TENNESSEE RESOURCE **GUIDEBOOK** FOR INCARCERATED AND NEWLY RELEASED **VETERANS**

Forward

This handbook can be an important tool. Review all of the programs thoroughly to understand the opportunities available. When these programs are used properly, the benefits will be a minimization of the outside pressures you may be confronted if released; social acceptance, economics, and re-establishment as a productive member of society.

This booklet is a tool for Veterans incarcerated or newly released and their families who wish access to services to support a new and better way of life. Be aware, laws do vary from state to state; therefore check your state laws and regulations against this guide.

This resource guidebook was developed using many resources. We would like to acknowledge: 1) the National Coalition for Homeless Veterans which provided basic concepts and core information for this guide through its "Planning for Your Release" guide funded by the U.S. Department of Labor; 2) the Veterans Incarcerated Workgroup of Walla Walla, Washington, for the concept of state-specific information in its "Guidebook for Incarcerated Veterans" and for allowing the use of its guide as a template for this publication; 3) Vietnam Veterans of America, Inc. for developing the first incarcerated veterans guidebook, which has inspired and informed subsequent efforts; and 4) any public domain and agency resources included in the guidebook.

Agency staff names and addresses, phone numbers and website addresses change. If you attempt to contact one of the resources in this guidebook and it is not current, do your best to obtain the current information through phone information or a Google web search. To perpetuate the value of this document, we respectfully request that if you discover any incorrect, conflicting, or out-of-date information in this Guidebook please send the discrepancies, and updated information if you have it, to:

Suzanne Jenkins Incarcerated Veterans Reentry Specialist Suzanne.Jenkins@va.gov

Thank you.

Last revised: February, 2009

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SECTION I

USING THIS GUIDE AND SEEKING HELP:

This guide is for you to use to plan for your release and to keep as a reference after your release. It includes addresses, phone numbers, and web sites that you can use to find out about programs and other assistance after your release. You may want to ask a friend or family member to help you find the information you need if you don't have a phone or internet access.

Keep in mind that **this guide does not include all of the services available**. What is available in one area may be different from what is available in another, so be sure to check with local resources to learn about services in your area.

While you are in prison, find out which unit in your facility can help you plan for your release (often the education or transfer unit). Classes may be offered so you can work on skills development and prepare for life after release. You don't want to risk homelessness once you are released, so take advantage of the opportunities available to you now.

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

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

- I need a place to live.
- ∫ I need a job.
- I need clothing to wear to work.
- I need to find out what benefits I can get as a veteran.
- I want to get addictions treatment.
- I owe child support.

Think about your list as you read through this guide. Who do you think can help you with each of your needs? Is there one organization that may be able to work with you on many different things, or do you need to contact several agencies? Keep track of the steps you take, including the dates and names of people you contact for information or assistance. Although this guide provides national and state addresses for many organizations, we recommend you check your phone book for local, county, and state agencies that know what help is available in your area.

When writing a letter to request information, **be clear.** Keep your letter short, to the point, and write legibly. Include the following information:

- 1 Your name and contact information.
- A brief statement about your current situation.
- Your specific request.
- What you have done so far (Example: I have written to _____ organization and they suggested I contact you).
- Any restrictions for mailings (Example: Mail with staples or paper clips will not be accepted by my prison facility).

When contacting an agency for help by mail, email or phone, **be persistent and polite** in order to get results. Ask questions if information is not clear to you. Remember that many organizations are staffed by volunteers who are eager to help, but may not have the answers you are looking for. **If someone cannot help you, ask who can.**

The internet can also be helpful to find information about VA benefits and community resources in your area. This guide includes web addresses, when available. If computer access is not available at your facility, you can visit the public library after release. Computer access may also be provided at WorkSource and WorkSource Affiliate sites, WorkForce Development Council member locations, and Employment Security Department Offices (referred to as Job Service Centers or Unemployment Offices).

SECTION II

HELP FOR VETERANS:

This section includes resources that can help you get back on your feet. Remember to check the phone book for local, county, and state agencies that know what services are available in the area to assist you. Some organizations may have waiting lists, require an interview, or have specific rules about whom they serve. It is best if you **start asking about services and requirements now,** so that you will be prepared when you are released. You may even ask if your name can be put on a waiting list when you get closer to your release date.

TOLL-FREE NUMBERS:

Crisis and other toll-free numbers are often listed in the front cover or first few pages of the phone book. You may also want to check under "Social Services" in the blue or yellow pages for hotlines and local numbers.

