: (814) 362-8900 ext.3536

Information compiled by:

The National H.I.R.E. Network



153 Waverly Place
New York, NY 10014

Website: www.hirenetwork.org

E-mail: info@hirenetwork.org

P: (212) 243-1313

F: (212) 675-0286



A Project of the Legal Action Center

Legal Action Center

www.lac.org

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Public Welfare, Annie E. Casey Foundation and
J.P. Morgan Chase Foundations.*

STATE PAGES

This manual includes state-specific governmental agencies and community-based organizations to assist people with criminal records, practitioners, and policy makers. These agencies and organizations may be of assistance in providing job-related and legal services, answering questions arising from having a criminal record, or offering referrals to other useful organizations.

To view information on a specific State or the District of Columbia, click on the link below.

[ALABAMA](#)

[ILLINOIS](#)

[MONTANA](#)

[RHODE ISLAND](#)

[ALASKA](#)

[INDIANA](#)

[NEBRASKA](#)

[SOUTH CAROLINA](#)

[ARIZONA](#)

[IOWA](#)

[NEVADA](#)

[SOUTH DAKOTA](#)

[ARKANSAS](#)

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[NEW HAMPSHIRE](#)

[TENNESSEE](#)

[CALIFORNIA](#)

[KENTUCKY](#)

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[DELAWARE](#)

[MARYLAND](#)

[NORTH CAROLINA](#)

[VIRGINIA](#)

[DISTRICT OF COLUMBIA](#)

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[WISCONSIN](#)

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[MISSISSIPPI](#)

[OREGON](#)

[WYOMING](#)

[IDAHO](#)

[MISSOURI](#)

[PENNSYLVANIA](#)

ALABAMA

I. Alabama Department of Labor

Contact:

P.O. Box 303500
Montgomery, AL 36130
334-242-3460
334-240-3417 fax

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Annette Graves, State Coordinator
Federal Bonding Program
Alabama State Employment Service
Industrial Relations Building, Room 246
649 Monroe St.
Montgomery, AL 36131
334-242-8039
334-242-8585 fax
E-Mail: agraves@dir.state.al.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Martha Sanders, WOTC Coordinator
Employment Service Division
Alabama Department of Industrial Relations
649 Monroe St.
Montgomery, AL 36131
334-353-8037
334-353-9064 fax
E-Mail: msanders@dir.state.al.us
Web Site: <http://www.dir.state.al.us/>

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Contact:

Unemployment Compensation Division
Alabama Department of Industrial Relations
649 Monroe St.
Montgomery, AL 36131
Web Site: www.dir.state.al.us/es/localoffices/

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

An individual or employer must call or write the Bureau of Investigations to request a release form. The release form must be signed by the individual whose record is being requested along with a \$25 fee. Searches for a criminal record can be done based on a name or a set of fingerprints. Each procedure costs \$25.

Contact:

Alabama Department of Public Safety
Bureau of Investigations
P.O. Box 1511
Montgomery, AL 36102
334-395-4340

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Bill Pryor, Attorney General
Office of the Attorney General
11 South Union St.
Montgomery, AL 36130
334-242-7300
Web Site: <http://www.ag.state.al.us/>

IV. State Department of Corrections

Alabama Department of Corrections

Contact:

Alabama Department of Corrections
1400 Lloyd St.
Montgomery, AL 36107
334-240-9500
Web Site: <http://www.doc.state.al.us/>

State Department of Parole/Probation

The Alabama Board of Pardons and Paroles provides adult probation and parole services in Alabama.

Contact:

Alabama Board of Pardons and Paroles
500 Monroe St.
Montgomery, AL 36130
334-242-8700
Web Site: <http://www.pardoles.state.al.us/>

V. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

There is no state Public Defender office in Alabama. Defense attorneys are appointed by judges when necessary to provide legal counsel for indigent clients.

B. Legal Services

Alabama's legal services programs are independent, non-profit organizations that provide qualifying low-income families with legal assistance in civil matters.

Contact:

Legal Services Corporation of Alabama, Inc.
600 Bell Building
207 Montgomery St.
Montgomery, AL 36104
334-832-4570
334-241-8683 fax
Web Site: www.alabamalegalservices.org/

C. State Bar Association

Contact:

Keith Norman, Executive Director
Alabama State Bar
415 Dexter Ave.
Montgomery, AL 36104
334-269-1515
334-261-6310 fax
E-Mail: exec@alabar.org
Web Site: <http://www.alabar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

One Stop Center

One Stop Center is also known as the Alabama Department of Industrial Relations local office.

Contact:

Employment Services Division
Alabama Department of Industrial Relations
649 Monroe St.
Montgomery, AL 36131
Web Site: www.dir.state.al.us/es/localoffices/

Aid to Inmate Mothers (AIM)

Aid to Inmate Mothers provides services to promote the successful reintegration of women with criminal records by helping them become gainfully employed, obtain clothing, and secure housing.

Contact:

Aid to Inmate Mothers
P.O. Box 986
Montgomery, AL 36101
800-679-0246 or 334-262-2245
Web Site: <http://www.inmatemoms.org/>



Re-Entry Ministries, Inc.

Re-Entry Ministries, Inc. works with persons with criminal records and offers limited services to prisoners. Programs include support groups for people with criminal records and families of prisoners, church services, job assistance, and Alcoholics Anonymous meetings.

Contact:

Hank Gray or Jackie Gray, Co-Directors
Re-Entry Ministries, Inc.
2224 3rd Ave. North
Birmingham, AL 35210
205-320-2101

[HOME](#)

ALASKA

I. Alaska Department of Labor

Contact:

P.O. Box 21149
Juneau, AK 99802
907-465-2700
907-465-2784 fax

Web Site: www.labor.state.ak.us/

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

J. Allan MacKinnon, Bonding Services Coordinator
Employment Security Division
Alaska Department of Labor
P.O. Box 25509
Juneau, AK 99802
907-465-5955
907-465-8753 fax
E-Mail: Allan_MacKinnon@labor.state.ak.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

J. Allan MacKinnon, WOTC Coordinator
Alaska Department of Labor Workforce Development
P.O. Box 25509
Juneau, AK 99802
907-465-5955
907-465-5558 fax
E-Mail: allan_mackinnon@labor.state.ak.us
Web Site: www.jobs.state.ak.us/wotc.htm

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Forms and information may be obtained at any local One Stop Center and via the internet at www.labor.state.ak.us/offices/. (See also Section VII of this site "Local Service Providers.")

Contact:

Ron Hull, Director
Employment Security Division
Alaska Department of Labor
P.O. Box 25509
Juneau, AK 99802
907-465-2712
907-465-4537 fax
Web Site: www.labor.state.ak.us/esd/home.htm

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

To obtain a criminal history, a cover letter explaining why the history is needed must be sent. Included must be the applicant's name and address, a full set of fingerprints and a \$35 fee payable to "The State of Alaska."

Contact:

Alaska Department of Public Safety
Administrative Services
Bureau of Records & Identification
5700 East Tudor Rd.
Anchorage, AK 99507
907-269-5767
Web Site: <http://www.dps.state.ak.us/>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Gregg Renkes, Attorney General
P.O. Box 110300
Juneau, AK 99811
907-465-3600
907-465-2075 fax
E-Mail: Attorney_General@law.state.ak.us
Web Site: <http://www.law.state.ak.us/>

IV. State Department of Corrections

Alaska Correctional Industries

Alaska Correctional Industries (ACI) is a program of Alaska's Department of Corrections. The agricultural, industrial, and service enterprises employ individuals incarcerated within the state's correctional system. A skilled and experienced production manager supervises each business. Products and services are available for sale to local, state, and federal government agencies, as well as school districts, non-profit organizations, and designated wholesalers.

Contact:

Wally Roman, General Manager
Alaska Correctional Industries
Alaska Department of Corrections
802 3rd St.
Douglas, AK 99824
907-465-3309
907-465-1325 fax
E-Mail: <mailto:wally%20roman@correct.state.ak.us>
Web Site: <http://www.alaskaci.com/>

Alaska Department of Corrections

Contact:

Margaret Pugh, Commissioner
Alaska Department of Corrections
802 3rd St.
Douglas, AK 99824
907-465-4652
907-465-3390 fax
Web Site: www.correct.state.ak.us/

V. State Department of Parole/Probation

The Alaska Board of Parole

The Alaska Board of Parole consists of five members appointed by the Governor. Its purpose is to consider parole release for eligible Alaskan inmates and parole revocation of parolees, and to investigate applications for Executive Clemency.

Contact:

Alaska Board of Parole

P.O. Box 112000

Juneau, AK 99811

907-465-3384

907-465-3110 fax

Web Site: www.correct.state.ak.us/corrections/parole/

Contact:

Northern (Districts - Fairbanks, Barrow, Bethel, Kotzebue, and Nome)

Alaska Division of Community Corrections

315 Barnette St., 2nd Floor

Fairbanks, AK 99707

907-451-7762

907-452-5982 fax

Contact:

Southcentral (Districts - Anchorage, Dillingham, Kenai, Kodiak, and Palmer)

Alaska Division of Community Corrections

310 K St., Suite 508

Anchorage, AK 99501

907-269-6041

907-272-2651 fax

Contact:

Southeast (Districts - Juneau, Sitka, and Ketchikan)

123 4th St., Room 312

Juneau, AK 99801

907-465-3180

907-465-2881 fax

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Barbara Brink, Director
Public Defender Agency
Department of Administration
900 West 5th Ave., Suite 200
Anchorage, AK 99501
907-334-4400
907-269-5476 fax
Web Site: www.state.ak.us/local/akpages/ADMIN/pd/homepd.htm

B. Legal Services

Alaska Legal Services Corporation (ALSC) is a private, nonprofit law firm that provides free civil legal assistance to low-income Alaskans. There are nine community offices. General information about ALSC may be found on the internet at www.alsc-law.org.

Contact:

Anchorage Law Office
Alaska Legal Services Corporation
1016 West Sixth Ave., Suite 200
Anchorage, AK 99501
907-272-9431
907-279-7417 fax
E-Mail: alscanc@alaska.net

Contact:

Barrow Law Office
Alaska Legal Services Corporation
P.O. Box 309
Barrow, AK 99723
907-852-2311
907-852-5801 fax
E-Mail: alscbrw@barrow.com

Contact:

Bethel Law Office
Alaska Legal Services Corporation
P.O. Box 248
Bethel, AK 99559
907-543-2237
907-543-5537 fax
E-Mail: alscbthl@unicom-alaska.com

Contact:

Dillingham Law Office
Alaska Legal Services Corporation
P.O. Box 176
Dillingham, AK 99576
907-842-1452
907-842-1430 fax
E-Mail: alscdill@nushtel.com

Contact:

Fairbanks Law Office
Alaska Legal Services Corporation
1648 Cushman, Suite 300
Fairbanks, AK 99701
907-452-5181
907-456-6359 fax
E-Mail: fairbanks@alsc-law.org

Contact:

Juneau Law Office
Alaska Legal Services Corporation
416 6th St., Suite 322
Juneau, AK 99801
907-586-6425
907-586-2449 fax
E-Mail: alscjno@alaska.net

Contact:

Ketchikan Law Office
Alaska Legal Services Corporation
306 Main St., #218
Ketchikan, AK 99901
907-225-6420
907-225-6896 fax
E-Mail: alscket@ptialaska.net

Contact:

Kotzebue Law Office
Alaska Legal Services Corporation
P.O. Box 526
Kotzebue, AK 99752
907-442-3500
907-442-4111 fax
E-Mail: alsckotz@yahoo.com

Contact:

Nome Law Office
Alaska Legal Services Corporation
P. O. Box 1429
Nome, AK 99762
907-443-2230
907-443-2239 fax
E-Mail: alscnome@nome.net

C. State Bar Association

Contact:

Deborah O'Regan, Executive Director
Alaska Bar Association
500 W. 7th Ave., Suite 1900
Anchorage, AK 99501
907-272-7469
907-272-2932 fax
E-Mail: info@alaskabar.org
Web Site: <http://www.alaskabar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Alaska Job Center

Alaska Job Centers are also known as One Stop Centers. Information on local offices is available at:
www.jobs.state.ak.us

Contact:

Ron Hull, Director
Employment Security Division
Alaska Department of Labor
P.O. Box 25509
Juneau, AK 99802
907-465-2712
907-465-4537 fax
Web Site: www.labor.state.ak.us/esd/home.htm

Alaska Women's Resource Center (AWRC)

AWRC is a multi-service agency whose areas of focus include addiction recovery and women's issues. It also provides a number of other services to both men and women. AWRC has a vocational program that helps individuals address barriers to employment, identify vocational interests and skills, establish vocational and educational goals, and develop effective strategies to attain and retain employment.

Contact:

Alaska Women's Resource Center
813 D St.
Anchorage, AK 99501
907-276-0528
907-279-6754 fax
E-Mail: info@awrconline.org
Web Site: <http://www.awrconline.org/>

Job Corps

Job Corps assists individuals 16-24 years old who are U.S. citizens or legal residents, and free from all serious health and/or behavior problems. Job Corps offers the following services: basic education, vocational training, room and board, basic health care, clothing allowance, counseling, parenting skills education, single parent facilities on campus, child care, recreation, job placement services, monthly living allowance, and savings payable upon completion. Individuals must be ready, willing and able to participate fully in an educational environment and actively seek employment after leaving the program.

Contact:

Alaska Job Corps Center
4300 B Street, Suite 100
Anchorage, AK 99503
907-562-6200

[HOME](#)

ARIZONA

I. Industrial Commission of Arizona

Contact:

Industrial Commission of Arizona
800 W. Washington Street
Phoenix, AZ 85007
602-542-4515
602-542-8097 fax
E-Mail: laboradmin@ica.state.az.us
Web Site: <http://www.ica.state.az.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories;
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Umberto Jimenez, Bonding Services Coordinator
Employment & Training Administration
Arizona Department of Economic Security
918-B3
P.O. Box 6666
Phoenix, AZ 85005
602-495-1861
602-254-4919 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Marva Hunt, WOTC Coordinator
Arizona Department of Economic Security
Special Programs Unit 734T
P.O. Box 6123
Phoenix, AZ 85005
602-542-0398
602-542-2110 fax

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Contact:

All Counties
877-600-6226 or TTY 877-877-6226

Contact:

Maricopa County
602-364-2722

Contact:

Pima County
520-791-2722

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Individuals requesting a copy of their criminal record must submit a full set of fingerprints to the address above. A copy of the record will be mailed to the requester or his/her attorney within 30 days.

Contact:

Arizona Department of Public Safety
Criminal History Records Section
ATTN/DAYSHIFT
P.O. Box 184450
Phoenix, AZ 85005
602-223-2229
Web Site: www.dps.state.az.us/cjsd

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Terry Goddard, Attorney General
Attorney General's Office
Department of Law
1275 W. Washington Street
Phoenix, AZ 85007
602-542-5025
E-Mail: ag.inquiries@ag.state.az.us
Web Site: <http://www.attorneygeneral.state.az.us/>

IV. State Department of Corrections

Prison Industry Program

Contact:

Arizona Correctional Industries
1918 West Van Buren
Phoenix, AZ 85009
602-255-1464
602-255-3108 fax

Work Release Program

Community Correctional Centers are used to assist inmates who are eligible to be released into the community to make a successful transition back into society. To be eligible for transfer to a Community Correctional Center (CCC), inmates must meet the following criteria: not more than 18 months from the parole certification date; have a Correctional Classification Profile (CCP) Public Risk score of two or less; and a CCP Institutional Risk score of three or less. Inmates may apply for transfer to a CCC when they are within 20 months of their parole certification date.

Contact:

Dora B. Schriro, Director
Arizona Department of Corrections
1601 West Jefferson Street
Phoenix, AZ 85007
602-542-5820
Web Site: <http://www.adc.state.az.us/>

V. Community Supervision Bureau/ADC

Community Supervision Bureau/ADC uses parole officers to supervise inmates released on any type of community supervision and conducts pre-placement investigations, including job placement and referral to contracted transitional services. The Community Supervision Bureau also administers the Home Arrest Program.

Board of Executive Clemency

Contact:

Board of Executive Clemency
1645 W. Jefferson, Suite 326
Phoenix, AZ 85007
602-542-5656

Community Corrections Division

Contact:

Nancy Hughes, Assistant Director
Arizona Department of Corrections
Community Corrections Division
363 N. 1st Ave.
Phoenix, AZ 85003
602-255-4332

Central Phoenix Parole Office

Contact:

Central Phoenix Parole Office
(Formerly known as Phoenix Home Arrest)
5062 N. 19th Ave., #100
Phoenix, AZ 85015
602-841-6019

Southern Maricopa Parole Office

Contact:

Southern Maricopa Parole Office
1241 East Washington
Phoenix, AZ 85032
602-255-5071

Mesa Iron Parole Office

Contact:

Mesa Iron Parole Office
535 West Iron, Suite 110
Mesa, AZ 85210
602-255-3264

Mesa Main Parole Office

Contact:

Mesa Main Parole Office
460 N. Mesa Dr., Suite 210
Mesa, AZ 85210
480-464-1712

Western Maricopa Parole Office

Contact:

Western Maricopa Parole Office
8751 N. 51st Ave., Suite 126
Glendale, AZ 85302
602-255-5081

Northeast Maricopa Parole Office

Contact:

Northeast Maricopa Parole Office
8841 N. 7th St., Suite 10
Phoenix, AZ 85020
602-255-1477

Southwestern Maricopa Parole Office

Contact:

Southwestern Maricopa Parole Office
7345 W. Indian School Rd.
Phoenix, AZ 85033
602-255-3476

Kingman Parole Office

Contact:

Kingman Parole Office
2925 Gordon
Kingman, AZ 86401
928-757-3100

Tucson East Parole Office

Contact:

Tucson East Parole Office
7036 E. Broadway, Suite 100
Tucson, AZ 85710
520-628-5981

Tucson West Parole Office

Contact:

Tucson West Parole Office
97 E. Congress, Suite 210
Tucson, AZ 85701
520-628-5140

Tucson South Parole Office

Contact:

Tucson South Parole Office
4600 South Park Ave., Suite 8
Tucson, AZ 85714
520-628-5753

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Robert S. Briney
Office of the Legal Defender
Security Center Building
222 North Central Ave., Suite 910
Phoenix, AZ 85004
602-506-8800
602-506-8862 fax

B. Legal Services

Contact:

Community Justice Assistance Services
P.O. Box 56518
Phoenix, AZ 85079
623-878-4100
623-877-1600 fax
E-Mail: azcjas@aol.com

C. State Bar Association

Contact:

Stuart A. Forsyth, Executive Director
State Bar of Arizona
111 West Monroe, Suite 1800
Phoenix, AZ 85003
602-252-4804
602-271-4930 fax
E-Mail: azbar@azbar.org
Web Site: <http://www.azbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Arizona One-Stop Career Centers

Arizona One-Stop Career Centers offer a range of services from information about job vacancies, career options, student financial aid, relevant employment trends to instruction on how to conduct a job search, write a resume, or interview with an employer. Information on local offices is available at www.de.state.az.us/oscc/.

Contact:

Arizona Department of Economic Security
One Stop Career Center Project
P.O. Box 6123, Site Code 901A
Phoenix, AZ 85005
602-542-1250
602-542-2272 fax
Web Site: <http://www.de.state.az.us/>

Middle Ground Prison Reform, Inc.

Middle Ground Prison Reform offers counseling, education, employment readiness training programs, and referrals to social service agencies.

Contact:

Donna Leone Hamm, Executive Director
Middle Ground Prison Reform, Inc.
139 East Encanto Dr.
Tempe, AZ 85281
480-966-8116
480-966-3885 fax
E-Mail: middlegoundprisonreform@msn.com
Web Site: <http://www.middlegroundprisonreform.org/>

Women Living Free

Women Living Free is an educational and support program that assists women with criminal records returning to the community by working in collaboration with community agencies. Women may enroll in the program 12 months prior to release, with a maximum of 20 women enrolled every six months. Services offered include job interview techniques, resume writing, and job search and placement services. Support group participation begins at the facility level and continues upon release from incarceration. Family support groups focus on reunification of mothers with their children and dealing with child/parent issues. Participants must be high school graduates or be enrolled in G.E.D. classes or vocational training. Transitional housing is available upon release.

Contact:

Tracy Bucher, Executive Director
Women Living Free
9220 W. Coolidge St.
Phoenix, AZ 85037
623-206-2823
E-Mail: tmb21762@aol.com

JobPath Inc.

JobPath Inc., an employment training program, is a community based not-for-profit organization which also serves individuals with criminal records. Referrals for program participation come from recruitment in the community, churches, schools, neighborhood centers and by 'word of mouth'. Soft skills, including resume preparation, interviewing techniques and job readiness are offered. Using labor market trends, individuals are directed to appropriate training programs at a local community college. Job development is an important aspect of JobPath Inc. In addition, much time is spent educating local employers on the advantages of hiring individuals with criminal histories.

Contact:

JobPath Inc.
Hermi Cubillos, Director
924 N. Aluernon Way
Tucson, AZ 85711
520-324-0402
520-324-0195 fax
E-Mail: jobpath@jobpath.net
Web Site: <http://www.jobpath.net/>

HOME

ARKANSAS

I. Arkansas Employment Security Department

Contact:

Arkansas Employment Security Department
#1 Pershing Circle
North Little Rock, AR 72114
501-682-2121
Web Site: www.accessarkansas.org/esd/

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Bert Pranter, Bonding Services Coordinator
Employment Service Technical Unit
Arkansas Employment Security Department
P.O. Box 2981
Little Rock, AR 72203
501-682-3143
501-682-2576 fax
E-Mail: Bert.Pranter@mail.state.ar.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Ruthie Pippins, WOTC Coordinator
Arkansas Employment Security Department
P.O. Box 2981
Little Rock, AR 72203
501-682-3749
501-682-2576 fax

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

An individual must apply for benefits in person at a local Employment Security Department Office or by mail. The following web site lists local offices: www.state.ar.us/esd/esdoffices.html.

Contact:

Hugh Havens, Assistant Director
Office of Unemployment Insurance
Arkansas Employment Security Department
#1 Pershing Circle
North Little Rock, AR 72114
501-682-3201
E-Mail: hugh.havens.aesd@mail.state.ar.us
Web Site: www.accessarkansas.org/esd/WorkersUnemBenefits

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

To obtain a copy of a criminal history, Arkansas form ASP 122 must be notarized and submitted along with a self-addressed stamped envelope and a \$15 fee payable to "The Arkansas Police."

Contact:

Arkansas State Police
One State Police Plaza Dr.
Little Rock, AR 72209
501-618-8500

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Mike Beebe, Attorney General
323 Center St.
Little Rock, AR 72201
501-682-2007 or 800-482-8982
Web Site: <http://www.ag.state.ar.us/>

IV. State Department of Corrections

Arkansas Correctional Industries

Job skills are currently taught to participating inmates through the prison industry program in such trades as garment manufacturing, vinyl products, graphic arts and duplicating, mattress manufacturing, vehicle refurbishing, janitorial products, digital imaging, engraving, school furniture repair, furniture manufacturing and athletic/recreational equipment production.

Contact:

Jerry Campbell, Industry Administrator
Arkansas Correctional Industries
2403 East Harding
Pine Bluff, AR 71601
870-850-8430
870-850-8440 fax
E-Mail: jerry.campbell@mail.state.ar.us
Web Site: <http://www.acicatalog.com/>

Work Release Program

Inmates work in the community while housed at correctional facilities. Mississippi County Work Release Center 870-762-1979 Northwest Arkansas Work Release Center 501-756-2037

Pre-Release Program

The pre-release program is a 30-day training offered at Benton, McPherson and Wrightsville correctional facilities to prepare inmates for their return to the community. A vocational education program offers education in 22 areas of study, provided by Riverside Vocational Technical School and funded by the Department of Workforce Education. To be eligible for the vocational education program an inmate must be disciplinary free for 60 days, Class 2 security status, and within 39 months of parole eligibility.

Contact:

Arkansas Department of Corrections
P.O. Box 8707
Pine Bluff, AR 71611
870-267-6999
870-267-6258 fax
Web Site: www.state.ar.us/doc/

V. Arkansas Department of Community Correction

Contact:

G. David Guntharp, Director
Arkansas Department of Community Correction
Two Union National Plaza Building
105 West Capitol, Second Floor
Little Rock, AR 72201
501-682-9510
501-682-9539 fax
Web Site: <http://www.dcc.state.ar.us/>

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Arkansas Public Defender Commission
101 East Capitol, Suite 201
Little Rock, AR 72201
501-682-9070
501-682-9073 fax

B. Legal Services

Contact:

Center for Arkansas Legal Services
303 West Capitol, Suite 200
Little Rock, AR 72201
501-376-3423 or 800-950-5817
501-376-3664 fax

C. State Bar Association

Contact:

Don Hollingsworth, Executive Director
Arkansas Bar Association
400 West Markham
Little Rock, AR 72201
501-375-4606
501-375-4901 fax
E-Mail: dhollingsworth@arkbar.com
Web Site: <http://www.arkbar.com/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Workforce Investment Centers

Workforce Investment Centers are One-Stop Centers in Arkansas. One-Stop Centers offer assistance to job seekers in finding jobs through information about job vacancies, career options, student financial aid, relevant employment trends and instruction on how to conduct a job search, resume writing, or interview techniques with an employer. A listing of local centers and information on the type of assistance they offer to people seeking employment is available at 866-279-6757 or at www.arworks.org.

Contact:

Arkansas Employment Security Department
#1 Pershing Circle
North Little Rock, AR 72114
501-682-2121
Web Site: www.accessarkansas.org/esd/

Arkansas Enterprise Group

Arkansas Enterprise Group encompasses an array of services to assess, educate, job train, job place and provides post employment support. Individuals participate in a daily curriculum, which includes education, job readiness skills, personal development and work experience. Trainees spend approximately half of their time working on basic skills for their future employers. A key aspect of the program is that it is industry driven and if feasible the same industries provide outsource work for job training. The industries will have the opportunity to hire graduates of the program. Trainees receive a small stipend for the 20 hours of work they perform as well as part of their weekly training schedule.

Contact:

Arkansas Enterprise Group
2304 W. 29th Ave.
Pine Bluff, AR 71603
870-535-6233
870-535-0741 fax
E-Mail: bforbus@ehbt.com
Web Site: <http://www.arenterprise.org/>

Arkansas Enterprise Group

Arkansas Enterprise Group encompasses an array of services to assess, educate, job train, job place and provides post employment support. Individuals participate in a daily curriculum, which includes education, job readiness skills, personal development and work experience. Trainees spend approximately half of their time working on basic skills for their future employers. A key aspect of the program is that it is industry driven and if feasible the same industries provide outsource work for job training. The industries will have the opportunity to hire graduates of the program. Trainees receive a small stipend for the 20 hours of work they perform as well as part of their weekly training schedule.

Contact:

Arkansas Enterprise Group
605 Main St., Suite 203
Arkadelphia, AR 71923
870-246-9739
870-246-2182 fax
E-Mail: nsandage@ehbt.com

Family Matters Program

Family Matters Program serves prisoners during and after incarceration, their children and the children's caretakers. Basic services offered, beginning during incarceration and continuing upon release of the prisoner include: counseling (mental health as well as substance abuse), family crisis intervention, housing assistance, and employment services. Service may take the form of referrals to agencies that provide the actual assistance, e.g., employment training or job placement. A family literacy program and kinship support groups are offered. Family Matters provides direct services to children of incarcerated individuals. To be eligible for services a prisoner must be located in Central Arkansas and the caretaker of the prisoner's children must also agree to participate.

Contact:

Dee Ann Newell, Project Director
Family Matters Program
5905 Forest Place, Suite 205
Little Rock, AR 72207
501-660-6886 ext 321
501-666-5997 fax
E-Mail: lujo@aristotle.net

HOME

CALIFORNIA

I. California Department of Industrial Relations

Contact:

California Department of Industrial Relations
455 Golden Gate Ave., 10th Fl.
San Francisco, CA 94102
415-703-5050
415-703-5058 fax
Web Site: www.dir.ca.gov/

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Jaime Gutierrez, Bonding Coordinator
Job Services Division
California Employment Development Department
800 Capital Mall, MIC 37
Sacramento, CA 95814
916-653-2497
916-654-9753 fax
E-Mail: Gutierrez.Jaime@edd.ca.gov

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Christine Russo, Work Opportunity Tax Credit Coordinator
Job Services Division
California Employment Development Department
800 Capital Mall MIC 37
Sacramento, CA 95814
916-654-8195

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Forms and information may be obtained at any local One Stop Center and via the internet at the web site listed below.

Contact:

Employment Development Department
2901 50th St.
Sacramento, CA 95814
916-227-0301
Web Site: <http://www.edd.ca.gov/>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Fingerprints and the reason for requesting a copy of a criminal history must be submitted, along with a \$25 fee, to the California Department of Justice.

Contact:

California Department of Justice
Record Review Unit
P.O. Box 903417
Sacramento, CA 94203-4170
916-227-3835

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

William Lockyer, Attorney General
1300 I St., Suite 1740
Sacramento, CA 95814
916-324-5437
Web Site: www.caag.state.ca.us/

IV. State Department of Corrections

Work Release Program

A work release/furlough program is available to most inmates in the California Department of Corrections' system. Inmates who have been convicted of sex offenses, violent offenses, and high-level drug offenses are not eligible. Eligible participants must be 12 - 16 months away from release on parole. Participants are permitted out of the facility during the day for paid work experiences, but must return to a minimum security facility at night.

Pre-Release Program

Each California Department of Corrections (CDC) facility maintains its own pre-release center. The curriculum of each pre-release center is determined by each facility. The program runs for three weeks and attendance is not mandatory, except for those individuals with convictions involving anger management. Each facility assists inmates with resume development, job readiness, and obtaining a Department of Motor Vehicles identification card and Social Security card.

Contact:

Don Smith, Program Director
California Department of Corrections
1515 S St.
Sacramento, CA 95814
916-327-3339; 916-816-3284 pager

V. California Department of Corrections

Parole Division

The California Department of Corrections (CDC) supervises the re-entry of all parolees. There are 32 re-entry or transitional centers throughout California. Most are operated by public or private agencies under contract to the CDC. The Parole Division ("Parole") monitors these facilities. A pilot program is being offered by Parole at five of the transitional centers. If a parolee is job ready, s/he is referred to the Employment Development Department office, which is located at the parole office. The second component of the new program is called Jobs Plus. A parolee is placed in this program when s/he is not quite ready for employment and needs additional preparation for work (e.g, training and job coaching). The third arm of the program is Offender Employment Continuum (OEC). This portion of the program is for job ready individuals and consists of a 40-hour workshop for employment. There is a 180-day follow-up by the private contractor, in many instances a local community college, that provides the workshop training. The Division of Parole also maintains Residential Multi-Service Centers (RMSC) for those parolees who are at risk of becoming or are homeless. There are 228 beds available. Residents of RMSC receive assistance with cognitive skills, literacy, life skills and drug treatment from One Stop Career Centers which are located on site. Parolees may stay for six months and their stay can be extended for up to one year.

Contact:

Garrett Setfield, Educational Services
Institutional Division
California Department of Corrections
P.O. Box 942883
Sacramento, CA 95814
916-323-2321

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

California Public Defender Association (CPDA)
3273 Ramos Cir., Suite 100
Sacramento, CA 95827
916-362-1686
E-Mail: cpda@cpda.org
Web Site: <http://www.cpda.org/>

B. Legal Services

Contact:

Public Interest Clearinghouse
100 McAllister St., 2nd Floor
San Francisco, CA 94102
415-255-1714
E-Mail: pic@pic.org
Web Site: <http://www.pic.org/>

Advocate working on legal barriers to employment.

Contact:

Jennifer Moore Keith
Legal Barriers to Employment Project
Bay Area Legal Aid
San Francisco County Regional Office
50 Fell St., 1st Fl
San Francisco, CA 94102
415-982-1300, ext 308
E-Mail: jkeith@baylegal.org

Assists clients with legal barriers to employment, including criminal records.

Contact:

Megal Hailey-Dunsheath
East Bay Community Law Center
3130 Shattuck Ave.
Berkeley, CA 94705
510-548-4040, ext 347
E-Mail: haileydu@earthlink.net



The National Center for Youth Law is looking at employment barriers, including criminal records, as it impacts youth.

Contact:

Darryl Hamm
National Center for Youth Law
405 14th St., 15th Fl.
Oakland, CA 94612
E-Mail: dhamm@youthlaw.org

Advocate working on criminal record and employment issues.

Contact:

Nancy Cervantes
Neighborhood Legal Services of LA County
13327 Van Nuys Blvd.
Pacoima, CA 91331
1-800-433-6251
E-Mail: Ncervantes@nls-la.org

Advocates on the issue of the dissemination of arrest records.

Contact:

Peter Sheehan
Social Justice Law Project
449 15th St., Ste. 301
Oakland, CA 94612
510-891-9794, ext 132

C. State Bar Association

Contact:

California State Bar Association
San Francisco (Main Office)
180 Howard St.
San Francisco, CA 94105
415-538-2000
Web Site: <http://www.calbar.ca.gov/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Arriba Juntos

Arriba Juntos, a community-based organization, has been in operation for 36 years, serving a diverse population in San Francisco. In addition to an individual with a criminal history employment program, it offers youth programming and ESL classes to over 2,000 clients yearly. Arriba Juntos maintains staff at the One Stop Career Center at 3120 Mission St. in San Francisco to assist job seekers who begin their searches at a One Stop Center. Arriba Juntos accepts drop-in clients, as well as those who make appointments. They have direct placement for clients who have job skills. Training is available in computer technology, including MS Office Suite, and certified nursing assistance with the ability to obtain California licensing. Arriba Juntos will assist clients in obtaining licensure from the State of California. In collaboration with the San Francisco Municipal Railway (MUNI) they offer a driver training course. Clients may obtain their Commercial Driving License and consideration for employment with MUNI as bus drivers. These training programs include a Life Skills component, job interview techniques and resume writing in addition to daily survival skills. Arriba Juntos has a subsidized wage/on job training program that is used as an incentive to employers to hire individuals with criminal records.

Contact:

Ximena Montes, Case Manager

Arriba Juntos

1850 Mission St.

San Francisco, CA 94103

415-487-3247

E-Mail: xmontes@arribajuntos.org

Web Site: <http://www.arribajuntos.org/>

Career Link - Employment Resource Center

Career Link is part of California's One Stop Center System. Individuals with a criminal history are referred to a job agent for services. Each job agent is expected to have 60 successful closures per year. (A closure is considered placing a client in a job that the client retains for 90 days or more.) Services include: job search workshops; one-on-one job counseling; vocational counseling; resource library; computerized job skills testing software; computers and equipment available for use in preparing cover letters, job resumes, job applications; and internet access for job search. Clients must call for an appointment.

Contact:

Victoria Lopez, Job Agent

Career Link - Employment Resource Center

3120 Mission St.

San Francisco, CA 94110

415-401-4917

Delancey Street Foundation

Delancey Street Foundation is based on the principle of self motivation. Success in the program is based on "pulling yourself up by your own bootstraps." Program capacity is 450 persons at the San Francisco facility. A two-year commitment is required of all participants, however participants may stay longer in the program if needed. Walk-ins are accepted for interviews; offenders may be interviewed while incarcerated. To be placed on a waiting list, individuals must write a letter requesting an interview. Recently released offenders must be able to transfer their parole supervision to San Francisco. Residents learn not only academic and vocational skills, but also the interpersonal, social survival skills, along with the attitudes, values, sense of responsibility, and self-reliance necessary to live in the mainstream of society drug-free, successfully and legitimately. Delancey Street owns and operates several commercial businesses staffed by its residents. Individuals receive training in different vocational, business skills as well as managerial skills in the different aspects of business, and skills in owning and operating a business.

Contact:

Paul Burch, Intake
Delancey Street Foundation
600 Embarcadero
San Francisco, CA 94107
415-957-9800

Northern California Service League

The Northern California Service League (NCSL) offers pre-release services on the county level. A 40-hour core program in life skills is given. NCSL also provides social services to assist families of offenders during their loved one's incarceration, substance abuse counseling, GED tutoring, parenting skills, and counseling on domestic violence issues. Approximately 600 inmates, including sentenced inmates and those awaiting trial or sentencing, are serviced. NCSL is in the process of starting a program to facilitate housing needs upon release. This will include a 30-day shelter program and assistance in obtaining public assistance. Post-release services offered include job placement, a life skills workshop, substance abuse counseling, and referrals to other agencies for housing. In order to obtain services, a client needs a "1502 Referral Form" from Parole. Approximately 1,000 recently released offenders per year receive post-release services. In addition, NCSL hosts an annual job fair to assist with job placement. Transitional housing is also available for single mothers. Eleven single mothers reuniting with two children under the age of six years can be accommodated at Cameo House. Clients may stay up to one year and there are case management services on site. An extension program of post-release services is available to those parolees who reside in the San Jose area. Services are the same as those available in the San Francisco office.

Contact:

Post Release Services
Larry Braynen
Northern California Service League
28 Boardman Pl.
San Francisco, CA 94103
415-863-2323
415-863-1882 fax
E-Mail: Larry@NorCalServiceLeague.org
Web Site: <http://http://www.NorCalServiceLeague.org>

Northern California Service League

San Jose Office

Contact:

Isam Iddeen, Program Director
Northern California Service League
598 North First St., Suite 202
San Jose, CA 95112
408-297-9601
E-Mail: NCSL2@ips.net
Web Site: <http://http://www.NorCalServiceLeague.org>

Northern California Service League

Pre-Release Services

Contact:

Yolanda Robinson
Northern California Service League
San Francisco Hall of Justice, Room 116
850 Bryant St.
San Francisco, CA 94103
415-552-9250
E-Mail: Yolanda@NorCalServiceLeague.org
Web Site: <http://http://www.NorCalServiceLeague.org>

Opportunities Industrialization Center West (OICW)

Opportunities Industrialization Center West (OICW) is a non-profit vocational training school that provides low- or no-cost entry level training. As a One-Stop Center, it services walk-in clients in collaboration with other agencies. At its location are offices of the Department of Social Services, a local community college and a local adult school. It also provides youth services in the form of after-school programs for drop-outs or potential drop-outs. Training classes run from six weeks to six months. Training is available in the construction trades, hazardous material removal, culinary arts, clerical, certified nurse assistant, Web Desk Top publishing and A+ Certification (computer technician), including the Oracle system. Approximately 300 people receive services daily. OICW also assists recently released offenders with the expungement of California criminal records.

Contact:

Pat Rose, Client Services & Support
OICW Assessment Center
1200 O'Brien Dr., Room 137B
Menlo Park, CA 94025
650-462-6316
E-Mail: Prose@oicw.org

Private Industry Council of San Francisco (PIC)

Private Industry Council of San Francisco (PIC) is a non-profit organization that provides employment, training and research services to employers and job seekers in San Francisco. PIC is a public/private collaboration for workforce development. PIC contracts with over 60 community- based organizations to provide training and employment services. Among the agencies that PIC works with are city agencies, California Employment Development Department (EDD), City College of San Francisco, the San Francisco United School District, and the San Francisco Chamber of Commerce PIC has a Workforce Investment Act (WIA)-funded job training service program that serves recently released offenders among other populations. It provides GED preparation, basic literacy assistance, job development, job counseling and on-the-job training. PIC utilizes employment specialists from EDD for its job development and placement services.

Contact:

Pamela Calloway, Executive Director
Private Industry Council of San Francisco
1650 Mission St., Suite 300
San Francisco, CA 94103
415-431-8700
415-431-8702 fax
E-Mail: 411@picsf.org
Web Site: <http://www.picsf.org/>

Private Industry Council of San Francisco

Youth Opportunities for San Francisco (YO SF!) is a new program offering employment and development services to youths, ages 14 - 21 years, who are transitioning out of the California Juvenile Justice system's youth ranches and guidance centers.

Contact:

Tyrone Jackson, Program Manager
YO San Francisco
1850 Mission St.
San Francisco, CA 94103
415-487-3912

Rubicon Programs Inc.

Rubicon Programs serves a diverse population that includes low income, disabled, non-custodial fathers and the homeless. It does not specifically target recently released offenders, however many recently released offenders fall into one of the categories that it serves. Its programs offer a myriad of services ranging from basic pre-employment skills, job search assistance, life skills, on-the-job paid training and experience at Rubicon program headquarters to job retention support services. Approximately 2,500 clients undergo the intake process each year.

Contact:

Makini Hassan, Director of Workforce Development Department
Rubicon Programs Inc.
2500 Bissell Ave.
Richmond, CA 94804
510-235-1516
E-Mail: rubicon@rubiconpgms.org

Playa Vista Job Opportunities and Business Services (PVJOBS)

Playa Vista is a construction development, non-profit organization located in Los Angeles. The company allots 10% of all jobs at the construction site to at-risk people, including individuals with criminal histories. PVJOBS is considered a one-stop job center. Assessment of math and reading skills is done, as well as assistance with job resumes and job placement. Clients must be referred from another One Stop Center or a community-based organization. From information received through the assessment and job skills, an employment profile is developed and entered into the PVJOBS data base. Both union and nonunion contractors work on the development site. Clients are eligible to become members of the different trade unions.

Contact:

Craig Lofoya
Playa Vista Job Opportunities and Business Services
12555 W. Jefferson Blvd., Suite 30
Los Angeles, CA 90066
310-448-4684
E-Mail: info@pvjobs.org
Web Site: <http://www.pvjobs.org/>

The WorkPlace

The WorkPlace is a private-for-profit company that specializes in serving the parolee population. It has six offices in the San Fernando Valley, Orange County and Los Angeles County. The agency has a contract with the California Department of Corrections. Job specialists assist clients with developing resumes, completing job applications, and acquiring interview skills prior to developing job opportunities. Clients must call to schedule an appointment; walk-in appointments are not accepted.

Contact:

Camille Leon, Job Specialist
The WorkPlace
3407 West 6th St.
Los Angeles, CA 90020
213-386-1994
E-Mail: workplace_la@hotmail.com

Community Connection Resource Center

The Community Connection Resource Center offers comprehensive services for recently released offenders. These services include drug counseling/sober living houses, vocational training assistance, job development and placement, social services assistance, one-on-one counseling. It provides referrals for housing, as well as transitional housing for six months. It also has a youth program available. It is necessary to call for an interview/appointment. Community Connection Resource has centers located throughout the state (none near San Francisco or Oakland) where 3,000 to 3,500 recently released offenders are serviced annually.

Contact:

Louise E. Fyock, MPA
Executive Director
Community Connection Resource Center
4080 Centre St., Suite 104
San Diego, CA 92103
619-294-3900

EARN

EARN was formerly known as Welcome Home Ministry. EARN services recently released offenders who are referred through North County Community Services or the Employment Development Department. In its first year of assistance it served 365 clients with job searches, resume development, and job coaching. Computers with internet access are available for use by clients.

Contact:

Kristina Adams, Director

EARN

3355 Mission Ave.

Oceanside, CA 92054

760-439-1136

E-Mail: whministries@hotmail.com

North County Community Services

North County Community Services (NCCS) is located north of San Diego. The agency primarily works with probationers helping them to find employment. It services approximately 450 clients yearly. Services include information on Social Services, help in obtaining California identification, bus tickets for transportation to and from job interviews, resume coaching, and computer usage with internet access for job searches. The agency also refers clients to Employment Development Department One Stops and local colleges for assistance.

Contact:

Gloria Gayton, Program Manager

Sharon Lavoie, Job Developer/Case Manager

North County Community Services

1012 South Coast Highway, Suite B2

Oceanside, CA 92054

760-757-7012, 760-757-7011

Second Chance/STRIVE

Second Chance serves individuals with a criminal history, long-term unemployed/underemployed, or homeless people. Using the STRIVE model, Second Chance encompasses a three-week job readiness program. In addition to assistance with resume writing, clothing and interview techniques, soft skills such as eye contact and hand shaking are taught. Upon completion of the three-week program, graduates of the program attend a job fair. STRIVE program graduates have a 95% employment rate. Job developers are also available to assist individuals who do not enter the STRIVE program to develop skills enabling them to do a job search on their own. These individuals also attend the monthly job fair held by Second Chance. Transitional work experience is also available for those people who have never worked or have not worked in many years. This allows participants to gain entry-level work experience with the goal of obtaining permanent employment.

Contact:

Scott Silverman, Executive Director

Jack Micklos, Director of Programs

Second Chance/STRIVE

505 16th St.

San Diego, CA 92101

619-239-1003 (Second Chance); 619-234-8888 (STRIVE)

619-234-1904 (Second Chance); 619-234-7787 (STRIVE) fax

Web Site: <http://www.secondchanceprogram.org/>

HOME

COLORADO

I. Colorado Department of Labor and Employment

Contact:

Colorado Department of Labor and Employment
Tower 11, Suite 400
1515 Arapahoe St.
Denver, CO 80202
303-620-4701
303-318-8048 fax
Web Site: www.coworkforce.com/

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Joan Bondelier, Bonding Services Coordinator
Colorado Department of Labor and Employment
Tower 11, Suite 400
1515 Arapahoe St.
Denver, CO 80202
303-318-8801
303-318-8930 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Ted Obrecht, Work Opportunity Tax Credit Coordinator
Colorado Department of Labor and Employment
Employment Programs
Tower 11, Suite 400
1515 Arapahoe St.
Denver, CO 80202
303-318-8829
303-318-8934 fax
E-Mail: ted.obrecht@state.co.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Forms are available at the web site listed below. One must apply in person at the local Workforce Development Center. Local centers are listed on the following web site:
www.coworkforce.com/EMP/WFCs.asp.

Contact:

Cliff Maumenee, Customer Service
Colorado Department of Labor and Employment
Division of Employment & Training, Employment Services
Tower 11, Suite 400
1515 Arapahoe St.
Denver, CO 80202
303-318-8824
E-Mail: cliff.maumenee@state.co.us

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

To request a copy of a criminal record, a Colorado request form should be submitted along with a completed fingerprint card with a signed waiver allowing for the release of one's criminal record. There is a \$10 fee payable to the Colorado Bureau of Investigation.

Contact:

Crime Information Center
Colorado Bureau of Investigation
690 Kipling St., #3000
Denver, CO 80215
303-239-4208
Web Site: www.cbirecordscheck.com/index.asp

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Ken Salazar, Attorney General
Department of Law
1525 Sherman St.
Denver, CO 80203
303-866-4500
Web Site: <http://www.ago.state.co.us/>

IV. State Department of Corrections

Prison Industry Program

Inmates in Colorado prisons can participate in a range of programs including metal and furniture making, computer repair/recycling, saddle making, and a wild horse program (in conjunction with the Land Management Program). Program availability differs at correctional facilities within the system. Some training programs include a vocational education program. Certificates of achievement are awarded when inmates complete training.

Contact:

Joseph Ortiz, Executive Director
Colorado Department of Corrections
2862 so. Circle Dr., Suite 400
Colorado Springs, CO
719-226-4701
719-226-4455 fax
Web Site: www.doc.state.co.us/

Work Release Program

The Colorado Division of Community Corrections is responsible for a community residential program. Non-violent offenders are eligible 19 months before parole eligibility and violent offenders are eligible nine months before parole eligibility. Residential programs provide 24-hour supervision, day reporting services, urine testing, and employment assistance. Offenders are allowed access to the community via a pass system, work experience or attendance at treatment programs. A non-residential Intensive Supervision Program (ISP) allows offenders the opportunity to live on their own or at an approved residence while maintaining daily monitoring and supervision. ISP is available to adult offenders transitioning from a community corrections residential program or from a correctional facility.

Contact:

Jeaneene Miller, Divisions Director
Colorado Divisions of Parole/Community Corrections
12157 W. Cedar Dr.
Lakewood, CO 80228
303-985-9805
E-Mail: pio@doc.state.co.us
Web Site: www.doc.state.co.us/commcorr/commcorr.htm

Pre-Release Program

Pre-release services in Colorado are known as the Community Re-integration program. Classes are held within each facility and are basically geared toward life skills but do include employment skills. Offenders are not mandated to attend but rather are referred by case managers who work for the Colorado Department of Corrections. There is a high rate of compliance since participation in the program is reported to the parole board at the time of a release hearing.

Contact:

Joseph Ortiz, Executive Director
Colorado Department of Corrections
2862 So. Circle Dr., Suite 400
Colorado Springs, CO 80906
719-226-4701
719-226-4455 fax
Web Site: www.doc.state.co.us/

Post Release Transitional Program

No organized post release transitional program is available. Parole officers assist recently released offenders whenever possible.

V. Colorado Department of Corrections

Colorado Division of Adult Parole/Community Corrections

The Colorado Division of Adult Parole/Community Corrections is a division of the Colorado Department of Corrections. The division supervises recently released offenders on parole and administers and oversees community corrections participants.

Contact:

Jeaneene Miller, Divisions Director
Colorado Divisions of Parole/Community Corrections
12157 W. Cedar Dr.
Lakewood, CO 80228
303-985-9805
E-Mail: pio@doc.state.co.us
Web Site: www.doc.state.co.us/commcorr/commcorr.htm

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

David S. Kaplan, Colorado State Public Defender
110 16th St., Suite 800
Denver, CO 80202
303-620-4888
303-620-4931 fax

B. Legal Services

A legal services directory is available on-line. Legal representation and advice in civil matters is available for indigent persons. The on-line directory is maintained by the Denver Bar Association.

Contact:

Colorado Legal Services
1905 Sherman St., 4th Fl.
Denver, CO 80203
303-837-1313
303-830-7860 fax
Web Site: <http://www.denbar.org/>

C. State Bar Association

Contact:

Charles Turner, Executive Director
Colorado Bar Association
1900 Grant St., #950
Denver, CO 80203
303-860-1115
303-894-0821 fax
E-Mail: cturner@cobar.org
Web Site: <http://www.cobar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Colorado Workforce Center

The Colorado Workforce Center consolidates components of Job Service and Employment and Training services in an attempt to maximize its ability to serve job seekers as well as employers. Centers are held accountable for performance outcomes based on the consumer's feedback. There is an extensive web site devoted to workforce center information as well as employment services.

Contact:

Colorado Department of Labor and Employment
Tower 11, Suite 400
1515 Arapahoe St.
Denver, CO 80202
303-620-4204
303-620-4257 fax
Web Site: www.coworkforce.com/emp/WFCs/asp

The Empowerment Program

The Empowerment Program offers transportation, case management, housing, employment, health and education services to recently released female offenders who are returning to the Denver area.

Contact:

Carole Lease, Director
The Empowerment Program
1600 York St.
Denver, CO 80206
303-320-1989
E-Mail: womenwonde@aol.com



Colorado Citizens United for the Rehabilitation of Errants (CURE)

Colorado CURE is a member of a national organization that specializes in prison advocacy work. CURE provides prisoners and their families with information about rehabilitation programs.

Contact:

Colorado CURE
3470 S. Poplar, Suite 406
Denver, CO 80224
303-758-3390

Making Choices

Making Choices, sponsored and facilitated by the Center for Spirituality at Work, teaches life-planning and decision-making skills to women at the Denver Women's Correctional facility. A trained volunteer mentor meets weekly with individual participants to discuss release issues, including housing, employment, and family reunification.

Contact:

Dan Mondragon, Communications Director
Center for Spirituality at Work
416 22nd Street
P.O. Box 102168
Denver, CO 80250
303-383-1610
303-383-1613 fax
E-Mail: dmondragon@VincentianSpiritAtWork.org
Web Site: <http://www.cfsaw.org/>

HOME

CONNECTICUT

I. Connecticut Department of Labor

Contact:

Charles Goorhigian, Bonding Services Coordinator
200 Folly Brook Blvd.
Wethersfield, CT 06109
860-263-6505
860-263-6529 fax

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Charles Goorhigian, Bonding Services Coordinator
Operational support Unit
Connecticut Department of Labor
200 Folly Brook Blvd.
Wethersfield, CT 06109
860-263-6735
860-263-6039 fax
E-Mail: dol.help@po.state.ct.us
Web Site: www.ctdol.state.ct.us/progsupt/taxcredits/wotc.htm

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Madelyn Legault, WOTC Coordinator
Connecticut Department of Labor
Program Support Unit
200 Folly Brook Blvd.
Wethersfield, CT 06109
860-263-6060
E-Mail: madeline.legault@po.state.ct.us
Web Site: www.ctdol.state.ct.us/progsupt/

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Forms and information may be obtained at any local One Stop Center and via the internet at the web site listed below. (See also Section VII of this site "Local Service Providers.")

Contact:

Shaun B. Cashman, Commissioner
Connecticut Department of Labor
200 Folly Brook Blvd.
Wethersfield, CT 06109
860-263-6785
Web Site: www.ctdol.state.ct.us/

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up.

All requests for criminal history information must be made in writing with a \$25 check or money order and Form DPS-846-C which can be downloaded from www.state.ct.us/dps/SPBI.htm.

Contact:

State of Connecticut
Department of Public Safety
State Police Bureau of Identification
P.O. Box 2794
Middletown, CT 06457-9294
Web Site: www.state.ct.us/dps/SPBI.htm

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Richard Blementhal, Attorney General
Connecticut Attorney General's Office
P.O. Box 120
Hartford, CT 06141
860-808-5318
860-808-5387 fax
E-Mail: attorney.general@po.state.ct.us
Web Site: www.cslib.org/attygen/

IV. State Department of Corrections

Correctional Enterprises of Connecticut

Correctional Enterprises of Connecticut (CEC) operates a number of inmate work programs to train inmates with marketable employment skills. Training is available in printing/graphic arts, furniture manufacturing including new metal furniture, office systems, wood refinishing and upholstery, production of dental prosthetics, manufacturing of optical products and data entry/processing. Product sales and services from the CEC are limited to state agencies, towns, municipalities, nonprofit groups, schools, and religious organizations.

Contact:

Lawrence P. Mayer, Director
Correctional Enterprises of Connecticut
24 Wolcott Hill Rd.
Wethersfield, CT 06109
860-692-7570
860-692-7628 fax
Web Site: www.doc.state.ct.us/enterprise/HomeEnterprise.htm

Post Release Transitional Program

Staff of this unit are responsible for offenders released into residential programs or to the community under Transitional Supervision. Community Enforcement Officers from locations in Bridgeport, Hartford, New Haven, Norwich and Waterbury monitor offenders in the community to ensure that they comply with their conditions of release and to verify employment, program attendance, and curfew stipulations. Annually it contracts with organizations to supply some 750 beds in the community for conditionally released offenders.

Contact:

Wayne T. Choinski, Deputy Warden
Community Enforcement Unit
Connecticut Department of Corrections
2 Walker Dr.
Enfield, CT 06083
860-763-8020
860-763-8030 fax
Web Site: www.doc.state.ct.us/org/FldCE.htm

Connecticut Department of Corrections

The Connecticut Department of Corrections provides confinement, supervision, rehabilitation, and reintegration of convicted felons in Connecticut.

Contact:

Public Information Office
Connecticut Department of Corrections
24 Walcott Hill Rd.
Wethersfield, CT 06109
860-692-7780
860-692-7783 fax
E-Mail: DOC.PIO@po.state.ct.us
Web Site: <http://www.doc.state.ct.us/>

V. Connecticut Board of Parole

Central Office

Contact:

Connecticut Board of Parole
Central Office
55 West Main St.
Waterbury, CT 06702
203-805-6605
203-805-5562 fax

Fugitive Team & Special Management Unit

Contact:

95 Scovill St.
Waterbury, CT 06702
203-805-6683
203-755-4935 fax

New Haven Office

Contact:

50 Fitch St.
New Haven, CT 06515
203-389-5390
203-389-5405 fax

Hartford Office

Contact:

300 Sheldon St.
Hartford, CT 06106
860-566-3177
860-566-3765 fax

Waterbury Office

Contact:

95 Scovill St.
Waterbury, CT 06702
203-805-6670
203-755-4918 fax

Bridgeport Office

Contact:

52 Fairfield Ave.
Bridgeport, CT 06604
203-382-8471
203-382-8471 fax

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Office of the Chief Public Defender
30 Trinity St., 4th Floor
Hartford, CT 06106
860-509-6429
860-509-6499 fax
Web Site: www.ocpd.state.ct.us/

B. Legal Services

The Legal Services Network in Connecticut is a group of nonprofit organizations that provide free legal assistance in civil matters to low-income people. The Network includes four programs: Statewide Legal Services, Connecticut Legal Services, Inc., Greater Hartford Legal Aid, and New Haven Legal Assistance Association. Statewide Legal Services accepts phone calls between 9:00 a.m. and 4:00 p.m. on Mondays, 9:00 a.m. and 7 p.m. on Tuesdays and Thursdays, and 9:00 a.m. and 3 p.m. on Wednesdays and Fridays.

Contact:

Statewide Legal Services
425 Main St.
Middletown, CT 06457
800-453-3320; 860-344-0380 (Middletown and Hartford)
Web Site: <http://www.slsct.org/>

Connecticut Legal Services is working on issues around employment and criminal records.

Contact:

Sharon Langer
Connecticut Legal Services
587 Main St.
New Britain, CT 06051
860-225-8678
E-Mail: slanger@connlegalservices.org

Advocates from Greater Hartford Legal Aid are working on issues regarding legal and policy barriers to ex-offender employment.

Contact:

Angela Shenk, Sue Garten, Lisa Levy
Greater Hartford Legal Aid
999 Asylum Ave., 3rd Fl.
Hartford, CT 06105
860-541-5015
E-Mail: ashenk@ghla.org

C. State Bar Association

Contact:

Tim Hazen, Executive Director
Connecticut Bar Association
30 Bank St.
New Britain, CT 06050
860-223-4400
860-223-4488 fax
E-Mail: thazen@ctbar.org
Web Site: <http://www.ctbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Connecticut Works Centers

Connecticut Works Centers offer services to job seekers including job searches, job readiness assessments with referrals to appropriate training programs if needed, resume assistance, resource information, counseling, workshops, access to the internet, fax and copy machines, phones, and reference libraries with videos, books and written materials.

Contact:

Web Site: www.ctdol.state.ct.us/



Community Partners in Action-Coalition employment Services

Community Partners in Action-Coalition Employment Services provides assessment of individual's employment strengths and weaknesses, needs, job readiness, interests, and degree of motivation. Staff then supply the resources to help meet their needs and/or interest, and process them for placement into employment and/or educational/vocational training.

Contact:

Coalition Employment Services
9-11 Willis St.
Hartford, CT 06106
860-543-8930

STRIVE/Fairfield County Employment Services

STRIVE provides participants with tools to navigate today's ever changing job market to achieve their best economic and social capabilities. STRIVE's mission is to demonstrate the impact that attitudinal training and post-placement support have on the long-term permanent employment of inner city adults and youth. STRIVE begins preparing participants for the work force through a strict, demanding three week workshop (120 hours) which focuses on the prerequisites for successful entry level employment. A key element of STRIVE programs is follow-up in which contact is maintained with clients for two years following their graduation from the basic workshop. STRIVE also helps its graduates with issues that are not job related. The most common issues are continued education, health problems and family matters.

Contact:

Robert King, Executive Director
STRIVE/Fairfield County Employment Services
4 Taft St.
Norwalk, CT 06854
203-838-1952
203-855-9532 fax
E-Mail: director@strivefairfieldcounty.org

STRIVE/South Arsenal Neighborhood Development (DAND) Corporation

STRIVE/SAND is a three-week, 40 hours/week intensive training program, combining specific instruction on how to find a job, proper work-site behaviors and unspoken rules, introduction to computers, time and financial budgeting, and information on continuing education opportunities while employed, with intense practice with the interviewing process. Once the three weeks training is complete, STRIVE/SAND continues to work with the participant in completing all job search activities, wardrobe update for appropriate attire, planning transportation and child-care services, and job placement. Peer support groups and additional counseling or follow-up is also available to all program graduates.

Contact:

Tyrone Canino, Program Director
STRIVE
1500 Main St.
Hartford, CT 06120
860-278-8460 ext 22
860-297-0074 fax
E-Mail: tcanino@sandcorporation.com



STRIVE/New Haven

STRIVE/New Haven, in addition to developing appropriate attitudes and basic job search and retention skills, seeks to introduce participants to the demands of the workplace. The training sessions take place during work hours, five days per week for three weeks. The goal of the training is to rid participants of negative behavior and pessimistic mindsets, while building the necessary attitude to gain employment, particularly in service industries requiring inter-personal skills.

Contact:

Daniel Jusino, Executive Director
STRIVE
904 Howard Ave., 2nd Floor
New Haven, CT 06511
203-777-1720
203-777-3075 fax
E-Mail: djstrivenh@earthlink.net

HOME

DISTRICT OF COLUMBIA

I. Washington, DC Department of Employment Services

Contact:

Gregory P. Irish, Director
Washington, DC Department of Employment Services
77 P St., NE
Washington, DC 20002
202-671-1900
Web Site: <http://http://does.ci.washington.dc.us/main.shtm>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Ronald Pierce, Chief Office of Employment Services
D.C. Department of Employment Services
609 H Street, N.E., Rm 412
Washington, DC 20001
202-698-3540
202-698-5717 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Linda McKinney, Work Opportunity Tax Credit Coordinator
Washington, DC Department of Employment Services
609 H St., NE, Room 535
Washington, DC 20002
202-698-5849
202-698-5720 fax
E-Mail: linda.mckinney@dc.gov

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Claim applications may be filed at selected One-Stop Career Centers in the District of Columbia but applicants must first call to make an appointment. A list of One-Stop locations is available at the website listed below.

Contact:

Washington, DC Department of Employment Services
609 H St., NE
Washington, DC 20002
202-724-7000
Web Site: <http://http://does.ci.washington.dc.us/main.shtm>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

There are two ways to request a copy of a criminal record: by visiting a Metropolitan Police Department or requesting a copy by mail. Searches can be made using fingerprints or the subject's name. A fee of \$5 is required with each request. The cost of fingerprinting is \$24. Detailed information on how to obtain a criminal record may be found at the D.C. Employment Justice Center's web site: www.dcejc.org.

Contact:

D.C. Metropolitan Police Department Headquarters
300 Indiana Ave., NW, Room 3055
Washington, DC 20001
202-727-2228

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Robert Spagnoletti, D.C. Corporation Counsel
Office of the Corporation Counsel
441 4th St., NW
Washington, DC 20001
202-727-3400
Web Site: www.occ.dc.gov/main.shtm

IV. State Department of Corrections

Department of Corrections

The Mayor of Washington, DC appoints a director to oversee the Department of Corrections which is responsible for administering institutional and community-based services to misdemeanor and pretrial detainees. The Department of Corrections currently operates the Central Detention Facility (DC Jail) and a community correctional center in the District. The 898-bed correctional treatment facility in Southeast Washington houses a number of District inmates who are currently on lease to private prison management (Corrections Corporation of America). The Department also contracts with several community correctional centers. As required by federal law, the Washington, DC government transferred all of its sentenced felons to the Federal Bureau of Prisons and ceased operating the Lorton Correctional Complex on December 31, 2001.

Work Release Program

Halfway Houses reintegrate inmates into the community before release from custody. Halfway houses offer programs including educational opportunities and work release to help inmates make the transition from confinement in a facility to the community. Services offered include case management, employment assistance/job readiness, individual and group counseling, substance abuse intervention, in-house NA/AA meetings/referrals, academic tutoring, GED preparation, basic life skills, family planning, peer association, financial assistance, health services, interpersonal communication/socialization skills, stress/anger management, AIDS/HIV awareness, Bible study/prison fellowship (provided by volunteers), and social services assistance/referrals.

Contact:

Odie Wilson, Director
Washington, DC Department of Corrections
1923 Vermont Ave., NW
Washington, DC 20001
202-671-2135 (General Information)
E-Mail: director.doc@dc.gov

V. Court Services and Offender Supervision Agency

The Court Services and Offender Supervision Agency (CSOSA) provides supervisory and treatment services to over 26,000 individuals on pretrial release, probation and parole. CSOSA also assists federal and local courts in determining eligibility for release.

Contact:

Paul A. Quander, Jr., Director
Court Services and Offender Supervision Agency
633 Indiana Ave., NW 12th Floor
Washington, DC 20004
202-220-5343
202-220-5335 fax
Web Site: <http://www.csosa.gov/>

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Ronald Sullivan, Director
Public Defender Service for the District of Columbia
633 Indiana Ave. NW
Washington, DC 20004
202-628-1200
202-824-2784 fax

B. Legal Services

D.C. Employment Justice Center assists individuals with criminal records with employment problems and performs community education.

Contact:

Kerri O'Brien, Judith Conti, Robin Runge
D.C. Employment Justice Center
1350 Connecticut Ave., NW, Suite 600
Washington, DC 20036
202-828-9675
202-828-9190 fax
E-Mail: justice@dcejc.org
Web Site: <http://www.dcejc.org/>

The Legal Aid Society provides free legal assistance in the areas of family law (including custody, visitation, child support, and domestic violence issues), landlord-tenant (including defending against Superior Court evictions, as well as Section 8 and DCHA administrative proceedings), public benefits (TANF, food stamps, Medicaid, General Assistance for Children, or POWER) and special education cases. It also provides social work assistance to legal clients.

Contact:

The Legal Aid Society of the District of Columbia
666 Eleventh St., NW, Suite 800
Washington, DC 20001
202-628-1161
202-727-2132 fax
E-Mail: info@legalaiddc.org
Web Site: <http://www.legalaiddc.org/>

Center for Law and Social Policy (CLASP) is doing work on best practices and funding for employment programs for individuals with criminal records.

Contact:

Center for Law and Social Policy
1015 15th St., NW, Ste. 400
Washington, DC 20005
202-906-8017

DC Prisoners' Legal Services Project works on re-entry through education and direct representation.

Contact:

Ivy Lange
DC Prisoners' Legal Services Project
1400 20th St., NW, Ste 117
Washington, DC 20036
202-775-0323
E-Mail: ivy lange@hotmail.com

C. State Bar Association

Contact:

Cynthia R. White, Executive Director
Bar Association of the District of Columbia
1819 H St., NW, Suite 1250
Washington, DC 20006
202-223-6600
202-293-3388 fax
E-Mail: cwhite@badc.org
Web Site: <http://www.badc.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

One-Stop Career Centers

The District of Columbia Department of Employment Services (DOES) provides job seekers with a number of employment opportunities through its One-Stop Career Centers. Each center provides career counseling, career planning, resume assistance, direct job placement, classroom and on-the-job training, access to America's Job Bank (both online and via telephone), information about local and national labor markets, unemployment compensation and much more. Locations of One-Stop Career Centers may be found on the web site listed below.

Contact:

Department of Employment Services

77 P St., NE

Washington, DC 20002

202-671-1900

Web Site: <http://http://does.ci.washington.dc.us/main.shtm>

Community Family Life Services

The Employment Services Program of Community Family Life Services (CFLS) provides job training, referrals, and employment counseling to help the unemployed, poor, and homeless find and keep good jobs. Services offered through the Employment Services Program are free to clients. Those enrolled in the job training programs receive weekly stipends. After an initial assessment, clients are required to attend a job preparation seminar conducted by CFLS staff. Employment counselors also provide clients with job search assistance (job postings, resume preparation, professional clothing, etc.), assistance with "soft skills" development (trainings about punctuality, how to dress and act on the job, problem-solving, etc.), and linkages to other supportive services (health care, child care, housing, etc.)

Contact:

Community Family Life Services

305 E St., NW

Washington, DC 20001

202-347-0511

202-347-0520 fax

Web Site: <http://www.cfls.org/>

Conquest Offender Reintegration Ministries

Conquest Offender Reintegration Ministries (CORM) is a Washington, DC Christian ministry working with the local church and area corrections officials to provide support and options to those affected by, or at risk of being affected by the criminal justice system. Two major projects of CORM are the Reintegration of Ex-Offenders Project and Transitional Housing and Aftercare Center. Information about these programs and other programs offered by CORM is available on the web site listed below.

Contact:

Conquest Offender Reintegration Ministries

P.O. Box 73873

Washington, DC 20056

202-723-2014

Web Site: <http://www.conquesthouse.org/>

Anacostia Mens Employment Network

Anacostia Mens Employment Network (A-men!) is a faith-based organization that is part of Southeast Ministries sponsored by the Lutheran Church of the Reformation, Washington, D.C. Clients are men and women who are recently released individuals with criminal records, or probationers and parolees. A-men! Offers a three- week job readiness workshop that includes resume writing and job interview skills. Mock job interviews are video taped for use in later discussion groups. When clients have completed the workshop they are placed in jobs. During the workshop and placement period clients receive a stipend of \$20 per week and transportation tokens. There is no formal follow-up procedure, however clients return to the program on a regular basis on their own.

Contact:

Chester Hart, Outreach Coordinator

A-Men!

3111 Martin Luther King, Jr. Ave., SE

Washington, DC 20032

202-562-2636

202-562-5121 fax

E-Mail: amencord@aol.com

Jubilee Jobs, Inc.

Jubilee Jobs provides job preparation and placement services for disadvantaged job-seekers, including those with criminal histories. Once people are employed, Jubilee Jobs provides structured support to help individuals stay focused on job retention and achieving long-term goals.

Contact:

Jubilee Jobs, Inc.

2712 Ontario Rd., NW

Washington, DC 20009

202-667-8970

202-667-8833 fax

E-Mail: info@jubileejobs.org

HOME

DELAWARE

I. Delaware Department of Labor

Contact:

Harold Stafford, Secretary of Labor
Delaware Department of Labor
4425 N. Market St.
Wilmington, DE 19802
302-761-8000
302-761-6621 fax
Web Site: www.delawareworks.com/about.dol.htm

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

MariKateLeith, Bonding Services Coordinator
Division of Employment Services
Delaware Department of Labor
4425 N. Market St., 3rd Floor
Wilmington, DE 19802
302-761-8131
302-761-6617 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Mary Kate Leith, WOTC Coordinator
Division of Employment Services
Delaware Department of Labor
4425 N. Market St., 3rd Floor
Wilmington, DE 19809
302-761-8131
302-761-6617 fax

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

The Division of Employment & Training of the Department of Labor maintains an Unemployment Hotline. By utilizing this hotline, a person can obtain information on the location of Unemployment Insurance Offices and how to file claims. It is available 24 hours a day, seven days a week. Information is also available through a web site maintained by the Division of Employment and Training.

Contact:

W. Thomas MacPherson, Director
Unemployment Insurance Division
Delaware Department of Labor
4425 N. Market St., 3rd Floor
Wilmington, DE 19809
302-761-8350
302-761-6619 fax

Web Site: [www.delaware.gov/agencies/DeptLabor/Employment Services](http://www.delaware.gov/agencies/DeptLabor/Employment_Services)

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Individuals with criminal histories need to submit to the Delaware State Police written permission authorizing the release of their criminal history along with a set of fingerprints and a fee of \$30 payable to the "Delaware State Police."

Contact:

State Bureau of Identification
Delaware State Police
P.O. Box 430
Dover, DE 19903
302-739-5872

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

M. Jane Brady, Attorney General
Carvel State Office Building
820 N. French St.
Wilmington, DE 19801
302-739-4211
Web Site: <http://http://www.state.de.us/attgen>

IV. State Department of Corrections

Prison Industry Program

Delaware's prison industry program provides vocational training in auto maintenance, printing/silk screening/picture framing, small appliance repair, and wood shop/upholstery.

Pre-Release Program

The Delaware Department of Corrections provides a variety of programming, work assignments and classes for inmates. Many inmates work (kitchen, janitor/light maintenance), receive vocational training (computer repair, automobile maintenance & repair, farming, furniture repair, picture framing, print shop), attend classes (education, life skills, AA, NA, anger management), participate in rigorous substance abuse treatment or other classes like Prison Arts. Pre-release services include classes in life skills, resumes/application/interviewing techniques, and parenting. Attendance is mandatory for some offenders, but for the majority of offenders it is optional.

Contact:

Paul Howard, Bureau Chief
Gail Miner, Chief of Community Relations
Bureau of Prisons
Delaware Department of Corrections
245 McKee Rd., Administration Building
Dover, DE 19904
302-739-5601 ext 221

Community Corrections

The Bureau of Community Corrections functions at several different levels. Some offenders assigned to Community Corrections have served little or no time, some are on probation, others are under intensive supervision. Offenders denied parole with no rehearing are released at their good-time release date under the supervision of community corrections. Employment services are available from One Stop Career Centers (see listing under Section VII).

Contact:

Noreen Renard, Bureau Chief
Delaware Department of Correction
Bureau of Community Corrections
Administration Building
245 McKee Rd.
Dover, DE 19904
302-739-5601 ext 250
Web Site: www.state.de.us/correc/Data/BOCC.htm

V. Delaware Board of Parole

The Board of Parole consists of five members. Parole was abolished under the Truth-In-Sentencing Act, effective June 1990. Individuals sentenced prior to June 1990 are eligible for parole release.

Contact:

Dwight F. Holden, Chairperson
Delaware Board of Parole
Carvel State Building
820 N. French St., 5th Floor
Wilmington, DE 19801
302-577-5233
302-577-3501 fax
Web Site: www.state.de.us/parole/board.htm

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Lawrence M. Sullivan
Delaware State Public Defenders Office
530 South State St., Suite 108
Dover, DE 19901
302-577-3230
302-577-3995 fax

B. Legal Services

Legal Services of Delaware provides legal assistance in non-criminal matters for low-income people. Their web site also provides links to other volunteer or low-cost legal service providers.

Contact:

Legal Services
100 West 10th St., Suite 203
Wilmington, DE 119801
302-575-0408
302-575-0478 fax
Web Site: <http://www.lscd.com/>

C. State Bar Association

Contact:

Rina Marks, Executive Director
Delaware State Bar Association
301 N. Market St.
Wilmington, DE 19801
302-658-5279
302-658-5212 fax
Web Site: <http://www.dsba.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

One Stop Career Centers

The One Stop Career Centers in Delaware are under the direction of the Delaware Department of Labor's Division of Employment & Training. A highly developed web site, Virtual Career Network, allows users to access most of the information needed to find employment assistance. Resource rooms at local Career Centers offer privacy and are equipped with computers/internet access, resume preparation software, and many other resources. Two different video series are available and cover topics relevant for released offenders. In addition, group and individual activities are also available.

Contact:

Harold Stafford, Secretary of Labor
Anne Farley, Director
Division of Employment & Training Services
Delaware Department of Labor
4425 N. Market St.
Wilmington, DE 19802
302-761-8000, Secretary of Labor; 302-761-8129 Director of Employment & Training
E-Mail: dlabor@state.de.us
Web Site: <http://www.delawareworks.com>

FLORIDA

I. Agency for Workforce Innovation

Contact:

Caldwell Bldg., Suite 100
107 E. Madison St.
Tallahassee, FL 32399
850-245-7105
850-921-3223 fax
Web Site: www.floridajobs.org/Default.htm

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Linda Knowles, Bonding Services Coordinator
Agency for Workforce Innovation
Caldwell Bldg.
107 E. Madison St.
Tallahassee, FL 32399
850-245-7426
850-921-3859 fax
E-Mail: Linda.Knowles@awi.state.fl.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Gloria Harrison, WOTC Coordinator
Agency for Workforce Innovation
WOTC/Workforce Programs
Caldwell Bldg.
107 E. Madison St.
Tallahassee, FL 32399
850-921-3299
850-921-3120 fax
E-Mail: gloria.harrison@awi.state.fl.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment compensation program in Florida is administered by the Agency for Workforce Innovation (AWI). Information concerning unemployment compensation, and complete applications are available on the Internet, using the unemployment/re-employment link, or at any One Stop Employment Center.

Contact:

Tom Clenndening, Process Manager
Unemployment Compensation Program
Agency for Workforce Innovation
Caldwell Bldg., Suite 200
107 Madison St.
Tallahassee, FL 32399
850-245-7488
850-921-3223 fax
Web Site: <http://www.myflorida.com/>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

A written request, completed fingerprint card and a \$39 fee, payable to the "Florida Department of Law Enforcement," must be submitted.

Contact:

Florida Department of Law Enforcement
USA/Public Records
P.O. Box 1489
Tallahassee, FL 32302
850-410-8019
E-Mail: background@fdle.state.fl.us
Web Site: www.fdle.state.fl.us/CriminalHistory

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Charlie Crist, Attorney General
The Capitol, PL 01
Tallahassee, FL 32399
850-487-1963
Web Site: <http://http://legal.firn.edu>

IV. State Department of Corrections

Prison Industry Program

Prison Rehabilitative Industries and Diversified Enterprises (PRIDE) is a state authorized, not-for-profit manufacturing and services corporation that manages and operates the state's correctional industries. Inmates may be trained in any of 55 different industries. Market studies determine which products are manufactured. Prevailing market wages are paid to inmate workers if items produced are sold to wholesalers for retail resale. Much of the money paid to inmate workers is returned to the state in the form of room and board costs, victim restitution, crime compensation, as well as inmate transition and support services. PRIDE provides job readiness skills prior to release. When inmate workers are released PRIDE, through its Labor Line Division, offers job placement in private industry. Labor Line is a division of PRIDE that provides transitional support.

Contact:

Greg Hackley
PRIDE Enterprises
12425 - 28th St. North
St. Petersburg, FL 33716
727-572-1987
727-570-3366 fax
E-Mail: ghackley@pride-enterprises.com
Web Site: <http://www.pridefl.com/>

Work Release

There are 26 work release facilities in Florida. To be eligible for work release, an offender must meet the following criteria: (1) be in custody at least 90 days; (2) have no disciplinary reports for the previous 90 days; (3) be at community custody security level; and (4) have only 7 to 18 months remaining on his/her sentence. Work release participants leave the facilities for work during the day and return to the facility during non-working hours.

Contact:

Terri Gilliam, Bureau of Transitional Service
Florida Department of Corrections
2601 Blair Stone Rd.
Tallahassee, FL 32399
850-410-4145
850-410-2500 fax
E-Mail: gilliam.teresa@mail.dc.state.fl.us

Pre-Release

The pre-release program is 100 hours in duration. As of December 2002 the course will be mandatory for all offenders being released from Florida prisons. Approximately 26,000 to 28,000 offenders are released yearly. The state currently operates a program developed by Daytona Beach Community College. The program teaches employability skills, value clarification, interview skills and general life skills. Offenders who do not have jobs are referred to One Stop Career Centers.

Contact:

Terri Gilliam, Bureau of Transitional Services
Florida Department of Corrections
2601 Blair Stone Rd.
Tallahassee, FL 32399
850-410-4145
850-410-2500 fax
E-Mail: gilliam.teresa@mail.dc.state.fl.us

Post Release Transitional Program

Post Release Transitional assistance provides substance abuse counseling and housing for recently released offenders if the former offender has need of such as determined by the parole department. Florida has contracted with faith-based organizations to provide post-release housing for up to 90 days. The state also provides Transitional Assistant Specialists to assist recently released offenders in their transition back into the community.

Contact:

Terri Gilliam, Bureau of Transitional Services
Florida Department of Corrections
2601 Blair Stone Rd.
Tallahassee, FL 32399
850-410-4145
850-410-2500 fax
E-Mail: gilliam.teresa@mail.dc.state.fl.us

V. Florida Department of Corrections

Community Corrections

Post-release supervision is under the direction of the Florida Department of Corrections. Sentences are flat sentences. An inmate may be released with no supervision after the sentence has been served, or one may be released from state custody to probation supervision for a period of time as stipulated by the court. A small population remains who were sentenced under old laws and are released to parole supervision. There are four regions, divided according to Florida judicial circuits, each with a number of local offices to provide easy access for supervision purposes.

Contact:

Tina Hayes, Director of Community Corrections
Florida Department of Corrections
2601 Blair Stone Rd.
Tallahassee, FL 32399
850-487-3865
850-921-8195 fax
E-Mail: hayes.tina@mail.dc.state.fl.us
Web Site: www.dc.state.fl.us/facilities/comcor

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Florida Public Defender Coordination Office
311 South Calhoun St., Suite 204
Tallahassee, FL 32301
850-488-6850
850-488-4720 fax
E-Mail: fpda@nettally.com
Web Site: <http://www.fpda.state.fl.us/>

B. Legal Services

Florida Legal Services publishes a directory of legal service providers in Florida.

Contact:

Florida Legal Services, Inc.
2121 Delta Blvd.
Tallahassee, FL 32303
850-385-7900
850-385-9998 fax
Web Site: <http://www.floridalegal.org/>

Jacksonville Area Legal Aid provides services, with private bar assistance, for sealing and expunging criminal records. They also assist in petitioning for restoration of civil rights including voting rights. They help employees and applicants for certain sensitive positions obtain employment exemptions from the regulating agency.

Contact:

Mitchell S. Ritchie
Jacksonville Area Legal Aid
126 West Adams St.
Jacksonville, FL 32202
904-356-8371
E-Mail: mitch.ritchie@jaxlegalaid.org

Contact:

C. State Bar Association

Contact:

John F. Harkness, Jr., Executive Director
The Florida Bar
650 Apalachee Pkwy.
Tallahassee, FL 32399
850-561-5600
850-561-5826 fax
E-Mail: flabarwm@flabar.org
Web Site: <http://www.flabar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Project Re-Connect

Project Re-Connect provides post-release job placement services for offenders released from Florida prisons. Florida residents who have been recently released from incarceration in other states may also take advantage of Project Re-Connect provided they meet program criteria. All participants must have earned a GED or completed a vocational education program during their incarceration. These requirements allow Project Re-Connect to certify to prospective employers the degree and quality of training received during incarceration. Project Re-Connect claims a placement rate of 3,000 jobs/year with a job retention rate of 50% based on 30- and 60-day follow-up.

Contact:

Hillard Goldsmith III, Governmental Operational Consultant II
Florida Department of Corrections
2601 Blair Stone Rd.
Tallahassee, FL 32399
850-410-2506
888-265-6762 fax
E-Mail: Goldsmith.Hillard@mail.dc.state.fl.us

One-Stop Career Centers

One-Stop Career Centers offer employment services to job seekers and employers in Florida. There are 24 Regional Workforce Boards in Florida which are responsible for implementing the employment programs in their regions. Services available include referrals to employment, career counseling, assistance with job search and placement, access to computers/internet, resume preparation, phone/fax machines, copy machines, interest, aptitude and basic skills testing and other special programs tailored to meet employment needs of those facing barriers to employment. A directory of One-Stop Career Centers in Florida is available at www.workforceflorida.com

Contact:

Web Site: <http://www.workforceflorida.com/>

Operation New Hope Community Development Corporation

Operation New Hope Community Development Corporation rebuilds low-income communities by offering training and employment to neighborhood residents, 60% of whom are people with criminal records. Operation New Hope works with area churches to provide building/construction skills as well as mentors for each participant. Participation in the program ranges from three months to one year, after which time graduates may be placed in private construction industry jobs. Operation New Hope assess applicants before release from incarceration and works closely with the Florida Department of Corrections.

Contact:

Kevin Gay, Executive Director
Operation New Hope Community Development Corporation
1321 N. Main St.
Jacksonville, FL 32206
904-354-4673
E-Mail: kghope@fdn.com

House of Hope

The House of Hope, a faith-based organization, offers shelter and job placement to recently released people with criminal records. Substance abuse, anger management and spiritual counseling are also available. Participants apply through the correctional facility chaplains' department six months before their anticipated release date. Program capacity is five residents. House of Hope staff utilizes one stop centers and program contacts to obtain employment for its participants. Residency time ranges from three to six months.

Contact:

Thomas Johnson, Executive Director
House of Hope
P.O. Box 12113
Gainesville, FL 32604
352-376-3964
E-Mail: <mailto:www.hohinfo.org>

Time for Freedom, Inc.

Time for Freedom, Inc. offers transitional housing and support for recently released men with criminal histories. Time for Freedom mandates attendance at four programs, AA/NA, cognitive thinking, bible study and life skills. All residents are expected to work, with limited job referrals available. Future plans include expansion of cottage industries to generate operational funds as well as teaching vocational skills. Graphic arts/printing is operational at present.

Contact:

Bernie DeCastro, Executive Director
Nelson Kowalzyk, Administrative Assistant
Time for Freedom, Inc.
P.O. Box 819
Ocala, FL 34470
352-351-1280
E-Mail: <mailto:TFF@gate.net;%20buzzkowalczyk@yahoo.com>

Pinellas Ex-Offender Re-Entry Coalition

The Pinellas Ex-Offender Re-Entry Coalition, PERC, is a coalition of more than 40 churches, agencies and organizations working to promote services to individuals with criminal records and their families. PERC utilizes existing agencies within the public and private sectors to provide services such as temporary housing, clothing, food, resume writing expertise, job interview techniques and employment services.

Contact:

Pinellas Ex-Offender Re-Entry Coalition
Frank Kopczynski, Chairperson
P.O. Box 15936
St. Petersburg, FL 33733
727-532-0041
E-Mail: info@exoffender.org
Web Site: <http://www.exoffender.org/>

Urban League of Broward County

The Urban League of Broward County offers an employment skill-building program to assist low-income hard-to-employ individuals, including those with criminal histories, overcome obstacles to obtaining and maintaining a job. Included in the program are training workshops, job coaching and assistance with childcare and transportation needs. Families can also receive assistance in becoming homeowners.

Contact:

Blanche Templeton, Project Director
Urban League of Broward County
11 N.W. 36th Avenue
Fort Lauderdale, FL 33311
954-584-0777
954-584-4413 fax

Tampa Crossroads, Inc.

Tampa Crossroads offers comprehensive residential and non-residential services to non-violent offenders and individuals with criminal histories. Defendants may be court mandated to Crossroads as an alternative to incarceration. Services include residential housing, case management, individual/group/family therapy, employability skills training, substance abuse therapy, and educational and transitional housing assistance.

Contact:

Sara Romeo, Executive Director
5120 N. Nebraska Ave.
Tampa, FL 33603
813-238-8557
E-Mail: infor@tampacrossroads.com
Web Site: <http://www.tampa-crossroads.com/>

HOME

GEORGIA

I. Georgia Department of Labor

Contact:

Michael Thurmond, Commissioner
Georgia Department of Labor
148 Andrew Young International Blvd., Suite 650
Atlanta,, GA 30303
404-656-3011
E-Mail: commissioner@dol.state.ga.us
Web Site: www.dol.state.ga/

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

J.R. Henderson, Bonding Services Coordinator
Georgia Department of Labor
Sussex Place
148 Andrew Young International Blvd., NE, Suite 276
Atlanta, GA 30303
404-232-3540
404-232-3538 fax
E-Mail: jr.henderson@dol.state.ga.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Wayne Barton, Work Opportunity Tax Credit Coordinator
Georgia Department of Labor
Sussex Place - Room 422
148 Andrew Young International Blvd., NE
Atlanta, GA 30303
404-656-3157
404-651-9333 fax
E-Mail: wbarton@dol.state.ga.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

One may apply for unemployment benefits by visiting a local One Stop Career Center, over the telephone, or via the internet. Local centers are listed on the following web site: www.dol.state.ga.us/.

Contact:

Helen Parker, Assistant Commissioner
Georgia Department of Labor
Unemployment Division
148 Andrew Young International Blvd.
Atlanta, GA 30303
404-656-3157
E-Mail: hparker@dol.state.ga.us
Web Site: www.dol.state.ga.us/

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Contact:

Georgia Bureau of Investigation
Crime Information Center
P.O. Box 370748
Decatur, GA 20037
404-244-2601

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Thurbert E. Baker, Attorney General
40 Capitol Square, SW
Atlanta, GA 30334
404-656-3300
Web Site: <http://http://ganet.org/ago/>

IV. State Department of Corrections

Prison Industry Program

Georgia Correctional Industries (GCI) provides on-the-job training certificate programs in welding and upholstery. In addition, participants can earn a certificate from an affiliated technical institute in the areas of graphic design, optical lab technology and other in-demand occupations. GCI has as part of its mission a commitment to ensure that meaningful job skills are part of any of its projects. Inmates do not receive pay for their labor in Georgia's corrections system.

Contact:

Jerry Watson, Director
Georgia Correctional Industries
2984 Clifton Springs Rd.
Decatur, GA 30034
404-244-5100
404-244-5141 fax
Web Site: <http://www.dcor.ga.us/>

Work Release Program

Georgia has a work release program, called transition centers, available to all inmates, regardless of the type of conviction. There are approximately 900 beds available at any one time. Both female and male inmates are eligible. To be accepted in the transition program an inmate must be: within six to nine months of parole release; approved by DOC - i.e. have a good disciplinary record, completed programming required; and recommended for acceptance into the program. Inmates are released on a daily basis for full-time work. DOC assists the inmate in finding employment when possible. Work release is considered to be very important for those inmates who have served long sentences because of the support they receive at the transition center.

Contact:

Jim Wetherington, Commissioner
Beth Oxford, Director of the Division of Programs
Georgia Department of Corrections
2 Martin Luther King Jr. Dr. SE
Twin Towers East, Room 756
Atlanta, GA 30334
404-656-4593
Web Site: <http://www.dcor.state.ga.us/>

Pre-Release Program

Georgia has no pre-release program at the present time.

Post-Release Transitional Program

The program division of the Department of Corrections (DOC) has recently developed a What Works program that has four components: substance abuse counseling, education/vocational training, employment and critical thinking. Through formal collaboration between the Department of Labor and the Board of Pardons and Parole, inmates obtain birth certificates and social security replacement cards prior to release.

Contact:

Beth Oxford, Director of the Division of Programs
Georgia Department of Corrections
2 Martin Luther King Jr. Dr. SE
Twin Towers East, Room 756
Atlanta, GA 30334
404-656-4593
Web Site: <http://www.dcor.state.ga.us/>

V. Georgia Division of Parole

Parole officers in Georgia work under the supervision and guidance of the Parole Board. Parole officers are trained in counseling and substance abuse treatment. G.E.D. classes, substance abuse and mental hygiene services are available to parolees at parole offices. The Board prepares job-readiness packages while an offender is still incarcerated. These packages include a picture ID, social security card, resumes, diplomas and other job-related documents. The Division of Parole has also developed a cognitive skills training program called Reasoning and Rehabilitation, a 70-hour, 17-week course that teaches anger management, negotiation and dealing with authority.

Contact:

Jim Bralley, Field Operations Director
Georgia Division of Parole
2 Martin Luther King Jr. Dr.
East Tower
Atlanta, GA 30334
404-656-0692
404-651-7075 fax
Web Site: <http://www.pap.state.ga.us/>

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Michael B. Shapiro
Georgia Indigent Defense Counsel
985 Ponce de Leon Ave.
Atlanta, GA 30306
404-894-2595
404-206-5154 fax

B. Legal Services

LegalAid-GA is a joint project of the Atlanta Legal Aid Society, Georgia Legal Services and the Pro Bono Project of the State Bar of Georgia. Its mission is to provide the public with easy internet access to basic legal information and legal resources within Georgia.

Contact:

LegalAid-GA

E-Mail: troberts2@glsp.org

Web Site: <http://http://legalaid-ga.org>

C. State Bar Association

Contact:

Cliff Brashier, Executive Director

State Bar of Georgia

104 Marietta St. NW, Suite 100

Atlanta, GA 30303

404-527-8700

404-527-8717 fax

E-Mail: cliff@gabar.org

Web Site: www.gabar.org/

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Bar Association Support to Improve Correctional Services

The Bar Association support to Improve Correctional Services (BASICS) program has been funded by the State Bar of Georgia for 26 years. The program, offered in 26 transitional and diversion centers, is a 10-week course that teaches motivation, business education, and personal development to people nearing release. It also offers employability counseling to released individuals who participated in the program during their incarceration. Follow-up is not done on a routine basis, but many of the program's graduates keep in touch with BASICS instructors on an informal basis.

Contact:

Ed Meniffee, Director

Bar Association Support to Improve Correctional Services

3687 Dover Blvd. SW

Atlanta, GA 30331

404-691-9993

404-691-4133 fax

E-Mail: edmeniffee@aol.com

Web Site: www.gabar.org/basics.htm

Goodwill Industries

Goodwill industries offers a program for people with disabilities who have barriers to employment, including those with criminal records. Goodwill offers vocational evaluation and a psychometric assessment, as well as vocational training. It also offers workshops in social adjustment, including independent living and utilizing community resources. The complete evaluation takes two to three weeks and costs \$720, which must be paid by the participant. Goodwill suggests that interested people try to find a sponsor to pay the cost of the evaluation.

Contact:

Ms. Frankie Daniels
Goodwill Industries
P.O. Box 15007
Savannah, GA 31416
912-354-6611

Georgia CURE

CURE is an advocacy organization. Offenders usually write to CURE when they are ready to be released and ask for referrals in a specific geographic area that can assist people with criminal records.

Contact:

Martina Correia, Chairperson
Georgia CURE
P.O. Box 23074
Savannah, GA 314403
912-231-1612

The Offender Probationer Parolee State Training Employment Program

The Offender Probationer Parolee State Training Employment Program (TOPSTEP) is a collaborative effort between the Georgia Departments of Labor and Corrections and the Georgia Board of Pardons and Paroles. All agencies work together to help people with criminal records find employment in Georgia. The Department of Corrections provides academic and vocational instruction, on-the-job training, counseling and substance abuse treatment. Sixty days before an inmate is scheduled to be released, he or she attends a parole readiness (pre-release) program. All inmates attend this transitional program except for those inmates who are "maxing" out (i.e., they are released from prison with no supervision and/or follow-up). Those who will be released to parole supervision or probation, regardless of the crime of conviction or time served, are enrolled in the transitional program. All three agencies are involved in this program, but each agency administers its own portion of the program. These are TOPSTEP representatives located at all 53 Department of Labor Career Centers across Georgia. People with criminal records who have been through a pre-release program during incarceration are given assistance in the form of job fairs and other services. Pre-screening and assessment is done at the pre-release level. The Board of Pardons and Paroles ensures that people with criminal records receive community-based services, treatment and supervision. Department of Labor representatives remove some of the obstacles people with criminal records face when they enter career center offices. Participants are automatically seen, without having to stand in long lines, by a representative who is familiar with their criminal history. Any person with a criminal record is eligible to utilize the services offered by the Department of Labor, however only those who were enrolled in the program during incarceration can utilize TOPSTEP services.

Contact:

J.R. Henerson, TOPSTEP Director
Georgia Department of Labor
Sussex Place, Suite 276
148 Andrew Young International Blvd., NE, Suite 426
Atlanta, GA 30303
404-232-3540
404-232-3538 fax
E-Mail: jr.henderson@dol.state.ga.us

Friends of Prison Families

The Friends of Prison Families program works in three areas. They help families maintain contact with family members who are incarcerated by arranging monthly visits, phone calls, etc. The second area is an educational program. Inmates are enrolled in a program where workshops, e.g. drug abuse, psychological problems, social aspects of returning to family/society, are given. If completed, a letter of commendation goes into the inmate's parole file for consideration by the Board of Parole. The third area is a pre-release planning program. Family members are enlisted to help to develop job and housing packages for release planning. Friends of Prison Families works with recently released people with criminal records for three months, identifies employers who will hire people with criminal records and works with the Department of Labor to use the Federal Bonding Program and other incentives.

Contact:

Donald Wester
Friends of Prison Families
1020 DeKalb Ave., NE, Suite 18
Atlanta, GA 30306
404-523-7110



One Stop Career Network

One Stop Career Centers are administered by the Georgia Department of Labor. At each center many services are available including resume assistance, employment counseling, job search techniques workshops, financial management workshops, and access to computers/internet capacity, faxes, and printers. Referrals may be made for educational and training programs if certain criteria are met. Local centers are listed on the web site.

Contact:

Michael Thurmond, Commissioner
Georgia Department of Labor
148 Andrew Young International Blvd., Suite 650
Atlanta, GA 30303
404-656-3011
Web Site: www.dol.state.ga/

Georgia Justice Project

The Georgia Justice Project (GJP) combines legal and social services. Staff attorneys and social workers develop long-term relationships with clients who must make a commitment to rehabilitation before being accepted as clients. GJP remains committed to clients during incarceration via visits and advocacy work for release on parole supervision. Individuals with criminal records receive assistance transitioning from prison to society and may be employed in the landscaping business owned and operated by GJP. Drug testing is a component of the GJP program and, if necessary, clients are assisted in obtaining drug treatment.

Contact:

Douglas Ammar, Executive Director
Georgia Justice Project
438 Edgewood Ave.
Atlanta, GA 30312
404-827-0027
4004-827-0026 fax
Web Site: <http://www.gjp.org/>

National Association of Previous Prisoners, Inc.

The National Association of Previous Prisoners, Inc. (N.A.P.P.) functions as a clearinghouse of information and support group provider for individuals with criminal histories. N.A.P.P. collaborates with community and faith-based organizations to make referrals and obtain services for individuals with criminal histories to assist in the transition from incarceration to living in society.

Contact:

Carl Route, Executive Director
National Association of Previous Prisoners, Inc.
P.O. Box 450
Atlanta, GA 30301
770-326-1428
770-326-1484 fax
E-Mail: clroute@ikon.com

Athens Justice Project

Athens Justice Project is a law firm that represents clients with pending criminal charges who are committed to making life changes. Project staff maintain contact with their clients throughout incarceration and upon release. Athens Justice Project provides referrals for services needed by clients to continue successful re-entry into the community. Services may include food distribution, substance/alcohol abuse treatment, resume writing, job coaching and job referrals. The project works with potential employers to educate and inform them of programs available to them such as bonding and WOTC. Athens Justice Project has also assisted clients in obtaining transportation to and from employment, and in obtaining affordable housing.

Contact:

Amy Geolins, Executive Director
Athens Justice Project
P.O. Box 447
Athens, GA 30603
706-613-2026

[HOME](#)

HAWAII

I. Hawaii Department of Labor and Industrial Relations

Contact:

Leonard Agor, Director
Hawaii Department of Labor and Industrial Relations
Keelikolani Bldg.
830 Punchbowl St.
Honolulu, HI 96813
808-586-8844
808-586-9099 fax
Web Site: <http://www.dlir.state.hi.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Suzanne Okazaki, Bonding Services Coordinator
Workforce Development Division
Hawaii State Employment Service
830 Punchbowl St., Rm 329
Honolulu, HI 96813-9676
808-586-8815
808-586-8822 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Suzanne Okazaki, WOTC Coordinator
Workforce Development Division
Hawaii Department of Labor and Industrial Relations
Keelikolani Bldg., Room 329
830 Punchbowl St.
Honolulu, HI 96813
808-586-8815
808-586-8822 fax

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

One can file a new claim for unemployment insurance benefits or reopen an existing claim by calling the telephone filing system, Hawaii Tele-Claim, at 808-643-5555.

Contact:

Linda Uesato, Administrator
Unemployment Division
Hawaii Department of Labor and Industrial Relations
Keelikolani Bldg.
830 Punchbowl St.
Honolulu, HI 96813

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Conviction data may be accessed on Public Access computers at the Data Center, the main county police departments, and the Kona Police Department on Monday through Friday from 8:00 a.m. to 4:30 p.m. To search the conviction database, the subject's name, social security number, sex, and birth date are needed. A printed copy of a Public Access search costs \$10. If some of the personal identification information for the subject to be checked is unknown, the Data Center will conduct a name-based check for \$15. The Data Center will conduct a fingerprint-based access and review request (for the individual) for \$25.

Contact:

Hawaii Criminal Justice Data Center
Department of the Attorney General
Kekuanao's Bldg., Room 101
465 South King St.
Honolulu, HI 96813
808-548-3100
Web Site: www.state.hi.us/hcjdc

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Mark Bennett, Attorney General
Department of the Attorney General
425 Queen St.
Honolulu, HI 96813
808-587-1500
808-586-1239 fax
E-Mail: hawaiiag@exec.state.hi.us
Web Site: www.state.hi.us/ag/

IV. State Department of Corrections

Department of Public Safety/Corrections

Contact:

919 Ala Moana Blvd., 4th Floor
Honolulu, HI 96814
808-587-1340
808-587-1282 fax

Prison Industry Program

Contact:

Correctional Industries Division
99-902 Moanalua Road
Aiea, HI 96701
808-486-2600

Pre-Release Program

Transitional planning and workforce development are conducted through the Correctional Education Department and are available to all inmates.

Contact:

Maureen Tito, Director
Correctional Education Department
808-587-1279

V. Department of Public Safety/Hawaii Paroling Authority

Contact:

Department of Public Safety/Hawaii Paroling Authority
1177 Alakea St.
Honolulu, HI 96813
808-587-1310
808-587-1314 fax

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

John Tonaki
Office of the Public Defender
1130 North Nimitz Highway, Suite A-135
Honolulu, HI 96817
808-586-2200
808-586-2222 fax

B. Legal Services

C. State Bar Association

Contact:

Hawaii State Bar Association
1132 Bishop St., Suite 906
Honolulu, HI 96813
808-537-1868
808-521-7936 fax

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

One-Stop Centers - Honolulu

One-Stop centers in Hawaii are essentially self-service. They offer workshops in resume writing, job search, dress for the workplace and interviewing techniques. Space is limited and workshop space must be reserved in advance. Computers, fax machines, copies and self service job seeking software is available for use. There is also instructional software for typing and word processing available for use.

Contact:

Department of Labor and Industrial Relations
Hawaii Workforce Development Division
830 Punchbowl St., #112
Honolulu, HI 96813
808-586-8700
808-586-8724 fax
Web Site: www.dlir.state.hi.us/wdd/

One-Stop Centers - Kaneohe

One-Stop centers in Hawaii are essentially self-service. They offer workshops in resume writing, job search, dress for the workplace and interviewing techniques. Space is limited and workshop space must be reserved in advance. Computers, fax machines, copies and self service job seeking software is available for use. There is also instructional software for typing and word processing available for use.

Contact:

Department of Labor and Industrial Relations
Hawaii Workforce Development Division
45--1141 Kamehameha Hwy.
Kaneohe, HI 96744
808-233-3700
808-233-3709 fax
Web Site: www.dlir.state.hi.us/wdd/

One-Stop Centers - Waipahu

One-Stop centers in Hawaii are essentially self-service. They offer workshops in resume writing, job search, dress for the workplace and interviewing techniques. Space is limited and workshop space must be reserved in advance. Computers, fax machines, copies and self service job seeking software is available for use. There is also instructional software for typing and word processing available for use.

Contact:

Waipahu Civic Center
Department of Labor and Industrial Relations
Hawaii Workforce Development Division
94-275 Mokuola St., #300
Waipahu, HI 96797
808-675-0010
808-675-0011 fax
Web Site: www.dlir.state.hi.us/wdd/

One-Stop Centers - Maui

One-Stop centers in Hawaii are essentially self-service. They offer workshops in resume writing, job search, dress for the workplace and interviewing techniques. Space is limited and workshop space must be reserved in advance. Computers, fax machines, copies and self service job seeking software is available for use. There is also instructional software for typing and word processing available for use.

Contact:

Department of Labor and Industrial Relations
Hawaii Workforce Development Division
2064 Wells St., #108
Wailuku, HI 96793
808-984-2091
808-984-2090 fax
Web Site: www.dlir.state.hi.us/wdd/

One-Stop Centers - Molokai

One-Stop centers in Hawaii are essentially self-service. They offer workshops in resume writing, job search, dress for the workplace and interviewing techniques. Space is limited and workshop space must be reserved in advance. Computers, fax machines, copies and self service job seeking software is available for use. There is also instructional software for typing and word processing available for use.

Contact:

Department of Labor and Industrial Relations
Hawaii Workforce Development Division
55 Makaena Place
Kaunakakai, HI 96748
808-553-3281
808-553-3427 fax
Web Site: www.dlir.state.hi.us/wdd/

One-Stop Centers - Kauai

One-Stop centers in Hawaii are essentially self-service. They offer workshops in resume writing, job search, dress for the workplace and interviewing techniques. Space is limited and workshop space must be reserved in advance. Computers, fax machines, copies and self service job seeking software is available for use. There is also instructional software for typing and word processing available for use.

Contact:

Department of Labor and Industrial Relations
Hawaii Workforce Development Division
3100 Kuhio Hwy., #C-10
Lihue, HI 96766
808-274-3056
808-274-3059 fax
Web Site: www.dlir.state.hi.us/wdd/

One-Stop Centers - Hilo

One-Stop centers in Hawaii are essentially self-service. They offer workshops in resume writing, job search, dress for the workplace and interviewing techniques. Space is limited and workshop space must be reserved in advance. Computers, fax machines, copies and self service job seeking software is available for use. There is also instructional software for typing and word processing available for use.

Contact:

Kaikoo Mall
Department of Labor and Industrial Relations
Hawaii Workforce Development Division
777 Kilauea Ave., #121
Hilo, HI 96720
808-974-4126
808-974-4125 fax
Web Site: www.dlir.state.hi.us/wdd/

One-Stop Centers - Kona

One-Stop centers in Hawaii are essentially self-service. They offer workshops in resume writing, job search, dress for the workplace and interviewing techniques. Space is limited and workshop space must be reserved in advance. Computers, fax machines, copies and self service job seeking software is available for use. There is also instructional software for typing and word processing available for use.

Contact:

Kaiwi Square
Department of Labor and Industrial Relations
Hawaii Workforce Development Division
74-5565 Luhia St., #C-4
Kailua-Kona, HI 96740
808-327-4770
808-327-4774 fax
Web Site: www.dlir.state.hi.us/wdd/

YWCA of Oahu

YWCA of Oahu provides programs in the areas of social development, job readiness and skills training, aquatics, wellness, childcare, youth services, arts and ceramics, camp and conference activities, and transitional housing.

Contact:

YWCA of Oahu
1040 Richards St.
Honolulu, HI 96813
808-538-7061
808-545-2832 fax
E-Mail: info@ywcaoahu.org
Web Site: <http://http://www.ywcaoahu.org>

Central Oahu Youth Services Association, Inc.

Central Oahu Youth Services Association, Inc. provides services to youth ages 12-17 through an Emergency Shelter Program and Wilderness Oceans Experience Program. Services include individual group skill-building, social recreation, tutoring, and parent support groups for both programs. Those served include runaways, abused, neglected, homeless, and youth at-risk and those already on probation for minor violations.

Contact:

Central Oahu Youth Services Association
66-528 Haleiwa Rd.
Haleiwa, HI 96712
808-637-9344
808-637-3050 fax
E-Mail: coysa@pixi.com

John Howard Association

The John Howard Association of Hawaii provides counseling and related services for individuals involved in the criminal justice system, individuals with criminal records, delinquents, at-risk youth, and adjudicated youthful offenders and their families; halfway houses for female offenders; transitional residence for adjudicated youth; anger management programs for juvenile offenders; and public education on corrections, crime prevention and alternatives to incarceration.

Contact:

John Howard Association
200 N. Vineyard Blvd., Suite 330
Honolulu, HI 96817
808-537-2917
808-524-3450 fax

Goodwill Industries of Hawaii, Inc.

Goodwill Industries of Hawaii, Inc. provides occupational skills training, job placement, and support services to people with various barriers to employment.

Contact:

Goodwill Industries of Hawaii, Inc.
2610 Kili Hau St.
Honolulu, HI 96819-2020
808-836-0313
808-833-4943 fax
E-Mail: LKRand@higoodwill.org
Web Site: <http://http://www.higoodwill.org/>

HOME

IDAHO

I. Idaho Department of Labor

Contact:

Roger Madsen, Director
Idaho Department of Labor
317 W. Main St.
Boise, ID 83735
208-334-6110
208-334-6430 fax
E-Mail: RMADSEN@JOBSERVICE.US
Web Site: <http://www.labor.state.id.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Dale Langford, Bonding Services Coordinator
Idaho Department of Labor
317 W. Main St.
Boise, ID 83735
208-332-3570 ext 3325
208-332-7417 fax
E-Mail: dlangfore@jobservice.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Judy Cardenas, WOTC Coordinator
Idaho Department of Labor
317 W. Main St.
Boise, ID 83735
208-332-3570 ext.3318
208-332-7417 fax
E-Mail: jcardenas@labor.state.id.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment claims may be filled out at any of the Job Service offices located around the state or on-line at the Idaho Department of Labor's web site.

Contact:

Jean Hull, Unemployment Insurance Division Administrator
Idaho Department of Labor
317 W. Main St.
Boise, ID 83735
208-332-3570 ext. 3267
208-332-7417 fax
E-Mail: JHULL@jobservice.us
Web Site: <http://www.labor.state.id.us/>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

An individual should complete a Bureau of Criminal Identification Idaho Personal Criminal History Records Check form and attach a completed fingerprint card to obtain a certified copy of a criminal record. A \$10 fee payable to the "Idaho State Police" is required as well. Forms are available from the web site listed below.

Contact:

Bureau of Criminal Identification
Idaho Department of Law Enforcement
P.O. Box 700
700 S. Stratford Drive
Meridian, ID 83680
208-884-7130
208-884-7193 fax
Web Site: www.isp.state.id.us/identification/crime_history/

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Lawrence Wasden, Attorney General
Statehouse
700 W. Jefferson St.
P.O. Box 83720
Boise, ID 83720
208-334-2400
208-334-2530 fax
Web Site: <http://http://www2.state.id.us/ag/>

IV. State Department of Corrections

Idaho Department of Correction

Idaho Department of Correction (IDOC) is controlled by a three-member board appointed for a six-year term by the Idaho Governor. IDOC utilizes a team case management approach, including uniformed and non-uniform staff, as well as social services and psychological staff. Core programs include cognitive programs to encourage self change, living-social skill programs, substance abuse programs, pre-release and ancillary programs such as anger management, life skills and financial management. Offenders released on parole must participate in community release for at least six months prior to release. Few vocational training programs are available. IDOC relies on the Vocational Rehabilitation Program of Idaho to provide additional training.

Contact:

Ginger Wright, Program Coordinator
Idaho Department of Correction
1299 N. Orchard St., Suite 110
Boise, ID 83706
208-658-2000
208-327-7485 fax
E-Mail: inquiry@corr.state.id.us
Web Site: <http://www.corrections.state.id.us/>

V. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Courts in Idaho appoint attorneys as needed for indigent defendants.

B. Legal Services

Contact:

Idaho Legal Aid
310 North 5th St.
Boise, ID 83701
208-345-0106

Contact:

Idaho Volunteer Lawyers Program
P.O. Box 895
Boise, ID 83701
208-334-4510

Contact:

University of Idaho, College Law School, Legal Clinic
208-885-6541

C. State Bar Association

Contact:

Diane K. Minnich, Executive Director
Idaho State Bar and Idaho Law Foundation
P.O. Box 895
Boise, ID 83701
208-334-4500
208-334-4515 fax
E-Mail: dminnich@isb.state.id.us
Web Site: <http://www.state.id.us.isb/>

VI. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.



Idaho Division of Vocational Rehabilitation

The Idaho Division of Vocational Rehabilitation (IDVR) is a state agency governed by the Idaho State Board of Education. It has taken a proactive stance in assisting inmates transitioning back into the community and the world of work. The agency works with individuals with criminal records and the Department of Probation and Parole to obtain employment through vocational guidance and counseling, assessment, training, and job development and placement.

Contact:

Roger Button
Idaho Division of Vocational Rehabilitation
P.O. Box 83720
650 W. State St., Room 150
Boise, ID 83720
208-334-3650
Web Site: www.state.id.us/idvr

IdahoWorks

The IdahoWorks Career Center is the primary point of access to more than 17 programs offered to meet the needs of workers, students and businesses. A variety of self-service options, a comprehensive resource center, and staff are available at each career center.

Contact:

Roger B. Madsen, Director
Iowa Department of Labor
317 W. Main St.
Boise, ID 83735
208-334-6112
208-334-6430 fax
E-Mail: RMADSEN@jobservice.us
Web Site: www.idahoworks.org/IW_career.shtml

HOME

ILLINOIS

I. Illinois Department of Employment Security

Contact:

Brenda Russell, Director
Illinois Department of Employment Security
401 S. State St., Floor 6
Chicago, IL 60605
312-793-9274
Web Site: <http://www.ides.state.il.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Applications for federal bonding can be obtained through any Illinois Department of Employment Security (IDES) office or Illinois Employment Training Center (IETC)

Contact:

Luz Croswell, Bonding Services Coordinator
Illinois Department of Employment Security
33 South State St., 8th Fl
Chicago, IL 60603
312-233-4910
312-793-1778 fax
Web Site: <http://www.ides.state.il.us/>

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Mary Glusak, WOTC Coordinator
Illinois Department of Employment Security
401 S. State St., #7 North
Chicago, IL 60605
312-793-6805
312-793-5151 or 312-793-1778 fax

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Forms and information may be obtained at any local Illinois Employment and Training Center and via the internet at the web site listed below. (See also Section VII of this site "Local Service Providers.")