* US Department of Veterans Affairs – www.va.gov

VA Benefits: 1-800-827-1000

Health Benefits: 1-877-222-8387, or www.med.va.gov

Education Benefits: 1-888-442-4551

Persian Gulf War Helpline: 1-800-749-8387

Telecommunication Device for the Deaf (TDD) 1-800-829-4833

* Focus On Recovery Helpline – A 24-hour national alcohol and drug abuse

addiction and treatment hotline: 1-800-888-9383

- * National AIDS Hotline Talk to someone who knows about HIV / AIDS and can tell you about AIDS services in your city or state: 1-800-822-7422
- * National Coalition for Homeless Veterans <u>www.nchv.org</u>, 1-800-838-4357
- * National Suicide Prevention Hotline 1-800-273-TALK (8255)

WHERE TO START:

Check the local phone book yellow pages under "Homeless" or "Social Service Organizations" for a list of many local organizations that offer a variety of services that may include clothing, public transportation tokens, emergency shelter, and more. You may need to contact several agencies to find all the services you need. Services provided by government agencies are listed in the blue pages in the phone book. Check with your local Public Assistance Office to find out what programs are available and what their guidelines are. We have included some guidance below, but your local organizations are your best resources. **Remember, it never hurts to ask!**

- Each VA Medical Center has a Health Care for Homeless Veterans (HCHV)

 Coordinator who is responsible for helping homeless veterans access VA and community-based care to end homelessness among veterans. The HCHV program provides outreach, clinical assessments and referrals for medical and mental health care, long-term transitional residential assistance, case management and employment assistance with linkage to permanent housing. To locate your nearest HCHV Coordinator call 1-877-222-8387 or go to http://www1.va.gov/homeless and click on the link at the end of the paragraph to look at the Homeless Veteran Coordinator Listing by State.
- * Tennessee Department of Veterans Affairs (TDVA) provides assistance with Veterans benefits & entitlements information, VA claims process, representation and advocacy, Trauma (PTSD) counseling, Veterans Homes for those in need of nursing care, and employment assistance through federal funded reintegration projects.
- * National Coalition for the Homeless has a directory of shelters and homeless assistance programs online. This does not list every program in the country, so be sure to check your phone book for local programs.

Contact: 333 ½ Pennsylvania Avenue, SE, Washington, DC 20003-1148 Toll-Free: 800-VET-HELP, Fax: (202) 246-2063, Toll-Free Fax: (888) 233-8582, E-

mail: nchv@nchv.org, Web address: www.nchv.org

Directory of Homeless & Housing Advocacy Coalitions:

The following is a list of Homeless and Housing Advocacy Coalitions for the State of Tennessee. Not all of these coalitions provide direct services, but they may be able to tell you about local programs or services.

Buffalo Valley, Inc. (Statewide Services) (800) 447-2766 or (931) 796-2766

Homeless No More Coalition P.O. Box 879 Hohenwald, TN 38462 (615) 975-0196

Adult Males: 501 Park Ave. South Hohenwald, TN 38462

Adult Females: 554 2nd Avenue Lewisburg, TN 37091 1-800-699-6573 or (931) 359 4662

Adult Males: 717 Cumberland Drive Clarksville, TN 37043 1-800-636-4980 or (931) 645-9038

JACOA – Montgomery Hall (731) 427-2775 (West TN)

ADFAC (865) 483-1796 Ext. 101 (Oak Ridge & Surrounding Counties)

Emergency and Transitional Housing:

To find out if there are homeless veteran service providers in your area, call 1-800-VET-HELP, write to: **NCHV**, **333**½ **Pennsylvania Ave. SE Washington**, **DC 20003-1148**, or go to www.nchv.org.

Look in the phone book **yellow pages** under "Social service Organizations" for local shelters or organizations that may be able to help.

Look in the phone book **blue pages** under local, city, or county government Department of Social Services or "Human Services" or call the County Commissioner's Office for

information about local low-income housing coalitions or homeless advocacy groups who may know what is available.

To find a list of emergency shelters for men, women and families in every state, check the **Department of Housing and Urban Development** online at www.hud.gov.

HOUSING:

It is important to know that you have a place to go when released. The first step in returning to the community is finding a place to stay. This section includes ways to locate emergency shelter, transitional programs, and permanent housing assistance. Transitional or temporary housing can serve as a step toward full independence upon your release. However, there are often waiting lists for housing assistance programs, so you should ask about applying as soon as possible. If you are released and find yourself homeless, emergency assistance is available state-wide.