Contact:

888-337-7234 (IDES) or 888-367-4382 (IETC)

Web Site: www.ides.state.il.us/

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

The state of Illinois only permits complete rap sheets to be reviewed through a process called Access and Review by an official reviewing agency such as any law enforcement agency (police or sheriff department) or correctional facility. An individual must fill out an Access and Review Card and provide a full set of fingerprints. Agencies may charge a fee for access and review requests. (The fee may be waived if the person can demonstrate indigency.) The reviewing agency will contact the person within 90 days to review the record. The person cannot keep a copy of the records; however, he or she can copy the information. The reviewing agency should inform the person of the right to challenge any or all of the information contained on the rap sheet. -or- To request conviction information from the Bureau of Information, a non-fingerprint or fingerprint request can be made directly to the Illinois Bureau of Identification. Non-Fingerprint Conviction Information Request-Form ISP6-405B: Provides a search of the Illinois State Police computerized criminal history record files to produce a subject record which matches identifiers used in the search (e.g., name, sex, race, and date of birth). The fee is \$12. Fingerprint Conviction Information Request-Form ISP6-404B: Provides a fingerprint-based criminal history search of the Illinois State Police computerized criminal history record files and confirms a positive identification of the subject to whom the fingerprints contained on the fingerprint request form belong. The fee is \$14.

Contact:

Illinois State Police, Bureau of Identification

Fee Processing Unit

260 N. Chicago St.

Joliet, IL 60431

815-740-5216

Web Site: www.isp.state.il.us/ucia0001.html

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Lisa Madigan, Attorney General
James R. Thompson Center, Floor 12
100 W. Randolph St.
Chicago, IL 60601
312-814-3000
Web Site: www.ag.state.il.us/

IV. State Department of Corrections

Illinois Correctional Industries

Illinois Correctional Industries (ICI) provides products designed and manufactured by adults incarcerated in the Illinois correctional system. ICI operates factories, farms, and service programs throughout the state. These enterprises employ more than 1,700 prisoners. The products and services produced at the numerous plants and farms located across the state range from data entry services to traditional/contemporary wood furniture to food products. Correctional Industries plants also produce city and highway signs, a wide selection of men's and women's garments, silk-screen/embroidery, complete range of maintenance supplies, and eyeglasses.

Contact:

Illinois Correctional Industries
1301 Concordia Court
P.O. Box 19277
Springfield, IL 62794

Illinois Department of Corrections

The Illinois Department of Corrections (IDOC) operates 12 work release centers called Adult Transitional Centers (ATC). Two of the centers are for women. Inmates who are within two years of their release date and classified as minimum-security risks may apply for placement at an ATC through their facility counselor. IDOC is very selective about who may be transferred. Once an inmate is placed in an ATC, s/he must work or go to school and return to the center when not engaged in an approved activity in the community. The addresses and phone number of the Adult Transitional Centers are available by calling 217-526-0844 or visiting the following the web site: www.idoc.state.il.us/Institutions/addresses.htm.

Contact:

Donald N. Snyder, Jr., Director
Illinois Department of Corrections
1301 Concordia Court
P.O. Box 19277
Springfield, IL 62794-9277
217-522-2666
Web Site: <http://www.idoc.state.il.us/>

V. Illinois Department of Corrections

Bureau of Field Operations

The Bureau of Field Operations supervises all adult and juvenile parolees as well as those inmates who are in their homes on electronic monitoring. Parole agents are assisted by the Placement and Resource Unit (PRU) which provides programming for parolees. The PRU develops and monitors drug and mental health treatment programs and then monitors their effectiveness throughout the year. The PRU also develops residential placement, emergency housing, and educational and vocational programs for all field operations clients.

Contact:

Bureau of Field Operations
Illinois Department of Corrections
1301 Concordia Court
P.O. Box 19277
Springfield, IL 62794-9277
217-522-2666

Illinois Probation Services

The Probation Services Division of the Supreme Court of Illinois provides services to chief judges and probation staff in all circuits. The purpose of the Division of Probation is the development, establishment, promulgation and enforcement of uniform standards for probation services in the state. Probation offices are located throughout Illinois in county districts. Probation staff supervise juvenile and adult offenders sentenced to a term of court supervision or probation by the county court system. The probation officers monitor the offender's compliance to court-ordered conditions of probation and ensure that probationers receive other needed services.

Contact:

James Grundel, Assistant Director
Probation Services Division
Administrative Office of the Illinois Courts
816 S. College St.
Springfield, IL 62704
217-785-0413
Web Site: www.state.il.us/court/Administrative/Structure.htm#Probation

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Office of the State Appellate Defender
P.O. Box 5780
400 S. Ninth St., Suite 201
Springfield, IL 62705
217-782-7203
217-782-5385 fax

B. Legal Services

The website, www.IllinoisLawHelp.Org, provides important legal information and referrals for residents of Illinois.

Land of Lincoln Assistance Foundation provides free legal services in 65 counties in central and southern Illinois. All persons should contact Land of Lincoln's Legal Advice and referral center at 1-877-342-7891 between the hours of 9:00 a.m. to 1:30 p.m. Monday through Friday to speak to an attorney.

Contact:

Land of Lincoln's Legal Advice
877-342-7891
Web Site: <http://www.lollaf.org/>

The Legal Assistance Foundation of Metropolitan Chicago represents clients living in the City of Chicago and suburban Cook County.

Contact:

Central Intake Office
Legal Assistance Foundation of Metropolitan Chicago
111 W. Jackson Blvd., Suite 300
Chicago, IL 60604-3502
312-341-1070
312-341-1041 fax
Web Site: <http://www.lafchicago.org/>

Prairie State Legal Services offer free legal services through 11 offices serving 36 counties in northern and central Illinois. Services are also available in Will County through Prairie State's sub-grantee, Will County Legal Assistance Program, Inc. A list of offices is available on their web site.

Contact:

Prairie State Legal Services
975 N. Main St.
Rockford, IL 61103
815-965-2134
Web Site: <http://www.prairiestatelegal.org/>

Cabrini Green Legal Aid Clinic assists clients in expunging criminal records.

Contact:

Cabrini Green Legal Aid Clinic
206 W. Division St.
Chicago, IL 60610
312-266-1345

C. State Bar Association

Contact:

Illinois Bar Center
424 S. 2nd St.
Springfield, IL 62701-1779
217-525-1760 or 800-252-8908 (referrals)
217-525-0712 fax
Web Site: <http://www.illinoisbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Illinois Employment and Training Centers

Illinois Employment and Training Centers offer career counseling, including personalized career planning, interest and skills testing, resume development, and interviewing skills assistance. Computers, printers, fax machines and copiers are also available for use in job searches.

Contact:

Roderick Nunn, Executive Deputy Director
Workforce Development
Illinois Department of Employment Security
850 E. Madison St.
Springfield, IL 62702
888-337-7234 (IDES Telephone Information System) or 888-367-4382 (IETC Office)
Web Site: www.ides.state.il.us/

Safer Foundation

The Safer Foundation is a not-for-profit community-based organization that works with incarcerated offenders, parolees and individuals with criminal histories to ensure their successful rehabilitation and return to the community. Safer offers peer-center teaching that focuses on education, job training, social skills, and job placement support. It also offers specialized case management and post placement support for a full year following job placement.

Contact:

Safer Foundation
571 W. Jackson Blvd.
Chicago, IL 60661
312-922-2200
312-922-0839 fax
E-Mail: info@saferfoundation.org
Web Site: <http://www.safer-fnd.org/>

Agency Metropolitan Program Services

Agency Metropolitan Program Services is part of the North Lawndale Industrial Development Team. It promotes and supports economic growth and health of the community with an emphasis on employment and training programs, economic development and affordable housing issues, education, and other corresponding factors.

Contact:

Steve Kidd, Executive Director
Agency Metropolitan Program Services
3210 W. Arthington
Chicago, IL 60624
773-533-0242
773-533-0243 fax
Web Site: www.nlidt.com/corridor_assets/nlidt/amps.html

Prison Action Committee/Community Re-Entry Program (CRP)

Prison Action Committee/Community Re-Entry (CRP) is dedicated to assisting returned offenders in making successful transitions back into family and community life. The CRP will create training and job opportunities for returning offenders, based upon their knowledge and skills. The program structure of the CRP consists of four components: . Mental health development . GED/vocational training (specifically areas where people have obtained some training while in prison) . Job creation/business ventures . Low-income housing development

Contact:

Prison Action Committee/Community Re-Entry Program
661 E. 79th St.
Chicago, IL 60619
773-874-7390
773-874-7392 fax
Web Site: www.members.tripod.com/TheFreedomTrain

STRIVE Chicago Employment Service, Inc. - South

STRIVE provides the following programs: (1) Job Readiness Training Program, a free four-week training that prepares individuals to enter the workforce and build stable work histories; (2) Job Training and Economic Development (JTED) Health Care Industry, in which participants receive paid on-the-job training, certificate of completion, state certification and employee benefits (this program is not available to people with felony convictions or current drug use); (3) Fathers at Work Initiative, designed to assist non-custodial fathers with placement assistance, post-placement services, support services, and career advancement services; (4) Food Placement, a free four-week training program with Eures Dining Services located at Roosevelt University, during which clients receive experience in Food Service, and receive a certificate of completion for each component successfully completed; (5) Hospitality Academy, a free high quality employment training to career oriented individuals who are seeking employment within the hospitality industry; (6) Women Focus Groups; and (7) a Walgreens Training Program, a partnership between STRIVE and Walgreens drug stores to provide on-site customer service/retail training.

Contact:

Cheryl Bland Winbush, Director

STRIVE South

4910 S. King Dr.

Chicago, IL 60615

312-624-9700

312-624-9734 fax

E-Mail: sealb_99@yahoo.com

Web Site: <http://http://strive.ccts.cs.depaul.edu>

STRIVE Chicago Employment Service, Inc. - West

STRIVE provides the following programs: (1) Job Readiness Training Program, a free four-week training that prepares individuals to enter the workforce and build stable work histories; (2) Job Training and Economic Development (JTED) Health Care Industry, in which participants receive paid on-the-job training, certificate of completion, state certification and employee benefits (this program is not available to people with felony convictions or current drug use); (3) Fathers at Work Initiative, designed to assist non-custodial fathers with placement assistance, post-placement services, support services, and career advancement services; (4) Food Placement, a free four-week training program with Eures Dining Services located at Roosevelt University, during which clients receive experience in Food Service, and receive a certificate of completion for each component successfully completed; (5) Hospitality Academy, a free high quality employment training to career oriented individuals who are seeking employment within the hospitality industry; (6) Women Focus Groups; and (7) a Walgreens Training Program, a partnership between STRIVE and Walgreens drug stores to provide on-site customer service/retail training.

Contact:

Mary Anne Edwards, Director

STRIVE West

1116 N. Kedzie Ave.

Chicago, IL 60651

312-645-7300

312-645-7301 fax



STRIVE Chicago Employment Service, Inc. - North

STRIVE provides the following programs: (1) Job Readiness Training Program, a free four-week training that prepares individuals to enter the workforce and build stable work histories; (2) Job Training and Economic Development (JTED) Health Care Industry, in which participants receive paid on-the-job training, certificate of completion, state certification and employee benefits (this program is not available to people with felony convictions or current drug use); (3) Fathers at Work Initiative, designed to assist non-custodial fathers with placement assistance, post-placement services, support services, and career advancement services; (4) Food Placement, a free four-week training program with Eurest Dining Services located at Roosevelt University, during which clients receive experience in Food Service, and receive a certificate of completion for each component successfully completed; (5) Hospitality Academy, a free high quality employment training to career oriented individuals who are seeking employment within the hospitality industry; (6) Women Focus Groups; and (7) a Walgreens Training Program, a partnership between STRIVE and Walgreens drug stores to provide on-site customer service/retail training.

Contact:

Ms. Andi Drileck, Director
STRIVE North
1927 W. Howard St.
Chicago, IL 60626
312-465-5900
312-465-6604 fax

Chicago Jobs Council

The Chicago Jobs Council (CJC) is an organization of over 100 community-based organizations, civic groups, businesses and individuals. CJC works with its members to ensure access to employment and career advancement opportunities for people in poverty. CJC pursues its goals through advocacy, applied research, public education and capacity-building initiatives focused on influencing the development or reform of public policies and programs. The members of CJC are direct service practitioners, advocates, researchers and employers.

Contact:

Robert E. Wordlaw, Executive Director
Chicago Jobs Council
29 E. Madison St., Suite 1700
Chicago, IL 60602
312-252-0460
312-252-0099 fax



North Lentil Employment Network

The North Lentil Employment Network strives to improve the employment opportunities of North Lentil residents by identifying their needs, providing technical assistance to both employers and potential employees, and building relationships among employment and training providers, social service agencies, and community groups. NLEN is collaborating on several projects to prepare people with criminal records for the workforce, educate residents about job opportunities in health care, provide a method to assess the readiness of job applicants, implement a cognitive-based work readiness curriculum ("Working It Out"), and strengthen North Lawndale's economic viability through industrial development, job placement, and job creation.

Contact:

Brenda Palms Barber, Executive Director
North Lentil Employment Network
2653 W. Ogden Ave.
Chicago, IL 60608
773-257-5041
773-257-6145 fax
Web Site: <http://www.nlidt.com/>

Goodwill Industries of Metropolitan Chicago

Goodwill Industries of Metropolitan Chicago works with individuals with criminal histories offering the following services: intake and assessment; pre-employment skills training; occupational skills training; job placement services; and workplace follow-up services. Individuals with criminal records are referred to Goodwill Industries from the Illinois Department of Corrections. Areas of training include: housekeeping/environmental services; office skills; food service; graphic design; added skills assistance program for the deaf and hard of hearing; basic bank skills; and career development.

Contact:

Stacey Bell, Receptionist
Goodwill Industries of Metropolitan
1001 West Van Buren
Chicago, IL 60607
312-491-2900
312-491-2901 fax
E-Mail: info@goodwillsew.com
Web Site: <http://www.goodwillsew.com/>

CARA Program

The CARA Program assists the homeless and at-risk populations by providing comprehensive training, permanent job placement and critical support services. The CARA Program requires participants to be homeless and/or “at risk”, drug free for at least 4 months, mentally stable, able to work (i.e. child care, ID’s), motivated and able to demonstrate their desire to return to a life of self-sufficiency. Individuals with criminal histories cannot have convictions of serious violent felonies, sexual convictions, or 3 felony convictions within the past 7 years. Referrals are made by shelters, Department of Social Services, Mayor’s Office of Workforce Development and former participants.

Contact:

Puja Wadehra, Intake Specialist
Eric Weinheimer, Executive Director
The CARA Program
703 West Monroe
Chicago, IL 60661
312-382-0267, 312-798-3309 intake
312-382-0268 fax
Web Site: <http://www.thecaraprogram.org/>

Women’s Self Employment Project

The Women’s Self Employment Project (WESP) provides entrepreneurial training to women primarily from low-income and minority communities. Payment for services is based on a sliding ability-to-pay scale. The organization is developing a pilot program for clients with criminal records. This program will help motivated women learn how to start and run a business as an alternative to getting employed by someone else. A member of the Illinois Department of Corrections serves on the Advisory Board and will act as the program’s referral liaison.

Contact:

Roopa Akkineni
Women’s Self Employment Project
11 S. LaSalle, Suite 1850
Chicago, IL 60606
312-606-8255 ext. 131
312-606-9215 fax
E-Mail: rakkineni@wsep.com
Web Site: <http://www.wsep.net/>

Chicago Law Project

The Chicago Law Project is an initiative of The Welfare to Work Partnership to assist businesses hire, retrain and advance entry-level workers. The Law Project is designed to help law firms meet their needs in terms of recruiting, hiring, training and retaining staff. Participants complete a 13-week training curriculum covering hard and soft skills specific to working in a law firm. A paid internship as well as a mentor is provided. At the end of the training, candidates are placed with a law firm and receive support skills for an additional year.

Contact:

Thressa Connor-McMahon, Vice President
Welfare to Work Partnership-Business Resource Group
500 N. Dearborn, Suite 300
Chicago, IL 60610
312-245-9765
Web Site: <http://www.welfaretowork.org/>

St. Leonard's Ministries

St. Leonard's Ministries provides comprehensive residential and case management services to individuals recently released from prison. The agency offers three residential programs. In addition to housing, programs available include case management, psychological and substance abuse counseling, medical and mental health referrals, education and recreational programs, and programs to strengthen family relationships and address reconciliation. St. Leonard's works in conjunction with various other agencies to achieve successful employment for its clients. An application is required for program acceptance and is available by calling the general information line.

Contact:

Patricia Taylor, Assistant Program Director
St. Leonard's Ministries
2100 W. Warren Blvd
Chicago, IL 60612
312-738-1414
Web Site: <http://www.slministries.org/>

Affirmation House

Affirmation House works with men over the age of 38 years. Individuals are picked up at the correctional facility gate and transported to Affirmation House where they are enrolled in "A Different Approach Program" (ADAP). Affirmation House provides employment placement assistance. Affirmation House is a program in its infancy and currently can only work with 22 men. Plans are underway to expand the program.

Contact:

Sandi Brown, President
Arthur Young, Executive Director
Affirmation House
11842 South Yale
Chicago, IL 60628
773-443-7440
773-955-1138 fax
E-Mail: sanemploy1@juno.com

INDIANA

I. Indiana Department of Labor

Contact:

John Griffin, Commissioner
Indiana Department of Labor
Indiana Government Center - South
402 W. Washington St., Room W195
Indianapolis, IN 46204
317-232-2655
317-233-3790 fax
Web Site: www.in.gov/labor

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Linda Hendricks, Bonding Services Coordinator
Indiana Department of Workforce Development
10 N. Senate Ave., Rm 307
Indianapolis, IN 46204
317-233-4910
317-233-2679 fax
E-Mail: Lhendricks@dwd.state.in.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Sean Blancaneaux, Work Opportunity Tax Credit Coordinator
Indiana Department of Workforce Development
10 N. Senate Ave.
Indianapolis, IN 46204
317-232-7186
317-233-2679 fax

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

To file an initial claim for unemployment insurance, one must go to the nearest Indiana Workforce Development Unemployment Insurance office. Indiana law requires one to register for work at an Indiana Workforce Development office. Locations of local WorkOne offices are available on the web site or through the toll-free number listed below.

Contact:

888-967-5663

E-Mail: workone@dwd.state.in.us

Web Site: www.in.gov/dwd

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

To request a copy of a criminal history report, one must submit Indiana state form #8053 or a letter requesting full criminal history information, a fingerprint card completed by a law enforcement agency and a \$10 certified check or money order made payable to the "Indiana State Police."

Contact:

Indiana State Police

Central Repository

100 N. Senate Ave.

Indianapolis, IN 46204

371-232-8262

Web Site: www.in.gov/isp/lch

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Steve Carter, Attorney General
Indiana Government Center South, 5th Floor
302 W. Washington St.
Indianapolis, IN 46204
317-232-6201
Web Site: www.ai.org/hoosieradvocate

IV. State Department of Corrections

Prison Industry Program

More than 2,000 inmates are employed in various enterprises within Prison Enterprises Network (PEN Products). Industries include: remanufacture automotive parts; food processing including frozen meat /poultry products and dairy products; metal furniture and shelving; institutional clothing; janitorial and laundry products; computer aided drafting (CAD); data conversion-GIS; printing; engraving; signage; park furniture; office and wood furniture; commercial laundry services; data entry; coil assembly; and electronic component assembly. Indiana also participates in the Prison Industries Enterprises (PIE) federal program. Offenders in this program are paid the prevailing wage for the job, but are also responsible for paying room and board to the state, federal and state taxes, victim's restitution, and family/child support.

Contact:

Nancy Broglin, Division Director
PEN Products
Indiana Department of Correction
6075 Lakeside Blvd.
Indianapolis, IN 46278
317-388-8580
E-Mail: nbroglin@pen.doc.state.in.us
Web Site: www.in.gov/indcorrection/industries.html

Work Release Program

Inmates incarcerated through the Indiana Department of Correction (IDOC) are eligible for work release when they have less than two years remaining on their sentence. Individuals convicted of violent or sex offenses are restricted from participation in the work release program. There are two male and one female work release facilities in Indiana.

Pre-Release Program

Participation in a pre-release program is mandatory for all Indiana prisoners. In addition to obtaining documents such as birth certificates and social security cards, prisoners engage in 80 hours of curriculum that includes anger management, cognitive thinking, budget and financial management. Housing, educational and vocational training needs are considered as well.

Contact:

Evelyn Ridley-Turner, Commissioner
Indiana Department of Corrections
302 W. Washington St., IGCS, Room E334
Indianapolis, IN 46204
317-232-5780
E-Mail: ppattison@coa.doc.state.in.us
Web Site: www.in.gov/indcorrection/

Post-Release Program

The post-release program in Indiana is known as the Community Transition Program (CTP). Most offenders are eligible for CAP with few exceptions. Programs available may include work release, home detention, electronic monitoring, day reporting, substance abuse treatment and regular reporting to a probation officer. Offenders are transferred to their home county for CTP participation anywhere from 60 to 180 days prior to the earliest projected release date. The purpose of this program is to allow an offender time to re-enter the community while still being subject to criminal justice supervision.

Contact:

Dale Kantz, Program Manager
Indiana Department of Correction
Community Transition Program
302 W. Washington St., Room W341
Indianapolis, IN 46204
317-234-0194
Web Site: <http://http://www.IN.gov/indcorrection/>

V. Indiana Department of Correction

Parole supervision is under the direction of the Indiana Department of Correction. The parole board only determines the release date of those offenders still in custody who were sentenced prior to 1977. Under current sentencing structures, offenders may reduce their sentence by one day for each day served by earning “credit time” via participation in educational programs or obtaining vocational training and substance abuse treatment. Time spent on parole supervision depends on the date of sentencing. Offenders sentenced prior to July 1991 serve one year on parole supervision; offenders sentenced after June 20, 1991 serve two years on parole supervision.

Contact:

Pam Pattison, Media and Public Relations Director
Indiana Department of Correction
302 W. Washington St., IGCS, Room E334
Indianapolis, IN 46204
317-232-5780
E-Mail: ppattison@coa.doc.state.in.us
Web Site: www.in.gov/indcorrection

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Susan Carpenter
Office of the State Public Defender
One N. Capitol Ave., #800
Indianapolis, IN 46204
317-232-2475
317-232-2307 fax

B. Legal Services

Contact:

Colleen Cotter, Director
Indiana Justice Center
Curry Building, 2nd Floor
276 W. 7th St.
Bloomington, IN 47404
812-339-7668
812-339-2081 fax
Web Site: <http://www.indianajustice.org/>

C. State Bar Association

Contact:

Thomas A. Pyrz, Executive Director
Indiana State Bar Association
230 E. Ohio St., 4th Floor
Indianapolis, IN 46204-2199
317-639-5465
317-266-2588 fax
E-Mail: isbaadmin@inbar.org
Web Site: <http://www.inbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

WorkOne Centers

WorkOne Centers offer a wide range of employment and training services through the Indiana Department of Workforce Development. Other specific services are also available at the WorkOne Express offices. The locations of both types of centers are available at the web site listed below.

Contact:

Craig Hartzer, Commissioner
Indiana Department of Workforce Development
Indiana Government Center South
10 N. Senate Ave.
Indianapolis, IN 45204
317-232-7670
317-233-4793 fax
Web Site: www.in.gov/dwd/overview.shtm

Next Step Programs

Next Step Programs is a division of the Fletcher Place Ministry. The first program, Survival Skills, is a ten-week series of seminars that teach basic day-to-day life skills. Upon graduation from Survival Skills, computer training, writing workshops and job placement assistance are available. Each series of seminars can accommodate a total of 15 participants.

Contact:

Theresa Wood Hoyt, Director
The Adult Center for Education, a Fletcher Place Ministry
1831 E. Prospect Ave.
Indianapolis, IN 46203
317-916-1427
317-916-0892 fax
Web Site: www.gbqm-umc.org/fpce/page5.html

Public Action in Correctional Effort

Public Action in Correctional Effort (PACE) offers case management and counseling to individuals with criminal histories seeking assistance with employment, housing, food, clothing and personal problems. Job seeking skills are taught, and job referrals are maintained for client use. PACE works with state-level offenders.

Contact:

J.T. Ferguson, Executive Director
Public Action in Correctional Effort
1426 W. 29th St., Suite 101
Indianapolis, IN 46208
317-612-6800
317-612-6811 fax
Web Site: www.imcpl.org/cgi-bin/irnfull.pl

Prison Ministries of Indiana

Prison Ministries of Indiana provides assistance to recently released inmates in the form of information and referral to needed services, placement in job training programs, as well as providing assistance in obtaining housing, food and clothing.

Contact:

Prison Ministries of Indiana
1205 E. New York St.
Indianapolis, IN 46202
317-964-1622
317-964-1612 fax
E-Mail: mail@prisonministries.info
Web Site: <http://www.prisonministries.info/>

Offender Aid and Restoration

Offender Aid and Restoration (OAR) provides a GED program, substance abuse therapy information and referral to needed services and placement in job training programs. It also offers pre-release planning and follow-up to ensure successful re-entry into the community. This program is merging with the PACE program (see entry above) and will serve the Marion County jail population only.

Contact:

J.T. Ferguson, Executive Director
Offender Aid and Restoration
1426 W. 29th St., Suite 101
Indianapolis, IN 46208
317-612-6804
317-612-6811 fax
Web Site: www.impcl.org/cgi-bin/irnfull.pl

Dismas House of Michiana

Dismas House of Michiana provides transitional housing and support services to recently released men and women. Services provided include room and board, transportation, job referrals, life skills counseling and drug/alcohol counseling referrals. All residents pay program fees and are expected to gain employment within two weeks of arrival at Dismas House.

Contact:

Maria Kaczmarek, Director
Dismas of Michiana
521 S. St. Joseph St.
P.O. Box 4571
South Bend, IN 46634
574-233-8522
Web Site: <http://www.dismas.org/>

Companions on the Journey

Companions on the Journey is an interfaith network providing practical, spiritual and emotional support to individuals returning to St. Joseph County, Indiana from incarceration. Volunteer faith teams are matched with a prisoner four to six months before release to develop an action plan for release. Volunteers are required to make a one to two year commitment to assist recently released prisoners reenter society.

Contact:

Rob Sambosky, Director
Companions on the Journey
Central United Methodist Church
1920 S. Michigan St.
South Bend, IN 46613
574-289-9130
E-Mail: companions@kconline.com
Web Site: www.centralnow.org/Companions.htm

Community Action Program

The Community Action Program (CAP) is a collaborative effort of Public Action in Correctional Effort (PACE) and Offender Aid Restoration (OAR). CAP works within neighborhoods to identify resources for individuals with criminal records. Their goal is to coordinate efforts and maximize resources of community and faith-based organizations, as well as to identify businesses that are willing to employ individuals with criminal records. In addition to direct job placement, CAP assists clients in obtaining clothing, enrolling in training programs, obtaining housing and securing transportation.

Contact:

Michelle Williams, CAP Program Coordinator
PACE/OAR
3214 Hovey Street
Indianapolis, IN 46218
317-283-5979
E-Mail: prov31mdw@yahoo.com

IOWA

I. Iowa Workforce Development

Contact:

Richard V. Running, Director
Iowa Workforce Development
1000 E. Grand Ave.
Des Moines, IA 50319
515-281-3447
515-281-4698 fax
E-Mail: IWD.CustomerService@iwd.state.ia.us
Web Site: <http://www.iowaworkforce.org/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

John Williams, Bonding Services Coordinator
Iowa Workforce Development
150 Des Moines St.
Des Moines, IA 50309
515-281-9097
515-281-9096 fax
E-Mail: john.williams@iwd.state.ia.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Lisle Goode, Work Opportunity Tax Credit Coordinator
Iowa Workforce Development
Administrative Center
150 Des Moines St.
Des Moines, IA 50319
515-281-9023
515-281-9096 fax
E-Mail: lisle.goode@iwd.state.ia.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

The preferred method of filing for unemployment benefits in Iowa is online. Internet access is available at public libraries, union hall or the nearest Workforce Development Office Resource Center. Initial claims may also be filed at the local Workforce Development Center, calling the Unemployment Insurance Service Center at 877-891-5644 (outside the Des Moines area) or 281-4199 (within the Des Moines area), or with the applicant's former employer.

Contact:

Iowa Workforce Development

1000 E. Grand Ave.

Des Moines, IA 50319

800-JOB-IOWA or 515-281-5387

E-Mail: [uicclaimshelp@iwd.state.ia.us%20\(Unemployment%20Insurance%20Claims%20Help\)](mailto:uicclaimshelp@iwd.state.ia.us%20(Unemployment%20Insurance%20Claims%20Help))

Web Site: <http://www.iowaworkforce.org/>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

To obtain a copy of a criminal record in Iowa, one must submit a Criminal Record Request form and billing form. Both documents are available at the web site listed below or at the Iowa Department of Public Safety. There is a \$13 fee per request.

Contact:

Bureau of Identification

Division of Criminal Investigation

Iowa Department of Public Safety

Wallace State Office Building

Des Moines, IA 50319

515-281-5138

E-Mail: cchinfo@dps.state.ia.us

Web Site: www.state.ia.us/government/dps/dci/records.htm

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Tom Miller, Attorney General
Hoover State Office Building
1305 E. Walnut
Des Moines, IA 50319
515-281-5164

IV. State Department of Corrections

Iowa Prison Industries

Iowa Prison Industries operates in three of the correctional facilities in Iowa. Items manufactured include metal and wood furniture, housekeeping and laundry supplies, clothing and mattresses, and road signs. Other vocational training opportunities include graphic arts/printing, document conversion, high-speed duplicating and auto body repair.

Contact:

Roger L. Baysden, Deputy Director
Iowa Prison Industries
Iowa Department of Corrections
420 Watson Powell, Jr. Way
Des Moines, IA 50309
515-242-5705
515-242-5779 fax
E-Mail: roger.baysden@doc.state.ia.us
Web Site: <http://www.iaprisonind.com/>

Iowa Department of Corrections

Iowa has nine correctional facilities housing a population of approximately 7,800 inmates. Pre-release programs are available at most facilities, but not all. These transitional programs include employment readiness, i.e. resume preparation, interview techniques, obtaining important documents such as birth certificates and Social Security cards, and counseling on how to deal with family issues when returning to a family situation. Other prison programs include sex offender treatment, substance abuse services and cognitive learning skills.

Contact:

Gary D. Maynard, Director
Iowa Department of Corrections
420 Watson Powell, Jr. Way
Des Moines, IA 50309
515-242-5702 (General Information)
515-281-7345 fax
Web Site: <http://www.doc.state.ia.us/>

V. Iowa Board of Parole

The Board of Parole in Iowa has the responsibility to release offenders to parole or to community corrections, also known as work release. Each offender is seen on an annual basis for parole or community correction release. Average time in community corrections is six months.

Contact:

Clarence Key, Jr., Executive Director
Iowa Board of Parole
420 Keo Way
Holmes Murphy Building
Des Moines, IA 50309
515-242-5757
Web Site: <http://www.bop.state.ia.us/>

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Thomas G. Becker, State Public Defender
Administrative Office
4th Floor, Lucas Building
321 E. 12th St.
Des Moines, IA 50319
515-242-6158
515-281-7289 fax
Web Site: <http://www.spd.state.ia.us/>

B. Legal Services

Contact:

Dennis Groenenboom, Executive Director
Legal Services Corporation of Iowa
1111 Ninth St., Suite 230
Des Moines, IA 50314
515-243-2151
515-246-6075 fax
E-Mail: dgroenenboom@iowalaw.org

C. State Bar Association

Contact:

Dwight Dinkla, Executive Director

Iowa State Bar Association

521 E. Locust, Suite 300

Des Moines, IA 50309

515-243-3179

515-243-2511 fax

E-Mail: isba@iowabar.org

Web Site: <http://www.iowabar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Iowa Workforce Development

Iowa Workforce Development (IWD) has over 50 centers statewide. The locations of these offices are available on the website which also includes job listings and labor market data.

Contact:

Iowa Workforce Development

1000 E. Grand Ave.

Des Moines, IA 50319

515-281-4748

E-Mail: IWD.CustomerService@iwd.state.ia.us

Web Site: <http://www.iowaworkforce.org/>

Safer Foundation - Iowa

The Safer Foundation whose main headquarters are in Chicago, IL operates a program in Davenport. An individualized approach to each client is utilized assisting with employment services, substance abuse treatment when necessary, education, case management and/or other support services, as needed. Contacts outside the organization are made when necessary. A job counselor is assigned to each client for at least one year post-job placement.

Contact:

Safer Foundation

Davenport Iowa Adult Program

131 W. 3rd St.

Davenport, IA

563-322-7974

Web Site: <http://www.safer-fnd.org/>



Microenterprise Training for Women in Corrections

Microenterprise Training for Women in Corrections, part of the Institute for Social and Economic Development, provides entrepreneurial training to women in prison. The program focuses on helping women utilize their talents and skills upon release from incarceration in starting small businesses, obtain quality jobs and build financial assets.

Contact:

Christine Mollenkoph-Pigsley, Director of Microenterprise

Institute for Social and Economic Development

910 23rd Avenue

Coralville, IA 52241

319-338-2331

319-338-5824 fax

Web Site: www.ised.org/economicdevelopment/WomenInCorrections.asp

HOME

KANSAS

I. Kansas Department of Human Resources

Contact:

Richard Beyer, Secretary
Kansas Department of Human Resources
401 SW Topeka Blvd.
Topeka, KS 66603
795-296-5000
E-Mail: rbeyer@hr.state.ks.us
Web Site: www.hr.state.ks.us/home

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Joyce Heiman, Bonding Services Coordinator
Job Service Administration
Kansas Department of Human Resources
401 SW Topeka Blvd.
Topeka, KS 66603-3182
785-296-7435
785-368-7108 fax
E-Mail: jheiman@hr.state.ks.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Joyce Heiman, WOTC Coordinator
Kansas Department of Human Resources
Division of Employment and Training
401 SW Topeka Blvd.
Topeka, KS 66603-3182
785-296-7435
785-296-1458 fax
E-Mail: jheiman@hr.state.ks.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment Insurance applications may be submitted via the on-line claims filing system or at one of the regional call centers. The Unemployment Insurance (UI) program is administered through the Employment & Training Division of the Kansas Department of Human Resources.

Contact:

E-Mail: kjl@hr.state.ks.us

Web Site: <http://www.kansasjoblink.application.ui-benefits.com/>

Contact:

Kansas City UI Call Center
P.O. Box 2089
Kansas City, KS 66110
913-596-3500
913-0287-1182 fax

Contact:

Topeka UI Call Center
P.O. Box 3539
Topeka, KS 66601
785-575-1460
785-296-3249 fax

Contact:

Wichita UI Call Center
P.O. Box 877
Wichita, KS 67201
316-383-9947
316-266-8674 fax

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

To obtain a copy of a criminal history record, one should mail a completed FBI Applicant Fingerprint card (form FD258) with a letter requesting a copy of a criminal history record to the address listed below. The letter should explain the purpose of the request. A \$10 fee is also required.

Contact:

Adult Records Unit
Kansas Bureau of Investigation
1620 SW Tyler St.
Topeka, KS 66612
785-296-8200
E-Mail: records@kbi.state.ks.us
Web Site: <http://www.kbi.state.ks.us/>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Phill Kline, Attorney General
120 SW 10th Ave., 2nd Floor
Topeka, KS 66612
785-296-2215
Web Site: <http://http://www.ink.org/public/ksag>

IV. State Department of Corrections

Prison Industry Program

There are two types of industry programs in Kansas. The traditional correctional industry is operated by the Department of Corrections and may sell its products only to other state agencies. Goods such as cleaning supplies, office furniture, metal goods and clothing are manufactured. The second type of industry is private correctional industries which are owned and operated by private companies that have their factories in or near a correctional facility. Inmates who work in this program must compete with other offenders for available jobs, submitting resumes and undergoing job interviews for available positions. These jobs also pay the federal minimum wage. Inmates must pay room and board, transportation to work sites and restitution of payment to the Crime Victims Compensation Fund, as well as state and federal taxes.

Contact:

Roger Haden, Deputy Secretary
Programs and Staff Development
Kansas Department of Corrections
4th Floor, Landon State Office Building
900 SW Jackson St.
Topeka, KS 66612
785-296-3317
785-296-0014 fax
Web Site: <http://http://docnet.dc.state.ks.us>

Work Release Program

Kansas has a work release program that is available to those offenders who are at minimum custody status, have a good institutional record, and are within a certain time before parole release. Most offenders spend six to nine months in a work release facility transitioning from a secure facility to the community at large. Offenders may also be referred to work release by the parole board prior to parole release to demonstrate his/her ability to function in society.

Contact:

Bill Miskell, Public Information Officer
Kansas Department of Corrections
4th Floor, Landon State Office Building
900 SW Jackson St.
Topeka, KS 66612
785-296-3317
785-296-0014 fax
Web Site: <http://http://docnet.dc.state.ks.us/>

Pre-Release Program

There is no pre-release program available at the present time for offenders in Kansas. The academic curriculum available at the facilities provide basic learning skills related to specific performance competencies required for successful employment and independent, responsible community living. Most programs available in Kansas are provided through private contractors and are monitored by the Kansas Department of Corrections.

Contact:

Bill Miskell, Public Information Officer
Kansas Department of Corrections
4th Floor, Landon State Office Building
900 SW Jackson St.
Topeka, KS 66612
785-296-3317
785-296-0014 fax
Web Site: <http://http://docnet.dc.state.ks.us/>

Post-Release Transitional Program

Post-release transitional programming is handled by the Parole Division of the Kansas Department of Corrections.

V. Kansas Department of Corrections

Division of Community and Field Services

Parole services are part of the Kansas Department of Corrections, Division of Community and Field Services. There are two types of parole supervision in Kansas depending on when the offender was sentenced. For those sentenced prior to September 1993, a release date and time on parole is determined by the parole board. For those sentenced after September 1993, there is a determinate sentence and a court ordered period, usually three to five years, of post release supervision. Recently released offenders must pay a fee for parole supervision. Employment assistance is offered by referrals to the Kansas One Stop Career Centers or directly to employers who are known to hire recently released offenders. Drug treatment and mental health services are available through a referral.

Contact:

Robert Sanders, Deputy Secretary
Community and Field Services
Kansas Department of Corrections
4th Floor, Landon State Office Building
900 SW Jackson St.
Topeka, KS 66612
785-296-3317
785-296-0014 fax
Web Site: <http://http://docnet.dc.state.ks.us>

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Patricia Scalia, Executive Director
State Board of Indigents' Defense Services
714 SW Jackson, Suite 200
Topeka, KS 66603
785-296-4505
785-291-3082 fax
Web Site: <http://www.sbids.org/>

B. Legal Services

Kansas Legal Services provides legal assistance to low-income people throughout the state. It also provides employment training services (see Section VII below).

Contact:

Roger McCollister, Executive Director
Kansas Legal Services
712 S. Kansas Ave., Suite 200
Topeka, KS 66603
785-233-2068
785-354-8311 fax
Web Site: <http://www.kansaslegalservices.org/>

C. State Bar Association

Contact:

Dennis Harwick, Executive Director
Kansas State Bar Association
1200 Harrison St.
P.O. Box 1937
Topeka, KS 66612
785-234-5696
785-234-3813 fax
E-Mail: info@ksbar.org
Web Site: <http://www.ksbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

One-Stop Career Center System

The Kansas One-Stop Career Center System is administered by the Division of Employment and Training of the Kansas Department of Human Resources. The centers are designed to provide maximum choices in employment, education, training, social service, and other services needed and wanted by the public. The center system has four outcome objectives. One is to make available to all population groups access to job seeking and employment development services. The second is customer choice, allowing job seekers and employer customers to choose select services appropriate to individual needs and interests. Service integration allows for seamless service to the customer and reduces duplication of effort for the service provider. The last objective is accountability. Centers are judged by measurable outcomes designed around customer needs. kansasjoblink.com is the on-line workplace information service for employers and job seekers. Assistance in creating and posting a resume, as well as job listings are available on-line.

Contact:

Steve Jack, Director
Division of Employment and Training
Kansas Department of Human Resources
401 SW Topeka Blvd.
Topeka, KS 66603
785-296-5000
E-Mail: kjl@hr.state.ks.us
Web Site: <http://www.kansasjoblink.com/>

Legal Services of Kansas

Kansas Legal Services, in addition to legal assistance, provides employment and life-skills training to low-income Kansans to help them acquire and maintain employment in seven locations across Kansas. The following programs are offered: (1) individual case management; (2) job success, life skills and job-readiness classes; (3) WORKs (to help farmers and ranchers transition to non-farm employment); (4) custom computer training (individual or group classes); and (5) office training and assessment program.

Contact:

Mary Bradshaw, Director of Employment Training Division
Kansas Legal Services
712 S. Kansas Ave., Suite 200
Topeka, KS 66603
785-233-7252
785-354-8311 fax
Web Site: <http://www.kansaslegalservices.org/>



Forever Crowned Outreach Ministries

Forever Crowned Outreach Ministries, a faith-based organization, offers job search assistance, job mediation, job readiness training, resume assistance and basic computer skills, as well as mentoring, counseling and life skills training to individuals with criminal histories.

Contact:

Evelyn Washington, CEO
Forever Crowned Outreach Ministries
2046 E.9th St. North
Wichita, KS 67214
316-267-1244
316-267-1244 fax
E-Mail: fcminc2046@msn.com

HOME

KENTUCKY

I. Kentucky Cabinet for Workforce Development

Contact:

Allen D. Rose, Secretary
Cabinet for Workforce Development
500 Mero St.
Capital Plaza Tower, 2nd Floor
Frankfort, KY 40601
502-564-6606
502-564-7967 fax
Web Site: <http://www.kycwd.org/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Barbara Gilley, WOTC Coordinator
Cabinet for Workforce Development
Department for Employment Services
Division of Field Services
275 E. Main St., 2W
Frankfort, KY 40621
502-564-7456
502-564-7459 fax
E-Mail: BarbaraA.Gilley@mail.state.ky.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Contact:

Cabinet for Workforce Development
Department for Employment Services and Unemployment Insurance
275 E. Main St.
Frankfort, KY 40621
502-564-2900
Web Site: www.desky.org/ui/

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Individuals must submit a written request explaining why they need a copy of their criminal history (i.e. employment, licensing, etc.) along with a check or money order for \$10. The search will take two to three weeks to be processed.

Contact:

Kentucky State Police
Records Branch
1250 Louisville Rd.
Frankfort, KY 40601
502-227-8700

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

A.B. Chandler, III, Attorney General
Office of the Kentucky Attorney General
700 Capitol Ave., Suite 118
Frankfort, KY 40601
502-696-5300
502-564-2894 fax
Web Site: <http://www.law.state.ky.us/>

IV. State Department of Corrections

Prison Industries Program

Kentucky's Division of Correctional Industries is a division of the Department of Corrections that employs approximately 800 inmates in the production of goods and services in 23 operations throughout the prison system. Products manufactured include office furniture, custom wood furniture, cabinets, shelves, lockers, cleaning supplies, mattresses, signage, clothing and embroidery/silk screening. Services offered include data entry, furniture refurbishing/reupholstry, bulk mailing, recycling and GIS mapping.

Contact:

Gary L. Dennis, Director
Kentucky Correctional Industries
1041 Leestown Rd.
Frankfort, KY 40601
502-573-1040
502-573-1045 fax
Web Site: <http://www.kcitoday.com/>

Work Release Program

Under the Community Center program, inmates who are near their parole eligibility dates are housed close to their hometowns in halfway houses under contract to the Kentucky Department of Corrections. Approximately 500 inmates participate in this reintegration program. The program assists inmates in becoming reacquainted with their families and community, and gives them a head start in seeking employment. In addition, many inmates are enrolled in vocational school and college programs. The centers also provide counseling services and employment assistance.

Contact:

Community Services
Kentucky Department of Corrections
2349 Lawrenceburg Rd.
P.O. Box 2400
Frankfort, KY 40602
502-564-7023
502-564-5229 fax
Web Site: <http://www.cor.state.ky.us/>

Kentucky Department of Corrections

The Department of Corrections, in conjunction with the Kentucky Community & Technical College System (KCTCS), provides an extensive education program that includes a literacy program, adult basic education and GED preparatory classes and testing in all 12 correctional institutions. The Department also offers a variety of vocational training opportunities in 45 different technical training programs. Approximately 54% of the inmate population is involved in some type of educational or vocational training program.

Contact:

Vertner L. Taylor, Commissioner
Kentucky Department of Corrections
2349 Lawrenceburg Rd.
Frankfort, KY 40602
502-564-4795
502-564-5887 fax
Web Site: <http://www.cor.state.ky.us/>

V. Kentucky Department of Corrections

Division of Probation and Parole

The primary function of the Division of Probation & Parole is to supervise offenders who have been placed on probation or parole. Parole officers provide rehabilitation services to parolees and assistance in employment and home placement. The counties are organized into 13 supervisory districts. Parolees are referred to halfway houses if they do not have a place to live upon release, do not have a job, or both. Parolees placed in one of 11 houses under contract with the state are assisted by house staff and the local probation and parole officers in seeking employment.

Contact:

Georgia McDaniel, Assistant Director
Division of Probation and Parole
Kentucky Department of Corrections
2349 Lawrenceburg Rd.
Frankfort, KY 40602
502-564-4221
502-564-5783 fax
Web Site: <http://www.cor.state.ky.us/>

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Kentucky Department of Public Advocacy
100 Fair Oaks Lane, Suite 302
Frankfort, KY 40601
502-564-8006
502-564-7890 fax
Web Site: www.dpa.state.ky.us/

B. Legal Services

Contact:

Appalred
120 North Front Ave.
Prestonsburg, KY 41653
606-886-3876

Contact:

Legal Aid of the Bluegrass
498 Georgetown St.
P.O. Box 12947
Lexington, KY 40583
859-233-4556
859-233-1907 fax
E-Mail: ckls@mis.net

Contact:

Kentucky Legal Aid
520 E. Main St.
P.O. Box 1776
Bowling Green, KY 42102
270-782-1924
270-782-1993 fax
E-Mail: klaid@klaid.org
Web Site: <http://www.klaid.org/>

Contact:

Legal Aid Society, Inc.
425 W. Muhammad Ali Blvd.
Louisville, KY 40202
502-584-1254
502-584-8014 fax

Contact:

Northern Kentucky Legal Aid Society
302 Greenup St.
Covington, KY 41011
859-431-8200
859-431-3009 fax
E-Mail: HN2585@earthlink.net

The Office of Kentucky Legal Services Programs (OKLSP) is a small Lexington-based non-profit organization formed by Kentucky legal services programs to: coordinate task forces of legal services attorneys and paralegals; monitor and report on changes in poverty law; provide training to legal services staff and clients on special topics, especially welfare; and respond to requests from legislators and state officials to comment on policy issues.

Contact:

Richard J. Seckel, Director
Office of Kentucky Legal Services Programs
210 W. Short St., Suite 310
Lexington, KY 40507
859-233-3057
859-255-6227 fax
E-Mail: richseckel@prodigy.net

C. State Bar Association

Contact:

Kentucky Bar Association
514 W. Main St.
Frankfort, KY 40601-1883
502-564-3795
502-564-3225 fax
Web Site: <http://www.kybar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

One-Stop Service Centers

One-Stop Service Centers in Kentucky are administered by the Kentucky Department for Training and ReEmployment within the Cabinet for Workforce Development. There are three levels of services that eligible adults and dislocated workers can access at a One-Stop center. Core services include outreach, intake, eligibility determination, orientation to services, initial assessment of skills, aptitudes and support service needs, career counseling, job search and placement assistance. Intensive services include comprehensive and specialized assessment, development of an individual employment plan with group counseling and case management. Training services include occupational skills training, skill upgrading and retraining, adult education and literacy activities.

Contact:

Kentucky Department for Training and ReEmployment

209 St. Clair St., 4th Floor

Frankfort, KY 40601

502-564-5360

502-564-8974 fax

Web Site: www.otr.state.ky.us/index.htm

HOME

LOUISIANA

I. Louisiana Department of Labor

Contact:

Dawn Watson, Secretary of Labor
Louisiana Department of Labor
1001 N. 23rd St.
P.O. Box 94094
Baton Rouge, LA 70804
225-342-3111
Web Site: <http://www.ldol.state.la.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Cory Turner, Bonding Services Coordinator
Louisiana Department of Corrections
Division of Probation & Parole
Region IV
731 St. Charles Ave., 3rd Fl
New Orleans, LA 70130
504-568-8690
E-Mail: CTurner@oydol.corrections.state.la.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Douglas Townson, Jr., WOTC Coordinator
Louisiana Department of Labor
P.O. Box 94094
Capitol Station
Baton Rouge, LA 70804
225-342-3037
225-342-2922 fax
E-Mail: dtownson@ldol.state.la.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment insurance benefit claims may be filed at the nearest job center or on the internet at www.LAWORKS.net.

Contact:

Louisiana Department of Labor

1001 N. 23rd St.

P.O. Box 94094

Baton Rouge, LA 70804

225-342-3111

Web Site: www.ldol.state.la.us/uifaq/asp

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Louisiana is a closed state with regard to the distribution of criminal record information. All requests for review of criminal record information must be made in person. The fee for criminal record review is \$10 and must be paid by money order payable to the "Department of Public Safety."

Contact:

Louisiana State Police

Bureau of Criminal Identification & Information

Department of Public Safety

7919 Independence Blvd.

Baton Rouge, LA 70806

225-925-6095

Web Site: <http://www.lsp.org/>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Richard P. Ieyoub, Attorney General
Office of the Attorney General
State Capitol
300 Capitol Drive
Baton Rouge, LA 70804
225-342-7876
225-342-3790 fax
Web Site: <http://www.ag.state.la.us/>

IV. State Department of Corrections

Prison Industry Program

Louisiana Corrections Services operates a Prison Enterprises Division. Items manufactured at four different correctional facilities include office furniture construction and refurbishing, garments and linen, janitorial supplies, silk screening, signage, mattresses and printing services. Operations are directed by a six-member board.

Contact:

H.C. Peck, Sr., Chairperson
Prison Enterprises Division
1060 Nicholson Drive
P.O. Box 44314
Baton Rouge, LA 70804
225-342-6633
225-342-5556 fax
Web Site: www.corrections.state.la.us/Offices/peindustry.htm

Corrections Organized for Re-entry

The Corrections Organized for Re-entry program (CORG) is a newly developed program in Louisiana to help break the cycle of recidivism by offering inmates the resources, knowledge, and skills necessary to survive in society. While in custody, inmates are encouraged to learn marketable skills and develop new behaviors by addressing deficiencies and learning life skills. An intensive period of planning and preparation begins three years or sooner prior to release for each inmate. Emphasis is placed on education, job skills and practical survival matters such as housing, job search and fulfilling parole requirements. An individualized accountability plan is developed that an inmate will be expected to follow upon release. During the transition period from incarceration, behavior is monitored, referrals to community programs are given and partnerships with volunteer groups, local law enforcement, faith-based institutions and other organizations are developed to assist in reentry.

Contact:

Richard L. Stalder, Secretary
Louisiana Department of Public Safety and Corrections Services
504 Mayflower St.
Baton Rouge, LA 70802
225-342-9711
225-342-3349 fax
Web Site: <http://www.corrections.state.la.us/>

V. Louisiana Department of Public Safety and Corrections Services

Division of Probation and Parole

The Division of Probation and Parole of the Louisiana Department of Public Safety and Corrections Services functions as the community services division and consists of 21 district offices. It is responsible for the supervision of adults released on probation or parole. Supervision is also exercised over eight contract work release centers and the intensive parole cases in the IMPACT program.

Contact:

Division of Parole/Probation
504 Mayflower St.
Baton Rouge, LA 70802
225-342-6609
225-342-3087 fax

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Louisiana Indigent Defense Assistance Board
1010 Common St., Suite 2710
New Orleans, LA 70112
504-568-8530
504-568-8499 fax

B. Legal Services

Contact:

Capital Area Legal Services Corporation
200 Third St.
P.O. Box 3273
Baton Rouge, LA 70821
800-256-1900

New Orleans Legal Assistance has in recent years significantly expanded its employment practice, and prioritizes the removal of job barriers, including criminal records.

Contact:

Rowena T. Jones
New Orleans Legal Assistance Corporation
1010 Common, Ste. 1400A
New Orleans, LA 71102
504-529-1000, ext. 247
E-Mail: rtjones@nolac.org

Contact:

Legal Services of North Louisiana, Inc.
720 Travis St.
Shreveport, LA 71101
800-826-9265

Contact:

Acadiana Legal Services Corporation
1020 Surrey St.
P.O. Box 4823
Lafayette, LA 70502
800-256-1175
Web Site: <http://www.la-law.org/>

Contact:

Southeast Louisiana Legal Services Corporation
1200 Derek Drive, Suite 100
P.O. Drawer 2867
Hammond, LA 70404
800-349-0886

Contact:

The Pro Bono Project
601 St. Charles Ave.
New Orleans, LA 70130
504-581-4043
504-566-0518 fax
E-Mail: probono@probono-no.org
Web Site: <http://www.probono-no.org/>

C. State Bar Association

Contact:

Loretta Topey, Executive Director
Louisiana State Bar Association
601 St. Charles Ave.
New Orleans, LA 70130
504-566-1600
Web Site: <http://www.lsba.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Job Centers

Job Centers across Louisiana are equipped with computer labs for self-tutorials and instructional workshops in the areas of word-processing, resume writing, typing, spreadsheets, and other computer applications, as well as being Internet ready. The centers also offer CD-ROM interactive training, computer and copy machine access, phone and fax capabilities, and mock interviews. Individuals can access 40,000 online job postings from Louisiana Department of Labor's web site. Through a partnership with the State Library of Louisiana, anyone looking for work can search for jobs online utilizing computers in public libraries across the state. Locations of local job centers are available at www.ldol.state.la.us/.

Contact:

Web Site: <http://www.ldol.state.la.us/>



Total Community Action

Total Community Action is a community-based organization that offers a variety of services including childhood development, job counseling and guidance, transportation for the elderly and disabled, youth work experience, and other services that address the needs of the disadvantaged. There are seven centers in operation.

Contact:

Total Community Action, Inc.
1420 South Jefferson Davis Pkwy.
New Orleans, LA 70125
504-827-2200
Web Site: <http://www.totalcommunityaction.com/>

Goodwill Industries - Lafayette

Goodwill Industries provides training, skill development and work opportunities for people with disabilities and other barriers to employment.

Contact:

Goodwill Industries Acadiana, Inc.
5720 Cameron St.
Lafayette, LA 70596
337-261-5811
337-261-1911 fax
E-Mail: lagoodwill@lagoodwill.com
Web Site: <http://www.lagoodwill.com/>

Goodwill Industries - New Orleans

Goodwill Industries provides training, skill development and work opportunities for people with disabilities and other barriers to employment.

Contact:

Goodwill Industries of Southeastern Louisiana, Inc.
1000 South Jefferson Davis Pkwy.
New Orleans, LA 70185
504-482-4173
504-484-7565 fax
E-Mail: goodwill@communique.net

Goodwill Industries - Shreveport

Goodwill Industries provides training, skill development and work opportunities for people with disabilities and other barriers to employment.

Contact:

North Louisiana Goodwill Industries Rehabilitation Center, Inc.
800 W. 70th St.
Shreveport, LA 71106
318-869-2575
318-869-2574 fax
Web Site: <http://www.nlagoodwill.com/>

Catholic Charities Archdiocese of New Orleans

Catholic Charities Archdiocese of New Orleans assists clients in developing employment skills to seek and retain jobs.

Contact:

Nellie Stokes-Perry, Administrator
1000 Howard Ave., Suite 1200
New Orleans, LA 70113
504-523-3755 ext. 2223
504-525-9826 fax
E-Mail: nsperry@archdiocese-no.org

Project Return

Project Return offers the following services to individuals with criminal records: case management, including referrals to appropriate agencies as needed; addiction education and relapse prevention; remediation through college preparation education courses; basic computer skills; life skills, including family and parental relationships and post-prison issues; and employment planning. Employment planning involves resume preparation and job search assistance.

Contact:

Rochelle Perry, Director of Program Services
Project Return
2703 General de Gaulle Dr.
New Orleans, LA 70114
504-988-1000
504-988-1019 fax
E-Mail: perr9738@bellsouth.net



Enhanced Job Skills Program

The Enhanced Job Skills Program, operated by the Lafayette Parish Correctional Center, assists individuals who are incarcerated for drug-related charges in preparing for employment upon release. The four-phase program begins with assessment and career selection, progressing to computer-based skills program that teaches basic skills for over 200 types of job categories. Phase III involves job searching and interview techniques. Phase IV begins two months prior to release with assistance in job placement. The agency maintains contact with participants for six months following release.

Contact:

Madonna Adams, Program Coordinator
Enhanced Job Skills Program
Lafayette Parish Correctional Center
P.O. Box 3508
Lafayette, LA 70502
337-236-5494
337-236-3993 fax

[HOME](#)

MAINE

I. Maine Department of Labor

Contact:

Valerie R. Landry, Commissioner
Maine Department of Labor
54 State House Station
20 Union St.
Augusta, ME 04332
207-287-3788
207-287-5292 fax
Web Site: www.state.me.us/labor

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Kathie Dostie, Bonding Services Coordinator
Bureau of Employment Services
Maine Department of Labor
55 State House Station
Augusta, ME 04333
207-624-6395
207-624-6499 fax
E-Mail: kathryn.dostie@state.me.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Kathy Dostie, Work Opportunity Tax Credit Coordinator
Maine Department of Labor
55 State House Station
Augusta, ME 04333
207-624-6488
207-624-6499 fax
E-Mail: kathryn.dostie@state.me.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment benefits claims are filed through Unemployment Call centers. Locations and contact information are listed on the Maine Department of Labor's web site, www.state.me.us/labor/unibennys/. Filing may also be done by mail. Forms and instructions on completing and mailing these applications may be downloaded from this site. Forms and instructions are also available at local career centers.

Contact:

Rose Bailey, Acting Director
Office of Administrative Services
Maine Department of Labor
20 Union St.
P.O. Box 259
Augusta, ME 04332
207-287-3516
207-287-8394 fax
Web Site: www.state.me.us/labor

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

A written request with the name, including any previous names, date of birth, and reason for requesting the criminal record must be submitted along with a SASE and check for \$8 payable to the "Treasurer, State of Maine."

Contact:

Identification Division
State Bureau of Identification
Maine State Police
36 Hospital St.
Augusta, ME 04330
207-624-7009

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

G. Steven Rowe
State House Station 6
Augusta, ME 04333
207-626-8800
Web Site: www.state.me.us/ag

IV. State Department of Corrections

Prison Industry Program

The Maine Department of Corrections operates a prison industries program in five of its adult facilities. Areas of manufacturing include woodworking, clothing, embroidery, upholstery/re-upholstery, license plates, wood harvesting and engraving. More information is available on the web site, www.state.me.us/corrections.

Contact:

Prison Industry
Maine Department of Corrections
State House 111
Augusta, ME 04333
207-287-4364
207-287-4370 fax
E-Mail: kimberly.ellis@state.me.us
Web Site: www.state.me.us/corrections/industries/index

Maine Department of Corrections

The Maine Department of Corrections operates six adult facilities including one pre-release center. Fewer than 10 inmates remain under old sentencing statutes which require release on parole. Most inmates are released after serving flat sentences minus any earned good time (awarded at the rate of five days per month) and are released without post-release supervision, although some offenders are sentenced to additional probation supervision. The Central Maine Pre-Release Center accepts minimum-security inmates with less than 14 months to release. When an inmate has six months or less to serve, he or she may be released to the community to find paid employment. Adult educational classes, including life skills, are offered at the pre-release facility by the local school district.

Contact:

Martin Magnusson, Commissioner
Maine Department of Corrections
State House Station 111
Augusta, ME 04333
207-287-4360
207-287-4370 fax
E-Mail: Marty.Magnusson@state.me.us
Web Site: www.state.me.us/corrections

V. Department of Corrections

Probation and Parole Division

Parole/Probation in Maine is under the direction of the Department of Corrections. When released from incarceration, offenders may or may not be subject to post-release supervision. Courts may require post-release supervision as part of an offender's sentence. There is limited assistance offered to an individual with a criminal history in finding employment during the post-release supervision period. Assistance is usually given in the form of a referral to the Maine Department of Labor's Career Center. (See Section VII.)

Contact:

Nancy Downs, Regional Correctional Administrator
Probation and Parole Division
P.O. Box 3098
Auburn, ME 04212
207-783-5382

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Maine does not have a public defender office. A defendant must petition the court at the time of arraignment for appointed counsel.

B. Legal Services

Pine Tree Legal Assistance is a non-profit corporation providing legal assistance to people whose income is 125 percent of the federal income poverty guidelines or less. It also has developed and maintains the HelpMeLaw web site (www.helpmelaw.org) which lists other organizations in Maine that offer legal information and assistance.

Contact:

Pine Tree Legal Assistance
39 Green St.
P.O. Box 2429
Augusta, ME 04338
207-622-4731 or 207-623-7777
207-623-7774 fax
E-Mail: augusta@ptla.org
Web Site: <http://www.ptla.org/>

C. State Bar Association

Contact:

Julie G. Rowe, Executive Director
Maine State Bar Association
P.O. Box 788
Augusta, ME 04322
207-622-7523
207-625-0083 fax
Web Site: www.mainebar.org/about

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Cumberland County Jail Pre-Release Program

Cumberland County Jail has a work release/pre-release program for those inmates serving probation violations or felony time in the county jail. A prisoner may have two or three consecutive sentences of nine months duration and serve his/her sentence in the county jail. The jail offers a food service/culinary arts program, as well as a GED program. To be eligible for work release, inmates must have a GED, no disciplinary record, minimum-security level, and be in the last third of their sentence. There is a 10-week life skills and employability seminar class that all participants are enrolled in prior to their release on day work release. Dealing with one's criminal history is also part of the seminar. Assistance is given in job placement.

Contact:

Arlene Ridlon, Director of Pre-Release
Cumberland County Jail
Portland, ME 04102
207-774-5939 ext. 156
E-Mail: ridlon@cumberlandcounty.org

Set Free in Maine

Set Free in Maine is a 10-year-old faith-based organization. Employment and life skills training are offered to former offenders upon release. Set Free in Maine has a working woodshop that employs former prisoners. Income generated from the sale of furniture is the funding mechanism for the program. Referrals to the program are made by religious organizations that operate within the prison system. Individual mentoring begins three to six months prior to release. Inmates are matched with a mentor in the area where the inmate is going to return. Set Free in Maine tries to meet individual needs such as housing and offering anger management groups.

Contact:

Pastor Ken Stevens
Set Free in Maine
RR 1, 674 Riverside Rd.
Augusta, ME 04330
207-622-4709
207-622-4709 fax
E-Mail: sfme@mint.net

One-Stop Career Centers

Maine has 23 One-Stop Career Centers that assist job seekers in finding employment. Information and services about job markets, skill assessment, resume writing, and interviewing techniques are available. Referrals for upgrading skills and job training is also available. The Career Center hotline number is 1-888-457-8883.

Contact:

Timothy McLellan, Deputy Director
Bureau of Employment Services
Maine Department of Labor
55 State House Station
Augusta, ME 04333
207-624-6390
E-Mail: Tim.McLellan@state.me.us
Web Site: <http://www.mainecareercenter.com/>

HOME

MARYLAND

I. Maryland Department of Labor, Licensing & Regulation

Contact:

Maryland Department of Labor, Licensing & Regulation
Division of Labor & Industry
1100 Eutaw St., 6th Floor
Baltimore, MD 21201
410-767-2999
410-767-2986 fax
Web Site: <http://www.dllr.state.md.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Jacqueline Wiggins, Bonding Services Coordinator
Maryland Department of Economic & Employment Development
1100 N. Eustaw St., Room 209
Baltimore, MD 21201
410-767-2022
410-767-2010 fax
E-Mail: jwiggins@carrernet.state.md.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

David Ghee, Tax Credit Program Administrator
Maryland Department of Labor, Licensing & Regulation
1100 N. Eustaw St., Room 201
Baltimore, MD 21201
410-767-2080
410-767-2078 fax
E-Mail: dghee@careernet.state.md.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Initial claims for unemployment insurance may be filed via the internet, at a Maryland Unemployment Insurance Claim Center, or by telephone. All subsequent claim certifications must be made by telephone. Information on phone numbers and locations is available on-line.

Contact:

Unemployment Insurance
Maryland Department of Labor, Licensing and Regulation
Division of Employment and Training
1100 N. Eustaw St.
Baltimore, MD 21201
410-949-0022 (Baltimore area) or 800-827-4389 (outside Baltimore area)
E-Mail: ui@dllr.state.md.us
Web Site: www.dllr.state.md.us/employment/ui

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

An individual must contact the Criminal Justice Information System - Central Repository to obtain release forms and fingerprints. The cost of obtaining a copy of a record is \$18.

Contact:

Carole Shelton, Director
Criminal Justice Information System - Central Repository
Maryland Department of Public Safety and Correctional Services
1201 Reisterstown Rd., Bldg G
Pikesville, MD 21208
410-339-5000 (General Information)
410-339-4240 fax
Web Site: www.dpscs.state.md.us/dsd/dsdcr.htm

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

J. Joseph Curran, Jr., Attorney General
200 St. Paul Place
Baltimore, MD 21202
410-576-6300
Web Site: <http://www.oag.state.md.us/>

IV. State Department of Corrections

Prison Industry Program

One mission of State Use Industries (SUI) is to provide structured employment and training activities for offenders to improve employability upon release. To be eligible for employment at SUI an inmate must not have any disciplinary infractions for three months prior to employment and also possess a G.E.D or high school diploma. Inmates are trained in a variety of areas such as wood and metal furniture manufacturing, furniture restoration, printing and custom graphic arts, sign making, engraving, manufacture of mattresses, pillows, brushes, corrugated cartons, picture frames, clothing articles for inmate and professional staff usage, and meat processing. Service industrial jobs include data entry, mailing and distribution, news clipping service and furniture moving.

Contact:

Steve Shiloh, General Manager
State Use Industries
7525 Waterloo Rd.
Jessup, MD 20794
410-540-5400
Web Site: <http://www.suiofmd.com/>

Work Release Program

The Work Release Program enables inmates who have demonstrated positive work ethics in the Division of Correction to work for a private employer in the community. The program is highly structured and includes supervision requirements. Participants go through the employment process with employers, i.e. filling out applications, submitting work resumes and interviewing for positions.

Contact:

Edward R. West, Work Release Coordinator
Maryland Division of Correction Headquarters
6776 Reisterstown Rd.
Baltimore, MD 21215
410-585-3300
Web Site: www.dpscs.state.md.us/doc/work_release.htm

Pre-Release Program

The Maryland State Department of Education provides skill training and related classroom education in a variety of occupations for the Division of Corrections. This includes life skills, employment skills as well as occupational skills training. There is also a Prison to Work program offered to all offenders during their last year to six months prior to release that addresses personal and career assessment, career information, labor market trends and training availability.

Contact:

David Jenkins, Liaison for Correctional Education
Maryland Division of Correction
6776 Reisterstown Rd.
Baltimore, MD 21215
410-585-3300
Web Site: <http://www.dpscs.state.md.us/>

Post-Release Transitional Program

Partnerships for Re-Entry Programming (PREP) is the transition program in Maryland that is offered to 90 percent of the offenders being released. There are four components to the program: (1) cognitive skills training; (2) employment readiness and career development; (3) community resource information; and (4) victim/offender impact and awareness. The Maryland Correctional Education Library and the Division of Correction in partnership have compiled a concise listing of community service providers that is given to each offender upon release.

Contact:

Maryland Division of Correction Headquarters
6776 Reisterstown Rd.
Maryland, MD 21211
410-585-3300
Web Site: <http://www.dpscs.state.md.us/>

V. Maryland Department of Public Safety and Correctional Services

Maryland Division of Parole & Probation

The Division of Parole and Probation is part of the Department of Public Safety and Correctional Services. It has a community outreach and resource program that offers offenders an opportunity to prepare for the workforce. Offenders are exposed to many work-related skills and complete a job readiness intake form. Instruction on how to prepare and conduct oneself during an interview is given. Job development is done by the Community Outreach coordinators to help recently released offenders obtain employment. Offenders are given a bus pass to provide transportation until a first paycheck is received. Community Outreach coordinators give support after job placement and follow-up is provided until it is no longer needed.

Contact:

Judith Sachwald, Director
Maryland Division of Parole & Probation
6776 Reisterstown Rd., Suite 305
Baltimore, MD 21215
410-585-3500
Web Site: <http://www.dpscs.state.md.us/>

Maryland Division of Parole & Probation

Contact:

Leroy Mobley, Community Outreach Coordinator
Maryland Division of Parole & Probation
2100 Guilford Ave.
Baltimore, MD 21218
410-333-3864
410-333-3857 fax
Web Site: www.dpscs.state.md.us/pnp/commout.htm

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

The Office of the Public Defender handles any criminal case carrying a possible jail sentence or a fine greater than \$500. To obtain services from the Office of the Public Defender apply at any office Mondays through Fridays. Apply at least 10 days prior to trial date. Eligibility for services is determined by comparison of one's financial condition to federal poverty guidelines.

Contact:

Stephen Harris
Office of the State Public Defender
6 St. Paul St., Suite 1400
Baltimore, MD 21202
410-767-8479
410-333-8496 fax
Web Site: <http://www.opd.state.md.us/>

B. Legal Services

The Legal Aid Bureau, Inc., is a non-profit law firm that provides free legal services to low-income persons statewide. Only civil cases are handled by the Legal Aid Bureau. Office locations and statewide services are available on the web site.

Contact:

Wilhelm Joseph, Executive Director
Legal Aid Bureau
500 E. Lexington St.
Baltimore, MD 21202
410-539-5340
410-539-1710 fax
E-Mail: rlipkin@mdlab.org
Web Site: <http://www.mdlab.org/>



The Maryland Legal Assistance Network (MLAN) is a collaborative effort among Maryland legal services providers to improve the delivery of legal services. Included in the system is a single toll-free number to help individuals find the appropriate legal services provider, a self-help legal program, and legal assistance on the web.

Contact:

Maryland Legal Assistance Network/MLSC
15 Charles Plaza, Suite 101
Baltimore, MD 21201
410-576-9494
E-Mail: mlan@mdjustice.org
Web Site: <http://www.peoples-law.org/>

Alternate Direction, Inc. offers civil legal services during a prisoner's incarceration and will provide follow-up services upon release. This organization also provides recently released individuals with a list of organizations that assist during the transition period.

Contact:

Mary Joel Davis, Executive Director
Alternative Direction, Inc.
2505 N. Charles St.
Baltimore, MD 21218
410-889-5072

The Homeless Persons Representation Projects assists individuals with criminal records with expungement and EEOC complaints.

Contact:

Peter Sabonis
Maryland Legal Aid Bureau
300 Cathedral St., Suite 204
Baltimore, MD 21201
410-685-6589, ext. 116
E-Mail: sabonis@aol.com

C. State Bar Association

Contact:

Paul V. Carlin, Executive Director
Maryland State Bar Association
520 W. Fayette St.
Baltimore, MD 21201
410-685-7878
410-685-1016 fax
Web Site: <http://www.msba.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Maryland Job Service

Maryland's Job Service One-Stop Career Centers provide comprehensive job services. There are 25 one-stop centers located around the state. Each center has CareerNet site which is an internet-based program linking Maryland with every other state in the country.

Contact:

Division of Employment and Training
Maryland Department of Labor, Licensing and Regulation
1100 North Eutaw St.
Baltimore, MD 21201
410-767-2173
E-Mail: det@dllr.state.md.us
Web Site: www.dllr.state.md.us/employment/

Job Opportunities Taskforce

Job Opportunities Task Force is a non-profit organization that advocates on a state level for re-entry workforce policies specific to the Baltimore area. JOTF is a network of workforce development providers, human service organizations, advocacy groups, and funders in the Baltimore region. It does not provide direct services.

Contact:

Kevin Moreno
Job Opportunities Taskforce
2 E. Read St., 6th Fl.
Baltimore, MD 21202
410-234-8046
E-Mail: Kevin@jotf.org
Web Site: <http://www.jotf.org/>

National Women's Prison Project, Inc.

The National Women's Prison Project is a re-entry program for women that begins at the pre-release level and continues through re-entry to the community. Services offered include support and motivational groups, assistance with job training and housing, a clothing closet for job apparel, and mentoring services. The National Women's Prison Project collaborates with other programs in the Baltimore area to offer wrap-around services to meet individual needs as they arise.

Contact:

Alfreida Robinson, Executive Director
National Womens Prison Project
2211 Maryland Ave.
Baltimore, MD 21218
410-366-5580, 410-366-0600 ext 156
E-Mail: natwomensprisonprojectinc@yahoo.com
Web Site: <http://www.nwppinc.org>

Supporting Ex-Offenders in Employment Training and Transitional Services

Supporting Ex-Offenders in Employment Training and Transitional Services (SEETTS) is a program of Goodwill Industries of the Chesapeake, Inc. to serve formerly incarcerated individuals. One of two major components, seven weeks of job readiness training, takes place at the Metropolitan Transition Center located in Baltimore, and with the coordination of the prison's administration, social work staff and transition coordinators. Baltimore City Community College provides pre-GED and GED instructors. The second component takes place at Goodwill's career center located in Baltimore and involves final job preparation and placement. The community component serves men and women who are on parole supervision or probation regardless of previous program involvement. Individuals who did not participate in the first component are required to participate in five to seven weeks preparation for employment.

Contact:

Phil Holmes, Vice President
Career Development Services
Goodwill Industries of the Chesapeake, Inc.
222 East Redwood Street
Baltimore, MD 21202
410-837-1800
410-837-8930 fax
Web Site: <http://www.goodwillches.org/>

HOME

MASSACHUSETTS

I. Massachusetts Department of Labor and Workforce Development

Contact:

Angelo R. Buonopane, Director
Massachusetts Department of Labor & Workforce Development
3 Ashburton Place, Room 2112
Boston, MA 02108
617-727-6573
617-727-1090 fax
Web Site: www.state.ma.us/dtwd/

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Judy Stokey, Bonding Services Coordinator
Special Programs - Bonding
Massachusetts Division of Employment & Training Administration
Charles F. Hurley Bldg., Govt. Center
19 Staniford St., 1st Fl.
Boston, MA 02114
617-626-6448
617-727-8671 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Jack Sprince, WOTC Coordinator
Massachusetts Division of Employment & Training Administration
19 Staniford St., 1st Floor
Boston, MA 02114
617-626-5730
617-727-8671 fax
E-Mail: jsprince@detma.org

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

An individual can apply for unemployment insurance claims benefits over the telephone or by visiting a local walk-in center. Locations for walk-in centers are listed on the web site or may be found by calling 617-626-6560, ext. 331.

Contact:

John A. King, Director
Massachusetts Division of Employment and Training Administration
Administrative Offices, Charles F. Hurley Bldg.
19 Staniford St.
Boston, MA 02114
617-626-6600
Web Site: <http://www.detma.org/>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

An individual should contact the Criminal History Systems Board, CORI Unit to request a "Personal Criminal History Form." There is no fee.

Contact:

Criminal History Systems Board
Attn: CORI Unit
200 Arlington St., Suite 2200
Chelsea, MA 02150
617-660-4600

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Tom Reilly, Attorney General
1 Ashburton Place
Boston, MA 02108
617-727-2200
Web Site: <http://www.ago.state.ma.us/>

IV. State Department of Corrections

Prison Industry Program

The Massachusetts Department of Corrections operates several traditional industry programs. The Department believes inmates will develop occupational skills and discipline through work assignments that enhance successful reintegration. Services offered by industry participants include moving, optical lab work, painting, printing, metal/wood refinishing and renovation/construction work. Items manufactured by the prison industry program include janitorial supplies, e.g. chemical cleaners, brooms, brushes, trash/waste receptacles, office furniture, signs, name tags, metal/plastic/street signs, linens and custom wood products.

Contact:

Michael Braz, Director
Massachusetts Correctional Industries
P.O. Box 188
Norfolk, MA 02056
617-727-0227
Web Site: www.state.ma.us/doc/MASSCOR/index.html

Work Release Program

The Massachusetts Department of Corrections has a work release program. Offenders must be 18 months or less prior to release date to be eligible. Participants are expected to work full time; 15% of their salary is paid to the state for room and board. Offenders may return to the surrounding community during evening hours for participation in such activities as substance abuse meetings, mental health group sessions, etc.

Contact:

Michael T. Maloney, Commissioner
Massachusetts Department of Corrections
Central Headquarters
50 Maple St., Suite 3
Milford, MA 01757
508-422-3300
508-422-3382 fax
Web Site: www.state.ma.us/doc/

Pre-Release Program

The Public Safety Transition Program is the name of the pre-release program in Massachusetts. The first component, risk reduction, is an individual plan developed at initial offender classification. The goal is to enhance public safety. The second component begins when an offender is within one year of release. This component includes the development of a transition plan which addresses specific post-release issues such as employment, housing, medical, substance abuse treatment and basic life skills. Participation in pre-release programming is not mandatory but is greatly encouraged by correctional counselors.

Contact:

Michael T. Maloney, Commissioner
Massachusetts Department of Corrections
Central Headquarters
50 Maple St., Suite 3
Milford, MA 01757
508-422-3300
508-422-3382 fax
Web Site: www.state.ma.us/doc/

Post Release Transitional Program

There are five community resource centers located in various areas in Massachusetts. Services offered to offenders recently released from state and county facilities include referrals or assistance with housing, mental health needs, conflict resolution, job training and job placement. Another program available to offenders is the Correctional Recovery Academy (CRA). This is a three-component program that is geared toward offenders who are at the highest risk to recidivate. The first component is an intensive residential unit targeting criminal thinking, the teaching of anger management skills, and relapse prevention strategies. The second component reinforces attitudinal and behavioral changes achieved in the first component. Transition plans are initiated at this time. Community based program placements is the third component. Aftercare counselors make the placements and track released offenders at seven, 30, 90 and 120-day intervals to measure compliance with established transition plans.

Contact:

Michael T. Maloney, Commissioner
Massachusetts Department of Corrections
Central Headquarters
50 Maple St., Suite 3
Milford, MA 01757
508-422-3300
508-422-3382 fax
Web Site: www.state.ma.us/doc/

V. Massachusetts Parole Board

Massachusetts Parole Board

Thirty-five percent of all offenders in Massachusetts are released under parole supervision. Field officers work with parolees to assist them in following the transitional plans that were developed before parole release.

Contact:

Don Giancioppo, Public Information
Massachusetts Parole Board
27 Wormwood St., Suite 300
Boston, MA 02210
617-727-3271
617-727-5047 fax
Web Site: www.state.ma.us/eops/parole.htm

Contact:

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Andrew Silverman, Deputy Chief Counsel
Public Defender Division
Committee for Public Counsel Services
44 Bromfield St.
Boston, MA 02108
617-482-6212
617-988-8495 fax
Web Site: www.state.ma.us/cpcs/pdpage.htm

B. Legal Services

Contact:

William Leahy, Chief Counsel
Committee for Public Counsel Services
44 Bromfield St.
Boston, MA 02108
617-428-6212
617-988-8495 fax
Web Site: www.state.ma.us/cpcs

Greater Boston Legal Services

Contact:

Monica Halas
Employment Unit
Greater Boston Legal Services
197 Friend St.
Boston, MA 02114
617-603-1666
E-Mail: mhalas@gbls.org

The Massachusetts Law Reform Institute works assisting individuals with criminal records in ameliorating the adverse civil impacts and barriers impeding re-entry efforts. They assist in sealing records and are also working on legislative reforms.

Contact:

Deborah Harris
Fran Fajana
Massachusetts Law Reform Institute
99 Chauncey St.
Boston, MA 02111
617-357-0700
E-Mail: dharris@mlri.org

Western Massachusetts Legal Services is working on employment issues facing low-income families, including those who has a family member with a criminal history.

Contact:

Western Massachusetts Legal Services
127 State St., 4th Fl.
Springfield, MA 01103
413-781-7814
E-Mail: info@wmls.org

C. State Bar Association

Contact:

Abigail Shaine, Executive Director
Massachusetts Bar Association
20 West St.
Boston, MA 02111
617-338-0694
617-338-0650 fax
Web Site: <http://www.massbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

One-Stop Career Centers

One-Stop Career Centers offer a variety of employment-related services for both employers and job seekers. Included in the services are computerized listing of jobs, referrals to jobs, current labor market information, job search resources and workshops. The centers are administrated locally by Regional Employment Boards to ensure that each center is meeting the needs of its community. Additional state agencies and local community agencies may also be included in the local partnership. Information on the locations of and services offered at local centers is available on the Internet at www.detma.org/workers/centers/careercenters.htm.

Contact:

John A. King, Director
Massachusetts Division of Employment and Training Administration
Department of Labor and Workforce Development
Administrative Offices, Charles F. Hurley Bldg
19 Staniford St.
Boston, MA 02114
617-626-6560
Web Site: <http://www.detma.org/>

Dismas House

Dismas House is a supportive community providing transitional housing and services to people with criminal histories. Staff and community programs assist residents to develop and achieve employment, educational and housing goals. Employment is a priority goal for all residents with a criminal history. There is a \$75 fee per week. For people with criminal histories who arrive directly from prison the fee is waived for two weeks. Failure to pay program fees constitutes grounds for dismissal from the house.

Contact:

Colleen Hilferty and David McMahon, Co-Directors
Dismas House
P.O. Box 30125
Worcester, MA 01603
508-799-9389
508-767-9930 fax
Web Site: <http://www.dismashouse.org/>

SPAN

Span is a reintegration counseling program for individuals with criminal histories who are being released from or are post-release from a state or county correctional facility. Assistance is offered in the areas of housing, employment and health. Job development and placement services are available on a limited basis, as well as employment skills such as resume writing and soft job skills.

Contact:

Lyn Levy, Executive Director
SPAN, Inc.
110 Arlington Street
Boston, MA 02116
617-423-0750
617-482-2717 fax
E-Mail: span.lynlevy@verizon.net

Offender Re-entry Program

The Offender Reentry Program provides academic, vocational and transitional support services to incarcerated people before and upon their release. Services include: a 30-hour four to six week life skills program supplemented by substance abuse and other treatment programming; intensive case management to address issues such as identification, housing, transportation, child support and health; integration with the workforce development system including one-stop career centers, community college and nonprofit service providers for workforce readiness, job placement and job retention support; and mentoring services to help make the cultural and social adjustment into community settings. The program is located in a community setting and enrollees are prisoners who have nearly completed their sentences.

Contact:

Paul Sheehan, Manager
Offender Reentry Program
Hampden County Correctional Center
627 Randall Rd.
627 Randall Rd., MA 01056
413-547-8600

IMPACT

IMPACT Employment Services, a program of The Friends of the Shattuck Shelter, is Greater Boston's largest employment service for individuals and families facing homelessness, including individuals with criminal histories. IMPACT counselors work with clients both before and after they are released. Individual employment counseling and job search planning, referrals and assistance to help people find and enroll in educational and job-skills training programs. Based in downtown Boston, IMPACT's professional staff of employment counselors, job developers and educational and training specialists speak a variety of languages and represent diverse cultural and economic backgrounds.

Contact:

Deborah Farrell Nelson
The Friends of the Shattuck Shelter
170 Morton Street
Jamaica Plain, MA 02130
617-983-0351
E-Mail: info@shattuckshelter.org
Web Site: www.shattuckshelter.org

HOME

MICHIGAN

I. Michigan Department of Consumer & Industry Services

Contact:

Noelle Clark, Director
Michigan Department of Consumer & Industry Services
P.O. Box 30004
Lansing, MI 48909
517-373-3034
517-373-2129 fax
Web Site: www.cis.state.mi.us/bsr/divisions/whd/home.htm

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Eleanor Porter, Bonding Services Coordinator
Employment Services Agency
Michigan Department of Labor and Economic Growth
3032 West Grand Blvd - Ste 9-450
Detroit, MI 48202
313-456-3171
313-456-3162 fax
E-Mail: Portere@michigan.gov

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Sandy Demetriou, Work Opportunity Tax Credit Coordinator
Michigan Bureau of Workers' & Unemployment Compensation
WOTC Unit
Cadillac Place
3024 W. Grand Blvd., Suite 11-450
Detroit, MI 48202
313-456-2105
313-456-2132 fax
Web Site: www.michigan.gov/bwuc

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Claims for unemployment benefits can be filed at state Bureau of Workers' & Unemployment Compensation (BW&UC) locations throughout the state. One may also visit the web site listed below, to receive contact information of local BW&UC offices, as well as obtaining forms that might be useful.

Contact:

Unemployment Compensation (UC) General Information
Cadillac Place
3024 W. Grand Blvd.
Detroit, MI 48202
800-638-3995 (in state only)
Web Site: www.michigan.gov/bwuc

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

A written request must be submitted to the Criminal Justice Information Center including a name for record search, date of birth, race, sex and social security number. A fee of \$5, payable to the "State of Michigan," should accompany the request.

Contact:

Criminal Justice Information Center
Michigan State Police
7150 Harris Dr.
Lansing, MI 48913
517-322-1959
517-322-0635 fax

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Mike Cox, Attorney General
G. Mennen Williams Building, 7th Floor
525 W. Ottawa St.
P.O. Box 30212
Lansing, MI 48909
517-373-1110
517-373-3042 fax
Web Site: www.ag.state.mi.us/

IV. State Department of Corrections

Michigan Department of Corrections

The Michigan Department of Corrections requires all inmates to get their GED as a condition for parole, unless the inmate is over 60 years of age or is found to be incapable of doing so through testing. Additionally, inmates who have limited work history and are assessed as lacking employment skills during the intake process are also required to participate in Career Technical Education as a condition of parole. The Department of Corrections also has a number of specialized programs, including providing public works crews and a joint program with Habitat for Humanity. In the latter program, inmates build walls, cabinets, cupboards, landscaping materials, and comforters and, in one facility, assemble entire houses. Participants undergo thorough screening. They must also accept a mentor to help them address life skills issues. Habitat for Humanity building staff assist inmates to prepare and post resumes. As a result of this preparation, many participants find employment shortly after release. The department requires all inmates to participate in a pre-release program in the 12 months prior to their earliest release date. This program includes basic preparation for completing applications, developing resumes, interview preparation, including issues such as dress and presentation, and visits from staff at employment agencies, who identify the industries where employment may be available in different parts of the state, discuss the difficulties of the job market, and inform them of alternative options open to them.

Contact:

Michigan Department of Corrections
Grand View Plaza Building
206 E. Michigan Ave.
P.O. Box 30003
Lansing, MI 48909
517-335-1426
517-335-0045 fax
Web Site: www.michigan.gov/corrections

V. Michigan Department of Corrections Field Operations Administration

Michigan Department of Corrections Field Operations Administration

The State Division of Parole refers all parolees in need of job skills training, job placement, and other pre-job preparation to Michigan's state workforce development system, Michigan Works!

Contact:

Michigan Department of Corrections Field Operations Administration
Grandview Plaza
206 E. Michigan Ave.
Lansing, MI 48933
517-373-6391
517-373-6883 fax

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

State Defender Office
Legal Aid & Defender Association, Inc
45 Griswold St., Suite 2500
Detroit, MI 48226
313-965-4384
313-965-3262 fax
Web Site: <http://www.ladadetroit.org/>

B. Legal Services

A list of services around the state is available at the State Bar website: www.michbar.org. Click on the "Access to Justice" button at the bottom of the screen and click on either the "Legal Aid, Legal Services, and Dispute Resolution Programs" button or the "Programs Eligible to Receive Pro Bono Donations" button.

Contact:

Legal Aid & Defender Association, Inc.
45 Griswold St., Suite 2500
Detroit, MI 48226
877-964-4700 or 313-965-9419
313-965-9694 fax
Web Site: <http://www.ladadetroit.org/>

C. State Bar Association

Contact:

John Berry, Executive Director
State Bar of Michigan
306 Townsend St.
Lansing, MI 48933
800-968-1442
517-482-6248 fax
Web Site: <http://www.michbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Michigan Works!

Michigan Works! is Michigan's state workforce development system offering 110 service centers in 25 regions throughout the state. These centers provide locally designed and operated services, including staff that are able to meet the needs of the local population and training and other skills needed to prepare individuals for the demands of the local labor market. Employers seeking workers can post their job listings on a web site. Job seekers can post their resumes for review by employers who are recruiting workers. Many services are offered on a self-serve basis. However, if a client needs help dealing with particular issues or difficulties, such as how to address their criminal record to an employer, the centers have specialized staff able to meet the individual's needs on a case-by-case basis. Center staff are sub-contracted from local agencies, but are not separated by agency within service centers. Clients can register anywhere in the state where they will be entered into a central system, so that their account can be accessed from any other center. Locations of service center are available at the web site: www.michiganworks.org/page.cfm/14 or by calling 800-285-WORKS.

Contact:

800-285-WORKS

Web Site: www.michiganworks.org/page.cfm/14

Project Transition

Project Transition is part of Matrix Human Services, a multi-service social service agency. It is a residential treatment program that is mandated by the court or parole. A person with a criminal history may stay from 90 to 180 days. There is a mandated 12-week outpatient component as well. Participants receive various forms of counseling ranging from substance abuse, mental illness, domestic violence, and anger management. Workshops are presented on resume writing, dressing for work and how to find and keep jobs. There is no job placement or development available. At this time there is a question as to the future of this program. No new clients are being accepted; however, aftercare for current clients will continue.

Contact:

Clyde Poag, Interim Director

Project Transition

16260 Dexter

Detroit, MI 48221

313-862-3400

E-Mail: diann.Thomas@matrixhumanservices.org

Transition of Prisoners, Inc.

Transition of Prisoners, Inc. (TOP) is a program that accepts people with criminal records who have been released from incarceration 30 days or less. TOP utilizes the services of area churches, community agencies and social service agencies to offer assistance to its clients. After attending four weekly group sessions a client is matched with an area church and a mentor. A case manager develops a transition plan with the client to meet the needs of the individual client. The assigned mentor assists the client in completing the transition plan. TOP provides referrals for basic essentials, food, clothing, shelter, and helps to arrange for job training and/or job development. Workshops on developing cognitive skills and conflict resolution are conducted in-house.

Contact:

Joe Williams, Executive Director
Transition of Prisoners, Inc.
P.O. Box 02938
Detroit, MI 48244
313-875-3883
313-875-3886 fax
E-Mail: joewilliams_top@msn.com
Web Site: <http://www.topinc.net/>

Goodwill Industries of Greater Detroit

Goodwill Industries of Greater Detroit provides services to individuals who are serving probation or have been recently released from a county or state correctional facility for a non-violent offense. Services include job readiness training, paid transitional work experience, basic academic and remedial training to improve math or reading skills and job placement. Employment follow-up/retention services are also provided.

Contact:

Nancy Walczak, Manager
Employment Development Services
New Start Employment and Training Project
Goodwill Industries of Greater Detroit
3111 Grand River Ave.
Detroit, MI 48208
313-964-3900, ext 406
E-Mail: nwalczak@goodwilldetroit.org
Web Site: <http://www.goodwilldetroit.org/>



Women Arise – PROVE Project

PROVE (Post-Release Opportunities for Vocational Education) was created by a community-based program with funds from a federal lawsuit brought by women prisoners in Michigan. The participants, formerly incarcerated women, receive educational/vocational assessment, assistance in meeting educational and/or vocational goals and obtaining employment. PROVE provides monthly peer meetings, counseling, parenting classes, tutoring, grade monitoring, educational advice and application assistance.

Contact:

Caron Jacobson, Executive Director
13100 Averhill
Detroit, MI 48215
313-331-1800
313-331-8797 fax

[HOME](#)

MINNESOTA

I. Minnesota Department of Labor and Industry

Contact:

Shirley Chase, Commissioner
Minnesota Department of Labor and Industry
443 Lafayette Rd. N
St. Paul, MN 55155
651-284-5005
651-282-5405 fax
E-Mail: DLI.Communications@state.mn.us
Web Site: <http://www.doli.state.mn.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Susan Shafer, Bonding Services Coordinator
Local Labor Exchange
Minnesota Department of Economic Security
390 North Robert St., 1st Fl
St. Paul, MN 55101
651-296-8400
651-296-7516 fax
E-Mail: SSHAFER@ngwmail.des.state.mn.us
Web Site: <http://www.mnworkforcecenter.org/>

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Larry Cheetham, WOTC Coordinator
Minnesota Department of Economic Security
390 North Robert St.
St. Paul, MN 55101
651-297-2219
651-297-7722 fax
E-Mail: mdes.wotc@state.mn.us
Web Site: www.mnwfc.org/wotc/

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

One can apply for benefits on-line, by calling TELECLAIM, by applying at his or her nearest WorkForce Center or by mailing in an application. Forms and information may be obtained at any WorkForce Center and via the Internet at the web site below. (Also see Section VII of this web site, "Local Service Providers.")

Contact:

TELECLAIM: 651-296-3644 or 877-898-9090
Web Site: <http://www.mnwfc.org/>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Individuals may request their criminal history record by writing or visiting the Bureau of Criminal Apprehension office. Written requests must include the full name, date of birth, any aliases, and an \$8 fee.

Contact:

Minnesota Department of Public Safety
Bureau of Criminal Apprehension
CJIS Section
1246 University Ave.
St. Paul, MN 55104
651-642-0670
Web Site: www.dps.state.mn.us/CJIS/

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Mike Hatch, Attorney General
Office of the Minnesota Attorney General
1400 NCL Tower
445 Minnesota St.
St. Paul, MN 55101
651-296-3353 or 800-657-3787
E-Mail: attorney.general@state.mn.us
Web Site: <http://www.ag.state.mn.us/>

IV. State Department of Corrections

Minnesota Department of Corrections

Contact:

Minnesota Department of Corrections
1450 Energy Park Dr.
St. Paul, MN 55108
651-642-0200
651-642-0223 fax
Web Site: <http://www.corr.state.mn.us/>

MINNCOR Industries

MINNCOR Industries provides a centralized organizational structure for the correctional industry program, which now operates in eight institutions. MINNCOR aims to: provide quality products on time to build a loyal customer base; reduce inmate idleness so as to contribute to a secure prison environment; and provide work skills training that prepares the offender for release.

Contact:

Dan Ferrise, Chief Executive Officer
MINNCOR Industries Administrative Office
1450 Energy Park Dr., Suite 110
St. Paul, MN 55108
651-603-0118
651-603-0119 fax
E-Mail: dferrise@minncor.com
Web Site: www.corr.state.mn.us/organization/adultservices/minncor.htm

V. Minnesota Department of Corrections

Community & Juvenile Services Division

Community & Juvenile Services is a division of the Minnesota Department of Corrections that provides probation and supervised release/parole services and special community programs including community service and work release.

Contact:

Mark Carey, Deputy Commissioner
Community & Juvenile Services Division
Minnesota Department of Corrections
1450 Energy Park Dr.
St. Paul, MN 55108
651-642-0288
651-603-6768 fax
Web Site: <http://www.corr.state.mn.us/>

Field Services

Field Services is the unit of the Community and Juvenile Services Division responsible for administration of the department's statewide intensive supervision and work release programs as well as the Institution Community Work Crew program, Sentencing to Service, probation, supervised release, and parole supervision in designated areas of the state.

Contact:

William Guelker, Director
Field Services
Community & Juvenile Services Division
Minnesota Department of Corrections
1450 Energy Park Dr
St. Paul, MN 55108
651-603-0181
651-642-0457 fax
E-Mail: wguelker@co.doc.state.mn.us
Web Site: www.corr.state.mn.us/organization/commjuv/fieldservices.htm

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Minnesota State Board of Public Defense
331 Second Ave. South, Suite 900
Minneapolis, MN 55401
612-373-2728
612-349-2568 fax
Web Site: <http://www.pubdef.state.mn.us/>

B. Legal Services

The Minnesota Legal Services Coalition comprises several legal services programs throughout the state of Minnesota. It's web site, www.mnlegalservices.org, provides links to their offices. The Minnesota Legal Services State Support Center serves the Legal Services Coalition Programs and other legal services providers in Minnesota. The Center provides a broad range of support services in its role as a clearinghouse, education, and coordination force for legal services in the state.

Contact:

Minnesota Legal Services Coalition State Support Center
46 East 4th St., Suite 726
St. Paul, MN 55101
652-228-9105
E-Mail: statesupport@mnlegalservices.org
Web Site: <http://www.mnlegalservices.org/>

C. State Bar Association

Contact:

Jarvis C. Jones, President
Minnesota State Bar Association
600 Nicollet Mall, #380
Minneapolis, MN 55402
612-333-1183 or 800-882-6722
Web Site: <http://www.mnbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

WorkForce Center

WorkForce Centers are the one stop career centers in Minnesota.

Contact:

Jim Korkki, Assistant Commissioner
Workforce Services Branch
Minnesota Department of Economic Security
390 N. Robert St.
St. Paul, MN 55101
651-296-3711
E-Mail: Jim.Korkki@state.mn.us
Web Site: <http://www.mnwfc.org/>

Grace Prison Ministry

Grace Prison Ministry provides mentors to inmates and helps recently released individuals with criminal histories establish aftercare and support by re-establishing them in their communities with jobs, housing and other needs.

Contact:

Gary Mudder, Director
Grace Prison Ministry
P.O. Box 44053
Eden Prairie, MN 55344
612-242-7832
E-Mail: garydebmudder@aol.com

AMICUS, Inc.

Amicus, Inc. is a Minnesota non-profit organization that offers a variety of programs designed to assist recently released individuals with criminal records in building new lives, both before and after release. Its Reconnect project provides re-entry services that help inmates prepare for release and gives recently released individuals much needed resources in their search for jobs, housing, clothing, family services, and more. Clients must call for an appointment.

Contact:

AMICUS, Inc
100 North Sixth St., Suite 529B
Minneapolis, MN 55403-1503
612-348-8570

Minneapolis American Indian Center

Minneapolis American Indian Center serves the needs of American Indian people in Minnesota by promoting self-sufficiency through education, employment assistance, and life-skills training. It has been designated an Indian and Native American Employment and Training site to provide employment and training services to the unemployed, under-employed and economically disadvantaged American Indian population residing in 71 county designated areas.

Contact:

Minneapolis American Indian Center
1530 East Franklin Ave.
Minneapolis, MN 55404
612-879-1700
612-879-1795 fax
E-Mail: info@maicnet.org
Web Site: <http://www.maicnet.org/>

Project for Pride in Living, Inc.

Project for Pride in Living, Inc. (PPL) is a non-profit organization assisting low and moderate income people to become self-sufficient by addressing their job, affordable housing and neighborhood needs. PPL provides work-readiness programs, paid training, and job placement.

Contact:

Project for Pride in Living
2516 Chicago Ave.
Minneapolis, MN 55404
612-874-8511
612-874-6444 fax
Web Site: <http://www.ppl-inc.org/>

Families & Offender United Project

Families & Offender United Project is a demonstration project of the Council on Crime and Justice. Phase one is a Reunification Class which is completed within three months of a participant's release on parole supervision. Phase two is post-release paid job training and support services. Phase two lasts for up to three months and consists mainly of janitorial/maintenance work. Workshops offered include life skill training, cognitive skills, job readiness, basic computer training, educational assessment and guidance, and community parenting classes. Community mentoring is available as is help in obtaining housing. Residents are referred to outside sources for substance abuse counseling. Enrollment is limited at this time to men without a history of sex abuse convictions.

Contact:

Barb Schubring and Troy Springer, Co-Directors
Families & Offender United Project
822 South 3rd St., Suite 100
Minneapolis, MN 55415
612-348-7874
E-Mail: foup@crimeandjustice.org
Web Site: <http://www.crimeandjustice.org/>

Project Re-entry

Project Re-entry is a program sponsored by the Greater Minneapolis Council of Churches. Its mission is to recruit and assist congregations in developing housing, employment programs, mentoring and support groups for newly released prisoners in Hennepin County, Minnesota.

Contact:

Brian Herron, Director
Project Re-entry
Greater Minneapolis Council of Churches
1001 East Lake Street
Minneapolis, MN 55407
612-721-8687
612-722-8669 fax
E-Mail: info@gmcc.org
Web Site: <http://www.gmcc.org/>

Wilder Foundation

The Wilder Foundation offers two programs to assist individuals with criminal records. The Community Transition Center provides a community-based Job Club which helps participants overcome barriers to employment. Participants receive assistance with Adult Basic Education and GED preparation and a range of job readiness and placement services.. In partnership with Ramsey County Community Corrections, the Community Transition Center also offers a community-based cognitive skills program which helps participants examine their lifestyles and the impact they have on the community. The Community Transition Center provides services at the Ramsey County Workhouse, which include a cognitive skills group and a multicultural group. Once a year, a mock job fair is conducted. The EXCEL program provides pre- and post-release services for men and women residing in, or recently released from, Minnesota's correctional facilities at Shakopee, Stillwater, Lino Lakes, St. Cloud, Rush City, and Oak Park Heights. The EXCEL pre-release program offers classes and training on subject such as job seeking and retention skills, community resources, housing issues, and restorative justice. EXCEL also provides a community-based Job Club which helps recently released offenders secure identification, complete job applications, assemble resumes, identify potential job opportunities, improve interviewing skills, arrange transportation to and from interviews, and resolve other barriers to employment. Spanish language pre-release services and culturally specific post-release support services are available for Spanish speakers.

Contact:

Kate Ellefson, Employment Services Supervisor

Wilder Foundation

919 Lafond Avenue

St. Paul, MN 55104

651-917-6225

E-Mail: cme@wilder.org

Web Site: <http://www.wilder.org/>

HOME

MISSISSIPPI

I. Mississippi Employment Security Commission

Contact:

Mississippi Employment Security Commission
1502 W. Capitol St.
P.O. Box 1699
Jackson, MS 39215
601-961-7424
Web Site: <http://www.mesc.state.ms.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

John Covington, Bonding Services Coordinator
Mississippi Employment Security Commission
P.O. Box 1699
Jackson, MS 39215
601-961-7466
601-961-7516 fax
E-Mail: jcovington@mesc.state.ms.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

John Jones, WOTC Coordinator
Mississippi Employment Security Commission
1502 W. Capitol St.
P.O. Box 1699
Jackson, MS 39203
601-961-7591
601-961-7516 fax
E-Mail: jjones@mesc.state.ms.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Applicants for unemployment insurance must apply in person at their local unemployment claims office. Local job and claim centers are listed on the following web site: www.mesc.state.ms.us/docs/Win2.pdf

Contact:

Unemployment Benefits
Mississippi Employment Security Commission
1502 W. Capitol St.
P.O. Box 1699
Jackson, MS 39203
601-961-7724

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

The Mississippi Criminal Information Center will make a person's criminal record available for inspection by him/her or his/her attorney upon written request, payment of a fee and receipt of an executed release form. A letter of request must be submitted to the Center at the address listed below. The individual will be fingerprinted by a fingerprint examiner from the Center's AFIS Division or other certified law enforcement personnel. The Special Processing staff will contact the individual or his/her attorney to schedule a time for review of the record, if any record exists. This record will not be made available to a third party by the Center. The Center may prescribe reasonable hours of inspections and may impose additional procedures, fees or restrictions as may be necessary.

Contact:

Will Spann, Chief Information Officer
Mississippi Criminal Information Center
Records Division
P.O. Box 958
Jackson, MS 39205
601-933-2600
Web Site: www.dps.state.ms.us/dps/dps.nsf/divpages

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Michael Moore, Attorney General
Mississippi Attorney General's Office
Carroll Gartin Justice Building
450 High St.
Jackson, MS 39201
601-359-3680
E-Mail: msag05@ago.state.ms.us
Web Site: <http://www.ago.state.ms.us/>

IV. State Department of Corrections

Mississippi Prison Industries

Mississippi Prison Industries (MPIC) is a non-profit, self-funded corporation that is responsible for the prison industry program in Mississippi. There are textile, metal fabrication, and woodworking manufacturing plants. There are also sign, tack and prints shops available. MPIC provides post-release job placement services to those that received training through the industry program.

Contact:

John H. Miller, CEO
Mississippi Prison Industries Corp.
663 North State St.
Jackson, MS 39202
610-969-5760
601-969-5765 fax
E-Mail: mpic@jam.it.com
Web Site: <http://www.mdoc.state.ms.us/>

Work Release Program

Community Work Centers are scattered throughout the state of Mississippi. Inmates work without pay for charitable organizations doing such work as janitorial services, mechanic work and roadside beautification. To be eligible, an inmate must be within seven years of release, pass drug and alcohol tests, be physically able to do work, have no escape charges, and not be convicted of a sex crime, child abuse conviction, other convictions involving a minor or disabled person, a weapon, or a violent crime.

Contact:

Lora Cole, Deputy Commissioner
Mississippi Department of Corrections
723 N. President St.
Jackson, MS 39202
601-359-5618
Web Site: <http://www.mdoc.state.ms.us/>

Pre-Release Program

The major duties and responsibilities of the Pre-Release Program are categorized into eight primary services: employability skills training; counseling; job development; residence development; remedial education; adult literacy in the workplace; transportation and follow-up/aftercare. Pre-Release Programs are located in three prisons and three community work centers around the state.

Contact:

Lora Cole, Deputy Commissioner
Mississippi Department of Corrections
723 N. President St.
Jackson, MS 39202
601-359-5618
Web Site: <http://www.mdoc.state.ms.us/>

Mississippi Department of Corrections (Main Information)

Contact:

Christopher B. Epps, Commissioner
Mississippi Department of Corrections
732 N. President St.
Jackson, MS 39201
601-359-5600
E-Mail: cepps@mdoc.state.ms.us
Web Site: <http://www.mdoc.state.ms.us/>

V. Mississippi Department of Corrections

Community Corrections Division - Region I

The Mississippi Department of Corrections Community Corrections Division is responsible for the supervision of probationers, parolees, residents in the restitution centers, inmates in community work centers, and those who are in intensive supervision or earned release supervision programs. Region I—Alcorn, Attala, Benton, Bolivar, Calhoun, Carroll, Chickasaw, Choctaw, Coahoma, Desoto, Grenada, Itawamba, Lafayette, Lee, Leflore, Marshall, Monroe, Montgomery, Panola, Pontotoc, Prentiss, Quitman, Sunflower, Tallahatchie, Tate, Tippah, Tishomingo, Tunica, Union, Washington, Webster, Winston, Yalobusha

Contact:

John Brinson, Community Corrections Director
Region I
Mississippi Department of Corrections
Community Corrections Division
301 W. Sunflower Rd.
Cleveland, MS 38732
662-843-0028
E-Mail: jbrinson@mdoc.state.ms.us



Community Corrections Division Region II

The Mississippi Department of Corrections Community Corrections Division is responsible for the supervision of probationers, parolees, residents in the restitution centers, inmates in community work centers, and those who are in intensive supervision or earned release supervision programs. Region II—Clarke, Clay, Covington, Hinds, Holmes, Humphreys, Issaquena, Jasper, Kemper, Lauderdale, Leake, Lowndes, Madison, Neshoba, Newton, Noxubee, Oktibbeha, Rankin, Scott, Sharkey, Simpson, Smith, Warren, Wayne, Yazoo

Contact:

Brenda Blanks, Community Corrections Director
Region II
Mississippi Department of Corrections
Community Corrections Division
421 W. Pascagoula St.
Jackson, MS 39205
601-354-6911
E-Mail: bblanks@mdoc.state.ms.us

Community Corrections Division - Region III

The Mississippi Department of Corrections Community Corrections Division is responsible for the supervision of probationers, parolees, residents in the restitution centers, inmates in community work centers, and those who are in intensive supervision or earned release supervision programs. Region III—Adams, Amite, Claiborne, Copiah, Forrest, Franklin, George, Greene, Hancock, Harrison, Jackson, Jefferson Davis, Jones, Lamar, Lawrence, Lincoln, Marion, Perry, Pearl River, Pike, Stone, Walthall, Wilkinson

Contact:

Constance Taylor, Community Corrections Director
Region III
5912 U.S. Highway 49 South
Space B-6
Cloverleaf Mall
Hattiesburg, MS 39401
E-Mail: ctaylor@mdoc.state.ms.us

State of Mississippi Parole Board

Contact:

State of Mississippi Parole Board
201 West Capitol St., Suite 800
Jackson, MS 39201
601-354-7716

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Mississippi State Defender
P.O. Box 23029
Jackson, MS 39225
601-948-2683 or 601-969-7456
601-948-2687 fax

B. Legal Services

Contact:

Central Southwest Mississippi Legal Services
414 S. State St., 3rd Floor
P.O. Box 951
Jackson, MS 39205
601-948-6752 or 800-959-6752
601-948-6757 fax
Web Site: <http://www.mslegalservices.org/>

Contact:

North Mississippi Rural Legal
2134 W. Jackson Ave.
P.O. Box 767
Oxford, MS 38655
662-234-8731 or 800-898-8731
662-236-3263 fax
Web Site: <http://www.nmrls.com/>

Contact:

South Mississippi Legal Services
111 Rue Magnolia, Suite 202
P.O. Box 1386
Biloxi, MS 39533
228-374-4160 or 888-660-0008
228-374-6045 fax
Web Site: www.mslegalservices.org/SMLS.htm

Contact:

Southeast Mississippi Legal Services
111 E. Front St.
P.O. Drawer 1728
Hattiesburg, MS 39403
601-545-2950 or 800-773-1737
601-545-2935 fax
E-Mail: mslegal@netdoor.com
Web Site: www.mslegalservices.org/SEMLS.htm

C. State Bar Association

Contact:

Mississippi Bar
P.O. Box 2168
Jackson, MS 39225
601-948-4471
601-355-8635 fax
Web Site: <http://www.msbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Goodwill Industries of South Mississippi, Inc.

Goodwill Industries provide training, skill development and work opportunities for people with disabilities and other barriers to employment.

Contact:

Goodwill Industries of South Mississippi, Inc.
2407 31st St.
Gulfport, MS 39501
228-863-2323
228-863-5621 fax
Web Site: www.members.aol.com/goodwillsms



Goodwill Industries of Mississippi, Inc.

Goodwill Industries provide training, skill development and work opportunities for people with disabilities and other barriers to employment.

Contact:

Goodwill Industries of Mississippi, Inc.

104 E. State St.

Ridgeland, MS 39157

601-853-8110

601-853-8113 fax

Web Site: www.goodwill.org/states/ms/jackson

WIN Job Centers

The one-stop career centers in Mississippi are known as WIN Job Centers (Workforce Investment Network). Customers accessing services through WIN Job Centers participate in a progression of service levels: core, intensive and training. Basic core services are available to everyone and must be utilized before customers are eligible to progress through the system. Available services include: job search and placement assistance; internet access for job searches and resume posting; access to computers, fax machines, copiers; resume preparation software; interview tips; labor market information; career assistance for individuals with criminal records; services for veterans; information on WIA's Core, Intensive and Training services; information on unemployment insurance benefits; career and aptitude assessment; information on and referral to training; information on available math and reading assistance; information on and referral to child care, transportation and other support services; and referrals to rehabilitation services.

Contact:

Employment and Training Division

Mississippi Development Authority

P.O. Box 849

Jackson, MS 39205

601-359-9250

601-949-2291 fax

E-Mail: etraining@mississippi.org

Mississippi Prison Industries Corp.

Mississippi Prison Industries Corp. (MPIC) is a state agency that assists individuals who are soon to be released from prison. The program is open to prisoners currently employed by the Department of Corrections' Industry Program and is geared toward addressing employment issues only. An Offender Placement Coordinator meets with prisoners to develop an individual employment plan, including creating a job resume, cultivating interview skills, and acquiring job-seeking tips, to be implemented upon the offender's release. Post release contact is maintained by the agency to provide additional assistance if possible.

Contact:

John H. Miller, CEO
Mississippi Prison Industries Corp.
663 North State St.
Jackson, MS 39202
601-969-5760
601-352-5765 fax
E-Mail: mpic@jam.rr.com

HOME

MISSOURI

I. Missouri Department of Labor and Industrial Relations

Contact:

Catherine Leapheart, Director
Missouri Department of Labor and Industrial Relations
3315 West Truman Blvd., Room 213
P.O. Box 504
Jefferson City, MO 65102
573-751-9691
573-751-4135 fax
E-Mail: Diroffice@dolir.state.mo.us
Web Site: <http://www.dolir.state.mo.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Lamont Brown, Bonding Service Coordinator
Department of Economic Development
Missouri Division of Workforce Development
421 East Dunklin St.
P.O. Box 1087
Jefferson City, MO 65102
573-526-8217
573-522-9496 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Sara Davidson, WOTC Coordinator
Department of Economic Development
Missouri Division of Workforce Development
P.O. Box 1087
Jefferson City, MO 65102
573-751-0977
573-751-9896 fax
E-Mail: sdavidson@co.wfd.state.mo.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment benefits may be applied for on-line or at a regional claims center. The Division of Employment Security is responsible for unemployment insurance benefits in Missouri. The web site is very informative and one may obtain all needed contact information there.

Contact:

Garcia Yancey Backer, Director
Missouri Division of Employment Security
421 East Dunklin St.
P.O. Box 59
Jefferson City, MO 65104
573-751-8086
573-751-4945 fax
Web Site: www.dolir.state.mo.us/es/index.htm

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

The Criminal Records Division conducts background record check requests for non-criminal justice purposes. The general public may obtain background checks in person or by mailing their requests to the Criminal Records Division. Two types of searches may be conducted: name or fingerprint. A name search uses a name, date of birth, and social security number to search the database. A fee of \$5 is charged for a name search. Only open records will be released with a name search. A fingerprint search uses a set of fingerprints to search. A fee of \$14 is charged for this service. Positive identification can only be assured by a fingerprint search. Closed records may be released with fingerprints only if the requester is authorized by statute to receive them.

Contact:

Missouri State Highway Patrol
Criminal Records Division
1510 E. Elm St.
Jefferson City, MO 65101
573-526-6153
573-526-9382 fax
Web Site: www.mshp.state.mo.us/hp.32p0001.nsf

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Jeremiah W. Nixon, Attorney General
Supreme Court Building
207 W. High St.
Jefferson City, MO 65101
573-751-3321
Web Site: <http://www.ago.state.mo.us/>

IV. State Department of Corrections

Prison Industry Program

Missouri Vocational Enterprises (MVE) is responsible for maintaining industry production within the Missouri Department of Corrections. Items manufactured include wood and metal furniture, furniture restoration, cleaning supplies, clothing and bedding. Services include engraving, graphic arts and printing. The Waste Tire to Energy program is part of MVE. In this industry, waste tires are recycled from illegal tire dumps, shredded and mixed with coal. The results are burned to save energy at the state university. Monies earned from the sale of goods are used to expand vocational training opportunities.

Contact:

Leonard Rutledge
Missouri Vocational Enterprises
Missouri Department of Corrections
1717 Industrial Drive
P.O. Box 1898
Jefferson City, MO 65101
573-751-6663
Web Site: www.corrections.state.mo.us/division/rehab/mve.htm

Work Release Program

There is no work release program in Missouri.

Pre-Release Program

There is a pre-release program in the Department of Corrections. Attendance is not mandatory unless stipulated by the Parole Board. Life skills and employment skills are emphasized.

Contact:

Gary Kempker, Director or Tim Kniest, Public Information Officer
Missouri Department of Corrections
P.O. Box 236
Jefferson City, MO 65102
573-751-2389
573-751-4099 fax
Web Site: <http://www.corrections.state.mo.us/>

Post Release Transitional Program

In Missouri there are two work release centers. These centers are not traditional centers in that residents have been granted parole release but require additional employment-related assistance. When a prisoner has been granted parole, he or she is transferred to a work release center. The individual leaves the facility on a daily basis to look for employment. When the person is stabilized, i.e. employed, housing secured, s/he is released to parole supervision. The work release centers are under the supervision of the Division of Parole and Probation, which is a part of the Department of Corrections.

Contact:

Gary Kempker, Director or Tim Kniest, Public Information Officer
Missouri Department of Corrections
P.O. Box 236
Jefferson City, MO 65102
573-751-2389
573-751-4099 fax
Web Site: <http://www.corrections.state.mo.us/>

V. Missouri Department of Corrections

Division of the Board of Probation and Parole

The Division of Parole and Probation is responsible for the supervision of recently released offenders. Offenders without a stable or acceptable home plan are sent to the release centers. At these centers assistance is given to recently released offenders to find employment and explore housing options. There is no set time limit that a recently released offender may remain at the center. Parole/probation officers have established, through the years, relationships with local employers who hire recently released offenders. Referrals are made to local career centers and local substance abuse treatment centers.

Contact:

Denis Agneil, Chair or Paul Caspari, Assistant Division Director
Division of the Board of Probation and Parole
Missouri Department of Corrections
1511 Christy
Jefferson City, MO 65101
573-751-6588
573-751-8501 fax
Web Site: www.corrections.state.mo.us/division/prob/prob.htm

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

J. Marti Robinson
Missouri State Public Defender System
231 East Capitol Ave.
Jefferson City, MO 65101
573-526-5210
573-526-5213 fax

B. Legal Services

There are four agencies in Missouri that offer legal assistance in civil matters for low-income people.

Contact:

Legal Aid of Western Missouri
1005 Grand Ave., Suite 600
Kansas City, MO 64106
816-474-6750
Web Site: www.legalservices.mobar.net/offices.htm

Contact:

Legal Services of Eastern Missouri
4232 Forest Park Ave.
St. Louis, MO 63108
314-534-4200
Web Site: www.legalservices.mobar.net/offices.htm

Contact:

Mid-Missouri Legal Services Corporation
205 East Forest Ave.
Columbia, MO 65201
573-442-0116
Web Site: www.legalservices.mobar.net/offices.htm

Contact:

Legal Services of Southern Missouri
2872 S. Meadowbrook
Springfield, MO 65807
800-444-4863
Web Site: www.legalservices.mobar.net/offices.htm

C. State Bar Association

Contact:

Keith A. Birkes, Executive Director
Missouri State Bar Association
326 Monroe
Jefferson City, MO 65102
573-638-2235
573-635-2811 fax
Web Site: <http://www.mobar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

One Stop Career Centers

One Stop Career Centers in Missouri are managed by the Division of Workforce Development of the Department of Economic Development. In conjunction with employment and training organizations, the centers strive to meet the specific needs in each local community. They are equipped with computers, fax machines and telephones. Individual services include skills assessment, career exploration, job placement, job training, family support services and mental health services. Those eligible include basic skills deficient individuals, dislocated workers, people with criminal records, low-income individuals, eligible youth and those seeking non-traditional employment. Missouri WORKS! is the online service that focuses on providing services related to employment, training, job and workforce development.

Contact:

Rick Beasley, Director
Division of Workforce Development
Missouri Department of Economic Development
421 E. Dunklin St.
P.O. Box 1087
Jefferson City, MO 65102
573-751-3999
573-751-4088 fax
Web Site: www.ded.state.mo.us/employment/workforcedevelopment

Employment Connection

The Employment Connection serves people with criminal histories, substance abusers, welfare recipients and others with barriers to employment. Services offered include a two-day employment-readiness training, one-on-one job placement and information on career development. Employment Connection also educates employers on the benefits and methods of employing persons with criminal histories. Clients are referred to Employment Connection from probation and/or parole officers and other agencies. Walk-in appointments are accepted. Paid on-the-job training available for a three to six month period.

Contact:

John Murphy, Director of Development
Employment Connection
400 Laclede Ave.
St. Louis, MO 63108
314-652-0360, ext. 104
E-Mail: johnmurphy@employmentstl.org
Web Site: <http://www.employmentstl.org/>

Center for Women in Transition

The Center for Women in Transition is a mentoring program. Women with criminal histories are matched with a volunteer mentor for at least a year and receive assistance in identifying and locating community resources. The Center also provides referrals for employment assistance and counseling. Limited assistance with basic needs, bus fare, clothing, food tickets, is available.

Contact:

Sister Rose Mclarney, Administrator
Barbara Baker, Advocate Director
Center for Women in Transition
6400 Minnesota Ave.
St. Louis, MO 63111
314-771-5207
314-771-0066 fax
E-Mail: cwit@cwitstl.org
Web Site: <http://www.cwitstl.org/>

Project COPE (Congregation-Offender Partnership Enterprise)

The Center for Women in Transition is a mentoring program. Women with criminal histories are matched with a volunteer mentor for at least a year and receive assistance in identifying and locating community resources. The Center also provides referrals for employment assistance and counseling. Limited assistance with basic needs, bus fare, clothing, food tickets, is available.

Contact:

Linda Schroeder, Executive Director
Project COPE
3529 Marcus Ave.
St. Louis, MO 63115
314-389-4804
314-389-4804 fax
E-Mail: office@projcope.org

Bishop Sullivan Center

Bishop Sullivan Center is a social service agency serving low-income and no-income individuals in Kansas City, Missouri. Bishop Sullivan Center does not have programs designed uniquely for clients with criminal records, but rather, serves all low-income individuals. The Center provides emergency assistance such as food, clothing, rent, utility, and medication assistance. In addition, the Center offers a no-interest loan program and job counseling and placement programs. The Center provides social and economic advocacy, tutoring for youth, and free legal advice. These services are free and no referral is required.

Contact:

Kathleen Kennedy
Bishop Sullivan Center
6435 Truman Road
Kansas City, MO 64126
816-231-0984
816-231-2096 fax
E-Mail: kkennedy@bishopsullivan.org

Connections to Success

Connections to Success acts as an intermediary, training and fostering collaborative efforts among area service providers and the faith community in Kansas City to provide services through a holistic model that emphasizes faith-based mentoring. Connections to Success partners with faith-based organizations, employers, the Missouri and Kansas Departments of Corrections and Social Services, and others to reduce recidivism rates.

Contact:

Connections to Success
109 Archibault
Kansas City, MO 64111
816-561-5115 ext 13
816-561-5104 fax
E-Mail: cer@connectionstosuccesskc.org
Web Site: <http://www.connectionstosuccesskc.org/>

HOME

MONTANA

I. Montana Department of Labor and Industry

Contact:

Wendy Keating, Commissioner
Montana Department of Labor and Industry
P.O. Box 1728
Helena, MT 59624
406-444-2840
406-444-1394 fax
E-Mail: dwest@state.mt.us
Web Site: <http://www.dli.state.mt.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Bill Haberman, Bonding Services Coordinator
Job Service Division
Montana Department of Labor and Industry
P.O. Box 1728
Helena, MT 59624
406-444-3480
406-444-3037 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Christy Robbins, WOTC Coordinator
Montana Department of Labor and Industry
Job Service Division
P.O. Box 1728
Helena, MT 59604
406-444-9046
406-444-3037 fax
E-Mail: crobbs@state.mt.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

All unemployment insurance services in Montana are provided by phone through local Unemployment Insurance Centers.

Contact:

Billings Telephone Center
406-247-1000

Contact:

Helena Telephone Center
406-444-2545

Contact:

Keith Kelly
Unemployment Insurance Division
Montana Department of Labor and Industry
P.O. Box 1728
Helena, MT 59604
406-444-2749
Web Site: <http://uid.dli.state.mt.us/hot/phone.htm>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

The requestor must send an \$8 check or money order, payable to "Montana Criminal Record," along with a self-addressed envelope. The request should include the person's full name, aliases or maiden name, date of birth, and social security number. No release authorization is required.

Contact:

Criminal Justice Information Services Bureau
Information Technology Services Division
Montana Department of Justice
303 North Roberts, Rm. 374
P.O. Box 201406
Helena, MT 59620
406-444-3625

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Mike McGrath, Attorney General
Montana Attorney General
Justice Building
214 N. Sanders
P.O. Box 201401
Helena, MT 59620
406-444-2026
406-444-3549 fax
Web Site: www.doj.state.mt.us/ago

IV. State Department of Corrections

Prison Industry Program

Montana Correctional Enterprises (MCE) provides work and training, through vocational education classes, for more than 325 eligible inmates. MCE operates four programs, including employment in ranch industries, dairy industries, canning industries and the production of license plates, signs, furniture and upholstery manufacturing, as well as telemarketing, printing, and laundry services.

Contact:

Ross Swanson, Administrator
Montana Correctional Enterprises
Montana Department of Corrections
300 Conley Rd.
Deer Lodge, MT 59722
406-846-1320 ext 2324
406-846-2957 fax
E-Mail: rswanson@state.mt.us
Web Site: www.state.mt.us/cor/mce

Work Release Program/Pre-Release Program

The Adult Pre-release Unit is under the supervision of Adult Community Corrections which is one division of the Montana Department of Corrections. The unit contracts with five non-profit pre-release centers for housing, treatment and supervision of both male and female inmates. Inmates are expected to work in the community after their transfer to this unit. The Montana Department of Corrections has the authority to assign any inmate to community supervision, including placement in a pre-release center, after an administrative review by the department.

Contact:

Mike Ferriter, Administrator
Adult Community Corrections
Montana Department of Corrections
1539 11th Ave.
P.O. Box 201301
Helena, MT 59620
406-444-4913
E-Mail: miferriter@state.mt.us
Web Site: www.cor.state.mt.us/css/about/divisions/AdultCommCor.asp

Montana Department of Corrections

Contact:

Bill Slaughter, Director
Montana Department of Corrections
1539 11th Ave.
Helena, MT 59620
406-444-3930
406-444-4920 fax
E-Mail: jbouchee@state.mt.us
Web Site: <http://www.cor.state.mt.us/>

V. Montana Department of Corrections

Division of Adult Community Corrections

The Probation and Parole Bureau is under the auspices of Adult Community Corrections, a division of the Montana Department of Corrections. The Bureau supervises more than 6,200 adult probationers and parolees. Adult Community Corrections also administers the Intensive Supervision Program (ISP), a specialized form of adult probation and parole lasting nine to 18 months. ISP uses a heightened level of supervision, monitoring devices and close scheduling. ISP offenders live at home, hold or seek jobs, and are under greater supervision than other probationers and parolees.

Contact:

Mary Fay, Probation and Parole Bureau Chief
Division of Adult Community Corrections
Montana Department of Corrections
1539 11th Ave.
Helena, MT 59620
406-444-9529
E-Mail: mfay@state.mt.us

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

William F. Hooks
Montana Appellate Defender Office
34 North Last Chance Gulch
P.O. Box 200145
Helena, MT 59620
406-444-4122

B. Legal Services

A statewide web site is under development in Montana to help citizens needing free or low-cost legal assistance and the lawyers who provide such aid. The site is an effort by the Montana Legal Services Association with the aid of the staff of the State Bar of Montana. Until the web site is available, anyone needing assistance should contact the State Bar of Montana.

Contact:

The State Bar of Montana
P.O. Box 577
Helena, MT 59624
406-442-7660
406-442-7763 fax
E-Mail: mailbox@montanabar.org
Web Site: <http://www.montanabar.org/>

C. State Bar Association

Contact:

Chris Manos, Executive Director
The State Bar of Montana
P.O. Box 577
Helena, MT 59624
406-442-7660
406-442-7763 fax
E-Mail: mailbox@montanabar.org
Web Site: <http://www.montanabar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Montana Job Service Centers

Montana Job Source is a statewide electronic job application system and an employer job posting system. Montana Career Information System software (MCIS) is the state-based system of career information delivery. Local offices offer the following services: career assessment; counseling; educational opportunity center; Internet access; job application process; job referral; job registry; job search assistance workshops; job training; resource center; skill testing; unemployment insurance; and veteran's resources. A list of Job Service Centers is available at the following web site: www.jsd.dli.state.mt.us/level2/officelist.htm

Contact:

Web Site: www.jsd.dli.state.mt.us/level2/officelist.htm

HOME

NEBRASKA

I. Nebraska Workforce Development - Department of Labor

Contact:

Fernando Lecuona, Commissioner
Nebraska Workforce Development - Department of Labor
550 S.16th St.
P.O. Box 94600
Lincoln, NE 68509
402-471-3405
E-Mail: flecuona@dol.state.ne.us
Web Site: <http://www.dol.state.ne.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Madhavi Bhadbhade, Bonding Service Coordinator
Nebraska Workforce Development
550 S. 16th St.
P.O. Box 94600
Lincoln, NE 68509
402-471-2693
402-471-3050 fax
E-Mail: mbhadbhade@dol.state.ne.us
Web Site: <http://www.nebraskaworkforce.com/>

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Madhavi Bhadbhade, WOTC Coordinator
Nebraska Workforce Development - Department of Labor
550 S. 16th St.
P.O. Box 94600
Lincoln, NE 68509
402-471-2693
402-471-2318 fax
E-Mail: Madhavib@dol.state.ne.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment insurance benefit claims in Nebraska are filed by calling a Claims Center and completing the claim by telephone. Lincoln Claims Center P.O. Box 95200 Lincoln, Nebraska 68501 402-458-2500 402-458-2595 fax Omaha Claims Center P.O. Box 642330 Omaha, Nebraska 68164 402-829-2800 402-829-2895 fax

Contact:

Toll Free: 877-725-9918
E-Mail: mailto:www.jbaldus@dol.state.ne.us
Web Site: <http://www.dol.state.ne.us/>

Contact:

Lincoln Claims Center
P.O. Box 95200
Lincoln, NE 68501
402-458-2500
402-458-2595 fax

Contact:

Ohama Claims Center
P.O. Box 642330
Omaha, NE 68164
402-829-2800
402-829-2895 fax

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

The public may request a conviction-only Record of Arrest and Prosecution (RAP) sheet. There is a \$10 processing fee charged to the customer making the request. Requests may be made in person or by mail. The following information is required: full name, date of birth, social security number, and any alias.

Contact:

Nebraska State Patrol Headquarters
Criminal Identification Division
1600 NE Highway, #2
Lincoln, NE 68509
402-471-4545
Web Site: www.nsp.state.ne.us/

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Jon Bruning, Attorney General
2115 State Capitol
Lincoln, NE 68509
402-471-2682
402-471-3297 fax
Web Site: <http://www.ago.state.ne.us/>

IV. State Department of Corrections

Prison Industry Program

Cornhusker State Industries manufactures products for sale to other state agencies. Products manufactured include metal and wood furniture, library fixtures, picnic tables, customized furniture, furniture reconditioning and re-upholstering, dorm furniture, health care furniture, health care case goods, dry goods, paints and stains, janitorial supplies, signage and outdoor accessories.

Contact:

Cornhusker State Industries
800 Pioneers Rd.
Lincoln, NE 68502
402-471-1259
E-Mail: ayabarra@dcs.state.ne.us
Web Site: www.corrections.state.ne.us/csi/about.html

Work Release Program

There does not appear to be a work release program operational in the Nebraska Department of Correctional Services.

Pre-Release Program

Life skills courses include cognitive thinking, work attitude and behavior, parenting, relationships, orientation to school and HIV-AIDS. Pre-release courses include seeking employment, money management, housing information, interpersonal skills, healthcare, and community resources on parole. These courses are offered as needed and are intended for inmates within six months of release. Pre-release provides a review of topics that may have been covered in other courses as well as new topics that relate directly to release on parole.

Contact:

Harold W. Clarke, Director
Nebraska Department of Correctional Services
P.O. Box 94661
Lincoln, NE 68509
402-471-2654
Web Site: <http://www.corrections.state.ne.us/>

V. Nebraska Department of Correctional Services

Adult Parole Administration

Contact:

Robert Houston, Assistant Director
Program and Community Services
Nebraska Department of Correctional Services
P.O. Box 94661
Lincoln, NE 68509
402-479-5771
402-479-5804 fax
Web Site: www.corrections.state.ne.us/adult_parole/

Contact:

Office of Probation Administration
1220 State Capitol Building
P.O. Box 98910
Lincoln, NE 68509
402-471-3730
402-471-2197 fax
Web Site: www.court.nol.org/probation

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Public Defender Offices are located in various counties throughout Nebraska.

Contact:

James R. Mowbray, Chief Counsel
Nebraska Commission of Public Advocacy
The Apothecary Building, Suite 270
Lincoln, NE 68509
402-471-7774
402-471-8087 fax
E-Mail: advocate@ncpa.state.ne.us
Web Site: www.nol.org/home/ncpa

Contact:

Dennis Keefe, Lancaster County Public Defender
555 S. 10th St., Room 202
Lincoln, NE 68508
402-441-7631
Web Site: www.ci.lincoln.ne.us/cnty/pdefen/

Contact:

Harry Moore
Madison County Public Defender
Web Site: www.co.madison.ne.us/pd.htm

B. Legal Services

The mission of Nebraska Legal Services is to promote justice, dignity and self-sufficiency through civil legal aid for those who have no where else to turn. To find NLS services in your area, visit their website: www.nebls.com AccessLine: 877-250-2016 Native American Program: 800-729-9908 Farm Hotline: 800-464-0258 Spanish: 877-669-8898

Contact:

Doug German, Executive Director
Nebraska Legal Services
Law Building, Suite 300
500 So. 18th St.
Omaha, NE 68102
402-348-1069 or for legal assistance, all AccessLine 877-250-2016
402-348-1068 fax
E-Mail: showard@nebls.com
Web Site: <http://www.nebls.com/>

The Nebraska Appleseed Center for Law in the Public Interest, Inc., is a non-profit, non-partisan law project committed to equal justice for all Nebraskans.

Contact:

Milo Mumgaard, Executive Director
Nebraska Appleseed
941
Lincoln, NE 68508
402-438-8853
E-Mail: nac@neappleseed.org
Web Site: <http://www.neappleseed.org/>

Contact:

The Nebraska State Bar Association
Volunteer Lawyers Project
P.O. Box 81809
Lincoln, NE 68501
402-475-7091

C. State Bar Association

Contact:

Jane Schoenike, Executive Director
Nebraska State Bar Association
635 S. 14th St.
P.O. Box 81809
Lincoln, NE 68501
402-475-7091
E-Mail: jschoenike@nebar.com
Web Site: <http://www.nebar.com/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Nebraska Workforce Development Career Centers

One Stop Centers are also known as Nebraska Workforce Development Career Centers. Services offered include initial assessment of skill levels, aptitudes, abilities and supportive service needs, job search and placement assistance, follow-up including counseling for not less than one year following job placement, development of an employment plan, and pre-vocational services such as the development of communication and interviewing skills, punctuality, personal maintenance and professional conduct. Self help software, videos, computers, Internet access, fax and copier machines are also available.

Contact:

Joan Modrell, Executive Director
Office of Workforce Services
Nebraska Workforce Development - Department of Labor
550 S. 16th St.
P.O. Box 94600
Lincoln, NE 68509
402-471-9948
E-Mail: jmodrell@dol.state.ne.us
Web Site: <http://www.dol.state.ne.us/>

Goodwill Industries, Inc.

Goodwill Industries, Inc. prepares people for jobs and matches them with local employers. Services range from personal evaluation and office skills training to career counseling, childcare and transportation. Because each local community has different needs, programs and services vary from location to location.

Contact:

Central Nebraska Goodwill Industries, Inc.
1804 S. Eddy St.
Grand Island, NE 68802
308-384-7896
308-384-9231 fax
Web Site: www.goodwill.org/states/ne/grand_island.htm

Goodwill Industries Serving Southeast Nebraska, Inc.

Goodwill Industries, Inc. prepares people for jobs and matches them with local employers. Services range from personal evaluation and office skills training to career counseling, childcare and transportation. Because each local community has different needs, programs and services vary from location to location.

Contact:

Goodwill Industries Serving Southeast Nebraska, Inc.
2100 Judson St.
Lincoln, NE 68521
402-438-2022
402-438-2167 fax
Web Site: <http://www.lincolngoodwill.org/>

Goodwill Industries, Inc. Serving Eastern Nebraska & Southwest

Goodwill Industries, Inc. prepares people for jobs and matches them with local employers. Services range from personal evaluation and office skills training to career counseling, childcare and transportation. Because each local community has different needs, programs and services vary from location to location.

Contact:

Goodwill Industries, Inc. Serving Eastern Nebraska & Southwest

1111 S. 41st St.

Omaha, NE 68105

402-341-4609

402-341-3061 fax

E-Mail: gdwillneia@goodwillomaha.com

Web Site: <http://www.goodwillomaha.com/>

Omaha Con-nections

Omaha Con-nections offers instruction in job readiness skills, survival skills and services for veterans who have criminal histories. They offer written/visual materials for use with pre-release populations. In addition, job development services are available. Referrals come from direct service providers as well as direct contact from prison visits. Staff is also available for training criminal justice programs on how to prepare individuals for re-integration to society.

Contact:

Louis Napoleon, Co-founder

Omaha Con-nections

4140 N. 42nd St.

Omaha, NE 68111

402-451-1100

402-455-8898 fax

E-Mail: oilc@aol.com

Web Site: <http://www.omahacon-nections.com/>

HOME

NEVADA

I. Nevada Department of Employment, Training, and Rehabilitation

Contact:

Myla Florence, Director
Nevada Department of Employment, Training, and Rehabilitation
500 E. Third St.
Carson City, NV 89713
775-684-0321
Web Site: <http://www.detr.state.nv.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Nevada does not participate in the bonding program. Information on how bonds may be purchased is available from the federal bonding office.

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Work Opportunity Tax Credit Program Coordinator
Employment Security Division
Nevada Department of Employment, Training and Rehabilitation
500 E. Third St.
Carson City, NV 89713
775-684-0321
Web Site: http://detr.state.nv.us/es/es_wotc.htm

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

All unemployment matters are handled through an automated telephone system or over the Internet. Forms and information may be obtained at any local One Stop Center and via the Internet at the web site below. (Also see Section VII of this site "Local Service Providers.") Northern Nevada: 775-684-0350 Nevada: 702-486-0350 Rural Nevada: 888-890-8211 Web Site:

www.detr.state.nv.us/uiben/uiben_uiben.htm To place a claim: <http://www.ui.nvjoblink.org/index.htm>

Contact:

Employment Security Division
Nevada Department of Employment, Training and Rehabilitation
500 E. Third St.
Carson City, NV 89713
775-684-0321
E-Mail: DETRUI@nvdetr.org
Web Site: www.detr.state.nv.us/uiben/uiben_uiben.htm

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

The subject of a Nevada criminal record can obtain a copy by completing form NHP-006, a fingerprint card with the subject's fingerprint impressions, and a money order or certified check for \$15 made payable to the "Nevada Highway Patrol."

Contact:

Nevada Department of Public Safety
Nevada Highway Patrol
Records and Identification Bureau
808 West Nye Lane
Carson city, NV 89703
775-687-1600
Web Site: <http://http://nvrepository.state.nv.us/>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Brian Sandoval, Attorney General
100 North Carson St.
Carson City, NV 89701
775-684-1100
775-684-1108 fax
Web Site: <http://http://ag.state.nv.us/>

IV. State Department of Corrections

Silver State Industries

Silver State Industries is a self-supporting industrial program within the State of Nevada's Correctional System. Products are manufactured inside correctional facilities, utilizing inmate labor. Products or services offered include automotive restoration/painting, metal or wood furniture, recognition plaques and engraving, printing/bindery, mattress production, institutional grade linen including bed sheets, toweling, and draperies. Working inmates must contribute a percentage of their earnings to a Victims of Crime fund and a capital improvement fund.

Contact:

For northern and western Nevada:
Silver State Industries
P.O. Box 7011
Carson City, NV 89702
775-887-3309 or 800-648-7578
775-883-6263 fax
Web Site: <http://www.silverstateindustries.com/>

Silver State Industries

Silver State Industries is a self-supporting industrial program within the State of Nevada's Correctional System. Products are manufactured inside correctional facilities, utilizing inmate labor. Products or services offered include automotive restoration/painting, metal or wood furniture, recognition plaques and engraving, printing/bindery, mattress production, institutional grade linen including bed sheets, toweling, and draperies. Working inmates must contribute a percentage of their earnings to a Victims of Crime fund and a capital improvement fund.

Contact:

For southern, eastern Nevada, and out-of-state contact:
Silver State Industries
2770 S. Maryland Parkway, Suite 300
Las Vegas, NV 89109
702-486-6491 or 800-648-7578
702-486-6431 fax
Web Site: <http://www.silverstateindustries.com/>

Work Release Program

The restitution program allows inmates to work at jobs in the community and return to restitution centers to live and participate in programming. Participating inmates reimburse the state for the cost of their room and board, and pay restitution to the victims of their crimes. Participating inmates must meet the same requirements as minimum custody inmates, except that they must be within six months of probable release. The restitution center in Reno is a male facility. The center in Las Vegas houses both male and female inmates. Residential confinement, another community-based program, is under the supervision of the Division of Parole and Probation. Strict criminal history and behavioral criteria must be met for inmates to be assigned to residential confinement. In this program, inmates live in their residence and work in the community. When not at work or authorized appointments, inmates remain in their residence under electronic surveillance.

Contact:

Nevada Department of Corrections

P.O. Box 7011

Carson City, NV 89702

E-Mail: ndocinfo@ndoc.state.nv.us

Web Site: www.ndoc.state.nv.us/home.php

V. Nevada Parole and Probation

Division officers supervise and monitor the activities of parolees and probationers. They assist and encourage offenders to make acceptable adjustments within the community. The Division arranges educational programs, and assists parolees and probationers in obtaining employment. Individual officers identify offender needs and make referrals to state and local government and community-based agencies.

Contact:

Nevada Parole and Probation

1445 Hot Springs Rd.

Carson City, NV 89710

775-687-5040

775-687-5402 fax

Web Site: <http://http://ps.state.nv.us/pandp/index.htm>

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Public Defender's Office for Carson City and Storey County:

Contact:

Steven G. McGuire, Esq.
Nevada State Public Defender
511 E. Robinson St. #1
Carson City, NV 89701
775-687-4880 ext 230
775-687-4993 fax
E-Mail: smcguire@govmail.state.nv.us

Public Defender's Office for Eureka, Lincoln, and White Pine Counties:

Contact:

Kelly Brown, Esq.
Supervising Deputy State Public Defender
P.O. Box 151690
737 Avenue G
Ely, NV 89315
775-289-1680
775-289-1681 fax

Public Defender's Office for Humboldt and Pershing Counties:

Contact:

Robert Dolan, Esq.
Supervising Deputy Public Defender
P.O. Drawer 309
Winnemucca, NV 89446
775-623-6550
Web Site: www.hr.state.nv.us/pdefenders.htm

B. Legal Services

Contact:

Nevada Legal Services, Inc.
Carson City/RuralOffice
111 W. Telegraph St., Suite 200
Carson city, NV 89703
775-883-0404 or 800-323-8666
775-883-7074 fax

Contact:

Nevada Legal Services, Inc.
Clark County Office
530 South 6th St.
Las Vegas, NV 89101
702-386-1070 or 800-522-1070
702-388-1641 fax
E-Mail: nlslaw@nlslaw.net
Web Site: <http://www.nlslaw.net/>

Contact:

Volunteer Attorneys for Rural Nevadans
111 W. Telegraph, Suite 200
P.O. Box 365
Carson City, NV 89702
775-883-0404 or 800-323-8666
775-883-7074 fax
E-Mail: varn@law.com
Web Site: <http://www.varn.org/>

C. State Bar Association

Contact:

State Bar of Nevada
600 East Charleston Blvd.
Las Vegas, NV 89104
702-382-2200 or, for referral services, 800-789-5747 (in-state)
702-385-2878 fax
E-Mail: ileanav@nvbar.org
Web Site: www.nvbar.org/publicServices/index3.php3

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Nevada JobConnect

Nevada JobConnect is charged with overseeing and providing workforce development services to employers and job seekers in Nevada. For employers, Nevada JobConnect offers recruiting, retention, training and retraining, and outplacement services, as well as valuable information on labor law and labor market statistics. For job seekers, Nevada JobConnect offers career development information, job search resources, training programs, and, as appropriate, unemployment benefits. Targeted populations may be eligible to receive intensive assistance to overcome barriers to employment. A list of local JobConnect sites is available at: http://detr.state.nv.us/es/es_office.htm.

Contact:

Web Site: <http://http://www.nevadajobconnect.com/index.htm>

Las Vegas Reentry Program

The Las Vegas Reentry Program assists participating inmates in Nevada state facilities who are three to six months away from release through referrals from criminal justice agencies, including the District Attorney, police, probation and parole, and walk-ins. Participants are provided with a psychological assessment, a life skills program, transitional assistance, and a variety of other services including employment service referrals to other agencies.

Contact:

Las Vegas Reentry Program
930 West Owens Ave.
Las Vegas, NV 89106
702-636-1202

Ridge House, Inc.

Ridge House offers a three-month residential substance abuse treatment program and an outpatient program that solely serves individuals with criminal histories and parolees recently released from prison. The residential program includes a six-week career-counseling program taught by an expert. The course involves an assessment process to help participants determine their strengths, role-playing to help raise self-confidence, classes on computers, resume writing, life skills training, and guidance on appropriate dress. Most program participants are referred to the program by caseworkers in the facilities or by parole officers. The program also offers applications in the facilities and does other outreach. At present, Ridge House operates facilities in seven locations, four in northern Nevada and three in the south. It is also looking to collaborate with organizations in rural areas and is very willing to share its formula with other organizations.

Contact:

Ridge House
275 Hill St., Suite 281
Reno, NV 89501
775-322-8941
E-Mail: ridgehouse@aol.com

Transitional Living Communities

Transitional Living Communities (TLC) has a variety of locations that assist clients with substance abuse problems, including one location, V2, which serves as a halfway house for individuals on parole, probation, and minimum supervision. TLC provides a 90-day substance abuse program that participants, other than at V2, are free to leave at any time. Participants are provided with inexpensive, transitional housing (negotiable at \$90 a month and no cost up-front). TLC also offers job-seeking assistance. Participants in the V2 program must have jobs and the program works with a temp-to-perm staffing agency to help clients, although most clients have little trouble finding work.

Contact:

Transitional Living Communities
210 N. 10th St.
Las Vegas, NV 89101
702-387-3131

EVOLVE

EVOLVE (Educational and Vocational Opportunities Leading to Valuable Experience) offers motivational counseling, case management, vocational education and job placement to individuals with criminal histories. Services available include resume preparation, interview techniques and mentorship.

Contact:

Shawn Smith, Director

EVOLVE

1971 Stella Lake Drive

Las Vegas, NV 89106

702-638-6371

702-638-6374 fax

E-Mail: sgift2thousand1@aol.com

HOME

NEW HAMPSHIRE

I. New Hampshire Department of Employment Security

Contact:

John J. Ratoff, Commissioner
New Hampshire Department of Employment Security
32 South Main St.
Concord, NH 03301
603-224-3311
603-228-4145 fax
Web Site: www.nhes.state.nh.us/

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Francis Morrissey, Bonding Services Coordinator
New Hampshire Department of Employment Security
32 South Main St.
Concord, NH 03301
603-228-4083
603-229-4321 fax
E-Mail: fmorrissey@ches.state.nh.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Laura Clegg, WOTC Coordinator
New Hampshire Department of Employment Security
WOTC Certifying Unit-Operations
32 South Main St.
Concord, NH 03301
603-228-4079
603-229-4321 fax
E-Mail: lclegg@nehs.state.nh.us
Web Site: www.nhworks.state.nh.us/esb/wotc.htm

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Forms and information may be obtained at any local Resource Center and via the Internet at the web site listed below. (See also Section VII.)

Contact:

New Hampshire Department of Employment Security
32 South Main St.
Concord, NH 03301
603-665-1500 (Manchester only) or 800-266-2252
Web Site: www.nhes.state.nh.us/

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

All requests for criminal records must be made in writing. The request must include a Criminal Record Release Authorization Form and a \$10 fee.

Contact:

New Hampshire Department of Safety
Division of State Police
Central Repository for Criminal Records
10 Hazen Drive
Concord, NH 03305
603-271-2538
Web Site: www.state.nh.us/nhsp/cr.html

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Peter Heed, Attorney General
Attorney General's Office
33 Capitol St.
Concord, NH 03301
603-271-3658
603-271-2110 fax
Web Site: www.state.nh.us/nhdoj

IV. State Department of Corrections

New Hampshire Correctional Industries

New Hampshire Correctional Industries manufactures office furniture, standard and custom wood furniture, signs/silk screenings/custom engravings, and picnic tables. It also offers services in printing and farm products such as cord/campfire wood, and baled or mulched hay.

Contact:

New Hampshire Correctional Industries
281 North State St.
P.O. Box 14
Concord, NH 03302
603-271-1875
603-271-1116 fax
E-Mail: drace@nhdoc.state.nh.us
Web Site: www.state.nh.us/nhci

Community Corrections

There are three Community Corrections Centers in New Hampshire. The purpose of the Community Corrections Centers is to offer opportunities for offenders to transition to the community, to put together a solid parole plan, and to be reunited with their families. Programs include work release, money management, responsibilities toward re-socialization, counseling (on and off premises), cognitive problem solving, goal setting and parole plan preparation. Residents also participate in meetings where volunteers speak about such subjects as HIV/AIDS/STD's, rental laws, consumer credit, and programs for minorities. Participants are required to maintain employment, attend school, and/or participate in self-help programs.

Contact:

Joanne Fortier, Administrator
Shea Fram
REF 9
Iron Works Rd.
Concord, NH 03302
603-271-0424
Web Site: www.state.nh.us/doc/commun.html

New Hampshire Department of Corrections

Contact:

New Hampshire Department of Corrections
State Office Park South
105 Pleasant St.
P.O. Box 1806
Concord, NH 03320
603-271-5600
603-271-5643 fax
Web Site: www.state.nh.us/doc/

V. New Hampshire Department of Corrections

Division of Field Services

The Division of Field Services is a division of the New Hampshire Department of Corrections and is responsible for the supervision of all New Hampshire probationers and parolees. The locations of other offices can be found on the web site listed below.

Contact:

Larry Blaisdell, Director
Division of Field Services
New Hampshire Department of Corrections
105 Pleasant St.
P.O. Box 1806
Concord, NH 03302
603-271-5652
Web Site: www.state.nh.us/doc.field.html

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

New Hampshire Public Defender
117 North State St.
Concord, NH 03301
603-224-1236
Web Site: <http://www.nhpd.org/>

B. Legal Services

The Legal Advice & Referral Center provides free information, legal advice and referral services to low-income people in the areas of family law, welfare, and housing.

Contact:

Legal Advice & Referral Center
800-639-5290 or 603-224-3333
Web Site: www.mv.com/ipusers/larc

New Hampshire Legal Assistance provides free legal advice and representation to low-income people in civil matters involving basic need, including food, shelter, income and medical care. Claremont: 800-562-3994 or 603-542-8795 Manchester: 800-562-3174 or 603-668-2900 Portsmouth: 800-334-3155 or 603-431-7411 Littleton: 800-548-1886 or 603-444-8000

Contact:

New Hampshire Legal Assistance
Web Site: <http://www.nhla.org/>

The Pro Bono Referral Program of the New Hampshire Bar Association links low-income people in need of legal representation with volunteer attorneys who provide services at no charge in the areas of family law, bankruptcy, landlord-tenant issues and children's disability. Individuals must call the Legal Advice & Referral Center for a referral to this office.

Contact:

Pro Bono Referral Program
New Hampshire Bar Association
112 Pleasant St.
Concord, NH 03301
800-639-5290 or 603-224-3333
Web Site: <http://www.nhbar.org/>

C. State Bar Association

Contact:

New Hampshire Bar Association
112 Pleasant St.
Concord, NH 03301
603-224-6942
603-224-2910 fax
E-Mail: NHBAinfo@nhbar.org
Web Site: <http://www.nhbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

New Hampshire Works

NH Works Center and New Hampshire Employment Security Resource Center are the one stop career centers in New Hampshire. There are 13 centers located across the state of New Hampshire. Staff is available to assist job seekers at each center, but most efforts for employment is self-generated. Computers, phones and fax machines are available at no charge. Computer software is available for resume writing, assessment tools, interview strategies, and how to search for jobs and educational opportunities. Internet access is also available.

Contact:

New Hampshire Employment Security
32 South Main St.
Concord, NH 03301
603-665-1500 (Manchester only) or 800-266-2252
Web Site: <http://www.nhes.state.nh.us/centers/nhescenters.htm%20or%20www.nhworks.org>



Transformations Program

The Transformations Program is offered by the New Hampshire Community Technical College and has a mission to assist recently released offenders obtain employment by providing life skills, employment skills and job placement services.

Contact:

Bonnie Lockwood, Program Director
New Hampshire Community Technical College/Laconia
379 Belmont Rd.
Laconia, NH 03246
603-524-3207
603-524-8084 fax
Web Site: <http://www.laconia.tec.nh.us/>

HOME

NEW JERSEY

I. New Jersey Department of Labor

Contact:

Albert G. Kroll, Commissioner
New Jersey Department of Labor
P.O. Box 110
John Fitch Plaza, 13th Floor
Trenton, NJ 08625
609-777-2960
E-Mail: cmeycoff@dol.state.nj.us
Web Site: www.state.nj.us/labor

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Jack Fullmer, Bonding Services Coordinator
NJ DOL Division of Employment & Training Services
P.O. Box 1055, John Fitch Plaza, 2nd Floor
Trenton, NJ 08625
609-777-3203
609-777-3020 fax
E-Mail: jfullmer@dol.state.nj.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Pat Valenza, WOTC Coordinator
New Jersey Department of Labor
John Fitch Plaza
P.O. Box 058
Trenton, NJ 08625
609-292-8112
609-777-1768 fax
Web Site: www.state.nj.us/njbiz/y_wotc.shtml

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Forms and information may be obtained at any local One-Stop Center and via the internet at the web site below. (Also see Section VII of this site "Local Service Providers.")

Contact:

New Jersey Department of Labor
Division of Unemployment Insurance
Technical Support Unit
John Fitch Plaza
P.O. Box 058
Trenton, NJ 08625
609-292-7162
609-633-2884 fax
E-Mail: UI.Information@dol.state.nj.us
Web Site: www.state.nj.us/labor/ui/uiindex.html

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

An individual must contact the police department in the municipality where he or she resides and make an appointment to be fingerprinted on a State Applicant Fingerprint Card (SBI 19). The fingerprint card will list the purpose of the record check and include all identification data, i.e., individual's full name, date of birth, social security number, etc. The individual mails the fingerprint card to the SBI at the address listed below. An out-of-state requester may use a State Applicant Fingerprint Card from the state where he or she resides or they may obtain a New Jersey State Applicant Fingerprint Card by contacting the SBI. A cover letter is required listing the purpose of the request, the individual's name, and the mailing address for the response to be forwarded. There is a required fee of \$25, made payable to the "Division of State Police-SBI."

Contact:

State Section of Identification
Records and Identification Bureau
New Jersey State Police
P.O. Box 7068
West Trenton, NJ 08628
609-882-2000 ext 2311 or 2878
609-530-4856 fax
Web Site: www.state.nj.us/lps/njsp/about/rid.html

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Peter C. Harvey , Attorney General (acting)
Office of the Attorney General
P.O. Box 080
Trenton, NJ 08625
609-292-4925
609-292-3508 fax
Web Site: www.state.nj.us/lps/oag/index.html

IV. State Department of Corrections

DEPTCOR

DEPTCOR is New Jersey's correctional industry program. It provides products and services manufactured and offered by adults incarcerated in New Jersey's correctional system. DEPTCOR's factories and service industries throughout the state employ more than 1,800 incarcerated men and women who are voluntarily assigned to work situations designed to develop useable skills and positive work habits.

Contact:

DEPTCOR Warehouse and Administrative Offices
163 North Olden Ave.
Trenton, NJ 08625
800-321-6524
Web Site: www.state.nj.us/deptcor/index.html

Stabilization and Reintegration Program

The Stabilization and Reintegration Program, a program of the New Jersey Department of Corrections, is designed for men aged 18-30 who have committed a non-violent crime and do not have a serious history of violent crime (most participants have a three to five year sentence). Inmates stay in the program eight to 10 months before being placed on intensive parole supervision, electronic monitoring or in a halfway house. The program offers education, vocational training, and college classes, as well as substance abuse treatment. The facility is also involved in food preparation for the nearby Lisbon Development Center. Although most of the facility's boot camp aspects have been eliminated, some military structure and discipline do remain.

Contact:

Bernard J. Goodwin, Superintendent
Stabilization and Reintegration Program (SRP)
P.O. Box 130, Rt. 72
New Lisbon, NJ 08064
609-726-0804

Residential Community Release Program

The Residential Community Release Program, sponsored by the New Jersey Department of Corrections, is only open to inmates in full minimum custody facilities who are approaching parole eligibility. Offenders who have been convicted of certain types of crimes including sex, violent, and weapons offenses are not eligible. Potential inmates first undergo either a 60 or a 90-day assessment, during which time their educational level and drug dependence level are examined, and they are put under observation. If inmates are found to be suitable for the program, they are placed in a work release program, in which they are expected to maintain a job or a residential drug program, offering a continuum of care. Some drug programs also require inmates to work as a component of treatment.

Contact:

Offices of Community and Drug Programs
Division of Programs and Community Services
New Jersey Department of Corrections
Whittlesey Rd.
P.O. Box 863
Trenton, NJ 08625

New Jersey Department of Corrections

Individual correctional facilities within the New Jersey Department of Corrections assess inmates and help them with discharge planning, usually a couple of weeks prior to the inmate's release, to assist them in bridging the gap between incarceration and the outside world. At present, New Jersey has no standardized mechanism to prepare inmates for release, although efforts are currently underway to create a uniform structure, probably aiming to begin planning services four months prior to release.

Contact:

New Jersey Department of Corrections
Whittlesey Rd.
P.O. Box 863
Trenton, NJ 08625
609-292-4036
609-292-9083 fax
Web Site: www.state.nj.us/corrections/index.html

V. New Jersey State Parole Board

New Jersey State Parole Board

Contact:

New Jersey State Parole Board
P.O. Box 862
Trenton, NJ 08625
609-292-4257
609-984-2188 fax
Web Site: www.state.nj.us/parole

Contact:

Web Site: www.judiciary.state.nj.us/trial.htm

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Office of the Public Defender
P.O. Box 850
Trenton, NJ 08625
Web Site: <http://www.state.nj.us/defender>

B. Legal Services

To locate specialized or local legal service providers, visit: www.lsnj.org/initiatives.htm and choose one of the two options.

Contact:

Legal Services of New Jersey
P.O. Box 1357
Edison, NJ 08818
888-576-5529
E-Mail: legalhelp@lsnj.org
Web Site: <http://www.lsnj.org/>

New Jersey Institute for Social Justice

Contact:

Kenneth Zimmerman
Nancy Fishman
New Jersey Institute for Social Justice
60 Park Place - 511
Newark, NJ 07102
E-Mail: kzimmerman@NJISJ.org

C. State Bar Association

Contact:

New Jersey State Bar Association
New Jersey Law Center
One Constitution Square
New Brunswick, NJ 08901
732-249-5000
732-249-2815 fax
Web Site: <http://www.njsba.com/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

One-Stop Career Center

One-Stop Career Centers are part of the New Jersey Department of Labor. They provide free employment counseling and job search assistance. A list of local one-stop centers is available at the web site listed below.

Contact:

Web Site: www.wnjp.in.net/oscc/index.html

The New Jersey Association on Correction

The New Jersey Association on Correction (NJAC) runs a number of criminal justice-focused residential facilities and resource centers. It also runs a number of residential facilities and community programs, some of which are focused on helping women and children, while others are intended to assist people with HIV and AIDS. These programs are located throughout the state. Among the issues addressed in NJAC's criminal justice residential facilities are: employment, vocational training, money management, substance abuse, mental health, and constructive use of leisure time. Resource centers assist offenders and former offenders living in the community. They provide short-term counseling, housing advocacy, employment readiness and limited financial and transportation assistance. One location also offers a new program to assist with the reunion of women and their children following separation due to incarceration or court order. Staff also help clients in brokering services and making referrals for inmates needing assistance in preparing for release from state and county institutions. Resource centers and residential programs are located in Trenton and New Brunswick. The women's program is located in Patterson. The HIV/AIDS facility is in Newark.

Contact:

The New Jersey Association on Correction
986 South Broad St.
Trenton, NJ 08611
609-396-8900



Offender Aid and Restoration of Essex County

Offender Aid and Restoration (OAR) assists people with criminal records re-enter the community. In addition to helping clients acquire current forms of identification, OAR provides job development and placement services. Weekly job workshops are held to match employers with individuals with criminal histories. Other services include transportation support and referrals for substance abuse treatment.

Contact:

Bill Luton, Executive Director
Barry Grant, Case Manager
Offender Aid and Restoration of Essex County
535 Martin Luther King Jr. Blvd.
Newark, NJ 07102
973-624-6610
973-623-0851 fax
E-Mail: offenderaid@aol.com

[HOME](#)

NEW MEXICO

I. New Mexico Department of Labor

Contact:

Clinton D. Harden, Jr., Secretary
New Mexico Department of Labor
401 Broadway NE
Albuquerque, NM 87102

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Hector Moreu, Bonding Services Coordinator
New Mexico Department of Labor
401 Broadway N.E. - 4th Fl
Albuquerque, NM 87103
505-841-8501
505-841-8467 fax
E-Mail: HMoreu@state.nm.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Hector Moreu, Work Opportunity Tax Credit Coordinator
New Mexico Department of Labor
401 Broadway NE
Albuquerque, NM 87102
505-841-8503
505-841-8467 fax
E-Mail: hmoreu@state.nm.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Forms are available at the web site listed below. One must apply in person at the local Workforce Development Center. Contact information for local centers is available on the following web site: www.dol.state.nm.us/dol_dir.html.

Contact:

Jackie Ingle, Director
Employment Security Division
New Mexico Department of Labor
401 Broadway NE
Albuquerque, NM 87102
505-841-8440
505-841-8467 fax
Web Site: www.dol.state.nm.us/dol_Ulclaims.html

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Contact:

Department of Safety
Attention Record Section
4491 Cerrillos St.
P.O. Box 1628
Santa Fe, NM 87450
505-827-9181

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Patricia A. Madrid, Attorney General
P.O. Drawer 1508
Santa Fe, NM 87504
505-827-6000
Web Site: <http://www.ago.state.nm.us/>

IV. State Department of Corrections

New Organization Name

There are several different industry programs available to prisoners in New Mexico, including shoe/garment manufacture, printing, dairy farming, telemarketing, textile/sewing industry, data entry, micrographics and furniture manufacture/ painting. It is anticipated that the prison industry program will be part of Project SOAR (see below) in a few years.

Contact:

New Mexico Department of Corrections
4104 Pan American Freeway NE
Albuquerque, NM 87107
505-841-4289

Web Site: <http://www.corrections.state.nm.us/>

Work Release Program

Work release is available to minimum-security inmates whose convictions are not classified as violent and who have one year or less to serve before parole eligibility.

Contact:

New Mexico Department of Corrections
4101 Pan American Freeway NE
Albuquerque, NM 87107
505-841-4289

Web Site: www.corrections.state.nm.us/

Pre-Release Program

Pre-release programming is offered to those inmates who are classified as minimum restricted and are eligible for release within a year but presently are not eligible to leave facility grounds. An Employment Development Plan is developed by the inmate with the assistance of correction staff. Documentation, such as social security cards, birth certificates, driver's license and GED certificate, is obtained, as well as vocational training certificates, assessment test results, etc. This documentation is placed in a portfolio the prisoner takes with him/her upon release. The pre-release program is not mandatory.

Contact:

New Mexico Department of Corrections
4101 Pan American Freeway NE
Albuquerque, NM 87107
505-841-4289

Web Site: www.corrections.state.nm.us/

Post Release Transitional Program

Project SOAR (Success for Offenders After Release) is a proactive program throughout New Mexico correctional facilities that combines life skills with job training, education, and placement. When SOAR participants are released on parole supervision, they are assigned a SOAR counselor who is an employee of the New Mexico Department of Labor. A portfolio has been created and many times an offender has employment prior to parole release. Employment is geared toward a career as opposed to “simply a job.” Education and/or vocational training is offered prior to release in areas such as computer repair, A+ certification, MOUS training and certification. Distance learning, utilizing computer hook-ups, allows offenders to obtain college classes and credits while in prison. The recidivism rate for SOAR participants is 7 percent. SOAR counselors monitor clients for success and provides mentorship as needed.

Contact:

Gail Oliver, Education Bureau Chief
New Mexico Department of Corrections
4101 Pan American Freeway NE
Albuquerque, NM 87107
505-841-4289
Web Site: www.corrections.state.nm.us/

V. New Mexico Department of Corrections

New Mexico Probation and Parole Division

Parole supervision falls under the jurisdiction of the Department of Corrections. The state is divided into four regions of supervision with several offices within these regions.

Contact:

Mark Radosevich, Director
New Mexico Probation and Parole Division
P.O. Box 27116
Santa Fe, NM 87502
505-827-8830
505-827-8679 fax
E-Mail: Mark.Radosevich@state.nm.us
Web Site: www.corrections.state.nm.us/directory/prob_parole.htm

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Phyllis H. Subin, Chief Public Defender
New Mexico Public Defender Department
301 North Guadalupe St., Suite 101
Santa Fe, NM 87501
505-827-3931
505-476-0357 fax

B. Legal Services

The Clinical Law Programs at the University of New Mexico School of Law is developing the Access to Practitioner Network, a list of attorneys who work for reduced fee or pro bono on issues faced by low-income people. The Clinical Law Program assists those people whose incomes are below federal poverty levels.

Contact:

Antoinette Sedillo Lopez, Professor of Law and Director
Clinical Law Programs
University of New Mexico School of Law
1117 Stanford NE
Albuquerque, NM 87131
505-277-5265
505-277-4367 fax
Web Site: www.lawschool.unm.edu/clinic/

C. State Bar Association

Contact:

Rex D. Throckmore
State Bar of New Mexico
121 Tijeras St., NE
P.O. Box 25883
Albuquerque, NM 87102
505-842-6132
505-843-8765 fax

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Workforce Development One-Stop Career Centers

There are three types of employment services available in New Mexico to adults through the state's One-Stop Career Centers: core, intensive, and training. Core services include program eligibility determination, intake/evaluation, skill assessment, counseling, placement, follow-up and support service information. Intensive services are available to dislocated workers; those who are employed but not self sufficient; or low income or welfare recipients who are unable to find employment following core services. Services include employability skills, life skills, placement counseling and case management. Training services are available for those who require additional assistance and includes receiving an Individual Training Account (ITA) for specialized training. A list of the One-Stop Shop Career Centers is available on-line at www.dol.state.nm.us/dol_dirr.html.

Contact:

Alan Richardson, Director
Job Training Division
New Mexico Department of Labor
1596 Pacheco St.
Sante Fe, NM 87502
505-827-6838
505-827-6812 fax
Web Site: www.dol.state.nm.us/dol_jtd.html

Dismas House

Dismas House offers transitional housing for recently released offenders, both male and female. A total of fifteen residents, ten male and five female, may be accommodated at any given time. Dismas House has no direct services but provides an environment that is emotionally supportive and encouraging to recently released offenders. Residents are encouraged to find employment and/or training as soon as possible. The cost, \$280/month, includes room and board.

Contact:

Christina Flegel, Director
Dismas House
P.O. Box 6101
Albuquerque, NM 87196
505-266-6129



Learn, Earn and Develop Success

Learn, Earn and Develop Success, a project of Families and Youth, Inc., works with adjudicated youth 16 to 21 years of age to provide job training and work experience. Referrals are received from the Probation Department and juvenile centers. The program consists of 180 hours paid work experience leading to permanent job placement, as well as assistance in setting educational and/or technical training goals.

Contact:

Jack Kemp. Employment Specialist
Learn, Earn and Develop Success
Families and Youth, Inc.
1320 S. Solano
P.O. Box 1868
Las Cruces, NM 88001
505-556-1627
505-522-9017 fax
E-Mail: jkemp@fyinm.org

[HOME](#)

NEW YORK

I. New York State Department of Labor

Contact:

Linda Angello, Commissioner
New York State Department of Labor
State Campus, Building 12
Albany, NY 12240
518-457-2741
518-457-6908 fax
Web Site: www.labor.state.ny.us/

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Robert Genn, State Coordinator
Federal Bonding Program
New York State Department of Labor
Special Employment Services
Room 274, State Office Building Campus, Bldg. 12
Albany, NY 12240
518-457-2316
518-457-5240 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Hy Dubowsky, WOTC Coordinator
New York State Department of Labor
Room 200, State Office Building Campus, Bldg. 12
Albany, NY 12240
518-457-6823
518-485-1815 fax
E-Mail: DrHy@hotmail.com
Web Site: <http://www.labor.state.ny.us/>

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

New Yorkers may apply for Unemployment Insurance benefits through the automated Tel-Claim System at 888-209-8124 or online at: www.labor.state.ny.us/UBC/Index.jsp.

Contact:

New York State Department of Labor

State Office Building Campus

Albany, NY 12240

888-209-8124

518-485-1271 fax

Web Site: <http://http://ui.labor.state.ny.us/UBC/index.jsp>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Individuals may request a copy of their own criminal history record for personal use. If no record exists, a statement to that effect will be provided. To obtain a copy of one's criminal history record, an individual must request an informational packet from the Records Review Unit of the New York State Division of Criminal Justice Services.

Contact:

Record Review Unit

New York State Division of Criminal Justice Services

4 Tower Place

Albany, NY 12203

518-457-6051

518-457-6550 fax

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Elliot Spitzer, Attorney General
New York Department of Law - The Capitol
Room 220
Albany, NY 12224
518-474-7330
Web Site: <http://www.oag.state.ny.us/>

IV. State Department of Corrections

Division of Correctional Industries/Corcraft

Corcraft employs approximately 2,500 inmates in real work situations producing goods and services. Many products are manufactured to be sold back to the Department of Correctional Services. Other customers include state agencies and local governments. Corcraft attempts to replicate working conditions in the outside working world through such mechanisms as punching in and having inmates work seven hours per day, five days per week, with the occasional authorization of overtime to meet deadlines. Products manufactured include seating, janitorial and maintenance supplies, tables, office furniture, storage, shelving, lockers, and miscellaneous office products such as bulletin boards. Services include optical, printing, engraving, signage, construction, asbestos removal and modular housing.

Contact:

Corcraft
555 Broadway
Albany, NY 12204
518-436-6321
518-436-6007 fax
Web Site: <http://www.corcraft.org/>

New York State Department of Correctional Services

The Department of Correctional Services (DOCS) offers a three-phase transitional program, which is currently being restructured but will likely retain many of the same features. The first phase is a required three-week orientation program in which inmates are introduced to the 20 courses DOCS offers within six essential categories (change in circumstances, social living skills, communication, aggression and conflict management, career development, and community participation and preparation). Phase II is the core phase, a 90-day program at some point during the inmate's stay, which provides training in a number of core areas. The last phase is the exit phase, which prepares inmates to reenter society. This phase involves skills training and preparation for employment, including preparing resumes and portfolios, dressing for interviews, and creating a list of objectives.

Contact:

Glenn S. Goord, Commissioner
New York State Department of Correctional Services
Building 2
1220 Washington Ave.
Albany, NY 12226
518-457-8126
Web Site: <http://www.docs.state.ny.us/>

V. New York State Division of Parole

New York State Parole Board

The Division of Parole supervises parolees in New York State who have been released through Board of Parole action. The division also supervises and/or has responsibility of inmates participating in temporary release (work release) programs of the Department of Correctional Services, out-of-state parolees, soon-to-be-released inmates, and those who are under post-release supervision.

Contact:

Martin Cirincione, Executive Director
New York State Division of Parole
97 Central Ave.
Albany, NY 12206
518-473-9400
E-Mail: nyparole@nysnet.net
Web Site: <http://http://parole.state.ny.us>

Contact:

Sara Fasoldt, State Director
New York State Division of Probation and Correctional Alternatives
80 Wolf Rd.
Albany, NY 12205
518-485-2395
Web Site: <http://http://dpca.state.ny.us>

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Jonathan E. Gradess, Executive Director
New York State Defenders Association
194 Washington Ave., Suite 500
Albany, NY 12210
518-465-3524
518-465-3249 fax

E-Mail: JEG@nysda.org

Web Site: http://www.nysda.org,%20www.nysda.org/Defense_Services/defense_services.html

B. Legal Services

A list of legal service providers in a specific area is available on the following web site: www.nysba.org/.
The City Bar Fund provides legal assistance to over 15,000 low-income New Yorkers annually.

Contact:

Maria L. Imperial, Executive Director
City Bar Fund
42 West 44th St.
New York, NY 10036
212-382-6678
212-221-5318 fax

E-Mail: mimperial@abcny.org

Web Site: <http://www.abcny.org/>

Association of the Bar of the City of New York

Contact:

Barbara Berger Opatowsky, Executive Director
The Association of the Bar of the City of New York
42 West 44th St.
New York, NY 10036
212-382-6620
212-398-6634 fax

E-Mail: bopotowsky@abcny.org

Web Site: <http://www.abcny.org/>

Brennan Center for Justice at NYU School of Law

Contact:

Brennan Center for Justice at NYU School of Law
161 Avenue of the Americas, 12th Fl
New York, NY 10013
212-998-6186
E-Mail: kirsten.levingson@nyu.edu

The Bronx Defenders, Civil Action Project, provides civil legal representation to indigent clients on the full range of civil legal issues from housing and employment to police misconduct and welfare.

Contact:

McGregor Smyth
The Bronx Defenders
860 Courtlandt Ave.
Bronx, NY 10451
718-838-7878
E-Mail: mgregors@bronxdefenders.org

Harlem Neighborhood Defender Association

Contact:

Maya Grosz
Harlem Neighborhood Defender Association
2031 Fifth Ave., 2nd Fl.
New York, NY 10035
212-876-5500, ext 118

C. State Bar Association

Contact:

Patricia K. Bucklin, Executive Director
New York State Bar Association
1 Elk St.
Albany, NY 12207
518-463-3200
518-487-5517 fax
Web Site: <http://www.nysba.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Center for Employment Opportunities

The Center for Employment Opportunities (CEO) provides rigorous pre-employment training, short-term work crew experience, and long-term job development services to prepare clients with criminal records entering permanent employment. CEO provides services to people with non-violent criminal histories who have completed New York State's Shock Incarceration program or who are on work release, parole, or probation.

Contact:

Center for Employment Opportunities
32 Broadway
New York, NY 10001
212-422-4430
212-422-4855 fax
Web Site: <http://www.ceoworks.org/>

New York Public Library

The New York Public Library publishes Connections, a directory of organizations in New York City that assist people with criminal records with various services. Connections also includes a guide of necessary information for assisting individuals with criminal records find employment. The guide is regularly updated and can be ordered from the New York Public Library. Some of the information is also available online. A copy of Connections can be ordered by writing to: Institutional Library Services The New York Public Library 455 Fifth Ave. New York, NY 10016 (Non-New York State residents are asked to send \$15 per copy to defray mailing costs. Checks should be made out to "The New York Public Library.")

Contact:

Stephen Likosky
The Office of Community Outreach Services
New York Public Library, Mid-Manhattan Branch
455 Fifth Ave.
New York, NY 10016
212-340-0971
E-Mail: slikosky@nypl.org
Web Site: www.nypl.org/branch/cos/correctional/index.html

The Fortune Society

The Fortune Society is an individuals with criminal records self-help organization with a national membership. Fortune offers counseling, referrals to vocational training, job placement, tutoring in preparation for the High School Equivalency Diploma (GED), Basic Adult Literacy, English as a Second Language, and substance abuse treatment. It also offers a wide variety of alternatives to incarceration services for jail-bound defendants. Fortune provides discharge planning, case management and support groups for persons with AIDS or who are HIV positive.

Contact:

The Fortune Society
53 West 23rd St., 8th Floor
New York, NY 10010
212-691-7554
212-255-4948 fax
Web Site: <http://www.fortunesociety.org/>

Osborne Association

The Osborne Association assists individuals with criminal records, defendants, people on probation or parole, prisoners and their families by offering a range of educational, vocational, support and health services, including defender-based advocacy, day reporting drug treatment and walk-in harm reduction services, acupuncture on demand for detox, and intensive AIDS/HIV case management. Also available are primary health care referrals, regular support groups, weekly NA and AA meetings, a Brooklyn-based youth entrepreneurship program, and an AIDS in Prison Hotline for prisoners.

Contact:

Elizabeth Gaines, Executive Director
Osborne Association
36-31 38th St.
Long Island City, NY 11101
718-707-2600
718-707-3103 fax
E-Mail: info@osborneny.org
Web Site: <http://www.osborneny.org/>

Wildcat Service Corporation

Wildcat provides counseling and work programs for the hard-core unemployed, especially ex-addicts, individuals with criminal records, welfare mothers, and out-of-school youth. The three major work categories are clerical, construction, and maintenance. Jobs last up to 12 months. Clients must be referred by correctional programs or legal service providers.

Contact:

Wildcat Service Corporation
17 Battery Place
New York, NY 10004
212-209-6000

STRIVE

The core program at STRIVE consists of an intensive three-week attitudinal adjustment workshop. Emphasis is placed on the development of "soft skills" (e.g., work ethic, verbal and non-verbal communication techniques, appropriate attire for the workplace, and the spirit of cooperation and team-work, etc.). Participants in STRIVE must undergo a lengthy intake procedure that includes a personal interview before they are admitted. Although there are very few restrictions on who may apply for the program, many factors are taken into consideration before an individual is selected. Once participants have completed their training, STRIVE's job developers endeavor to match employers with the individuals in the graduate pool. Although placement opportunities are sought for graduates that offer benefits, skill development, and room for career advancement wherever possible, the main focus is to provide graduates with the beginning of a stable work history that can be built upon. Once an individual is placed, STRIVE offers follow-up services for two years. Lastly, STRIVE's On Site-Social Services Program (OSSP) provides a comprehensive social service program that offers case management, short-term counseling, crisis intervention, advocacy, information and referrals. OSSP also provides gender-specific individual and group activities to address barriers facing young men and women.

Contact:

STRIVE Central
240 East 123rd St., 3rd Floor
New York, NY 10035
212-360-1100
212-360-5634 fax
E-Mail: strivehq@strivecentral.com
Web Site: <http://www.strivecentral.com/>

Exodus Transitional Community

Exodus Transitional Community directly serves recently released people with criminal records and makes referrals for programs not offered in-house. Services offered include career counseling, employment workshops including interview techniques, resume writing, job referrals, housing referrals, mental health counseling, substance abuse treatment referral and Alternatives to Violence workshops.

Contact:

Julio Medina, Executive Director
Darryl Williams Program Director
Exodus Transitional Community
161 E. 104th St., 4th Floor
New York, NY 10029
917-492-0990; 212-722-6037 development
917-492-8711 fax
E-Mail: exodusdev@aol.com
Web Site: <http://www.exodustransitionalcommunity.org/>

ComALERT

ComALERT is a project of the Office of the District Attorney of Kings County. ComALERT acts in several capacities. One is a service broker, referring clients to various community partners for services such as employment/job development, vocational training; second it monitors the progress of clients in the program; third it acts in a mediation role between probation and social service agencies. It actively works in the community to enhance relationships between the community and the criminal justice system.

Contact:

Kevin Costin, Director
ComALERT
Office of the District Attorney, King County
350 Jay St.
Brooklyn, NY 11201
718-250-2665
E-Mail: costink@brooklynda.org

Osborne Association - Employment and Training Division

The Employment and Training Division of the Osborne Association provides comprehensive vocational services including assessment, testing, career and educational counseling, job-readiness workshops, job training and post-employment support in adjusting to the demands of the workplace and staying employed. Clients are encouraged to return for referrals for additional services or better jobs after working successfully at their first placement.

Contact:

Ann McLaughlin, Senior Director
Employment and Training Division
Osborne Association
36-31 38th St.
Long Island City, NY 11101
718-707-2600
718-707-3103 fax
E-Mail: info@osborneny.org
Web Site: <http://www.osborneny.org/>

Developing Justice Project

Developing Justice Project is a project of the Fifth Avenue Committee, a community-based not-for-profit organization that promotes social and economic justice in South Brooklyn, New York. In addition to promoting criminal justice reform, the Developing Justice Project offers walk-in support to individuals with a criminal history. Transitional supportive services in the areas of housing, permanent employment, education and skills development are available through individual case management services.

Contact:

Darryl King, Director
Developing Justice Project
Fifth Avenue Committee
141 Fifth Avenue
Brooklyn, NY 11217
718-857-2990
718-857-4322 fax
E-Mail: dking@fifthave.org
Web Site: <http://www.fifthave.org/>

Making Career Connections

Making Career Connections is a supported employment program for low or no-income persons, including individuals with criminal histories, who face barriers to employment. Services include barrier assessment and removal, job readiness training (soft skills), job placement assistance and post-employment follow-up. Links are provided to other agencies to help provide stabilization for clients.

Contact:

Steven Pennisi, Program Coordinator
Making Career Connections
278 Clinton Ave.
Albany, NY 12210
518-432-0499
518-432-0826 fax
E-Mail: mccprogramcoordinator@yahoo.com

Good Help Brooklyn

The Brooklyn Chamber of Commerce is a business-driven employment service designed to help Brooklyn businesses and unemployed residents of Brooklyn. The organization works with employers to find job openings, screen potential employees, check references, and follows up with placements.

Contact:

Good Help Program
Brooklyn Chamber of Commerce
25 Elm Place, Suite 200
Brooklyn, NY 11201
718-875-1000
E-Mail: info@brooklynchamber.com
Web Site: www.ibrooklyn.com/site/chamberdirect/goodhelp

Urban Pathways

Urban Pathways provides shelter and support services to homeless men and women in New York. In addition to providing housing programs and services to chemically addicted homeless individuals, Urban Pathways offers the ESTEEM (Employment Skills, Training, Education, Employment, Motivation) program. Services of ESTEEM include vocational and educational opportunities (i.e. counseling, job placement, and GED).

Contact:

Ellen Higgins
Urban Pathways, Inc.
575 8th Avenue, 9th Floor
New York, NY 10018
212-736-7385 ext. 29
212- 736-1388 fax
E-Mail: EHiggins@urbanpathways.org
Web Site: <http://www.urbanpathways.org/>

America Works, Inc. – Criminal Justice Program

America Works, a for-profit job placement agency, assists hard-to-serve clients obtain employment in the private sector. In addition to addressing issues such as criminal records as a barrier to employment, America Works utilizes a supportive model including: job readiness; job placement; supported and/or unsubsidized work experience; case management; job retention services for at least 6 months in unsubsidized jobs; supportive services; and advancement services.

Contact:

America Works, Inc. – Criminal Justice Program
575 8th Ave., 14th Floor
New York, NY 10018
212-244-5627
212-244-5628 fax
E-Mail: info@americaworks.com
Web Site: <http://www.americaworks.com>

Judicial Process Commission

The Judicial Process Commission (JPC) offers a mentoring program for individuals with criminal records in Monroe County, NY. Working with county inmates prior to release, JPC addresses concerns about re-entering society and offers job readiness training, including resume writing, interview techniques, a Job Club and assistance in networking to find employment.

Contact:

James Caldwell, Mentor Coordinator
Judicial Process Commission
121 N. Fitzhugh Street
Rochester, NY 14614
585-325-7727
585-325-2165 fax
E-Mail: jcaldwell@rocjpc.org

NORTH CAROLINA

I. North Carolina Employment Security Commission

Contact:

Harry E. Payne, Chairman
North Carolina Employment Security Commission
700 Wade Ave.
Raleigh, NC 27605
919-733-4329
919-733-9420 fax
E-Mail: esc.pio@ncmail.net
Web Site: <http://www.ncesc.com/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Yolande Fennell-Hargrove, Bonding Services Coordinator
Workforce Development Unit
North Carolina Employment Security Commission
P.O. Box 26988
Raleigh, NC 27611
919-733-6745
919-733-8130 fax
E-Mail: Yolande.fennell.hargrove@ncmail.net

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Diane Smith, WOTC Coordinator
North Carolina Employment Security Commission
P.O. Box 27625
Raleigh, NC 27611
919-733-4896
919-733-3010 fax
E-Mail: diane.g.smith@ncmail.net

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment claims may be filed on line or in person at a local employment services office.

Contact:

David Canady, Unemployment Insurance Director
North Carolina Employment Security Commission
700 Wade Ave.
Raleigh, NC 27611
919-733-3121
Web Site: www.ncesc.com/individual/UI/UIMain.asp

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Contact:

North Carolina State Bureau of Investigation
Division of Criminal Information
407 North Blount St.
Raleigh, NC 27601
919-716-6725
Web Site: <http://sbi.jus.state.nc.us>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Roy Cooper, Attorney General
North Carolina Department of Justice
P.O. Box 629
Raleigh, NC 27602
919-716-6400
919-716-6750 fax
E-Mail: agjus@mail.jus.state.nc.us
Web Site: <http://www.jus.state.nc.us/>

IV. State Department of Corrections

Prison Industry Program

The prison industry program, Correction Enterprises, is aimed at providing meaningful work experience and rehabilitative opportunities for inmates and providing quality goods and services to tax-supported entities. Products manufactured include license plates, signage, state uniforms, paint, janitorial supplies, optical grinding and canned/frozen food. Services available include printing and laundry. Prisoners assigned to the prison industry may earn up to \$3 per day and also a reduction of sentence by earning "gain" time (time subtracted from one's confinement time).

Contact:

Karen Brown, Director
Correction Enterprises
North Carolina Department of Corrections
2020 Yonkers Rd.
Raleigh, NC 27604
919-716-3600
919-716-3975 fax
Web Site: www.doc.state.nc.us/eprise/index.htm

Work Release Program

To be eligible for the work release or study release program inmates must be classified as minimum security and be serving their final months of incarceration. They must also have exemplary disciplinary records. Participants pay room and board and are required to make child support payments and any court-ordered restitution.

Contact:

Boyd Bennett, Director
North Carolina Department of Correction
831 West Morgan St.
4202 Mail Service Center
Raleigh, NC 27699
919-716-3700
919-733-8272 fax
E-Mail: info@doc.state.nc.us
Web Site: <http://www.doc.state.nc.us/>

Pre-Release Program

Job Start is a prison-to-work transition program started in 2000 as a pilot program in five North Carolina prisons. Each pilot program follows a similar program but adaptations are made at each facility. Some aspects of the program have been standardized throughout the Department of Corrections, including the inmate portfolio system. When a person becomes incarcerated, a transition document envelope is placed in his or her Department of Correction official record. The envelope will contain documents that an inmate may enter the system with or obtains during incarceration such as diplomas, certificates of completion of programs, as well as vocational training. A social security card is obtained. Through an agreement with the Department of Motor Vehicles, recently released prisoners can present their social security cards and inmate photo ID card to obtain state photo ID. Case management is an integral part of the current programming effort for all inmates. This program is optional and each site determines its own selection criteria. All custody levels at facilities where Job Start is available may participate 12 to 18 months prior to release.

Contact:

Arthur Clark, Manager
Job Preparation for Offenders
North Carolina Department of Corrections
4262 Mail Service Center
831 West Morgan St.
Raleigh, NC 27699
919-716-3097
919-715-5785 fax
Web Site: <http://www.doc.state.nc.us/>

Post Release Transitional Program

Post Release Transitional programs are handled by the Division of Community Corrections.

V. North Carolina Department of Correction

Division of Community Corrections

The Division of Community Corrections of the North Carolina Department of Correction supervises parolees, as well as those individuals sentenced to community-based punishments.

Contact:

Robert L. Guy, Director
Division of Community Corrections
North Carolina Department of Corrections
2020 Yonkers Rd.
4250 Mail Service Center
Raleigh, NC 27699
919-716-3100
919-716-3996 fax
Web Site: www.doc.state.nc.us/dcomcor/index.htm

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Malcolm Ray Hunter, Jr., Executive Director
Indigent Defense Services
123 West Main St., Suite 700
Durham, NC 27701
919-560-3380
919-560-3332 fax
Web Site: www.aoc.state.nc.us/www/ids

B. Legal Services

Indigent Defense Services functions as counsel in criminal matters for capital offenses and appeal purposes only. All other attorneys are appointed by the court for indigent defendants. Each county maintains its own list of attorneys who will accept assignments from the court.

Contact:

Legal Aid of North Carolina provides free legal representation to low- income people in civil matters only, including housing, family and employment law.

Contact:

George R. Hauser, Jr., Executive Director
Legal Aid of North Carolina
224 South Dawson St.
Raleigh, NC 27601
919-856-2564
Web Site: <http://www.lsn.org/>

C. State Bar Association

Contact:

Allan Head, Executive Director
North Carolina Bar Association
P.O. Box 3688
Cary, NC 27519
919-677-0561
919-677-0761 fax
E-Mail: ahead@ncbar.org
Web Site: <http://www.ncbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

JobLink Career Centers

JobLink Career Centers are the one-stop career centers in North Carolina. These centers provide job seekers a single place to address their employment and training needs. Services include job listings, job placement, assessment, resume preparation, education and training assistance and referrals to other agency partners such as local community colleges, rehabilitation agencies, social services, and other partners.

Contact:

Vincent Gilreath, Policy Associate
North Carolina Department of Commerce
Commission on Workforce Development
301 N. Wilmington St.
4327 Mail Service Center
Raleigh, NC 27699
919-715-3300
919-715-3974 fax
E-Mail: Vgilreath@nccommerce.com
Web Site: <http://www.joblink.state.nc.us/>

Energy Committed to Offenders

Energy Committed to Offenders (ECO) is a community-based organization that begins working with offenders, located in either county or state facilities, during their incarceration. Presentations on employment topics are given prior to release. ECO assists recently released offenders as well. It offers transportation for job searches and provides transportation to and from new jobs. ECO also provides housing and clothing referrals for those recently released prisoners. ECO maintains a 20 bed live-in transitional center where recently released female prisoners are encouraged to reconnect with their children and participate in parenting classes.

Contact:

Myra Clark, Executive Director
Energy Committed to Offenders
P.O. Box 33533
Charlotte, NC 28233
704-374-0762
704-374-1627 fax
E-Mail: ecoclak@bellsouth.net

Greensboro Police Department Violent Crime Task Force

The Greensboro Police Department's Violent Crime Task Force has established a "call-in" program. "Call-in" means that individuals with a violent criminal history are called to a meeting with the Violent Crime Task Force. The task force consists of federal, state and local law enforcement and community volunteers. The law enforcement community informs the participants of legal consequences of further criminal activity. Community volunteers offer support, job leads and assistance encouraging legal behavior. Job development and placement services are also available.

Contact:

Cathleen Vance, Resource Coordinator and Case Researcher
Greensboro Police Department Violent Crime Task Force
300 West Washington St.
Greensboro, NC 27402
336-887-7855
E-Mail: Cathleen.vance@ci.greensboro.nc.us

High Point Violent Crime Task Force

High Point Violent Crime Task Force partners with law enforcement agencies and the community in an effort to reduce the amount of violent crime involving guns and other deadly weapons in the city of High Point. Federal, state and local law enforcement teams work together to ensure the stiffest penalty possible when an individual is convicted of a violent felony. At the same time, these agencies collaborate with social service providers to assist individuals with criminal histories re-enter society. A resource coordinator assists with those issues and needs that an individual identifies, such as job links, counseling, alcohol and substance abuse treatment, or assistance in securing transportation to job sites. The University of North Carolina at Greensboro assists with statistical analysis of the success of the project.

Contact:

Marc Kun, Senior Detective
High Point Police Department
Violent Crime Task Force
High Point, NC
336-887-7877
E-Mail: marc.kun@ci-high-point.nc.us

Passage Home

Passage Home (PH) is a faith based, non-profit, community development corporation providing housing and support services to low-income and homeless families, including individuals with criminal histories, in the Raleigh and Wake County communities. In conjunction with PH, a group of women representing various faith communities created a project, Harriet's House, to assist women leaving prison. Services include family mentoring, youth buddies, clothing, furniture, food distribution, housing reconstruction and maintenance, childcare and transportation assistance for participant families.

Contact:

Passage Home

712 W. Johnson Street

Raleigh, NC 27603

919-843-0666

E-Mail: info@passagehome.org

Web Site: <http://www.passagehome.org/>

HOME

NORTH DAKOTA

I. North Dakota Department of Labor

Contact:

Mark D. Bachmeier, Commissioner
North Dakota Department of Labor
600 E. Boulevard Ave., Dept. 406
Bismarck, ND 58505
701-328-2660
701-328-2031 fax
E-Mail: labor@state.nd.us
Web Site: <http://www.labor.state.nd.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Paulette Forcier, Bonding Services Coordinator
North Dakota Job Service
P.O. Box 5507
Bismarck, ND 58506
701-328-2863
701-328-4894 fax
E-Mail: Pforcier@state.nd.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

DeAnn Berg, WOTC Coordinator
Job Service North Dakota
1000 E. Divide Ave.
P.O. Box 5507
Bismarck, ND 58506
701-328-2997
701-328-4894 fax
E-Mail: dberg@state.nd.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

All new claims can be filed by phone at: 1-800-472-2222.

Contact:

Job Service North Dakota
1000 E. Divide Ave.
P.O. Box 5507
Bismarck, ND 58506
701-328-2868
701-328-4193 fax
E-Mail: jsnd@state.nd.us
Web Site: www.jsnd/general.html

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

A Non-Criminal Justice Request for Criminal History Record Information form is required and must include the subject's last name, first name (no initials), middle initial; date of birth, social security number; current address (if not furnished, a signed authorization must be attached); and a \$20 check made payable to "North Dakota Attorney General" (cash is not accepted). A notice of dissemination will be mailed to the individual whose record was checked unless a Personal Authorization for Criminal History Record Information accompanies the request. Forms are downloadable from the web site listed below.

Contact:

North Dakota Office of Attorney
General Bureau of Criminal Investigation
P.O. Box 1054
Bismarck, ND 58502
701-328-5500
701-328-5510 fax
E-Mail: bciinfo@state.nd.us
Web Site: www.ag.state.nd.us/bci/

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Wayne Stenehjem, Attorney General
Office of Attorney General
State Capitol
600 E. Boulevard Ave., Dept. 125
Bismarck, ND 58505
701-328-2210
701-328-2226 fax
Web Site: <http://www.ag.state.nd.us/>

IV. State Department of Corrections

New Organization Name

Rough Rider Industries has five manufacturing operations in the North Dakota prison system. They include a furniture and upholstery factory, sign shop, license plate shop, metal factory and a cut and sew industry.

Contact:

Dennis Fracassi, Director
Rough Rider Industries
North Dakota Department of Corrections and Rehabilitation
3303 E. Main Ave.
Bismarck, ND 58506
701-328-6161
701-328-6164 fax
E-Mail: rri@state.nd.us
Web Site: <http://www.roughriderindustries.com/>

Pre-Release Program

The pre-release program is a comprehensive approach to teaching basic life skills available to inmates within one year of release. Students work at their own pace using lectures, videos, worksheets, and computers. Phase One includes assessment, testing and interpretation in aptitudes and basic skills of reading, math and interest inventories. A vocational profile and personal portfolio are started. Phase Two produces a complete and current resume, cover letter and follow-up letter. Interview skills, such as dealing with difficult interview questions concerning felony convictions, are practiced. Mock interviews are taped for critiquing. Phase Three is comprised of basic life skills such as an overview of consumer math skills (including budgeting, income taxes, etc.), enhancing communication skills and resetting goals, re-evaluating job seeking skills, exploring occupations and training options, and operating a computer and acquiring skills in Microsoft Office 97.

Contact:

Tammy Barstad, Instructor
Pre-Release Program
North Dakota Department of Corrections and Rehabilitation
3303 E. Main Ave.
Bismarck, ND 58506
701-328-9687
Web Site: www.state.nd.us/Prisons/pre-release_program.htm

Post Release Transitional Program

The North Dakota Department of Corrections and Rehabilitation's Division of Field Services contracts with private providers for halfway house services. Halfway houses are utilized in two ways. The halfway houses provide services such as aid in job seeking, referrals to community-based services such as vocational rehabilitation, housing, substance abuse treatment, living skills, and cognitive restructuring.

Contact:

Elaine Little, Director
North Dakota Department of Corrections and Rehabilitation
3100 Railroad Ave.
Bismarck, ND 58502
701-328-6390
701-328-6651 fax
Web Site: www.state.nd.us/docr/

V. North Dakota Department of Corrections and Rehabilitation

North Dakota Division of Field Services

Contact:

North Dakota Division of Field Services
3303 E. Main Ave.
Bismarck, ND 58502
701-328-6190
701-328-6186 fax
Web Site: www.state.nd.us/docr/

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

B. Legal Services

Contact:

North Dakota Legal Assistance
Administrative Office
P.O. Box 1893
Bismarck, ND 58502
701-222-2110; 701-852-3870 Centralized Intake Office

Contact:

North Dakota Legal Services
345 Main St.
P.O. Box 217
New Town, ND 58763
701-627-4719
701-627-4122 fax
E-Mail: ndls@newtown.ndak.net

Contact:

Legal Aid Association
P.O. Box 9003
Grand Forks, ND 58202
701-777-2932
701-777-6301 fax

C. State Bar Association

Contact:

State Bar Association of North Dakota
515 ½ E. Broadway, Suite 101
Bismarck, ND 58501
701-255-1404
Web Site: <http://www.sband.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Job Service North Dakota Offices

Contact:

Maren Daley, Executive Director

Job Service North Dakota

P.O. Box 5507

Bismarck, ND 58506

701-328-2868

701-328-413 fax

E-Mail: jsndweb@state.nd.us

Web Site: <http://www.jobsnd.com/>

Human Service Centers

Human Service Centers provide a wide variety of services, including assessment and evaluation, individual, group and family therapy, case management, community-based sexual abuse treatment programs, residential therapeutic services, vocational rehabilitation services, medication administration and review for adults, adolescents, and children experiencing a variety of challenges associated with abuse and neglect, substance abuse, physical or developmental disabilities, domestic violence, outpatient psychiatric services, serious emotional disturbances, or serious mental illness.

Contact:

Web Site: www.lnotes.state.nd.us/dhs/

HOME

OHIO

I. Ohio Department of Job and Family Services

Contact:

Tom Hayes, Director
Ohio Department of Job and Family Services
30 E. Broad St., 32nd Floor
Columbus, OH 43215
614-466-6282
614-466-2815 fax
Web Site: www.state.oh.us/odjfs/index.stm

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Bureau of Quality and Community Partnerships
Ohio Department of Rehab. & Correction
1050 Freeway Drive North
Columbus, OH 43229
614-728-1534
614-995-0128 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Dwight Garner, Bureau Chief of Tax Credits
Ohio Department of Job and Family Services
Bureau of Tax Credits - WOTC/WtW Unit
145 South Front St., 2nd Floor
Columbus, OH 43215
614-644-7206
614-644-7102 fax
E-Mail: wotc_resource@odjfs.state.oh.us
Web Site: www.state.oh.us/odjfs/wotc/contact.stm

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Applicants can register by phone at 877-644-6562 (1-877-OHIO JOB). Information about local offices can be found at: www.state.oh.us/odjfs/onestop. (See also Section VII of this site "Local Service Providers.")

Contact:

Bureau of Unemployment Compensation
Ohio Department of Job and Family Services
P.O. Box 923
Columbus, OH 43216
800-251-6237
614-466-6873 fax
Web Site: www.state.oh.us/odjfs/ouc

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

A civilian fingerprint card must be requested from the Ohio Bureau of Criminal Identification and Investigation. This form/fingerprint card also contains a waiver that must be signed by the person whose criminal record is being requested. A certified check or money order for \$15 payable to "Treasurer, State of Ohio" must accompany the request card.

Contact:

Identification Division
Ohio Bureau of Criminal Identification & Investigation
1560 State Route 56 SW
P.O. Box 365
London, OH 43140
740-845-2000
740-845-2633 fax
Web Site: <http://http://www.ag.state.oh.us/bci/bcii.htm>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Jim Petro, Attorney General
State Office Tower
30 E. Broad St., 17th Floor
Columbus, OH 43215
614-466-4320

Web Site: <http://www.ag.state.oh.us/>

IV. State Department of Corrections

Ohio Penal Industries

Ohio Penal Industries (OPI) is aimed at preparing prisoners for life after incarceration by providing industrial training and instilling positive work habits. Inmates receive rehabilitative training and personal development skills. Prisoners manufacture and assemble a variety of products and provide a variety of office and business services. OPI's primary markets are governmental agencies and institutions. Studies show that these programs have a positive effect on the participants, reducing recidivism by 17.7 percent.

Contact:

Ohio Penal Industries Design Center
1221 McKinley Ave.
Columbus, OH 43222
800-237-3454
614-752-0302 fax
Web Site: <http://www.opi.state.oh.us/>

Ohio Department of Rehabilitation and Correction

All adults convicted of felonies for which the statutory minimum is at least six months enter the state's prison system, which is under the supervision of the Ohio Department of Rehabilitation and Correction (DRC). At the time of intake, incarcerated individuals with sentences of three years or less develop a "Reentry Accountability Plan" which will enable participation in needed educational, vocational or treatment programs. Subsequent evaluations record individual progress during incarceration. Individuals complete a discharge planning and employment readiness checklist 180 days prior to discharge. Attendance at release preparation workshops is required. Workshops focus on issues such as obtaining identification, resume preparation, social skills and information about community resources, including substance abuse treatment. A videoconference allowing potential employers to interview inmates for job positions is held within 30 days of release.

Contact:

Susan Renick, Re-entry Administrator
Ohio Institute on Correctional Best Practices
P.O. Box 69
London, OH 43140
740-852-2454 ext 1091
740-852-3166 fax
Web Site: <http://www.drc.state.oh.us/>

The Bureau of Community Sanctions, ODRC

The Bureau of Community Sanctions (BCS) is responsible for providing guidance and oversight to ODRC-funded halfway houses, community-based correctional facilities, and jail and prison diversion programs; reviewing and approving grant applications for community corrections funding; auditing all ODRC-funded programs to ensure compliance with minimum standards of operation; providing technical assistance and training for ODRC-funded programs; and recognizing outstanding achievement within ODRC-funded programs. BCS-supervised halfway houses are community residential programs that provide supervision and treatment services for people released from state prisons or referred by Courts of Common Pleas. Halfway houses are a vital component of Ohio's criminal justice system providing services such as drug and alcohol treatment, day reporting, electronic monitoring, job placement, educational programs and specialized programs for sex offenders. Community-based correctional facilities (CBCFs) are residential programs that provide comprehensive programming for people on felony probation. CBCFs provide a wide range of programming addressing such needs as substance abuse, education, employment, and family relationships.

Contact:

Ohio Department of Rehabilitation and Correction
Division of Parole & Community Services
Bureau of Community Sanctions
1030 Alum Creek Drive
Columbus, OH 43209
614-752-1188
614-728-9946 fax
Web Site: www.drc.state.oh.us/web/bcs.htm

V. Adult Parole Authority

The Adult Parole Authority (APA) is a section of the Division of Parole and Community Services that collaborates with the ODRC institutions to continue efforts for offender employment. With the help of the Offender Job Linkage Administrators from the ODRC, the Adult Parole Authority staff facilitates interviews between employers and offenders in the parole offices.

Contact:

Sara Andrews, Superintendent
Division of Parole & Community Services
Adult Parole Authority
1050 Freeway Drive North
Columbus, OH 43229
614-752-1258
614-752-1251 fax
Web Site: www.drc.state.oh.us/web/apa.htm

Contact:

Tyrone Reynolds, Offender Services Coordinator
Division of Parole and Community Services
Offender Services Network
1050 Freeway Drive, North
Columbus, OH 43229
614-995-3588
614-752-1289 fax

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Office of the Ohio Public Defender
8 East Long St., 11th Floor
Columbus, OH 43215
614-466-5394 or 800-686-1573
Web Site: www.state.oh.us/opd

B. Legal Services

This web site has a complete list of free and low-cost service providers in Ohio. Information about local services is available at www.oslsa.org/OSLSA/PublicWeb/LegalSvcs.

Contact:

Ohio State Legal Services Association
555 Buttles Ave.
Columbus, OH 43215
614-221-7201 or 800-589-5888
614-221-7625 fax
Web Site: <http://www.oslsa.org/>

Christian Legal Services (CLS) provides a wide variety of civil legal services to the poor and homeless. Clients must meet similar financial requirements as Legal Aid. Because it is an independent provider, the organization is also able to help those whom Legal Aid is unable to serve, including illegal immigrants and those currently incarcerated. CLS has recently begun a partnership with Community Reentry, a local service provider, to help clients examine their criminal records. This service is available to anyone, not only Community Reentry clients.

Contact:

Sarah Harvey, Executive Director
Christian Legal Services of Cleveland, Inc.
1836 Euclid Ave., Suite 303
Cleveland, OH 44115
216-574-2593 legal intake, 216-621-4554 executive director
216-621-4555 fax
E-Mail: clscsa@core.com

C. State Bar Association

Contact:

Ohio State Bar Association
1700 Lake Shore Drive
Columbus, OH 43204
800-282-6556, 614-487-2050 Franklin County
614-487-1008 fax
E-Mail: osba@ohiobar.org
Web Site: <http://www.ohiobar.org>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Community Connections

Community Connections focuses on helping recently released inmates prepare for and find employment. Case managers begin by ascertaining and addressing basic needs, including transportation, housing, and identification, that might create barriers in allowing participants to find or maintain employment. They then carry out an in-house employment assessment which is used both to identify training needs and as a marketing tool to help market participants to employers by providing them with a full source of information. Participants are offered five different workshops, which teach such skills as resume writing, completing job applications, and answering difficult interview questions. Other services include classes, support groups, assistance with medical issues and bus passes, a computer GED tutorial, which participants can use by themselves, and a clothing closet to provide participants with clothing for interviews, as well as referrals to other resources in the community. The organization continues working with participants until they are placed in jobs and case managers will continue to track them for at least six months after placement in case problems arise. Additionally, the organization has both a men's and a women's group at the county jail, which meet twice a week for four weeks to explore issues such as self-esteem. There is also another program at the work release facility which meets twice a month to begin linking with inmates who do not have jobs.

Contact:

Candace Knight, Director of Reentry Services

Linn Davidson, Director of Social Services

Community Connections

993 East Main St.

Columbus, OH 43205

614-252-0660 or 888-993-MAIN

614-252-0158 fax

E-Mail: cknight@communityconnectionohio.com

Web Site: <http://www.communityconnectionohio.com/>

Community Linkage

Community Linkage's program provides most of the same services as Community Connections. Its main focus is on assisting anyone returning to the Hamilton area in finding employment, while simultaneously providing social services to try to meet the individual's other needs, including shelter, food, transportation, identification, and other barriers that might prevent the individual from finding or keeping employment. The program also offers employment readiness and life skills classes.

Contact:

Tiffany Berry, Program Coordinator
Community Linkage
116 South 2nd St.
Hamilton, OH 48011
513-785-5746
513-785-5728 fax
E-Mail: tiffanyb@one.net

Goodwill Industries

Goodwill Industries of Cleveland, Inc. has a Post-Release Service Center which offers individualized services to help clients overcome personal barriers to employment, including assistance with substance abuse, anger management, financial management, job seeking, clothing, housing, and food. Each client undergoes an initial evaluation upon intake to identify individual needs. Goodwill has a database of employers with whom it has long relationships, who know that all clients have criminal records and who let the organization know when they have possible openings. Staff then alert their clients to the opening, select a group to send over for interviews, and send a member of staff as support. Goodwill asks that clients remain a minimum of 30 days in a placement, so that they can get familiar with a job and the requirements of the working environment. Additionally, clients are followed for a year after placement in case any problems arise, and the organization has an open-door policy for former clients. Individuals with three failed placements are reevaluated and the process begins again.

Contact:

Barbara Phillips, Coordinator of Correctional Services
Goodwill Industries of Greater Cleveland, Inc.
2295 E. 55th St.
Cleveland, OH 44103
216-431-8300 ext 282
216-431-4504 fax
E-Mail: bphillips@goodwill-cleveland.org
Web Site: <http://www.goodwil-cleveland.org/>

Community Reentry

Community Reentry oversees 16 programs, each targeted towards assisting different populations in preparing for and finding employment following release from incarceration. Services include job placement and readiness and case management. Clients are also referred to assistance with emergency housing, job training, and substance abuse problems.

Contact:

Community Reentry
1468 West 25th St.
Cleveland, OH 44113
216-696-2717

Women's Reentry Network

The Women's Reentry Network is a program within Community Reentry that focuses entirely on women with criminal records. Services include assessment, intensive case management, individual and group management, parenting classes, legal education, job readiness workshops and job placement services. The Network also offers children's assessment and counseling services. It has offices in the county jail and local women's prison offering support groups and case management. The Network acts as a bridge to services on the outside for women who are being released.

Contact:

Women's Reentry Network
1468 West 25th St.
Cleveland, OH 44113
216-696-7535
216-696-7317 fax

Towards Employment

Toward Employment supports individuals in making the transition into the work place. In addition to supportive services, the agency offers job readiness and life skills workshops, GED preparation, and computer skills instruction. Job placement and job retention support is also offered to participants. Towards Employment has offered its services to low-income individuals and recently assumed management and delivery of the "Ex-offenders and Legal Services" programs formerly offered by Cleveland Works.

Contact:

Walter Ginn, Executive Director
Towards Employment
1224 Huron Rd., 2nd Fl.
Cleveland, OH 44115
216-696-5750
216-696-5119 fax
E-Mail: wginn@towardsemployment.org
Web Site: <http://www.towardsemployment.org/>

AGAPE/Community Reentry Program

The Community Reentry Program is an outgrowth of the AGAPE prison ministries program. Both programs are part of Christians in the Hood, a faith-based organization. Transition planning begins during incarceration focusing on developing life plans and identifying goals and issues that will be faced upon release. When an individual is released from prison, a needs assessment is done to determine the appropriate level of assistance required. Linkages are made with community agencies to further individual goals. Employment resources, accountability group counseling and educational services are all provided.

Contact:

Beverly Blakely, Executive Director
Agape/Community Reentry Program
1346 E. 16th Ave.
Columbus, OH 43211
614-445-8136
614-445-8136 fax
E-Mail: Cith_nhood@msn.com

Transitions Program/Akron Urban League

The Akron Urban League's Transitions Program assists individuals with non-violent misdemeanors and felony convictions. The program offers job placement assistance and three weeks of job readiness training, including workshops in preparing a resume and increasing interviewing skills.

Contact:

Transitions Program
Akron Urban League
250 E. Market St.
Akron, OH 44308
330-434-3101
330-434-2716 fax
Web Site: <http://www.akronul.org/>

Providing Real Opportunities for Ex-Offenders to Succeed

Providing Real Opportunities for Ex-Offenders to Succeed (PROES) is a project of the Cleveland One-Stop Career Center. The program focuses on immediate employment augmented with support services. PROES works in conjunction with the Employment Solutions Program of Alternatives Agency Inc., a halfway house for formerly incarcerated individuals. The intensive two-week program includes life skills training, communication skills, and job readiness preparation.

Contact:

Edward Little
Cleveland Career Center
1701 E. 13th Street
Cleveland, OH 44114
212-664-4673



Solid Opportunities for Advancement and Retention

Solid Opportunities for Advancement and Retention (SOAR), a project of the Greater Cincinnati Urban League, provides a combination of short-term education and training services with job placement assistance for African-American and Appalachian males and females. This six-week pre-employment training provides job readiness skills for people who may have employment barriers due to lack of work experience, lack of education/training, or criminal backgrounds. The project accepts walk-in applicants.

Contact:

Danny Payton, Case Manager
SOAR Program
Greater Cincinnati Urban League
3458 Reading Road
Cincinnati, OH 45229
513-281-9955
513-281-0466 fax
E-Mail: dpayton@gcul.org
Web Site: <http://www.gcul.org/>

[HOME](#)

OKLAHOMA

I. Oklahoma Employment Security Commission

Contact:

Jon Brock, Executive Director
Oklahoma Employment Security Commission
Will Rogers Building
2401 N. Lincoln Blvd.
Oklahoma City, OK 73152
405-557-0200
Web Site: <http://www.oesc.state.ok.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Crystal Anglin, Bonding Services Coordinator
Oklahoma Employment Security Commission
Will Rogers Building
2410 N. Lincoln Blvd., #454
Oklahoma City, OK 73105
405-557-7257
405-524-6081 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Paul Williams, Coordinator
Oklahoma Employment Security Commission
Will Rogers Building, WOTC/W2S Unit
2401 N. Lincoln Blvd.
Oklahoma City, OK 73152
405-557-5371
405-524-6081 fax
E-Mail: paul.williams@oesc.state.ok.us
Web Site: <http://www.oesc.state.ok.us/>

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Applicants should visit the nearest Oklahoma Employment Security Commission Claims Center (locations of center are on the following web site: www.workforceok.org/locator). Applicants who live in the metropolitan calling area of Oklahoma City or Tulsa must apply by telephone between the hours of 8:00 a.m. to 4:30 p.m. Monday through Friday. Applicants in the Oklahoma City area must call: (405) 525-1500 and applicants in the Tulsa must call: (918)437-1855.

Contact:

Employment Security Commission
Will Rogers Building
2401 N. Lincoln Blvd.
Oklahoma City, OK 74152
405-557-0200
Web Site: www.oesc.state.ok.us/ui/default.htm

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Pursuant to Oklahoma law, any person may request a copy of any criminal record for any reason. Criminal history information requests must be made on forms designated by the Oklahoma State Bureau of Investigation. Requests may be made in person or by mail. All requests received in the mail must include a stamped, self addressed, return envelope. The fee for a fingerprint- based record is \$19 and the fee for a name-based record check is \$15. Payment must be made in the form of a certified check or money order to the "Oklahoma State Bureau of Investigation."

Contact:

Oklahoma State Bureau of Investigation
Criminal History Reporting Unit
6600 N. Harvey, Building 6
Oklahoma City, OK 73116
405--848-6724
405-879-2503 fax
Web Site: <http://www.osbi.state.ok.us/>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Drew Edmondson, Attorney General
Office of the Attorney General
2300 N. Lincoln Blvd., Suite 112
Oklahoma City, OK 73105
405-521-3921
Web Site: <http://www.oag.state.ok.us/>

IV. State Department of Corrections

New Organization Name

Oklahoma Correctional Industries employs 1250 inmates in 25 operations located at nine institutions. In addition to the public sector industries, Oklahoma Correctional Industries also manages a program which utilizes inmates who work for the private sector in two businesses that involve telemarketing and video commercial generation. Items manufactured include binders and covers, boxes, chairs, chemicals, computer services, desk pad planners, garments, janitorial supplies, lounge/dormitory furniture, mattresses, metal fabrication, modular office systems, office furniture, park furniture, printing services, record conversion, renovated furniture, school products, and signs and decals.

Contact:

Oklahoma Correctional Industries
4545 N. Lincoln Blvd., Suite 103
Oklahoma City, OK 73105
405-521-6025
405-521-6031 fax
E-Mail: okoci@oklaosf.state.ok.us
Web Site: www.state.ok.us/~osi/aboutosi.htm

Pre-Release Program

Reintegration programs are provided at minimum-security and community corrections facilities. The program includes assistance to inmates who are released but do not have a residence to go to. Assistance is also provided in obtaining birth certificates, social security cards, state-issued identification, and driver's licenses. Referrals to halfway houses and other transitional living facilities are also made.

Contact:

Oklahoma Department of Corrections
3400 Martin Luther King
Oklahoma City, OK 73111
405-425-2500
Web Site: <http://www.doc.state.ok.us/>

V. Oklahoma Department of Corrections

Division of Community Corrections/Probation and Parole

The Division of Community Corrections/Probation and Parole is responsible for operating five community corrections centers, six probation and parole districts and their sub-offices, one community corrections district and fifteen community work centers. The Division is divided into seven districts.

Contact:

Division of Community Corrections/Probation and Parole
Oklahoma Department of Corrections
1219 Classen Drive
Oklahoma City, OK 73103
405-218-4200
405-218-4215 fax
E-Mail: ppcc.admin@doc.state.ok.us
Web Site: www.doc.state.ok.us/DOCS/comm.html

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Oklahoma Indigent Defense System
1660 Cross Center Dr.
Norman, OK 73109
405-325-0802
405-325-7567 fax
Web Site: www.state.ok.us/~oids/

B. Legal Services

Contact:

Legal Aid of Western Oklahoma Inc.
2901 N. Classen Blvd., Suite 112
Oklahoma City, OK 73106
405-521-1302
405-557-0023 fax

Oklahoma Indian Legal Services is a non-profit legal aid organization providing legal services to low-income Native Americans residing in Oklahoma. It represents clients in civil proceedings that result directly from the person's Indian status and also provides community education to Native American tribes and groups.

Contact:

Oklahoma Indian Legal Services, Inc.
4200 Perimeter Center Dr., Suite 222
Oklahoma City, OK 73112
405-943-6457
405-917-7060 fax
E-Mail: oils@flash.net

Contact:

Legal Services of Eastern Oklahoma
Administrative Office
115 W. Third St., Suite 701
Tulsa, OK 74101
918-584-3211
918-584-1866 fax

C. State Bar Association

Contact:

William Sullivan, Executive Director
Oklahoma Bar Association
1901 N. Lincoln Blvd.
Oklahoma City, OK 73152
405-416-7000
405-416-7001 fax
Web Site: <http://www.okbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Workforce Oklahoma

Workforce Oklahoma are the one-stop career centers in Oklahoma. Job search assistance includes labor market information, computerized job information, federal, state and local job listings, classified employment ads, individual career assessment and counseling, job referrals, employability skills workshops and resume workshops. Equipment available for use includes computers equipped with resume outlines, Microsoft Word, typing tutorials, printers, fax and copy machines, phones and internet access.

Contact:

Web Site: www.workforceok.org/locator

Community Action Project of Tulsa County

Community Action Project of Tulsa County (CAP) is designed to assist those with modest incomes to obtain basic necessities, including a home, food, quality education, childcare, school supplies, health care and economic security for the future. Currently, CAP offers programs that provide support in housing, employment, education, childcare, tax preparation assistance, social services, emergency aid, medical services, and advocacy.

Contact:

Community Action Project of Tulsa County
717 S. Houston, Suite 200
Tulsa, OK 74127
918-382-3200
918-382-3213 fax
E-Mail: webmaster@captc.org
Web Site: <http://www.freetaxes.net/>

Big Five Community Services

Big Five Community Services has job training opportunities to fit the needs of most workers while providing many other services. Their workforce development programs offer on-the-job training, work experience or classroom training. Big Five works within the community to find dental and eye care for clients who need to improve their appearance and become more marketable. In addition, Big Five helps clients overcome other barriers to employment while they are pursuing a new job or training opportunities.

Contact:

Bryan County Big Five
1502 North 1st St.
P.O. Box 1577
Durant, OK 74702
580-924-5331
580-920-2004 fax
Web Site: <http://www.bigfive.org/>

Female Offenders Committed to Ultimate Success (FOCUS)

FOCUS, Female Offenders Committed to Ultimate Success, is a pilot project of Resonance Women's Center that has been operational for one year. Participants must be convicted only of a non-violent crime and received a community sentence. During the first four weeks of the program, clients are housed at the local correctional facility, for the second four weeks, clients return home or go to transitional housing while suitable permanent housing is found. For the remaining 18 weeks clients attend daily programming including group and individual counseling, case management, substance abuse treatment, and job skills training consisting of career readiness and job development. Clients are monitored and assessed by the court, parole/probation officers and social workers.

Contact:

Mae Ann Shepherd, Program Director
1608 S. Elwood Ave.
Tulsa, OK 74119
918-587-3888
918-587-3891 fax

Exodus House

Exodus House provides transitional housing for recently released individuals with criminal records as well as their children. It is administered by the United Methodist Church. Services provided include on-site substance abuse treatment, referrals for mental hygiene counseling, anger management group counseling and computer instruction. Job referrals are made, although no formal job development is available. People with a history of sexual offenses or a tendency toward violence are not accepted for residency at Exodus House. Participants are picked up from a correctional facility by facility personnel. Average length of stay is six months; rent is not charged, however after employment is obtained the utility bill becomes the responsibility of the resident.

Contact:

David Bennett, Facility Manager
Exodus House
2624 E. Newton St.
Tulsa, OK 74110
918-382-0905
E-Mail: ehousetulsa@prodigy.net

HOME

OREGON

I. Oregon Bureau of Labor and Industries

Contact:

Jack Roberts, Commissioner
Oregon Bureau of Labor and Industries
800 NE Oregon St., #32
Portland, OR 97232
503-731-4070
503-731-4103 fax
Web Site: <http://www.boli.state.or.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Jed Jassman, WOTC Coordinator
Oregon Employment Department
875 Union Street, NE, Room 201
Salem, OR 97311
503-947-1672
503-947-1668 fax
E-Mail: edward.jassman@state.or.us
Web Site: www.findit.emp.state.or.us/emprsvcs/wotc.cfm

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment claims can be filed on-line, by mail, or at an Oregon Employment Department office nearest you. To locate the office nearest to you visit www.findit.emp.state.or.us/offices.

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

To obtain an Oregon criminal history report or a clearance letter indicating that no Oregon criminal history exists, submit a completed "Own Record Request Form" (available on the web site), copy of fingerprints and a \$12 check or money order payable to Oregon State Police. Notarized requests are an additional \$5.

Contact:

Oregon State Police
Identification Services Section
Unit 11
P.O. Box 4395
Portland, OR 97208
503-378-3070
Web Site: <http://www.osp.state.or.us/>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Hardy Myers, Attorney General
Office of the Attorney General
Department of Justice
1162 Court Street, NE
Salem, OR 97301
503-378-4400
Web Site: www.doj.state.or.us/agoffice.htm

IV. State Department of Corrections

Prison Industry Program

A unique prison industry exists in Oregon. Prison Blues7 is managed by a private sector staff of professionals working in conjunction with corrections officers and an average of 50 inmates. Array, a private company, is in partnership with the State of Oregon and holds the exclusive license to sell, market, and operate the Prison Blues7 product line. The factory is run as closely as possible to one on the outside, though with higher security issues. In order for an inmate to be eligible for hire in the garment factory, he must have demonstrated good conduct and go through an interview hiring process. There is a three year waiting list to be interviewed for a Prison Blues7 job. Inmates earn a prevailing industry wage, which ranges from a base of \$6.50 per hour to well over \$7.00 per hour with bonus incentives for quality and productivity. Eighty percent is withheld from their earnings to pay for incarceration costs, victim restitution, family support, and state and federal wage taxes. Jeans, yard coats, shirts, and T- shirts worn by inmates throughout Oregon are manufactured in the factory as well as a commercial line of products including jeans, jackets, work shirts, sweatshirts, T shirts, hats and more.

Contact:

Prison Blues7
The Array Corporation
8338 NE Alderwood Rd.
Portland, OR 97220
800-784-7689
Web Site: <http://www.prisonblues.com/>

Oregon Corrections Enterprises

The traditional prison industry offers the following products and services for state agencies and non-profit organizations within Oregon: embroidery, furnishings, GIS Data Conversion, metal fabrication, signage, laundry service and fulfillment services, which integrates telecommunications and graphic/web design with print/copying and mailing/distribution services.

Contact:

Rob Killgore, Administrator
Oregon Corrections Enterprises
Oregon Department of Corrections
Central Administration Office
2575 Center St., NE
Salem, OR 97301
503-945-9090
503-373-1173 fax
Web Site: <http://www.insideoregon.com/>

Pre-Release Program

During the last year of incarceration, inmates will be moved to institutions that specialize in release, primarily valley institutions such as the Columbia River Correctional Institution. The preparation for transition will intensify. Inmates will participate in alcohol and drug treatment, sex offender education, and work that closely relates to marketable skills.

Contact:

Tonya Ruscoe, Project Manager
Oregon Department of Corrections
Central Administration Office
2575 Center St., NE
Salem, OR 97301
503-945-9056
E-Mail: tonya.ruscoe@doc.state.or.us

Transitional Release

Release Services staff function as a link between the inmate, community and the Board of Parole and Post-Prison Supervision. Inmates submit release plans to their release counselors. These plans include proposed residence, employment, transportation and needed community services. The release counselor forwards this plan, along with available file material and documentation to the local community corrections office where the inmate will be supervised. The proposed plan and information is then investigated and verified. The result of this investigation is returned to the release counselor who then submits all available information along with recommended conditions for supervision to the Board of Parole and Post-Prison Supervision.

Contact:

Oregon Department of Corrections
Central Administration Office
2575 Center St. NE
Salem, OR 97301
503-945-9090
503-373-1173 fax
Web Site: <http://www.doc.state.or.us/>

V. State Department of Parole/Probation

Community Corrections manages over 35,000 offenders who have committed crimes and have been placed under supervision by the courts (probation) or the Board of Parole and Post-Prison Supervision (parole/post-prison supervision).

Contact:

Community Corrections
Oregon Department of Corrections
Central Administration Office
2575 Center St. NE
Salem, OR 97301
503-945-9050
503-373-7810 fax

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Office of Public Defense Services
1320 Capitol St. NE, Suite 200
Salem, OR 97303
503-378-3349
503-375-9701 fax
Web Site: <http://www.opd.state.or.us/>

B. Legal Services

Lane County Legal Services lists the offices of all legal services organizations on the web site www.lanecountylegalservices.org

Contact:

Legal Aid Services of Oregon
Central Support Office
700 SW Taylor, Suite 310
Portland, OR 97205
503-224-4094
503-417-0147 fax
Web Site: <http://www.oregonlawhelp.org/>

C. State Bar Association

Contact:

Oregon State Bar
5200 SW Meadows Rd.
Lake Oswego, OR 97035
503-620-0222
Web Site: <http://www.osbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Employment Centers

One-Stop Centers are known as Employment Centers in Oregon. Services which may be directly offered at one or more locations: career counseling and assessment; transitional assistance (dislocated workers); employer and job seeker access to automated job postings; information on job trends and labor market data; help in finding federal or state dollars to cover some or all of the costs of training; information about employment and training providers to help the customer make informed choices; resources for job searches; employer assistance through recruitment and pre screening of applicants; veterans services. Contact: To locate the nearest office visit www.findit.emp.state.or.us/offices/

Better People

Better People is an employment and counseling program solely dedicated to helping individuals with criminal histories find, keep and excel in good paying jobs with fair, decent employers. Better People is the first program in the country to combine job placement and retention services with a therapeutic approach called Moral Recognition Therapy. Better People only costs \$25.

Contact:

Better People
Martin Luther King Jr. Blvd.
Portland, OR 97211
503-281-2663
503-281-2667 fax
Web Site: <http://www.betterpeople.org/>

Steps to Success East

Steps to Success East is a program designed to provide comprehensive educational, social, and employment services to enable job seekers to gain the skills and qualifications necessary to obtain permanent jobs or to transition into a new career. This program is a collaborative partnership between Mt. Hood and Portland Community Colleges, Oregon Adult and Family Services (AFS), Oregon Employment Department, Work Systems, Inc., Human Solutions, numerous employers in the Portland Metro Workforce, and state and local community action organizations. Steps to Success is a "One Stop" affiliate for East Multnomah County (meaning the program is open to the public).

Contact:

Steps to Success East
1415 SE 122nd Ave.
Portland, OR 97233
503-256-0432
503-256-5503 fax
Web Site: www.dwp.bigplanet.com/steps2success

ARCHES PROJECT

The ARCHES Project is located on the campus of the Marion County Jail. It functions as a central social service center for recently released individuals with criminal records who have no housing plan. On-site services include mental health counseling and substance abuse treatment. A tenant rent assistance program helps find and pay for permanent housing for up to two years. A One-Stop job service center at the project offers employment specialist counseling, intake and assessment services, pre-employment workshops as well as employment referrals.

Contact:

Dan Murphy, Program Manager

ARCHES Project

3950 Aumsville Highway SE

Salem, OR 97301

503-566-6927

Web Site: www.committed.to/arches

HOME

PENNSYLVANIA

I. Pennsylvania Department of Labor and Industry

Contact:

Johnny L. Butler, Secretary
Labor and Industry Bldg., Room 1700
7th and Forster Streets
Harrisburg, PA 17120
7177875279
Web Site: <http://www.dli.state.pa.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Raymond Patackis, Bonding Services Coordinator
Pennsylvania Bureau of Workforce Investment
Labor and Industry Bldg., 12th Floor
7th and Forster Streets
Harrisburg, PA 17120
717-787-6915
717-772-5478 fax
E-Mail: rpatackis@dli.state.pa.us
Web Site: www.dli.state.pa.us/andi/cwp/view.asp?a=129&Q=61085

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Barbara Zullinger, WOTC Coordinator
Pennsylvania Department of Labor and Industry, 12th Floor
Labor and Industry Bldg.
7th and Forster Streets
Harrisburg, PA 17120
717-783-3676
717-787-5785 fax
E-Mail: bzullinger@dli.state.pa.us
Web Site: www.dli.state.pa.us/

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work. The unemployment compensation program is based upon federal law, but administered by states under state law. Forms and information may be obtained at any local Resource Center and via the internet at the web site below. (See also Section VII of this site "Local Service Providers.")

Contact:

Claims Information Center
Pennsylvania Department of Labor and Industry
Labor and Industry Bldg., 6th Floor
7th and Forster Streets
Harrisburg, PA 17121
888-313-7284
717-783-3734 fax
Web Site: www.dli.state.pa.us/

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

To obtain a copy of a criminal record, a "Request for Criminal Record Check" (Form SP4-164) must be sent to the contact address below, along with a certified check or money order in the amount of \$10.

Contact:

Bureau of Records and Information Services
Pennsylvania State Police
1800 Elmerton Ave.
Harrisburg, PA 17110
717-783-5588
717-772-3681 fax

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Mike Fisher, Attorney General
Office of the Attorney General
Strawberry Square
Harrisburg, PA 17120
717-787-3391
717-783-1107 fax
E-Mail: info@attorneygeneral.gov
Web Site: <http://www.attorneygeneral.gov/>

IV. State Department of Corrections

New Organization Name

Pennsylvania Correctional Industries (PCI) aims to maximize inmate employment while providing vocational training and work experience. The program provides inmates with job skills that are marketable in high-level production and manufacturing occupations. Inmates are trained in 115 different job titles, including machine and equipment operators, laundry workers, cannery workers, shipping and receiving clerks, painters, meat cutters, bookkeepers and optical lab technicians. To qualify for the program, inmates must be in good standing and able to read at a fifth grade level.

Contact:

Pennsylvania Department of Corrections
Bureau of Correctional Industries
717-731-7135
Web Site: <http://http://www.cor.sta4te.pa.us/ci.pdf>

Bureau of Community Corrections

The Bureau of Community Corrections supervises the residential treatment services provided to inmates housed in the Department's 14 community correction centers and nearly 50 private contract facilities. Programs include transition services from state correctional institutions to the community, as well as a halfway-back program for parolees encountering difficulties in the community. Community corrections centers are instruments of the Department of Corrections that provide initial support to the resident in his or her first steps back to the community through: counseling services to both individuals and their family; employment assistance; vocational and educational guidance; and referrals to other public and private agencies. Additional information is available at www.cor.state.pa.us/programs2.html

Community Orientation Reintegration Program

The Pennsylvania Department of Corrections recently began a new pre-release program, the Community Orientation Reintegration program. The first phase begins five weeks before an inmate is released to parole. The inmate is taken out of all other programs and given a “booster shot” of programs, which includes such elements as drug and alcohol programs and anger management. In Phase II, inmates are released to a community corrections center/halfway house, where they receive social services and job assistance and continue drug and alcohol treatment and relapse prevention. If an inmate has not received drug and alcohol treatment during incarceration, he or she is placed in a residential treatment program under contract with the Pennsylvania Department of Corrections for 30 to 90 days. Inmates who have received treatment during incarceration attend day treatment at the community corrections center. Once inmates find a job they are allowed to leave the center and enter regular parole. A description of the program can be found at: <http://www.cor.state.pa.us/COR%20Presentation%20Final.pdf>.

Contact:

Jeannine Christ, COR Program
Pennsylvania Department of Corrections
2520 Lisburn Road
P.O. Box 598
Camp Hill, PA 17001-0598
717-730-2704
Web Site: <http://www.cor.state.pa.us/>

V. Office of Probation and Parole Services

Pennsylvania Board of Probation and Parole

The Office of Probation and Parole Services does not offer any specific program for employment assistance. Services are offered on an individual level by agents, either by bringing together unemployed parolees and probationers under their supervision to provide them with relevant information or by telling them about openings and other necessary information on an individual level.

Contact:

Office of Probation and Parole Services
Pennsylvania Board of Probation and Parole
1101 South Front St., Suite 5100
Harrisburg, PA 17104-2517
717-787-5699
E-Mail: pubinfo@pbpp.state.pa.us

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

George Shultz
Public Defender Association of Pennsylvania
115 State St.
Harrisburg, PA 17101
717-234-7403
717-234-7462 fax

B. Legal Services

Contact:

Pennsylvania Legal Services
118 Locust St.
Harrisburg, PA 17101-1414
717-236-9486
717-233-4088 fax
Web Site: <http://www.palegalservices.org/>

Community Legal Services, Inc. has experience with a wide variety of criminal records and employment issues, including filing EEOC charges and community education on pardons, expungements, and employment rights.

Contact:

Sharon Dietrich
Community Legal Services, Inc.
1424 Chestnut St.
Philadelphia, PA 19102
215-981-3700
E-Mail: sdietrich@clsphila.org

C. State Bar Association

Contact:

Pennsylvania Bar Association
100 South St.
P.O. Box 186
Harrisburg, PA 17108
717-238-6715
717-238-1204 fax
E-Mail: info@pabar.org
Web Site: <http://www.pabar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Philadelphia Youth Network

The Philadelphia Youth Network runs Youth Opportunity (YO) centers for out-of-school youth under the age of 21 living in the Empowerment Zone. The centers offer services to youths with criminal records and work with the juvenile justice system. However, there are no specialized services directed towards this population, and there are no focused efforts to gather specific information on clients with records. The centers provide a number of services including re-engagement, job readiness, education services, and referrals to other needed services. Clients receive follow-up services two years following job placement.

Contact:

Melissa Orner, Chief of Staff
Philadelphia Youth Network
John F. Kennedy Center, Room 681
734 Schuylkill Ave.
Philadelphia, PA 19146
215-875-3823
215-875-5740 fax
E-Mail: mjorner@phila.k12.pa.us

Metropolitan Career Center/STRIVE Philadelphia

Metropolitan Career Center (MCC) is a private, non-profit accredited school that serves under-skilled and economically disadvantaged Philadelphia youth and adults, enabling them to find and keep jobs. The Center offers five roads to employment, ranging from STRIVE, a four-week quick "attachment to the workforce" program, to a 60-week training course in computer hardware and software support that confers an Associate Degree in Specialized Technology Training and is provided free of charge to qualified students. MCC/STRIVE is an intensive four-week program. The program stresses the development of interpersonal skills, team building, and employment readiness. Through structured classes and group interaction, students develop job application skills, including resume writing, interviewing, and telephone usage. Students also receive individual counseling to help them address personal and family issues or other barriers. Referrals to outside agencies for assistance with housing, childcare, and other needs are made as necessary. Formal collaborations have been developed with Children's Aid Society of Pennsylvania and the Tenant Action Group to facilitate students' easy access to these supplemental services. Additionally, STRIVE staff maintain an active job bank and refer students to appropriate interviews. After students graduate from STRIVE, they can take advantage of these services and participate in Job Club activities until they are employed. In addition, MCC instituted a pilot program in 2002, an enhancement to STRIVE called Employment Plus in which STRIVE graduates receive more intensive follow-up and support services for 12 months after graduation to encourage and support long-term job retention and skill upgrading. These services focus on helping participants to overcome problems in the workplace and in their personal lives that could lead to their termination or resignation. Lastly, GED and computer classes offered on Saturdays are geared toward helping graduates gain advancement in the workplace.

Contact:

Patricia Fountain Slowe, MCC/STRIVE Program Manager
162 West Cheltenham Ave.
Philadelphia, PA 19144
215-843-6615
215-843-7661 fax
Web Site: www.strivecentral.com/sites/national/mcc.htm

Goodwill Industries of Pittsburgh

Goodwill Industries of Pittsburgh runs one of the Team Pennsylvania Career Link sites, which provide computer skills and job search services to the public. Any further services require that the individual be recommended to the organization and that the recommending party provide payment. However, these services are provided to all types of people, including those with criminal records and other significant barriers to employment including developmental and other disabilities. These further services begin with a one to four-day assessment, depending on needs, in which the individual is evaluated for skill level, job interests, and other necessary information. Participants are then given job training, educational assistance, computer-based training, driver training, on-the-job paid work training and placement in the community. Goodwill also offers different workshops focused on employment and provides referrals for any other requirements. Goodwill offers 18 months of follow-up services, including intervention at job sites and other support services.

Contact:

Goodwill Industries of Pittsburgh
2600 East Carson St.
Pittsburgh, PA 15203
412-390-2327
Web Site: <http://www.goodwillpitt.org/>

Carnegie Library of Pittsburgh

The Carnegie Library provides generalized employment preparation and job-finding services, but does not provide any specialized services for individuals with criminal records. Among the services provided is assistance with resume preparation, GED and other educational assistance, guidance in selecting a college, providing test booklets for test preparation, descriptions of the various types of jobs available, assistance with setting up e-mail accounts, and classes on internet and computer program use.

Contact:

Job & Career Education Center
Carnegie Library of Pittsburgh
4400 Forbes Ave.
Pittsburgh, PA 15213
412-622-3133
412-622-3136 fax
E-Mail: jcec@carnegielibrary.org
Web Site: www.carnegielibrary.org/locations/jcec

Methodist Union of Social Agencies

Methodist Union of Social Agencies (MUSA) runs a program for single parents that provides job readiness, life skills, job search, job placement, and job retention assistance and other follow-up services to clients from Homestead, the Steel Valley, and Pittsburgh (95 percent of whom are people with criminal records) through a Welfare-to-Work grant from the county and the Pennsylvania Department of Labor and Industry. Clients begin by undergoing a full one-on-one assessment to determine their needs. There is also a six-month follow-up period following successful job placement, in which full services, including any vocational training, continue to be available.

Contact:

Joann Lippock, Program Director
Methodist Union of Social Agencies
131 East 9th Ave.
Homestead, PA 15120
412-461-1800
Web Site: <http://www.musa.org/>

Southwestern Pennsylvania Reentry Project

A coalition of non-profit organizations (including MUSA and the Mon Valley Initiative) formed in 2001-2002, aims to provide a whole range of services, including job readiness preparation, as well as trying to organize a smooth transition from incarceration back into the community, by making people coming out aware of the resources available to them. The coalition has begun forming relationships with local correctional institutions (FEI Pittsburgh, a nearby state institution has a representative on the coalition's committee and a demonstration program has been set up with 50 inmates at the Allegheny County Jail to assess inmate needs and begin job readiness services). Coalition members plan to offer a matrix of services to anyone in the local area with a criminal record, including housing opportunities, drug and alcohol treatment, mental health services, transportation, child care, family support, etc. People coming out of prison or jail can come to any member organization and will then be referred to other agencies that can provide needed services not provided by that organization.

Contact:

Jeff Brooks, Work Force Director
Mon Valley Initiative
303 East 8th Ave.
Homestead, PA 15120
412-464-4000
E-Mail: jbrooks@monvalleyinitiative.com

Ramsey Education and Development Institute

Ramsey Education and Development Institute (REDI) provides a number of educational and job-preparation services to any Pennsylvania resident over the age of 18. (Approximately 25 percent of clients served have criminal records.) The services provided include GED classes at a variety of levels, basic and advanced computer skills classes, assistance in preparing job applications and a Welfare-to-Work program for unemployed and underemployed mothers. REDI also has a network of referrals to address clients' other needs.

Contact:

Ramsey Education and Development Institute
17 West Airy
Norristown, PA 19401
610-279-0301

Reading-Berks Emergency Shelter

Reading-Berks Emergency Shelter (RBES) provides a number of services, including: around-the-clock childcare services; job-readiness and placement through RBES Job Quest; primary health care services through the Reading Health Dispensary; shelter services that include case management, goal-planning, life skills instruction and aftercare services as well as a safe place to sleep, eat and shower for families and individuals; and transitional and permanent housing programs for families and individuals. RBES Job Quest is a three-week intensive training course focused on attitudinal and behavioral change to help chronically unemployed members of the community find and maintain full-time employment. RBES Job Quest is a replication of the STRIVE program in New York City. The program is targeted toward men and women age 18 and up to overcome employment barriers such as childhood abuse, lack of formal education, inconsistent work histories, substance abuse and criminal histories. Also, the new Soft Skills program teaches basic skills needed to find and maintain entry-level employment. The program includes a free three-week workshop, interviews skills training, resume and cover letter writing classes, basic computer skills, and two years of active support and follow-up for both the graduate and his or her new employer to encourage long-term success.

Contact:

Lynn Evans-Santana, Director
RBES Job Quest
430 N. 2nd St.
Reading, PA 19601
610-374-4696
610-374-3165 fax
E-Mail: jnaugle@rbes.org
Web Site: www.rbes.org/default.asp

Pennsylvania Prison Society

The Pennsylvania Prison Society offers re-entry services to recently released people with criminal records and to those transitioning from welfare to work who also have a criminal record. Life skills workshops, job development and employment services are available. The Prison Society also offers inmate family services, elder prisoners services, restorative justice programs, advocacy effort and community outreach and education.

Contact:

Minnie Moore-Johnson, Re-Entry Services Program Manager
Pennsylvania Prison Society
2000 Spring Garden St.
Philadelphia, PA 19130
215-564-4775
215-564-7926 fax
E-Mail: mmoorejohanson@prisonsociety.org
Web Site: <http://www.prisonsociety.org/>

Program for Female Offenders

The Program for Female Offenders is a free program that provides a variety of services to adult women who either have a drug or alcohol abuse problem or who have had some contact with the criminal justice system. The services provided by the organization include drug education and prevention programs, screening, case management (i.e. life skills programs), financial assistance, employment assistance (i.e. job placement and computer training), GED courses, counseling, nutritional and other services.

Contact:

Joanna Foster, Client Services Director
Program for Female Offenders
1515 Derry Street
Harrisburg, PA 17104
717-238-9950
717-236-3585 fax
E-Mail: program@epix.net
Web Site: www.stophiv.com/details.asp?id=2074

Jewish Employment and Vocational Service

The Jewish Employment and Vocational Service (JEVS) is a not-for-profit social service agency that focuses on enhancing the employability and self-sufficiency of clients through a broad range of education, training, health and rehabilitation programs. JEVS' Prison Program provides vocational training and vocational assessment services to the inmates of the Philadelphia prison system by offering hands-on skills training to increase employability once individuals return to society. Inmates may participate in a wide range of vocational classes, including: welding; building maintenance; horticulture; word processing; desktop publishing; and environmental maintenance. In addition, the "World of Work" program emphasizes the steps involved in seeking and retaining employment, including completing job applications, writing resumes, preparing for job interviews, coping with pressure of the workplace and achieving a positive work ethic. JEVS works in conjunction with the Pennsylvania Prison Society to provide re-entry and other services to the prison population, as well as the growing Adopt-a-Program where public/private sector partnerships are established to help prisoners secure employment or appropriate programs upon their re-entry to the community.

Contact:

John Lieb
JEVS Prison Program
Philadelphia Industrial Correctional Center
8301 State Road
Philadelphia, PA 19136
215-685-7114
E-Mail: John.Lieb@prisons.phila.gov
Web Site: <http://www.jevs.org/>

Baker Industries, Inc.

Baker Industries employs hard to place individuals including individuals serving parole sentences. Baker Industries performs outsourcing services. The agency serves as a transition step toward unsubsidized employment by emphasizing soft skills like being on time for work, good attendance, and productive interaction with co-workers and supervisors. Walk-in applicants are accepted.

Contact:

John Thatcher, President
Thomas E. Byron, Director of Employee Relations
184 Pennsylvania Ave.
Malvern, PA 19355
610-296-9795
610-251-9802 fax
E-Mail: tom@bakerindustries.org
Web Site: www.bakerindustries.org

Firm Foundation of Pennsylvania

The Firm Foundation of Pennsylvania, a faith-based organization, offers a variety of services to adult men and women with drug/alcohol addiction histories and those who have had contact with the criminal justice system. General reentry services include mentoring, case management and career/job development. In addition, transitional housing for men and fatherhood enrichment services are also available.

Contact:

Rev. Ron Tilley, Executive Director
Firm Foundation of Pennsylvania, Inc.
28 North 19th St.
Harrisburg, PA 17103
717-233-6133
717-754-0017 fax
E-Mail: rtilley@firmfoundation.info
Web Site: <http://www.firmfoundation.org/>

HOME

RHODE ISLAND

I. Rhode Island Department of Labor and Training

Contact:

Dr. Lee H. Arnold, Director
Rhode Island Department of Labor and Training
Center General Complex
1511 Pontiac Ave.
Cranston, RI 02920
401-462-8000
Web Site: <http://www.dlt.state.ri.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Joe Potenza, Director
Education & Employment
177 Union St.
Providence, RI 02903
401-521-2255, ext 52
401-421-7410 fax
E-Mail: jpoteenza@travelersaidri.org

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Joseph DesRoches, WOTC Coordinator
Rhode Island Department of Labor and Training
1511 Pontiac Ave.
Cranston, RI 02920
401-462-8802
401-462-8798 fax
E-Mail: idesroches@dlt.state.ri.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment claims in Rhode Island can be filed through the Unemployment Insurance Call Center or on-line at the website listed below.

Contact:

Unemployment Division
Rhode Island Department of Labor and Training
1511 Pontiac Ave.
Cranston, RI 02920
401-462-8000 or 401-243-9100 claims intake/general claims information
E-Mail: unemploymentinsurance@alt.state.ri.us
Web Site: <http://www.uiclaims.state.ri.us/>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Individuals requesting a state rap sheet must sign a notarized letter requesting a copy of their criminal record and indicate that they are authorizing the release of the information if the record is not being sent directly to them. A \$5 check or money order and a self-addressed envelope must accompany the request.

Contact:

Department of the Attorney General
Bureau of Criminal Identification
150 S. Main St.
Providence, RI 02903
401-274-4400 ext. 3
401-222-1331 fax
Web Site: www.riag.state.ri.us/criminal/investig.html

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Patrick Lynch, Attorney General
Department of the Attorney General
150 S. Main St.
Providence, RI 02903
401-274-4400
401-222-1331 fax
Web Site: <http://www.riag.state.ri.us/>

IV. State Department of Corrections

Prison Industry Program

The industry program in Rhode Island manufactures or performs services related to auto body repair, quick copy, residential/household/dormitory furniture, seating, signage, flags, metal and wood furniture refinishing, janitorial supplies, paint, panel systems, license plates and printing. Work crews are also available to perform the following services: moving; grounds maintenance; exterior and interior painting; rug shampooing; building cleaning; litter cleanup and floor stripping.

Contact:

Rhode Island Department of Corrections
Correctional Industries
33 Power Rd.
Cranston, RI 02920
401-462-1441

Work Release Program

The Furlough Program grants inmates temporary conditional release based upon risk and needs for treatment and rehabilitative services. The program serves as an introductory step in the reintegration process back to the community. Furloughs are available to all prisoners who meet the criteria. Furloughs are granted for the following purposes: to attend the wake of a deceased family member or to visit a seriously ill immediate family member in the hospital; to obtain health care services and treatment for medical, psychiatric/psychological matters, including community-based substance abuse treatment; to seek employment and/or educational/vocational training; and to secure a residence upon release. Social furloughs are intended to allow prisoners who are close to release to visit their immediate families to renew and stabilize family relationships and bonds. They also allow the prisoners to begin the adjustment process of transitioning from institutional behavior to responsible behavior in the community by giving them opportunities to practice ordinary life skills. Inmates requesting social furloughs are carefully screened and processed to meet eligibility requirements. All participants are thoroughly counseled with detailed instructions and are closely monitored while on furlough. Future social furloughs are based on successful participation.

Contact:

Assistant Director/Rehabilitative Services
Rhode Island Department of Corrections
40 Howard Ave.
Cranston, RI 02920
401-462-2676
401-462-1964 fax
Web Site: <http://www.doc.state.ri.us/>

Contact:

Ashbell T. Wall, II, Director
Rhode Island Department of Corrections
40 Howard Ave.
Cranston, RI 02920
401-462-2611
401-462-2630 fax
Web Site: <http://www.doc.state.ri.us/>

V. State Department of Parole/Probation

Probation and Parole are community-based correctional programs that provide monitoring, counseling and supervision services to offenders sentenced by the Superior and District Courts or released early from adult correctional institutions by the Parole Board. High-risk populations such as domestic abusers, sexual offenders and identified parolees in need of electronic monitoring are provided more structured, intensive supervision in the community.

Contact:

Associate Director/Community Corrections
Adult Probation and Parole
Rhode Island Department of Corrections
40 Howard Ave.
Cranston, RI 02920
401-462-1617
401-462-0164 fax
Web Site: <http://www.doc.state.ri.us/>

Contact:

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Office of the State Public Defender
100 N. Main St., 4th Floor
Providence, RI 02903
401-222-3492
401-222-3289 fax

B. Legal Services

Contact:

Rhode Island Legal Services, Inc.
56 Pine St., 4th Floor
Providence, RI 02903
401-274-2652
401-453-0310 fax
Web Site: <http://www.rils.org/>

The Roger Williams University Disability Law Clinic represents low-income clients in a variety of disability cases. It may also handle family law issues pertaining to disability related matters.)

Contact:

Roger Williams University Disability Law Clinic
150 Washington St.
Providence, RI 02903
401-276-4880
401-248-4899 fax

DARE is working on a living wage ordinance which will incorporate a provision on non-discrimination based on criminal record

Contact:

Sarah Mersha
DARE
340 Lockwood St.
Providence, RI 02907
401-351-6960

C. State Bar Association

Contact:

Rhode Island Bar Association
115 Cedar St.
Providence, RI 02903
401-421-5740
E-Mail: info@ribar.com
Web Site: <http://www.ribar.com/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

netWORKri Center

One-stop career centers in Rhode Island are known as netWORKri Centers. Job and career resource rooms contain Internet computers, faxes, telephones, copy machines, books, newspapers and more. Resume writing assistance, information about local, state, and national labor markets, job listings, hiring requirements, job referral and placement are some of the services available. Information on quality of education and training programs, initial screening for training eligibility, skill testing and assessment, job search workshops and assistance filing unemployment insurance claims are also services offered. A list of locations is available at the following web site: www.networkri.org/layer1/centers.htm

Contact:

Dr. Lee H. Arnold, Director
Rhode Island Department of Labor and Training
Center General Complex
1511 Pontiac Ave.
Cranston, RI 02920
401-462-8000

Family Resources Community Action

Family Resources Community Action provides services that include classroom training, as well as opportunities to practice job skills in a professional environment. Additional benefits include intensive case management and job placement assistance for those who complete the program. For individuals who meet certain income requirements, there is no cost; services are available to others at various fees. Programs include: Making It Work - Helps low-income clients prepare for employment and find a job; it then provides case management for six months following placement employment. Career Connections - Designed to help individuals receiving public assistance to become self-sufficient. Participants have four weeks of job readiness training, volunteer work experience, then six months of case management following job placement. Summer Youth Employment Training Program - Helps participants ages 14 - 21 develop job and interpersonal skills, and encourages completion of high school. Employment Training Program Linkages - Referral to GED, literacy and other programs or services.

Contact:

Family Resources Community Action
245 Main St.
Woonsocket, RI 02895
401-766-0900
401-766-8737 fax

Contact:

Family Resources Community Action
800 Clinton St.
Woonsocket, RI 02895
401-765-5797
401-765-5789 fax

HOME

SOUTH CAROLINA

I. South Carolina Employment Security Commission

Contact:

1550 Gadsden St.
P.O. Box 995
Columbia, SC 29202
803-737-2400
Web Site: <http://www.sces.gov/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Regina Ratterree, Bonding Services Coordinator
South Carolina Employment Security Commission
1550 Gadsden St.
P.O. Box 1406
Columbia, SC 29202
803-737-2593
803-737-0140 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Brent Garvin, Work Opportunity Tax Credit Coordinator
South Carolina Employment Security Commission
1550 Gadsden
P.O. Box 1406
Columbia, SC 29202
803-737-2588
803-737-0140 fax
E-Mail: bgarvin@scjob.ses.org

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment insurance benefits are managed by the South Carolina Employment Security Commission. Claims can be filed through a TeleClaim line. Contact information for telephone numbers is available on the website listed below.

Contact:

South Carolina Employment Security Commission
1550 Gadsden St.
P.O. Box 995
Columbia, SC 29202
803-737-2400
Web Site: www.sces.org/ui/index.htm

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

There are two ways to request a copy of a criminal record. One may request a copy at Central Records headquarters. Fingerprints can be taken at Central Records. Alternatively, one may access the South Carolina Law Enforcement Division's Carolina Access to Criminal History (SLED CATCH) page on the web site listed below and request a copy of a criminal history by using the subject's name and date of birth. Both searches cost \$25 and are payable by certified check or money order.

Contact:

Criminal Records Division
South Carolina Law Enforcement Division
4400 Broad River Rd.
P.O. Box 21398
Columbia, SC 29221
803-896-7005
Web Site: www.sled.state.sc.us/

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Henry McMaster, Attorney General
Rembert C. Dennis Office Building
P.O. Box 11549
Columbia, SC 29211
803-734-4399
Web Site: <http://www.scattorneygeneral.org/>

IV. State Department of Corrections

Prison Industry Program

There are three levels of prison industry work available in South Carolina. The traditional program involves manufacture of office equipment and is available for sale to city, county and state government agencies. The second program is called the service program. Inmates in the program re-upholster and rebuild furniture and package commercial goods, e.g., plastic silverware, tennis balls. The third program is a Prison Industry Enterprise (PIE). Inmates who work in the PIE program pay taxes, victim compensation and room and board expenses. They are paid the prevailing local wage and manufacture hardwood flooring, apparel, and other products.

Contact:

Division of Industries
South Carolina Department of Corrections
P.O. Box 21787
4444 Broad River Rd.
Columbia, SC 29221
803-896-8516 in the Columbia area
803-896-2947 - Administration fax
E-Mail: scdcpi.custserv@doc.state.sc.us
Web Site: <http://www.prisonindustries.com/>

Work Release Program

Inmates are eligible for work release when they have four years or less remaining on their sentence or “max out” date. They cannot be convicted of a violent or sex offense, have no disciplinary problems for six months and have no record of escape. Inmates are not allowed to secure their own employment but are placed in jobs by Community Program Supervisors.

Pre-Release Program

There are seven Level I A pre-release centers in South Carolina. Only minimum security, non-violent offenders are housed in these facilities. Units are work-and program-orientated providing intensive specialized programs to prepare inmates for release to the community.

Contact:

Gary Maynard, Director
South Carolina Department of Corrections
4444 Broad River Rd.
Columbia, SC 29220
803-896-8500
E-Mail: corrections.info@doc.state.sc.us
Web Site: www.state.sc.us/scdc

V. South Carolina Department of Probation, Parole and Pardon Services (SCDPPPS)

The South Carolina Department of Probation, Parole and Pardon Services (SCDPPPS) has a model Re-Entry Initiative called "A Partnership for Change" to facilitate the re-entry of people into the community. Parole agents, along with potential employers, visit state institutions quarterly to meet with soon-to-be released prisoners to formulate aftercare plans. Importance is placed on engaging those who are "maxing out" since they face no post-release supervision and have a greater likelihood of recidivism. Funding has been reduced for this project so volunteers now provide much of the staff resources. Four days per week a job developer, a vocational rehabilitation counselor, and volunteers from the Educational Opportunity Center of the University of South Carolina are available on site at the Richland County Parole Office. Cases are monitored for 90 days and then are closed out.

Contact:

Jodi Gallman, Richland County Agent-in-Charge
South Carolina Department of Probation, Parole and Pardon Services
1221 Gregg St.
Columbia, SC 29203
803-734-6320
Web Site: www.state.sc.us/ppp/reentry.htm

Contact:

South Carolina Department of Probation, Parole and Pardon Services
2221 Devine St., Suite 600
P.O. Box 50666
Columbia, SC 29250
803-734-9202
Web Site: www.state.sc.us/ppp/parapp.htm

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Tyre D. Lee, Jr., Executive Director
Office of Indigent Defense
P.O. Box 11433
1122 Lady St., Suite 1110
Columbia, SC 29211
803-734-1343
803-734-1345 fax
E-Mail: executives@scoid.state.sc.us
Web Site: <http://www.scoid.state.sc.us/>

B. Legal Services

To apply for legal services, an individual should contact the centralized intake system, Legal Aid Telephone Intake System (LATIS). Staff at LATIS screen individual calls for eligibility and provide counsel and advice or brief services where appropriate, and/or, refer the individual to the appropriate Legal Services Program office. Eligibility for assistance depends on income, asset levels, and case type.

Contact:

Johnny Simpson, Executive Director
South Carolina Center for Equal Justice
P.O. Box 2267
Columbia, SC 29202
803-799-9668
888-346-5592 or 803-744-9430 LATIS Intake fax
Web Site: <http://www.sclegalservicesprograms.org/>

C. State Bar Association

Contact:

Bob Wells, Executive Director
South Carolina Bar
950 Taylor St.
Columbia, SC 29202
803-799-6653
803-799-4118 fax
E-Mail: scbar-info@scbar.org
Web Site: <http://www.scbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

South Carolina Employment Security Commission

The South Carolina Employment Security Commission operates One-Stop Workforce Centers in South Carolina. One-Stop Centers offer computer access for job searches, software to assist with resume preparation and improvement of typing skills and internet access to obtain information on employment, education, training and labor market information.

Contact:

South Carolina Employment Security Commission
700 Taylor St.
P.O. Box 1406
Columbia, SC 29202
803-737-2611 general information
Web Site: <http://www.sces.org/>

[HOME](#)

SOUTH DAKOTA

I. South Dakota Department of Labor

Contact:

Craig W. Jackson, Secretary
South Dakota Department of Labor
700 Governors Dr.
Pierre, SD 57501
605-773-3101
605-773-4211 fax
Web Site: www.state.sd.us/dol/dol.asp

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Peggy Carrico, Work Opportunity Tax Credit Coordinator
South Dakota Department of Labor
420 S. Roosevelt St.
P.O. Box 4730
Aberdeen, SD 57402
605-626-2302
605-626-2322 fax
E-Mail: peggy.carrico@state.sd.us
Web Site: www.state.sd.us/dol/dolui/ui_tables/ui_home.htm

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment insurance forms are available on the Unemployment Insurance web site. Claims can be filed by calling the Telephone Claims Center at 800-309-4232.

Contact:

Don kattke, Unemployment Insurance Administrator
South Dakota Department of Labor
Unemployment Insurance
420 S. Roosevelt St.
P.O. Box 4730
Aberdeen, SD 57402
605-626-2452
605-626-2322 fax
E-Mail: peggy.carrico@state.sd.us
Web Site: www.state.sd.us/dol/dolui/ui_tables/ui_home.htm

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

To obtain a copy of a state rap sheet, an individual must contact the Division of Criminal Investigation, Identification Section. A supply kit, along with an explanatory letter, will be mailed to the person requesting the criminal record. South Dakota state law requires that an authorization of release waiver be signed by the subject of the record and that the background search be based on fingerprint identification. A \$15 fee, made payable by check or money order to the "Division of Criminal Investigation," is charged per request.

Contact:

Division of Criminal Investigation
Office of the Attorney General
500 E. Capitol
Pierre, SD 57501
605-773-3331
Web Site: www.sddci.com/administration/id/cch.htm

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Larry Long, Attorney General
500 E. Capitol
Pierre, SD 57501
605-773-3215
605-773-4106 fax
Web Site: www.state.sd.us/attorney/attorney.html

IV. State Department of Corrections

Prison Industry Program

South Dakota has six industry shops available for employment by prisoners, including upholstery, carpentry, signage, garment, print and data entry.

Contact:

South Dakota Pheasantland Industries
600 North Drive
P.O. Box 5911
Sioux Falls, SD 57117
605-367-5111
605-367-5102 fax
Web Site: www.state.sd.us/corrections/PheasantlandIndustries.htm

South Dakota Department of Corrections

South Dakota Department of Corrections operates seven units within the adult corrections system. A major program offered is FORWARD which stands for Financial and Family Responsibility, Occupational Goals, Re-entry/Reintegration, Work Site Job Experiences, Accountability/Anger Management, Recidivism Reduction, Development of Life Skills. The program focuses on systematic release planning, life skills assessment, life skills programming in the institution and on parole and case management to assist with release planning. Participation begins within one year of release from prison through six months post-release. The Department of Corrections also utilizes a Community Service Work Projects program that gives inmates the opportunity to work in the community and provide the inmate participants with a work ethic and sense of value and self worth. It also provides them with tools and skills utilized upon release.

Contact:

Jeff Bloomberg, Secretary
South Dakota Department of Corrections
3200 East Highway 34
Pierre, SD 57501
605-773-3478
605-773-3194 fax
E-Mail: DOCInternetInfo@state.sd.us
Web Site: www.state.sd.us/corrections/corrections.html

V. Parole Services

Parole Services in South Dakota are under the supervision of the Department of Corrections. A risk assessment is done to determine the kind and frequency of contact the parolee has with his/her parole agent. There is a charge for supervision.

Contact:

Edgar Ligtenberg, Executive Director
South Dakota State Penitentiary
1600 North Drive
P.O. Box 5911
Sioux Falls, SD 57117
605-367-5040
605-367-5025 fax
Web Site: www.state.sd.us/corrections/parole.htm

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Jeff Larson, Director
Public Defender's Office (Minnehaha County)
413 N. Main Ave.
Sioux Falls, SD 57104
605-367-4242
605-367-6102 fax

B. Legal Services

Contact:

Douglas Cummings, Executive Director
East River Legal Services
335 North Main Ave., Suite 300
Sioux Falls, SD 57104
605-336-9230
605-336-6919 fax
E-Mail: e01@erlservices.com

Contact:

Ronald D. Hutchinson, Executive Director
Dakota Plains Legal Services, Inc.
160 Second St.
P.O. Box 727
Mission, SD 57555
605-856-4444
605-856-2075 fax
E-Mail: dpls1@gwtc.net

C. State Bar Association

Contact:

Thomas G. Fritz, Executive Director
South Dakota State Bar Association
222 E. Capitol
Pierre, SD 57501
605-224-7554
605-224-0282 fax

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

One-Stop Career Centers

One Stop Career Center representatives can help job seekers identify career interests, write a resume, locate possible jobs, complete the application process and prepare for a job interview. One Stop Career Centers also offer job-training programs that can pay up to half of new employees' wages while they are learning the job. Job training can be customized for employers who need workers with specialized skills. A directory of office locations is available at the web site listed below.

Contact:

Lloyd Schipper, Deputy Secretary
Director of Field Operations
One-Stop Career Center System
South Dakota Department of Labor, Kneip Building
700 Governor's Dr.
Pierre, SD 57501
605-773-3101
Web Site: www.state.sd.us/dol/sdjob/js-home.htm

TENNESSEE

I. Tennessee Department of Labor and Workforce Development

Contact:

Andrew Johnson Tower, 8th Floor
710 James Robertson Pkwy.
Nashville, TN 37243
615-741-6642
615-741-5078 fax

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Becky Brooks, Bonding Services Coordinator
Job Service Program & Technical Support Section
Tennessee Department of Employment Security
500 James Robertson Pkwy.
Nashville, TN 37245
615-741-3780
615-741-6392 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Roger Littlejohn, WOTC Coordinator
Tennessee Department of Labor & Workforce Development
500 James Robertson Pkwy.
Davy Crockett Tower, 11th Floor
Nashville, TN 37245
615-741-6473
615-532-1612 fax
E-Mail: rlittlejohn@mail.state.tn.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

To file a claim, applicants should telephone the Labor and Workforce Development office to determine the best location and time to file their claims. Applicants outside Davidson County should go to the Labor and Workforce Development office nearest them. Applicants within Davidson County should file claims by calling 615-253-0800.

Contact:

Chris Betts, Administrator
Division of Employment Security
Tennessee Department of Labor and Workforce Development
500 James Robertson Pkwy.
Davy Crockett Tower, 12th Floor
Nashville, TN 37245
615-253-4809
615-253-5091 fax
Web Site: www.state.tn.us/labor-wfd/cc/cccounty.htm

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Tennessee is considered a "closed record" state i.e. the Tennessee Bureau of Investigation will not provide criminal history information. The subject of a criminal record may go to any County Court Clerk and request a criminal history background check to be run in that particular county.

Contact:

Larry Wallace, Director
Tennessee Bureau of Investigation
901 R.S. Gass Blvd.
Nashville, TN 37216
615-744-4000
Web Site: www.tbi.state.tn.us/divisions

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Paul G. Summers, Attorney General
Office of the Attorney General
425 5th Ave. North
Nashville, TN 37243
615-741-5860
Web Site: <http://www.attorneygeneral.state.tn.us/>

IV. State Department of Corrections

Prison Industry Program

The Tennessee Rehabilitative Initiative in Correction (TRICOR) is responsible for oversight of prison industries in Tennessee. Manufactured products include office furniture, institutional furniture and bedding, custom wood and metal fabrication, textiles, institutional clothing, license plates, signage, paint, office panel and furniture refurbishing and agricultural products. Services include data processing, printing, janitorial, TennCare Information Line and office relocation. TRICOR offers a life skills program where participants receive training to improve interviewing skills and acquire certificates for completion of training or job achievement.

Contact:

Fred Barker, Director of Inmate Programs
TRICOR
Trademark Business Center
240 Great Circle Rd., Suite 310
Nashville, TN 37228
615-741-5705
615-741-2696 fax
Web Site: www.tricor.org/inmatecontact.htm

Work Release Program

Work release is available to inmates in Tennessee when they are within 24 months of release. Once an inmate obtains employment, he or she is required to pay room and board fees in addition to any court ordered restitution due.

Contact:

Donal Campbell, Commissioner
Tennessee Department of Correction
Ground Floor, Rachel Jackson Building
320 6th Ave. North
Nashville, TN 37243
615-741-1000
Web Site: www.state.tn.us/corrections

Pre-Release Program

Pre-release programming begins 90 days prior to release and includes 80 hours of classroom instruction and community service work. Classroom instruction relies mainly on video tapes and volunteers. Job readiness, family reintegration, parenting skills, financial planning, domestic violence, survival skills, housing, AIDS awareness, public assistance coping skills and decision making are topics covered. Tennessee Women's Prison contracts with YWCA's Project NewStart for pre-release services. The Board of Probation and Parole mandates New Start participation before any woman can be paroled. The program serves women who are within six months of their release eligibility dates by offering employment and life skills workshops. Workshop modules include self-advocacy, nutrition, personal health, child management, money management, community resources, legal rights, assertiveness, coping with crisis and job readiness - interviewing, resume preparation and basic application skills. Project staff also provide counseling and career assessments along with assistance in securing housing and job placements. Clients are followed for six months after their release from incarceration.

Contact:

Donal Campbell, Commissioner
Tennessee Department of Correction
Ground Floor, Rachel Jackson Building
320 6th Ave. North
Nashville, TN 37243
615-741-1000
Web Site: www.state.tn.us/corrections

V. Tennessee Board of Probation and Parole

Probation and parole officers are responsible for supervising and investigating the conduct, behavior, and progress of probationers and parolees assigned to them for supervision from the court and by the Board. Officers provide supervision progress reports to the court and board.

Contact:

Tennessee Board of Probation and Parole
Parkway Towers, Suite 1300
404 James Robertson Pkwy.
Nashville, TN 37243
615-741-4543

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Public Defender & Assistant Public Defenders
201 West Main St.
Murfreesboro, TN 37130
615-898-8020

Contact:

Chief Public Defender of Shelby County
201 Poplar Ave., Room 201
Memphis, TN 38103
901-545-5800

B. Legal Services

Contact:

Legal Aid of East Tennessee
502 South Gay St., Suite 404
Knoxville, TN 37902
865-637-0484
Web Site: www.kornet.org/klas/

Contact:

Tennessee Alliance for Legal Services
1808 West End Building, Suite 1216
Nashville, TN 37203
615-627-0956
615-627-0964 fax
Web Site: <http://www.tals.org/>

West Tennessee Legal Services, Inc.

Contact:

Jackson Office
West Tennessee Legal Services, Inc.
210 W. Main St.
P.O. Box 2066
Jackson, TN 38302
731-423-0616
731-423-2600 fax
E-Mail: wtls@wtls.org
Web Site: <http://www.wtls.org/>

Contact:

Dyersburg Office
West Tennessee Legal Services, Inc.
208 S. Church St.
P.O. Box 366
Dyersburg, TN 38024
731-285-8181
731-285-8184 fax
E-Mail: jean@wtls.org

Contact:

Huntingdon Office
West Tennessee Legal Services, Inc.
113 W. Paris St.
P.O. Box 857
Huntingdon, TN 38344
731-986-8975
731-986-8977 fax
E-Mail: gaile@wtls.org

Contact:

Selmer Office
West Tennessee Legal Services, Inc.
141 N. Third St.
P.O. Box 189
Selmer, TN 38375
731-645-7961
731-645-3557 fax
E-Mail: lafran@wtls.org

C. State Bar Association

Contact:

Allan F. Ramsaur, Executive Director
Tennessee Bar Association
221 Fourth Ave. North, Suite
Nashville, TN 37219
615-383-7421
615-297-8058 fax
E-Mail: email@tnbar.org
Web Site: <http://www.tba.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Tennessee Career Center

Tennessee Career Centers are one-stop career centers operated by the Tennessee Department of Labor and Workforce Development. There are 14 comprehensive career centers located across Tennessee. These centers provide comprehensive employment and training services for job seekers and employers on a regional basis. Each center offers access to a resource room which allows both print and electronic access to relevant information. Computers, telephones and fax machines are provided. Free workshops in areas such as computer training, resume writing, and financial management are also available. Affiliate sites offer basic employment and training services. Access to other services is offered electronically on a limited basis. Local offices can provide one or more services and are able to make electronic referrals. A complete listing of career centers is available on the web site listed below.

Contact:

Mark Reineke, Commissioner
Tennessee Department of Labor and Workforce Development
710 James Robertson Pkwy.
Nashville, TN 37243
615-741-6642
615-741-5078 fax
Web Site: www.state.tn.us/labor-wfd/cc/ccservices.htm

Upper Cumberland Dismas House

Upper Cumberland Dismas House is a supportive community shared by recently released inmates, college students, and local volunteers. Typical length of stay is four to six months. Residents are expected to find employment and leave the community with a stable income, sense of self-worth and hope for a sober and productive future. Residents are required to pay program fees to partially offset the cost of their stay and to help them achieve self-sufficiency. Upper Cumberland Dismas also pilots a job-readiness program inside the Putnam County jail called Passages, where community volunteers teach interviewing and job-readiness skills to inmates and expose them to new trades.

Contact:

Cookeville, TN
931-520-8448
E-Mail: Dismashouse@n-sites.com
Web Site: www.n-sites.com/dismashouse/index.shtml

Knox County Dismas House

Contact:

Susan Calvo
Knox County Dismas House
1316 Forest Ave.
Knoxville, TN 37923

Project Return, Inc.

Project Return provides a number of programs that assist individuals with criminal histories. The Jobs & Futures Program is available to any adult who has been incarcerated or is currently incarcerated and is planning for release by providing: life skills and job readiness training; employment placement services; direct aid (bus passes, emergency food boxes); and information and referral to support services, as well as on-going follow-up and job counseling. Pre-Release Activities/Job Readiness Program is an intensive four-week program that prepares inmates for a productive job search. The curriculum includes instruction in the application process, want ads, networking, interviewing skills attitude and job retention. Survival Skills aims to empower clients to effectively manage their family and employment responsibilities. During the 10 three-hour workshops, participants have the opportunity to learn and practice essential skills including money management, problem solving, family development, goal setting and conflict resolution.

Contact:

Project Return
1200 Division St., Suite 200
Nashville, TN 37203
615-327-9654
615-327-3881 fax
Web Site: <http://www.projectreturninc.org/>

Free-Enterprise

The Free-Enterprise program was established in 1994 for skilled workers who have served their sentences and can no longer work for TRICOR industries. The program utilizes the Work Opportunity Tax Credit program and information about the federal bonding program as incentives to for-profit business to hire individuals with criminal records. Job placement coordinators cover the entire state. Workers must meet the following eligibility criteria: complete at least one year of successful training in a TRICOR program within three years of release; be within six weeks of release if the sentence does not involve parole; be approved for release by the Board of Probation and Parole and the employment requirement is the only factor that prevents release; have a high school diploma or G.E.D.; completed a TRICOR Life Skills program prior to release; completed a TRICOR Date Sheet and Resume indicating skills acquired and the number of years in training; and, agree to communicate with TRICOR staff regarding employment status after release for a period not to exceed three years.

Contact:

Fred Barker, Free-Enterprise Director
Tennessee Rehabilitative Initiative in Corrections
Trademark Business Center
240 Great Circle Rd., Suite 310
Nashville, TN 37228
615-741-5705
615-741-2696 fax
Web Site: <http://www.tricor.org/>

Second Chance

The Second Chance program is a private/public partnership between the city of Memphis and local businesses designed to connect people with criminal histories looking for work with employers who are willing to hire them. To graduate from the program an applicant must keep a job for six months to a year, maintain a good work record and remain drug free. This program is open to those people who have only one felony conviction and is run under the umbrella of Yo! Memphis, a youth workforce development program.

Contact:

Yalanda McFadgon, Director of Human Resources, Yo! Memphis
Second Chance
444 North Main St.
Memphis, TN 38103
901-545-0343
Web Site: <http://www.yomemphis.org/>

Karat Place

Karat Place provides transitional housing for homeless women and women who have recently been released from incarceration. Karat Place can house up to 12 women and their children (no boys over the age of 12 years are permitted to live in the units). Rent is free until employment is secured and then the rate is 30% of the resident's earned wages. Women may stay up to two years. There is limited job development and placement assistance, though Karat Place staff work with local companies that are willing to hire individuals with criminal histories.

Contact:

Melvina Leake, Executive Director
Karat Place
829 North Parkway
Memphis, TN 38105
901-525-4055
901-525-4058 fax
E-Mail: leakemc@bellsouth.net

Chattanooga Endeavors

Chattanooga Endeavors assists recently released individuals through a number of services, including preparation for employment. Assistance includes assessment, re-socialization, soft skills training, skill acquisition (applications, interviewing; and retention), extensive case management, group sessions and positive reinforcement. Computerized software is used to increase job skills and for educational purposes.

Contact:

Timothy Dempsey, Executive Director
Chattanooga Endeavors
P.O. Box 3351
Chattanooga, TN 37404
423-266-1888
423-266-2196 fax
Web Site: <http://www.chattanoogaendeavors.com/>

TEXAS

I. Texas Workforce Commission

Contact:

Cassie Carlson Reed, Executive Director
101 E. 15th St., Room 618
Austin, TX 78777
512-463-0735
512-475-2321 fax
Web Site: <http://www.twc.state.tx.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

John Ownby, Director
Project RIO, Texas Workforce Commission
1117 Trinity St. - Rm 202T
Austin, TX 78778
512-463-0834
512-936-3090 fax
E-Mail: John.ownby@twc.state.tx.us
Web Site: <http://www.twc.state.tx.us/>

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

John Carlson, WOTC Coordinator
Texas Workforce Commission
Room 332T
101 E.15th St.
Austin, TX 78778
512-463-9926
512-463-8819 fax
E-Mail: john.carlson@twc.state.tx.us
Web Site: www.twc.state.tx.us/svcs/wotc/wotc.html

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Forms and information may be obtained at any local One Stop Center and via the Internet at the above web site. (Also see Section VII of this site "Local Service Providers.") Contact: Austin: 512-340-4300 Dallas: 214-252-1200 El Paso: 915-832-6400 Fort Worth: 817-420-1600 Houston: 713-982-7400 McAllen: 956-984-4700 San Antonio: 210-258-6600 Others: 800-939-6631 TDD: 800-735-2989 Web Site: www.twc.state.tx.us/

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Individuals must write a letter stating that the reason for the request. The letter must be accompanied by a full set of fingerprints and a check or money order for \$15. Requests take four to six weeks to be processed.

Contact:

Texas Department of Public Safety
Fingerprint and Records Bureau
5805 N. Lamar Blvd., Building G
Austin, TX 78752
512-424-3125
Web Site: <http://www.txdps.state.tx.us/>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Greg Abbott, Attorney General
Office of the Attorney General
300 W. 15th St.
Austin, TX 78701
512-463-2100
512-494-8017 fax
E-Mail: Greg.abbott@aog.state.tx.us
Web Site: <http://www.oag.state.tx.us/>

IV. State Department of Corrections

Prison Industry Program

Texas Correctional Industries' objectives are to provide work program participants with marketable job skills through a coordinated program of job skills training, documentation of work history, and access to resources provided by Project RIO and the Texas Workforce Commission. The program consists of 42 factories employing over 6,500 prisoners. Products manufactured include textiles, furniture, chemicals, plastics, garments, printing, and metal-fabrication.

Contact:

Texas Correctional Industries
P.O. Box 4013
Huntsville, TX 77342
936-437-6048
936-437-6040 fax
E-Mail: tcj@tdcj.state.tx.us
Web Site: <http://www.tci.tdcj.state.tx.us/>

Project RIO

Project RIO is administered by the Texas Workforce Commission in collaboration with the Texas Department of Criminal Justice (TDCJ), the Windham School District and the Texas Youth Commission (TYC). The project provides a link between education, training and employment during incarceration with employment, training and education after release. Services are offered to program participants pre-and post-release. An individualized treatment plan is developed to identify a career path for the prisoner and to guide placement decisions. Prior to release, a comprehensive evaluation is conducted to assess the needs of the prisoner and assist in the selection and placement in Windham, College, TDCJ and TYC programs. The evaluation process is a multi-step approach that includes information gathering, goal-setting, program placement and self-assessment. Project RIO staff encourage participants to take advantage of educational and vocational services and assist offenders in obtaining documents necessary for employment. Unit or facility staff also provide placement services to give prisoners practical work experience in their areas of training. After release, TWC Project RIO staff provide participants with individualized workforce development services including job preparation and job search assistance. RIO participants attend structured job search workshops that focus on basic skills such as completing a work application, preparing a resume and performing in a mock interview. The most important aspect of the TWC Project RIO program is securing employment as soon as possible after release. Project RIO staff ensure that potential employers are aware of and take advantage of special incentives for hiring applicants with a criminal record, including certifying employees for the Work Opportunity Tax Credit program.

Contact:

Project RIO Staff
Texas Workforce Commission
101 E. 15th St., Room 506T
Austin, TX 78778
800-453-8140
Web Site: www.tdcj.state.tx.us/ex-offender-employ.htm

Texas Department of Criminal Justice

Contact:

Texas Department of Criminal Justice
209 W. 14th St.
Austin, TX 78770
512-463-9988
Web Site: <http://www.tdcj.state.tx.us/>

V. Texas Board of Pardons and Paroles

The Texas Board of Pardons and Paroles oversees the discretionary release of eligible inmates sentenced to state imprisonment and determines the conditions of release.

Contact:

Texas Board of Pardons and Paroles
209 W. 14th St., Suite 500
Austin, TX 78701
512-463-1679
512-463-8120 fax

Texas Department of Criminal Justice

The Parole Division of the Texas Department of Criminal Justice supervises offenders released from prison who are serving out their sentences in the community. The Division also performs some pre-release functions by investigating the parole plans proposed by inmates and by tracking parole eligible cases and submitting them for timely consideration by the Board of Pardons and Paroles. In addition, the Parole Division supervises inmates in two pre-release programs, the Pre-Parole Transfer Program and the Work Program. Participants in these programs remain in secure facilities, but are able to participate in special programs.

Contact:

Texas Department of Criminal Justice
Parole Division
8610 Shoal Creek Blvd.
P.O. Box 13401, Capitol Station
Austin, TX 78711
512-406-5250
Web Site: www.tdcj.state.tx.us/parole/parole-home.htm

Community Justice Assistance Division

The Community Justice Assistance Division of the Texas Department of Criminal Justice administers community supervision and adult probation in Texas. Community supervision officers assess each probationer's level of risk and needs using a standard assessment tool and then using the results to design an appropriate supervision plan. The plan includes the conditions stipulated by the courts when the offender is sentenced. Services include education and employment programs, and substance abuse treatment.

Contact:

Community Justice Assistance
Texas Department of Criminal Justice
209 W. 14th St., Suite 400
Austin, TX 78701
512-305-9300
Web Site: www.tdcj.state.tx.us/cjad

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Counsel for indigent defendants are appointed by judges during arraignment proceedings. Five counties utilize the public defender system: Colorado County 979-732-9425; Dallas County 214-653-3550; El Paso County 915-546-8185; Webb County 956-721-2200; and, Wichita County 940-766-8199.

B. Legal Services

A referral directory of legal services offices and other advocacy agencies that assist low-income Texans on non-criminal matters is available through Texas Lawyers Care.

Contact:

Texas Lawyers Care
P.O. Box 12487
Austin, TX 78711
512-463-1463 ext 2155
E-Mail: tlcmail@texasbar.com
Web Site: www.lsnr.org/referral/

C. State Bar Association

Contact:

The State Bar of Texas
1414 Colorado
Austin, TX 78701
512-463-1463
512-463-1475 fax
Web Site: <http://www.texasbar.com/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

One Stop Centers

A list of one stop centers and affiliate agencies that offer employment and training services is available at the following web site: www.servicelocator.org. A directory of Texas One Stop Centers is available at the following web site: www.twc.state.tx.us

Goodwill Industries of Houston

Goodwill Industries provides training, skill development and work opportunities for people with disabilities and other barriers to employment.

Contact:

Goodwill Industries of Houston

5200 Jensen

Houston, TX 77026

713-692-6221

713-692-0923 fax

Web Site: <http://www.goodwillhouston.org/>

Goodwill Industries of Southeast Texas and Southwest Louisiana

Goodwill Industries provides training, skill development and work opportunities for people with disabilities and other barriers to employment.

Contact:

Goodwill Industries of Southeast Texas and Southwest Louisiana

460 Wall St.

Beaumont, TX 77701

409-838-9911

Web Site: <http://www.goodwillbmt.org/>

Goodwill Industries of Dallas

Goodwill Industries provides training, skill development and work opportunities for people with disabilities and other barriers to employment.

Contact:

Goodwill Industries of Dallas

2800 North Hampton Rd.

Dallas, TX 75112

214-638-2800

E-Mail: give@goodwilldallas.org

Web Site: <http://www.goodwilldallas.org/>



MASS (Mothers [Fathers]) for the Advancement of Social Systems, Inc.

Mothers [Fathers] for the Advancement of Social Systems, Inc. (MASS Inc.) is a non-profit organization that provides support services for individuals released from Texas State Prison. Services include, but are not limited to, assisting individuals in securing housing, employment, counseling, and any necessary support that eases re-entry transition. Another important mission of MASS is to help free innocent individuals who are imprisoned.

Contact:

Joyce Ann Brown, Executive Director
MASS Inc.
P.O. Box 225067
Dallas, TX 75222
214-821-8810
214-824-6891 fax

HoustonWorks USA

HoustonWorks USA is the largest operator of workforce centers in the Houston and greater Harris County region. These centers provide local access to job search services and programs for adults 18 years and older. Three youth centers have been established within the Fifth Ward, Third Ward, and East End communities to address the unique job search concerns of youth between the ages of 14 and 25. Training is available in career fields such as healthcare, business, computers and education. Additional information about HoustonWorks USA is available by calling 713-655-WORK.

Contact:

HoustonWorks USA
600 Jefferson, Suite 900
Houston, TX 77002
713-654-1919
Web Site: <http://www.houstonworks.com/>

The Association of X-Offenders, Inc.

The Association of X-Offenders, Inc. (TAX) provides self-help support group, information, referrals, mentoring, and religious ministry.

Contact:

Dub Pearson, Executive Director
Association of X-Offenders, Inc.
219 East William Joel Bryan Parkway
P.O. Box 3785
Bryan, TX 77805
979-775-9200
979-775-9200 fax
E-Mail: <mailto:tax@offenders.org>
Web Site: <http://www.xoffenders.org/>



Exodus Ministries, Inc.

Exodus Ministries, Inc. provides aftercare and transitional services to people with criminal records by providing a place to live, employment training and placement, life skills and transportation.

Contact:

Exodus Ministries, Inc.
4630 Munger Ave., #10
Dallas, TX 75204
214-827-3772
Web Site: <http://www.exodusministry.4t.com/>

Goodwill Industries of Houston

Goodwill Industries of Houston offers assistance to individuals with criminal records who are referred to them by the Texas Rehabilitation Commission or Texas Workforce Commission. Instruction in soft skills, such as resume writing, interview techniques, and workplace responsibilities is given. Basic computer skills as well as basic accounting and finance techniques are taught. Job training for employment at Jiffy Lube is also available.

Contact:

Laura Steben, Manager, Job Connection
Goodwill Industries of Houston
5200 Jensen Drive
Houston, TX 77026
713-692-6221
713-692-0923 fax
E-Mail: aurasteben@goodwillhouston.org
Web Site: <http://www.goodwillhouston.org/>

Fundamentals of Construction and Understanding Self

Fundamentals of Construction and Understanding Self (FOCUS) is a correctional vocational program at a state prison in East Austin, TX. The six-week program, taught by Austin Community College faculty, is available to inmates who are residents of Travis County, have a 7th grade educational level and volunteer for the program. Enrollees receive 180 hours of hands-on instruction in all basic construction skills, carpentry, electrical, plumbing and masonry. Participants also receive certification in First Aid, CPR and OSHA. Sixty hours of life skills training prepares an individual for reintegration into society. Instruction includes cognitive life skills and family psychotherapy, as well as post-release therapeutic aftercare, case management and job placement assistance. FOCUS collaborates with local community-based organizations, businesses and government offices.

Contact:

Kimberly Pierce, Senior Planner
Travis County, Criminal Justice Planning
209 W. 9th Street, Suite 260
Austin, TX 78701
512-854-4764



Texas Inmate Services

Texas Inmate Services is a non-profit social service agency providing transitional services to individuals with criminal histories who are returning to Tarrant County, Texas. Services provided include case management, support groups, financial assistance to obtain birth certificates, state identification and medications, supportive housing, and substance abuse treatment.

Contact:

Kay Smith, Director
Texas Inmate Services, Inc.
403 North Sylvania, Suite 16
Fort Worth, TX 76111
817-834-2833
817-834-2866 fax
E-Mail: KayTXIS@msn.com

HOME

UTAH

I. Utah Department of Workforce Services

Contact:

Raylene Ireland, Executive Director
P.O. Box 45249
Salt Lake City, UT 84145
801-526-9210
801-536-9211 fax
E-Mail: www@dwsa.state.ut.us
Web Site: <http://jobs.utah.gov/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Kathy Strieby, Bonding Services Coordinator
Utah Department of Workforce Services
140 E. 300 South - Rm 5th Fl
Salt Lake City, UT 84111
801-526-9753
801-526-9753 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Shelley Roberts, Work Opportunity Tax Credit Coordinator
Department of Workforce Services
P.O. Box 45249
Salt Lake City, UT 84145
801-526-9480
801-526-9789 fax
E-Mail: smvers@ws.state.ut.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

New claims for unemployment insurance benefits in Utah can be filed either online or by telephone. The Utah Unemployment Insurance Claims Center's phone numbers are: 801-526-4400 (Salt Lake and South Davis Counties); 801-612-0877 (Weber and North Davis Counties); 801-375-4067 (Utah County); and 888-848-0688 (other counties and out of state).

Contact:

Christopher Love, Director
Unemployment Insurance Division
Department of Workforce Services
P.O. Box 45249
Salt Lake City, UT 84145
801-526-9675
801-536-9211 fax

E-Mail: www@dwsa.state.ut.us

Web Site: <http://http://ui.dws.state.ut.us/jobseeker/filenew.asp>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Individuals may obtain a copy of their own Utah criminal history in person at the Bureau of Criminal Identification or through the mail. The fee is \$10, payable in cash, personal check, credit card, money order, or cashier's check. A valid form of picture ID must accompany the request. To make a request by mail, the subject must complete the Right of Access Application (Criminal Background Check) and mail the completed application and fee to the address below.

Contact:

Bureau of Criminal Identification
Box 148280
3888 W. 5400 S
Salt Lake City, UT 84114
801-965-9444

Web Site: www.bci.utah.gov/index.html

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Mark Shurtleff, Attorney General

Utah State Capitol Office

236 State Capitol

Salt Lake City, UT 84114

801-366-0300

801-538-1121 fax

E-Mail: uag@utah.gov

Web Site: <http://http://attorneygeneral.utah.gov/>

IV. State Department of Corrections

Prison Industry Program

Utah has a traditional corrections' industry program in which items are made and manufactured for sale to other state agencies. Products and/or services include asbestos abatement, beverage processing, blueprint scanning, computer rebuilding, construction, data entry, furniture manufacturing, license plate plant, meat processing, micrographics, pavement crack sealing, printing services, roofing, seating and reupholstery, sign production, textiles and waste management. The industries program partners with private companies (known as the PIE - Private Sector/Prison Industries Enhancement Certification program) to manufacture goods using prison labor. Prisoners are paid the prevailing wage for their labor but are required to repay the state for room and board as well as taxes, court-ordered reparations and child support.

Contact:

David Worthington, Director

Utah Correctional Industries

14072 Pony Express Rd.

P.O. Box 850

Draper, UT 80121

801-576-7700

Web Site: www.corrections.utah.gov/uci/programs/private

Work Release Program

There is no work release program available in Utah.

Pre-Release Program

Prisoners are enrolled in the pre-release program six months to one year prior to a parole date. Life skills and employment skills are taught. Prisoners are evaluated at the beginning of their incarceration and a management action plan (MAP) is developed. Pre-release staff and custodial staff assist in helping prisoners complete their MAP for parole release.

Contact:

Mike Chabries, Executive Director
Jack Ford, Director of Public Affairs
Utah Department of Corrections
14717 S. Minuteman Dr.
Draper, UT 84020
801-545-5500
Web Site: www.cr.ex.state.ut.us/

Post Release Transitional Program

There are a limited number of beds available for halfway housing in Utah. Inmates work with parole officers prior to release to develop parole plans, employment plans, housing, and substance abuse counseling.

Contact:

Mike Chabries, Executive Director
Utah Department of Corrections
14717 S. Minuteman Dr.
Draper, UT 84020
801-545-5500
Web Site: www.cr.ex.state.ut.us/

V. Division of Field Operations of the Department of Corrections

The Division of Field Operations of the Department of Corrections is responsible for parole supervision in Utah. Parole release and pardon decisions are under the jurisdiction of the Board of Parole and Pardons. Parolees are charged a parole supervision fee based on the available income of the parolee, but may be waived for special circumstances.

Contact:

John Green, Administrative Coordinator
Board of Pardons and Parole
State of Utah
448 E. Winchester St., Suite 300
Murray, UT 84107
801-261-6464
Web Site: <http://www.bop.utah.gov/>

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Legal Defender Office
424 E. 500 South
Salt Lake City, UT 84111
801-532-5444

B. Legal Services

Contact:

Anne Milne, Executive Director
Utah Legal Services Inc.
254 W. 400 South, 2nd Fl.
Salt Lake City, UT 84101
801-328-8891
801-328-8891 fax
E-Mail: amilne@andjusticeforall.org
Web Site: www.lsc.gov/gla/directory.html

C. State Bar Association

Contact:

John Baldwin, Executive Director
Utah State Bar
645 S. 200 E
Salt Lake City, UT 84111
801-531-9077
801-531-0660 fax
E-Mail: info@utahbar.org
Web Site: <http://www.utahbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.



Department of Workforce Services

Utah's Department of Workforce Services (DWS) is responsible for the operation of the state's one-stop centers, DWS Employment Centers. The following services are available through these centers: assessment of skill level, aptitude, and abilities; employment-related services including local education and training service providers; job search and placement assistance; career counseling; up-to-date information on job vacancies, skills needed and information about local employment trends. Information on the location of centers is available on-line or at the Department of Workforce Services.

Contact:

Department of Workforce Services
P.O. Box 45249
Salt Lake City, UT 84145
801-526-9675
801-536-9211 fax
E-Mail: www@dwsa.state.ut.us
Web Site: <http://www.jobs.utah.gov/>

[HOME](#)

VERMONT

I. Vermont Department of Employment and Training

Contact:

Steven Gold, Chairperson
Vermont Department of Employment and Training
5 Green Mountain Dr.
P.O. Box 488
Montpelier, VT 05601
802-828-4000
802-828-4022 fax
Web Site: <http://www.det.state.vt.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Michael Calcagni, Bonding Services Coordinator
Vermont Department of Employment and Training
Green Mountain Drive
P.O. Box 488
Montpelier, VT 05601
802-828-4350
802-828-4374 fax
E-Mail: mcalcagni@pop.det.state.vt.us

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Michael Calcagni, Bonding Services Coordinator
Vermont Department of Employment and Training
5 Green Mountain Drive
P.O. Box 488
Montpelier, VT 05601
802-828-4350
802-828-4374 fax
E-Mail: mcalcagni@pop.det.state.vt.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Applicants can file new claims or reopen existing claims by calling: 1-877-214-3330. When a new claim for unemployment benefits is filed, the individual filing the claim is registered at the nearest Career Resource Center for assistance in finding new employment.

Contact:

David Tucker, Unemployment Compensation Division Director
Vermont Department of Employment and Training
5 Green Mountain Drive
P.O. Box 488
Montpelier, VT 05601
802-828-4242
802-828-4022 fax
E-Mail: dtucker@pop.det.state.vt.us
Web Site: <http://www.det.state.vt.us/>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

The Vermont Criminal Information Center (VCIC) will provide a copy of a subject's criminal history for limited purposes, including international travel, adoption screening, and personal review by the subject. These are the only purposes for which VCIC will release criminal records directly to a person requesting a copy of his or her record. Requests can be made in person at VCIC. Requesters must bring at least two pieces of identification, one of which must be a picture ID. Written requests are permitted if the applicant is incarcerated, a resident of another state or country, or is physically incapacitated and unable to travel. In these cases, the applicant must write to the Director of VCIC and describe the reason for the written request. The request must be accompanied by documentation verifying the requestor's identity. There is currently no fee for this service, though requesters are encouraged to include a self-addressed stamped envelope with their requests to expedite processing.

Contact:

Vermont Criminal Information Center
Department of Public Safety
P.O. Box 189
Waterbury, VT 05676
802-674-2021
Web Site: www.dps.state.vt.us/cjs/record

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

William H. Sorrell, Attorney General
109 State St.
Montpelier, VT 05609
802-828-3173
Web Site: www.state.vt.us/atg

IV. State Department of Corrections

Prison Industry Program

The Vermont Offender Work Programs (VOWP) offers training in furniture making, printing, sheet metal sign construction, wood sawing, and phone assistance for the Vermont Department of Motor Vehicles. VOWP has a partnership with a private manufacturer under the PIE program. (Prison Industry Enhancement - a public/private partnership program sanctioned and regulated by the federal government allowing for interstate sale of offender manufactured goods.) A certification of skills is being developed to validate vocational skills acquired.

Contact:

Bert Senning, Director
Vermont Offender Work Programs
Vermont Department of Corrections
37 Commercial Dr.
Waterbury, VT 05676
802-241-1103
Web Site: <http://www.vtowp.com/>

Work Release Program

There is no work release program available in Vermont.

Pre-Release Program

There is no organized pre-release program in Vermont. Some assistance in preparing for release is given on an individual basis, but not as part of a formal program.

Community Corrections Service Centers

Parole and probation supervision is provided by the Vermont Department of Corrections through its Community Corrections Service Center. In addition to parole and probation supervision, offenders may be sentenced by courts to a pre-approved furlough. The offender remains in the community, however if a violation occurs the offender may be remanded to a regular correctional facility to complete his/her sentence. Recently released prisoners may be required to attend a treatment program such as drug/alcohol counseling, domestic violence/anger management, or sexual misconduct counseling. Correctional specialists may assist with job searches, but Vermont's Career Resource Centers are used most frequently. (See Section VII.)

Contact:

Brian Bilodeau, Superintendent
Burlington Community Corrections Service Center
50 Cherry St.
Burlington, VT 05401
802-863-7457

Vermont Department of Corrections

Contact:

John Garczyk, Commission of Corrections
Vermont Department of Corrections
103 S. Main St., 6 South
Waterbury, VT 05671
802-241-2442
802-241-2565 fax
Web Site: <http://www.doc.state.vt.us/>

V. Vermont State Board of Parole

The Vermont State Board of Parole makes decisions concerning parole release, however it is not responsible for supervision once a person is released on parole. Parolees are supervised by Community Corrections staff, which is under the supervision of the Vermont Department of Corrections.

Contact:

Linda Shambo, Executive Director
Vermont Parole Board
103 S. Main St., Ladd Hall
Waterbury, VT 05671
802-241-2294

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Robert Appel, Defender General
Office of the Defender General
120 State St.
Montpelier, VT 05620
802-828-3168
802-828-3163 fax
E-Mail: rappel@defgen.state.vt.us
Web Site: <http://www.defgen.state.vt.us/>

B. Legal Services

Legal Aid in Vermont offers legal services for civil cases only to low-income clients, the elderly or people with disabilities. Legal Aid also acts as a referral source to other volunteer organizations as needed.

Contact:

Erick Avidsen, Executive Director
Vermont Legal Aid
264 N. Winooski Ave.
Burlington, VT 05402
802-863-5620
802-863-7152 fax
Web Site: <http://www.vtlegalaid.org/>

C. State Bar Association

Contact:

Wendy Morgan
Vermont State Bar Association
35-37 Court St.
P.O. Box 100
Montpelier, VT 05620
802-223-2020
802-223-1573 fax

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Northern New England Tradeswomen, Inc.

The Northern New England Tradeswomen program runs vocational education programs in the women's correctional facility in Vermont. Internet technology and building trades are taught. The program offers follow-up/advocacy pre- and post-release. Staff will speak to potential employers and take recently released offenders to job interviews. The organization also makes housing referrals if necessary and plans to incorporate transitional housing in the near future.

Contact:

Tiffany Bluemle, Executive Director
Northern New England Tradeswomen, Inc.
51 Park St.
Essex Junction, VT 05401
804-878-0004, ext 101

Community Resource Centers

Community Resource Centers are Vermont's One Stop Career Resource Center system. The centers offer a comprehensive assortment of employment and job training programs, including labor market information, career development, assessment services, and specific programs for designated categories such as migrant workers, dislocated workers and unemployment services. Staffing at the centers include staff from other community resource partners such as human services, employment and training services, and community college representatives. Computers, with Internet access, are available. One-on-one consultation, as well as group workshops in job readiness, are held. A complete listing of area centers is available online at www.det.state.vt.us.

Contact:

Steven Gold, Commissioner
Vermont Department of Employment and Training
5 Green Mountain Dr.
P.O. Box 488
Montpelier, VT 05601
802-828-4000
802-828-4022 fax
Web Site: <http://www.det.state.vt.us/>

[HOME](#)

VIRGINIA

I. Virginia Employment Commission

Contact:

Dolores Esser, Commissioner
Virginia Employment Commission
703 E. Main St.
Richmond, VA 23219
804-786-1485
804-731-0616 fax
Web Site: <http://www.vec.state.va.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Jeff Primmer or James Hunt, WOTC Coordinators
Virginia Employment Commission
Gateway Building
P.O. Box 1358
Richmond, VA 23218
804-786-2887 or 804-786-4468
804-786-6091 fax
E-Mail: jprimmer@vec.state.va.us%20or%20jhunt@vec.state.va.us
Web Site: <http://www.vec.state.va.us/>

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Applications for unemployment insurance benefits require reporting in person to the nearest office of the Virginia Employment Commission to complete an application, speak with an interviewer, and receive monetary determination. Applications can also be filed via the internet at the web site listed below.

Contact:

Virginia Employment Commission
703 E. Main St.
Richmond, VA 23219
804-786-1484

Web Site: <http://www.vec.state.va.us/>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Requests for criminal record searches in Virginia must be made by submitting a "Criminal Record Name Search" form SP-167. The instructions for the completion of this form are noted on the reverse side of the document. This form can be viewed, downloaded and/or printed by visiting the Virginia State Police Forms web site. A \$13 fee must accompany each request.

Contact:

Virginia State Police
Records Management Division
P.O. Box 27472
Richmond, VA 23261
804-674-2086

Web Site: <http://www.vsp.state.va.us/>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Jerry Kilgore, Attorney General
Office of the Attorney General
900 E. Main St.
Richmond, VA 23219
804-786-2071
804-786-1991 fax
E-Mail: mail@aog.state.va.us
Web Site: <http://www.oag.state.va.us/>

IV. State Department of Corrections

Prison Industry Program

Virginia Correctional Enterprises (VCE) produces quality products and services and furnishes work for prison inmates. Products manufactured include office furniture, metal storage equipment, dorm furniture, and apparel. Services offered include printing and institutional laundry.

Contact:

Virginia Correctional Enterprises
8030 White Bark Terrace
Richmond, VA 23237
804-743-4100 (Central VA) or 800-823-2823
804-743-2210 fax
E-Mail: vcemail@vadoc.state.va.us
Web Site: www.vadoc.state.va.us/resources/vce/default.htm

Work Release Program

The Virginia Department of Corrections offers a work release program for prisoners who are nearing completion of their sentences and who meet specific eligibility criteria. The primary goal is to provide work opportunities in a location close to where inmates will be released. Eligible inmates are placed into local jail work release programs. To be eligible, inmates must be at security level one, have a good time earning level of one, have non-violent crime convictions, and be within 12 months of their good time release date or within three years of their mandatory parole release date.

Contact:

Gene Johnson, Director
Virginia Department of Corrections
6900 Atmore Dr.
Richmond, VA 23225
804-674-3000
E-Mail: directoroffice@vadoc.state.va.us
Web Site: <http://www.vadoc.state.va.us/>

Pre-Release Program

During the year prior to an inmate's release from prison, a 19-session life skills program is made available which addresses information inmates need to live in the community. Topics include finding and keeping a job, locating a residence, budgeting and family responsibilities. Participation is not mandatory.

Contact:

Gene Johnson, Director
Virginia Department of Corrections
6900 Atmore Dr.
Richmond, VA 23225
804-674-3000
E-Mail: directoroffice@vadoc.state.va.us
Web Site: <http://www.vadoc.state.va.us/>

V. Virginia Department of Corrections

Community Corrections

Probation and Parole supervision is operated through the Community Corrections Division of the Virginia Department of Corrections. Supervision is provided through 42 district offices, 12 state-operated facilities, 10 day reporting centers, and oversight for 10 privately contracted adult residential centers. Day reporting centers provide intensive substance abuse treatment, aftercare/relapse prevention counseling, AA/NA groups, GED/ABE and life skills classes, job referrals, and vocational services. Other services such as parenting skills are provided based on client needs. Adult Residential Programs (ARP) are used by the Parole Board as a condition of parole and by Probation and Parole officers as an intermediate sanction. Offenders receive supervised housing, random urinalysis testing, life skills, and basic counseling.

Contact:

James R. Camache, Assistant Director
Community Corrections
Virginia Department of Corrections
6900 Atmore Dr.
Richmond, VA 23225
804-674-3244
E-Mail: communitycorrections@vadoc.state.va.us
Web Site: www.vadoc.state.va.us/offenders/community/

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Public Defender Commission
701 East Franklin St., Suite 1416
Richmond, VA 23219
804-225-3297
804-371-8326 fax

B. Legal Services

The Legal Services Corporation of Virginia and the Virginia Poverty Law Center publish a directory of all legal services available to low-income Virginians. The directory is available upon request from the Virginia Poverty Law Center or at the following web site: www.vplc.org/2002_vls_directory.htm.

Contact:

Legal Services Corporation of Virginia
700 East Main St., Suite 1504
Richmond, VA 23219
804-782-9438

Contact:

Virginia Poverty Law Center
201 West Broad St., Suite 302
Richmond, VA 23220
804-782-9430

C. State Bar Association

Contact:

Sandra P. Thompson, Administration Director
Virginia Bar Association
701 E. Franklin St., Suite 1120
Richmond, VA 23219
804-644-0041
804-644-0052 fax
E-Mail: thevba@vba.org
Web Site: <http://www.vba.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Career Connect

The one stop career centers in Virginia are known as Career Connect. Services available to job seekers include job referral and placement, referrals for training, and job search, skill-building activities. A wide variety of self-help, computer assisted, as well as printed and video career guidance materials are available. Computers are available to allow easy access to Internet services.

Contact:

Virginia Employment Commission
703 E. Main St.
Richmond, VA 23219
804-786-1484
Web Site: <http://www.vec.state.va.us/>

Total Action Against Poverty

Total Action Against Poverty (TAP) is a non-profit community action agency helping the residents of 11 cities and counties in southwestern Virginia to escape poverty and become self-sufficient. TAP's Families in Transition component provides direct services to clients through the Women's Resource Center, The Transitional Living Center, Virginia Cares, and Fatherhood Programs. TAP's Virginia CARES program assists individuals with criminal records to return to their communities, their families and society successfully. Basic needs assessments and support services, including employment counseling, assistance with job leads, transportation, resume and application assistance, peer support groups, and referrals to appropriate agencies are provided to individuals with criminal records and their families. TAP's Fatherhood and Families program assists families in distress; families disconnected by discord, by unacknowledged fatherhood, and/or by incarceration.

Contact:

Ted Edlich, President
Total Action Against Poverty
145 Campbell Ave. SW
P.O. Box 2868
Roanoke, VA 24001
540-345-6781
540-345-4461 fax
E-Mail: tap@taproanoke.org
Web Site: <http://www.taproanoke.org/>

Opportunities, Alternatives & Resources (OAR)

Opportunities, Alternatives & Resources (OAR) of Fairfax County, Inc. is a local non-profit restorative justice organization providing services to restore people with criminal histories to productive roles in the community, offer options to prosecution and/or incarceration, and support families. Funding restrictions may limit the availability of specific services to anyone not a Fairfax County resident. Some services may be provided to Loudon County and Prince William County residents and anyone who is processed through the Fairfax County court system. OAR offers: employment assistance, including resume preparation, employer referrals, and job readiness training; funds for work uniforms, tools, transportation, and job training scholarships; emergency assistance, including food, clothing, and financial assistance with utilities and rent; counseling to help deal with emotional and cognitive effects of incarceration.

Contact:

Jackie Lewis, Coordinator
Opportunities, Alternatives & Resources
10640 Page Ave., Suite 250
Fairfax, VA 22030
703-246-3033
703-273-7554 fax
E-Mail: jlewis@oarfairfax.org
Web Site: <http://www.oarfairfax.org/>

Northern Virginia Family Services

Northern Virginia Family Services (NVFS) is a private non-profit organization that serves people in need in the Northern Virginia area. Individuals with criminal records are among those eligible for job training services in the fields of construction trades and office employment. Upon completion of the training component, job placement services are available to participants.

Contact:

Tom Ruby, Case Manager
Northern Virginia Family Services
703-624-1575
E-Mail: trnvfs@yahoo.com
Web Site: <http://www.nvfs.org/>

Arlington Street People's Assistance Network (A-SPAN)

Arlington Street People's Assistance Network (A-SPAN) assists homeless people, including people with criminal histories, lead self-sufficient and healthy lives. A-SPAN works with government agencies, community and faith based organizations and business to: meet emergency needs of the homeless including food and shelter; provide direct outreach, case management and employment assistance, advocate for and create new programs to fill gaps in preventive, emergency and rehabilitative services; and increase community awareness and involvement in ending homelessness.

Contact:

Arlington Street People's Assistance Network
2708 South Nelson St.
P.O. Box 1554
Arlington, VA 22210
703-820-4357
703-820-4405 fax
E-Mail: info@a-span.org
Web Site: <http://www.a-span.org/>

Opportunity Place

Opportunity Place, the newest program developed by A-SPAN, has a primary goal of assisting homeless individuals achieve stable income and housing by providing street outreach, case management, and employment services including job training and placement. Opportunity Place programs are designed to assist clients in addressing their personal barriers to self-sufficiency with the support of staff and volunteers. Food, counseling, clothing, hygiene items, showers, washer & dryer, free local phone call and voice mail answering service, assistance obtaining personal identification, mail drop, and other services are available to homeless individuals, including those with a criminal history.

Contact:

Marte Birnbaum, Director
Opportunity House
2708 South Nelson St.
Arlington, VA 22210
703-820-4357 ext. 11
703-820-4405 fax
E-Mail: info@a-span.org
Web Site: <http://www.a-span.org/>

Virginia Community Action Re-entry System, Inc. (CARES)

Virginia Community Action Re-entry System, Inc. (Virginia CARES) offers both pre-release and post-release services. In cooperation with the Virginia Department of Corrections, Virginia Cares administers a pre-release program called Productive Citizenship, which replaces the life skills program previously offered by the Department of Corrections. Post-release services are delivered from 14 sites statewide and include basic needs such as housing, clothing, and food. Additional services include job development, placement and retention services, interview skills, support groups for survival techniques, referrals to substance/alcohol treatment, and bus tickets to job interviews. Virginia CARES has forged connections with community groups, faith based organizations and volunteers to provide services needed to individuals with criminal histories.

Contact:

Ann Fisher, Director
VIRGINIA CARES
145 W. Campbell Ave., Ste. 555
Roanoke, VA 24011
540-342-9344
540-342-9427 fax
E-Mail: afisher@infionline.net
Web Site: <http://www.vacares.com/>

HOME

WASHINGTON

I. Washington State Employment Security

Contact:

Sylvia Mundy, Commissioner
Washington State Employment Security
212 Maple Park
Olympia, WA 98504
360-902-9301
360-902-9383 fax
E-Mail: smundy@esd.wa.gov
Web Site: www.wa.gov/esd/agencyinfo.html

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Judy Ok, Bonding Services Coordinator
Corrections Clearinghouse, WADES
Washington State Employment Security Department
P.O. Box 9046
Olympia, WA 98507
800-669-9271
360-407-5818 fax
E-Mail: jok@esd.wa.gov

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Jeff Johnston, WOTC Coordinator
Olympia JSC
P.O. Box 9046
3738 Pacific Ave.
Olympia, WA 98507
360-407-5107
360-407-5209 fax
E-Mail: jjohnston@esd.wa.gov
Web Site: www.wa.gov/esd/work/

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Forms and information may be obtained at any local WorkSource Center, via the internet at the web site below or online at www.go2ui.com. (See also Section VII of this site "Local Service Providers.")

Contact: Unemployment TeleCenters Seattle: 206-766-6000 Espanol: 206-766-6063 Tacoma: 253-396-3500 Espanol: 253-396-3563 Spokane: 509-893-7000 Espanol: 509-893-7063 All other areas: 800-362-4636 Espanol: 800-360-2271 Web Site: www.wa.gov/esd/ui

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

A non-refundable \$10 fee is required for each record requested by name and date of birth. A non-refundable \$25 fee is required for a fingerprint search. Fees must be submitted with the request for information, payable to the "Washington State Patrol" by cashier's check, money order, or commercial business account. Each written response takes from three to 10 weeks to complete.

Contact:

Washington State Patrol
Identification and Criminal History Section
P.O. Box 42633
Olympia, WA 98504
360-705-5100
E-Mail: crimhis@wsp.wa.gov
Web Site: www.wa.gov/wsp/

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Christine Gregoire, Attorney General
Washington State Attorney General
1125 Washington St., SE
P.O. Box 40100
Olympia, WA 98504
360-753-6200
360-586-7671 fax
E-Mail: emailago@atg.wa.gov
Web Site: www.wa.gov/ago/

IV. State Department of Corrections

Washington Correctional Industries

Washington Correctional Industries' businesses produce goods and services and provide inmates with job experience. The work also provides the means for participating prisoners to pay court ordered financial obligations, victim restitution, a portion of the costs of incarceration, and support for their families. Manufactured goods include safety products such as emergency kits, food products, signage, textiles, furniture restoration and institutional products such as furniture and flat goods. Services include Computer Aided Design (CAD), institutional laundry, silk screening, and printing.

Contact:

Howard E. Yarborough, Program Administrator
Washington Correctional Industries
Washington State Department of Corrections
P.O. Box 41101
Olympia, WA 98504
360-753-4001
Web Site: www.washingtonci.com/welcome

Work Release Program

Washington State offers a number of work release programs throughout the state. A list of these facilities can be found at the following site: www.wa.gov/doc/BHAMWRdescription.htm

Contact:

Washington State Department of Corrections
410 West 5th St.
P.O. Box 41102
Olympia, WA 98504
360-753-1573
Web Site: www.wa.gov/doc

Pre-Release Program

Washington State has two pre-release facilities, Pine Lodge and Tacoma. Male and female offenders who are transitioning from higher custody levels are eligible for the program 24 months before their Earned Release Date. Offenders can also be transferred to the facility when they have been in Community Custody or in work release and violate conditions of supervision.

Contact:

Tacoma Pre-Release
P.O. Box 881038
Steilacoom, WA 98388
253-761-7610

Contact:

Pine Lodge Pre-Release
P.O. Box 300
751 S Pine St.
Medical Lake, WA 99022
509-299-2300

Washington State Department of Corrections

Contact:

Washington State Department of Corrections
410 West 5th St.
P.O. Box 41102
Olympia, WA 98504
360-753-1573
Web Site: www.wa.gov/doc

V. Community Field Services, Department of Corrections (Parole)

Probation Offices are located in every county and are linked to the Washington State Court system. A court directory is available at the following web site: www.courts.wa.gov.

Contact:

Washington State Department of Corrections
410 West 5th St.
P.O. Box 41102
Olympia, WA 98504
360-753-1573

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Washington State Office of Public Defense
Building #4, 3rd Floor
925 Plum St., SE
P.O. Box 40957
Olympia, WA 98504
360-956-2106
360-956-2112 fax
E-Mail: opd@opd.wa.gov
Web Site: <http://www.opd.wa.gov/>

B. Legal Services

Northwest Justice Project

Contact:

Northwest Justice Project
401 Second Ave. South, Suite 407
Seattle, WA 98104
206-464-1519
Web Site: <http://www.nwjustice.org/>

C. State Bar Association

Contact:

Washington State Bar Association
2101 Fourth Ave., Suite 400
Seattle, WA 98121
206-443-9722
206-727-8320 fax
E-Mail: questions@wsba.org
Web Site: <http://www.wsba.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

WorkSource Centers

WorkSource Center services are delivered to job seekers in a variety of ways, including: self directed efforts, such as kiosks or via the Internet; group programs and activities, such as workshops; one on one consultations; and training programs and business consultations. Services for job seekers include: free use of computers, copiers, phones, faxes and other career resources; internet access to jobs; job referral and placement; classes on how to get and keep a job; information on the fastest growing jobs and wages; referrals for training and other community services; access to unemployment insurance; and translation services.

Contact: A directory of WorkSource Centers or affiliates is available by calling 1-877-872-JOBS or visiting: www.wa.gov/esd/work/localconnections.htm.

Corrections Clearinghouse

Corrections Clearinghouse (CCH) is a network of agencies that provide individuals with criminal records employment and training services. Corrections Clearinghouse and Special Operations staff of the Employment Security Department provides transitional employment services and classroom instruction to juvenile and adult individuals releasing to the community. Direct job placement and supportive services are available for people with criminal records.

Contact:

Corrections Clearinghouse

3738 Pacific Ave. SE

Olympia, WA 98503

360-407-5151

360-407-5218 fax

Web Site: <http://http://www.wa.gov/esd/cch>

People for People

People for People is a not-for-profit organization committed to serving people throughout Washington with employment and training needs.

Contact:

People for People

401 East Mt. View

Ellensburg, WA 98926

509-925-5311

509-925-1004 fax

E-Mail: patc@pfp.org

Web Site: <http://www.pfp.org/>



Seattle Goodwill/STRIVE Seattle

Seattle Goodwill offers three programs: the Adult Basic Education Program (ABE), the Employment and Training Program (ETP), and STRIVE. ABE offers people aged 16 and over the opportunity to participate in classes to improve basic skills in subjects such as reading, writing, math, and computers. ABE also offers basic life skills, English for Speakers of Other Languages, Citizenship, and GED preparation courses, as well as specialized programs such as the External Diploma Program, the Workplace Education Program, and SoundWaves. These courses are free and open to anyone who wants to participate. Classes are small and are designed by and for students. ETP is designed especially for individuals with barriers to employment such as a lack of education and work experience or limited English speaking ability. ETP combines classroom instruction with hands on job site experience, career planning, and job placement. ETP offers customized training for clients with special needs, and also works with employers to design specialized trainings. ETP participants, called trainees, are hired as temporary full time paid employees. As part of the job readiness training process, trainees establish employment histories and gain valuable workplace experience. In addition, trainees take classes that teach vital workplace skills such as computer literacy, business communications, and job search strategies. Trainees also receive program services such as career counseling and information and referral and are offered job placement opportunities. ETP works with some of the region's largest employers to present customized employment training programs. STRIVE is a privately funded, not for profit employment training and placement program, serving local businesses and individuals seeking employment. STRIVE provides training and placement services for participants and on going support to employers and employees. STRIVE provides intensive training that focuses largely on developing and reinforcing the workplace behaviors, attitudes and skills that are necessary to get and keep a good job. STRIVE participants must commit to four, 40 hour weeks of training. The program is free to participants. Job development staff match qualified candidates with job openings. However, all graduates must successfully apply for and obtain positions through standard procedures. STRIVE staff maintain regular contact with graduates and their employers for two years to assist in job retention and career advancement. For general information: 206-329 1000 E mail: goodwill@seattlegoodwill.org Web Site: www.seattlegoodwill.org

Contact:

Janetta Nartey, VP, Education and Workforce Development Programs
Seattle Goodwill
1400 South Lane St.
Seattle, WA 98144
206-860-5767
E-Mail: janettan@seattlegoodwill.org

Pioneer Human Services

The mission of Pioneer Human services is to create opportunities for clients to realize personal, economic, and social development through participating in an integrated array of training, employment, housing, and rehabilitation services. Clients include alcoholics and other chemically dependent persons, prisoners, work release participants and persons on probation and under jurisdiction of the courts. Pioneer Human Services Programs operates three work release facilities for state and county prisoners within its Community Corrections Division. These programs take probation violators and individuals serving the last three- to-six months of their sentences and help them transition from an institution into the community. These facilities apply Pioneer's integrated approach by offering housing, on-the-job training, drug and alcohol counseling and social skills training. Washington State Department of Corrections (DOC) personnel provide the training and counseling elements of these programs, with Pioneer staff running the custodial and job-training components. Pioneer work-release residents have access to the broad range of Pioneer-operated businesses, e.g., food services, manufacturing operations, sheet metal fabrication and finishing, printing, and packaging and distribution. Upon leaving work-release, residents have the opportunity to continue their Pioneer employment and move into Pioneer's alcohol and drug-free housing. Services offered include: life skills training and "cognitive restructuring" that helps change thinking patterns that drive problematic behavior; drug and alcohol counseling and on-site and community 12-step meetings; job, career, and financial counseling; communication skills training and personal hygiene counseling; behavior modification and anger management; and sex offender treatment when applicable. After work-release, women may move to one of Pioneer's housing options, including transitional housing for women with children, and may continue employment with Pioneer, providing these women with a long term, fully integrated support system. To address the special needs of these women, in addition to usual programming, residents also have: overnight visitation for children under 12; residential placement and parenting program for women with infants; parenting classes and support; women's issues focus groups

Contact:

Pioneer Human Services
7440 W. Marginal Way S.
Seattle, WA 98108
206-768-1990
206-768-8910 fax
Web Site: <http://www.pioneerhumanserv.com/>

Goodwill Industries Inland Northwest

Goodwill Industries Inland Northwest offers employment resources to individuals with a criminal history who have been released from custody within the past year. Services include resume writing, counseling in how to address one's conviction history, interview skills and job development. Goodwill Industries relies on employer incentives, including the Federal Bonding Program (bonds are purchased by the state of Washington) and the Work Opportunity Tax Credit. Clients are followed for a one-year period, including re-employment, if necessary, as well as upgrading job levels.

Contact:

Cathie Green, Ex-Offender Placement Specialist
Cheri Gardiner, Ex-Offender Placement Specialist
Goodwill Industries Inland Northwest
130 E. 3rd Ave.
Spokane, WA 99202
509-444-4319
509-444-4371 fax
E-Mail: cathieg@giin.org,%20cherig@giin.org
Web Site: <http://www.giin.org/>

Crossways Ministries

Crossways Ministries, a faith-based organization, provides a two year interactive program in 11 facilities promoting responsible living to achieve freedom. Services provided include housing placement, employment, counseling/mentoring and fellowship. Crossways Ministries collaborates with other agencies to better serve individuals with criminal histories.

Contact:

Terry Read, Director
Crossways Ministries
P.O. Box 1954
Auburn, WA 98071
E-Mail: terry@crosswaysministries.com
Web Site: <http://www.crosswaysministries.com/>

HOME

WEST VIRGINIA

I. West Virginia Bureau of Employment Programs

Contact:

Roger J. Smith, Commissioner
West Virginia Bureau of Employment Programs
112 California Ave.
Charleston, WV 25305
304-558-2630
304-558-2992 fax
E-Mail: Rsmith@wvbep.org
Web Site: www.state.wv.us/bep

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Allan Galloway, Bonding Services Coordinator
West Virginia Bureau of Employment Programs
P.O. Box 1349
Charleston, WV 25325
304-558-0342
304-558-0349 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Elana Stowers, WOTC Coordinator
West Virginia Bureau of Employment Programs
112 California Ave., Room 221
Charleston, WV 25305
304-558-3452
304-558-6446 fax
E-Mail: Estowers@wvbep.org

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Applications for unemployment compensation must be made at a local office. After the initial application has been filed, weekly claims may be filed by mail, telephone or over the Internet. Listings of local offices are available on the web site.

Contact:

Daniel Light, Director
Unemployment Compensation Division
West Virginia Bureau of Employment Programs
112 California Ave.
Charleston, WV 25305
304-558-2624
304-558-5037 fax
Web Site: <http://www.wvuc.org/>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Requests for a copy of West Virginia criminal record must be made using CPS Form 39A from the West Virginia State Police. Requests may be in person or by mail. Information required includes name, date of birth, social security number and address. The signature of the person whose record is being requested, as well as legible photo ID, is required. Prints of the right and left index fingers must be taken by a law enforcement agency. A \$20 check or money order payable to "Superintendent, West Virginia State Police" is required.

Contact:

West Virginia State Police
725 Jefferson Rd.
South Charleston, WV 25309
304-746-2179
304-746-2402 fax
Web Site: <http://www.wvstatepolice.com/>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Darrell Vivian McGraw Jr., Attorney General
State Capitol
1900 Kanawha Blvd. East
Charleston, WV 25405
304-558-2021
Web Site: www.state.wv.us/wvag

IV. State Department of Corrections

Prison Industry Program

West Virginia has a prison industry program designed to provide job skills and training for inmates. Items manufactured include office furniture, personal hygiene items, signs, as well as printing services.

Contact:

George Hampton, Director
Corrections Industry
1268 Greenbrier St.
Charlestown, WV 25311
304-558-2945
304-558-6056 fax
Web Site: www.state.wv.us/wvdoc/industries.html

Work Release Program

A work release/study release program is available to inmates who are a year or less away from possible parole release or discharge, have a minimum security classification, have no history of escape or absconding and have a non-violent criminal history. Earnings are placed in a savings account after expenses are deducted including rent, court mandated restitution and/or child support obligations.

Contact:

Jim Rubenstein, Commissioner
Brad Douglas, Research Analyst
Division of Corrections
Building #4, Room 300
112 California Ave.
Charleston, WV 25305
304-558-2036
Web Site: www.state.wv.us/wvdoc

Pre-Release Program

Life skills and employment skills are offered to interested prisoners who are near their parole release eligibility. Program participation is voluntary.

Contact:

Jim Rubenstein, Commissioner
Brad Douglas, Research Analyst
Division of Corrections
Building #4, Room 300
112 California Ave.
Charleston, WV 25305
304-558-2036
Web Site: www.state.wv.us/wvdoc

Post-Release Transitional Program

There is no transitional program in place although recent re-entry funding has been obtained to fund possible future programming in this area.

Division of Corrections

Contact:

Jim Rubenstein, Commissioner
Division of Corrections
112 California Ave.
Building #4, Room 300
Charleston, WV 25305
304-558-2036
Web Site: www.state.wv.us/wvdoc/

V. Division of Corrections

Parole Services

Field parole officers work with parolees to assist them in finding employment and other services that may be required. One Stop Career Centers are the most common referral agencies. (See Section VII.)

Contact:

Delbert Harrison, Director of Parole Services
Division of Corrections
112 California Ave., Bldg. #4
Charleston, WV 25305
304-558-6366
Web Site: www.wv.state.us/wvdoc/

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

John A. Rogers
Public Defender Services
Building 3, Room 330
1900 Kanawha Blvd., East
Charleston, WV 25305
304-558-3905
304-558-1098 fax

B. Legal Services

Legal Aid and Legal Services of West Virginia recently merged. Services are available for civil legal matters only. Locations of offices are available on their web site.

Contact:

Adrienne Worthy, Director
Legal Aid of West Virginia
922 Quarrier St.
Charleston, WV 25301
304-343-4481
Web Site: <http://www.wvlegalservices.org/>

C. State Bar Association

Contact:

Thomas R. Tinder, Executive Director
West Virginia Bar Association
2006 Kanawha Blvd. East
Charleston, WV 25311
304-558-2456
304-558-2467 fax
E-Mail: tindert@wvbar.org
Web Site: <http://www.wvbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Work4WV

Work4WV is the name of the One Stop Career Centers in West Virginia. Their mission is to provide a comprehensive program of employment, training, and educational services while recognizing the need to enhance the characteristics of the region's labor market and business climate. Listings of the centers' locations may be found on the web site.

Contact:

Quetta Muzzle, Director
Employment Services
West Virginia Bureau of Employment Programs
112 California Ave.
Charleston, WV 25305
304-558-1138
304-558-1136 fax
Web Site: www.state.wv.us/scripts/bep/jobs/

HOME

WISCONSIN

I. Wisconsin Department of Workforce Development

Contact:

Jennifer Alexander, Secretary
Wisconsin Department of Workforce Development
201 E. Washington Ave.
GEF_1, Room A400
P.O. Box 7946
Madison, WI 53707
608-266-7552
608-266-1784 fax
E-Mail: dsdsec@ded.state.wi.us
Web Site: <http://www.dwd.state.wi.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Susan Sutter, Bonding Services Coordinator
Wisconsin Department of Workforce Development - Job Service
201 E. Washington Ave., Room A-100
P.O. Box 7972
Madison, WI 53707
608-261-6863
608-266-0766 fax

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

William Richey, WOTC Coordinator
Wisconsin Department of Workforce Development
Tax Credit Office
201 E. Washington Ave., Room 201
P.O. Box 7972
Madison, WI 53707
608-266-0959
608-267-0330 fax
E-Mail: richew@mail.state.wi.us

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Unemployment benefits may be applied for via the Internet or by telephone. Complete information on how to complete the claims process is available at <http://www.ucclaim-wi.org> or by calling 608-232-0678 (Madison), 414-438-7700 (Milwaukee) or 800-822-5246.

Contact:

Bruce Hagen, Administrator
Wisconsin Department of Workforce Development
Unemployment Insurance
Bureau of Benefit Operations
P.O. Box 7905
Madison, WI 53707
608-261-2266
608-267-0593 fax
E-Mail: ui@dwd.state.wi.us
Web Site: www.ded.state.wi.us/ui/default.htm

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

To request a criminal background check, an individual must use Wisconsin Form DJ-LE-250. A fee of \$13 and a self-addressed, postage-paid envelope must accompany every request.

Contact:

State of Wisconsin Department of Justice
Crime Information Bureau
Attn: Record Check Unit
P.O. Box 2688
Madison, WI 53701
608-266-5764

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Peg Lautenschlager, Attorney General
State Capitol, Suite 114 E
P.O. Box 7857
Madison,, WI 53707
608-266-1221
Web Site: <http://www.doj.state.wi.us/>

IV. State Department of Corrections

Prison Industry Program

Badger State Industries (BSI) is the Wisconsin Department of Corrections vocational training and work skills development program. Prisoners are taught manufacturing and production techniques in three industries: imaging; fabricating; and textile. Products manufactured include print shop, screen printing, signage, data entry, computer recycling, office and detention furniture, warehouse/trucking, sewn products, seating, garments, mattresses and laundry services.

Contact:

Steve Kronzer, Bureau Director
Badger State Industries
Wisconsin Department of Corrections
3099 W. Washington Ave.
Madison,, WI 53704
608-240-5201
E-Mail: steve.kronzer@doc.state.wi.us
Web Site: <http://www.buybsi.com/>

Pre-Release Program

There are two pre-release programs available in Wisconsin, one at a maximum security prison for males and one at a minimum security facility for females. Employability skills and cognitive intervention programs are offered.

Contact:

Gary Davis, Administrator
Division of Correctional Programs
Wisconsin Department of Correction
3099 E. Washington Ave.
P.O. Box 7926
Madison, WI 53707
608-240-5800
608-240-3355 fax
E-Mail: docweb@doc.state.wi.us
Web Site: <http://www.wi-doc.com/>

V. Wisconsin Department of Corrections

Division of Community Corrections

The Division of Community Corrections of the Wisconsin Department of Corrections is responsible for supervision of persons released on parole or extended supervision. The Division is responsible for the administration of the Wisconsin Correctional Center System which encompasses 16 Correctional Centers located throughout the state. The staff at these centers work closely with parole officers to aid in the transition of recently-released offenders back into the community. Programming includes cognitive intervention, work experience and work release.

Contact:

William Grosshans, Administrator
Division of Community Corrections
Wisconsin Department of Corrections
3099 E. Washington Ave.
P.O. Box 7925
Madison, WI 53707
608-240-5300
608-240-3330 fax
Web Site: www.wi-doc.com/community.htm

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Nicholas Chiarkas, State Public Defender
315 N. Henry St., 2nd Floor
P.O. Box 7923
Madison, WI 53707
608-266-0087
608-267-0584 fax
Web Site: www.wisspd.org

B. Legal Services

Legal Action of Wisconsin, Inc. is the largest provider of civil legal services for low-income Wisconsin residents. The organization offers direct representation, training and education programs. This legal services program has a barriers to employment component in which they deal with problems related to criminal and child abuse records.

Contact:

David Pifer
Legal Action of Wisconsin, Inc.
230 W. Wells St., Room 800
Milwaukee, WI 53203
414-278-7722
414-278-7156 fax
E-Mail: DAP@Legalaction.org

Contact:

Legal Action of Wisconsin, Inc.
31 S. Mills St.
P.O. Box 259686
Madison, WI 53725
608-256-3304
608-256-0510 fax
Web Site: <http://www.legalaction.org/>

C. State Bar Association

Contact:

Pat Kelley, Administration Director
State Bar of Wisconsin
5302 Eastpark Blvd.
Madison, WI 53718
608-257-3838
608-257-5502 fax
Web Site: <http://www.wisbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Wisconsin Department of Workforce Development

The Wisconsin Department of Workforce Development is responsible for the delivery of job services. The Division of Workforce Solutions develops and maintains employment-focused programs to serve both employers and job seekers. The Division delivers services through public-private partnerships and the statewide network of Job Centers. The Wisconsin Job Center Directory can be accessed at 888-258-9966 to find the nearest job center. The same information is available on-line at www.ded.state.wi.us/dws/directory. Services provided at local Job Centers are listed at www.wisconsinjobcenter.org.

Contact:

Ron Hunt, Deputy Administrator
Division of Workforce Solutions
Wisconsin Department of Workforce Development
201 E. Washington Ave.
Madison, WI 53702
608-266-9700
608-261-6376 fax
Web Site: www.dwd.state.wi.us/dws

Madison Urban Ministries (MUM)

Madison Urban Ministries (MUM), an interfaith organization, has a restorative justice project that supports people with criminal histories in their attempts to re-enter society. Four to five volunteers form a "circle of support" to assist program participants with problems that arise upon their release from incarceration. Areas included are housing, transportation, employment referrals, counseling, substance/alcohol treatment, family reunification, child support issues. People with criminal histories may be core members of the support circles and also form a speakers' bureau to address community groups.

Contact:

Lauren Brown-Perry, Congregation Community Coordinator
Madison Urban Ministries
2300 S. Park St., Suite 5
Madison, WI 53713
608-256-0906
608-256-4387 fax
E-Mail: mum@emum.org
Web Site: <http://www.emum.org/>

HOME

WYOMING

I. Wyoming Department of Employment

Contact:

Beth Nelson, Director
Wyoming Department of Employment
122 West 25th St.
Cheyenne, WY 82002
307-777-7672
307-777-7672 fax
E-Mail: bnelson@state.wy.us
Web Site: <http://www.wydoe.state.wy.us/>

Information about State Department of Labor resources may be of interest to:

- potential employers looking for incentives to hire individuals with criminal histories
- service providers and individuals with criminal histories who are looking for assistance in finding employment
- researchers and policy makers looking at current programs to ascertain what programs are effective and serve their intended purpose.

A. Federal Bonding Program

The Federal Bonding Program provides fidelity bonding insurance coverage to individuals with criminal histories and other high-risk job applicants who are qualified, but fail to get jobs because regular commercial bonding is denied due to their backgrounds.

Contact:

Julia Clouser, Bonding Services Coordinator
Wyoming Department of Workforce Services
P.O. Box 2760
Casper, WY 82602
307-235-3611
307-235-3293 fax
E-Mail: jclous@state.wy.us
Web Site: <http://www.wydoe.state.wy.us/>

B. Tax Credits

The Work Opportunity Tax Credit (WOTC) is a federal tax credit to reduce the federal tax liability of private for profit employers to be used as an incentive for employers to hire individuals from eight different targeted groups: TANF recipients, veterans, ex-felons, high risk youth, summer youth, Food Stamp recipients, SSI recipients, and vocational rehabilitation referrals.

Contact:

Employment Resources Division
Wyoming Department of Employment
P.O. Box 2760
Casper, WY 82602
307-235-3611
307-235-3293 fax
E-Mail: jclous@state.wy.us
Web Site: <http://www.wydoe.state.wy.us/>

C. Unemployment Insurance Office

Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate that they have worked, usually measured by amount of wages and/or weeks of work, and must be able and available for work.

The unemployment compensation program is based upon federal law, but administered by states under state law.

Applications for unemployment insurance can be made in person at a Wyoming Employment Center, by phone, or over the internet at www.wyui.doe.state.wy.us.

Contact:

Ellen Schreiner, Administrator
Employment Tax Division
Wyoming Department of Employment
100 W. Midwest
P.O. Box 2760
Casper, WY 82602
307-235-3253
Web Site: <http://www.wydoe.state.wy.us/>

II. Criminal Record Repository

This is the agency individuals may contact to obtain a copy of their state rap sheet and learn about the process of sealing, expunging or cleaning it up. The criminal record repository can also tell the individual who else is legally entitled to have access to his or her record.

Criminal history checks in Wyoming are fingerprint-based. To obtain a copy of a criminal record, an individual must submit a waiver signed by the person whose record is being obtained, a completed fingerprint card, and a fee of \$15 per record, plus an additional \$5 fee for fingerprinting services.

Contact:

Stepphen J. Miller, Director
Division of Criminal Investigations
Wyoming Attorney General's Office
316 West 22nd St.
Cheyenne,, WY 82002
307-777-7181
307-777-7252 fax
Web Site: <http://attorneygeneral.%20state.wy.us/dci/chc.html>

III. State Attorney General

Employers and service providers may obtain information from the state attorney general regarding occupational bars, the licensing of individuals with criminal records in certain jobs, and whether the state has laws that limit what employers may ask job applicants or protections against employment discrimination based on a criminal record.

Contact:

Pat Crank, Attorney General
Attorney General's Office
123 Capitol Building
200 W. 24th St.
Cheyenne,, WY 82002
307-777-7841
307-777-6869 fax
Web Site: <http://www.attorneygeneral.state.wy.us/>

IV. State Department of Corrections

Wyoming State Prison Industries

Wyoming State Prison Industries aims to provide prisoners with skills. The development of a prison industry program was mandated by the Wyoming Legislature in 1999. A director was appointed in 2001 to begin developing the program. The Prison Industries Enhancement Certification Program became effective September 1, 2001.

Contact:

Leonard Handford, Director of Prison Industries
Wyoming Department of Corrections
700 W. 21st St.
Cheyenne,, WY 82002
307-777-3438
307-777-7479 fax
Web Site: <http://doc.state.wy.us/industries/index.htm>

Wyoming Department of Corrections

There does not appear to be any work release or pre-release programming in effect at this time in Wyoming.

Contact:

Judith Upholl, Director
Wyoming Department of Corrections
700 West 21st St.
Cheyenne, WY 82002
307-777-7208
Web Site: <http://doc.state.wy.us/corrections.html>

V. Wyoming Department of Corrections

Division of Field Services

Division of Field Services is a division of the Wyoming Department of Corrections. the Division is responsible for the supervision of all Wyoming probationers and parolees.

Contact:

Steve Lindly, Division Administrator
Division of Field Services
Wyoming Department of Corrections
700 West 21st St.
Cheyenne, WY 82002
307-777-7208
Web Site: www.doc.state.wy.us/field_services.html

VI. Legal Assistance

Free or low-cost legal resources, both in civil and criminal law, are helpful to individuals with criminal histories in learning about relevant state laws governing the expungement or sealing of criminal histories or addressing other legal issues resulting from having a criminal history.

A. State Public Defender

Contact:

Statewide Public Defenders
2020 Carey Ave., 3rd Floor
Cheyenne, WY 82002
307-777-7123
307-777-6523 fax
Web Site: www.wyodefender.state.wy.us/

B. Legal Services

Contact:

Legal Services Program
University of Wyoming
P.O. Box 3035
Laramie, WY 82071
307-766-2104

C. State Bar Association

Contact:

Wyoming State Bar
500 Randall Ave.
P.O. Box 109
Cheyenne, WY 82003
307-632-9061
307-632-3737 fax
Web Site: <http://www.wyomingbar.org/>

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment. This information will inform individuals with criminal records about government agencies and community-based organizations that assist with employment, education or vocational training. Researchers and policy makers may find this information useful in identifying agencies and service providers in order to evaluate the effectiveness of these programs.

Employment Resource Center

Employment Resource Centers are the one-stop career centers in Wyoming run by the Department of Employment. In addition to announcements of the most recent job openings for both state and private employers, the resource centers offer trained staff to assist in job searches. Many other tools to help find employment are available, including seminars on special topics such as how to interview for a job and special programs for veterans.

Contact:

Pam Miller, Administrator
Employment Resources Division
Wyoming Department of Employment
P.O. Box 2760
Casper, WY 82602
307-235-3200
Web Site: www.wydoe.state.wy.us/doe

Community Action of Laramie County

Community Action of Laramie county provides workshops that address self-sufficiency issues including: self-image and performance; conflict and stress management; assertiveness training; career choices; and budgeting. It also provides housing assistance.

Contact:

Community Action of Laramie County
1620 Central Ave., Suite 300
Cheyenne, WY 82001
307-635-9291
307-638-4442 fax
Web Site: <http://www.calc.net/>

Human Services Commission of Natrona County

Human Services Commission of Natrona Count provides outreach, advocacy, emergency services, self-sufficiency services, employment and training, housing, and volunteer services.

Contact:

Human Services Commission of Natrona County
800 Werner Court, Suite 201
Casper, WY 82601
307-232-0124
307-232-0145 fax
Web Site: <http://www.hscnc.org/>

HOME