Directory of Local Homeless Service Organizations

- * Good Samaritan Ministries, Inc. P.O. Box 2441 Keystone Community Center 603 Bert Street Suites 6 & 7 Johnson City, TN 37601 (423) 928-8387
- * Manna House: 216 West Walnut Street Johnson City, TN 37605 (423) 434-9310
- * Salvation Army: 200 Ashe Street Johnson City, TN 37605 (423) 926-8901 Provides services, including shelter and transitional housing, for homeless individuals and families. For local services and information contact: The Salvation Army, 423 W Walnut St. Johnson City, TN 37604 (423) 926-5088
- * **Subsidized Housing:** Fairview Housing Management 2111 W. Mountcastle Johnson City, TN 37604 (423) 434-2278
- * Halfway Housing: VA Medical Center 122 H Street Mountain Home, TN 37684 (423) 926-1171 Ext. 2874
- * Haven of Mercy: (MEN ONLY) P.O. Box 3072 Johnson City, TN 37602 (423) 929-0616

- * United Way provides a variety of services through local organizations. Check the phone book for a local post or locate local organizations online at www.unitedway.org.
- * Local churches and faith-based organizations, such as Catholic charities,
 Salvation Army, and Volunteers of America, may have a variety of programs to
 assist you. Find these organizations by calling your county or city Department of
 Social Services. Check the blue pages of the phone book for the number, and
 the Saturday newspaper for a list of churches and service times.

Long-term or Permanent Housing:

Public housing waiting lists can be long, but the length of time can vary from place to place. Even if you are not sure where you want to live yet, apply to get on the waiting list so that you have as many options as possible. To learn how to apply, contact the Local Housing Authority listed in the phone book blue pages under "Local Government, Public Housing Authority".

FINDING & KEEPING A JOB:

Finding a job may be hard and can seem overwhelming, but it is possible and very important! When released, you may find that you are starting over. You should ask for job counseling and training while incarcerated so you are prepared to work when released. **DON'T WAIT** until you get out to start thinking about what you will do. **START PLANNING NOW!**

* Local Veterans Employment Representatives (LVER) and Disabled Veterans Outreach Program (DVOP) specialist assigned by the State Employment Security Department to help veterans find and keep jobs. LVERs are located with the local WorkSource site or affiliate Job Service Centers (JSC). DVOP Specialists work under the supervision of the LVER to develop job and training opportunities for veterans with service-connected disabilities, linking veterans with employers and making sure follow-up services are provided. To

find a LVER or DVOP near you, visit your state employment service office listed in the phone book blue pages under "State government, Employment Security Department."

- * Through its Veterans Industries and Compensated Work Therapy programs, the VA offers structured work opportunities and supervised therapeutic housing for at-risk and homeless veterans with physical, mental health and addictions problems. VA contracts with private industry and the public sector for work for veterans, who learn job skills, practice successful work habits, and regain a sense of self-esteem. Veterans are paid for their work and given assistance with employment in the community.
- * The State of Tennessee has a Vocational Rehabilitation program that helps people with disabilities find and keep jobs. Apply for these services <u>immediately</u> after your release. Look in the phone book blue pages under "Department of Social and Health Services (DSHS)," then "Vocational Rehabilitation," or search the internet for "Vocational Rehabilitation" in your state.
- * Labor Ready has job openings and is asking about ways to make veterans more aware of their services.

Contact: Chris Beach Labor Ready (423) 929-9675

Labor Ready has a call number in case workers have unexpected appointments and can't report for scheduled work. Mr. Beach is contacting local shelters and now has an invitation to the Homeless Coalition meetings. He offered to provide information, brochures, etc. if needed.

VA HEALTH CARE:

If eligible for veterans' benefits:

* We encourage you to enroll in the VA Health Care System as soon as you are released. Every VA Medical Center has a Health Care for Homeless Veterans
 Coordinator who helps veterans and their families find resources inside and

outside the VA Health Care system. Call 1-877-222-8387 or go to www.va.gov to find the medical center nearest you.

Locally in Northeast Tennessee contact:

James H. Quillen VAMC Drug/Alcohol Program Intake Appointment:

P.O. Box 4000 Contact: Debbie Costello

Mountain Home, TN 37684 (423) 926-1171 Ext. 2762

(423) 926-1171 (SATP) Services available include: Medical

Treatment, Psychological Treatment, Drug Treatment

Program, Residential Programs, Work Programs,

Homeless Program

If ineligible for veterans' benefits, free or low-cost health care may be available from the following sources:

- * Department of Social and Health Services (DSHS) can tell you where to find health care facilities for the homeless. Check the phone book blue pages under local, city, or county government for the number.
- * National Health Care for the Homeless Council has a list of health care providers working with homeless people across the nation. For a list of providers in your state, go to www.nhchc.org.
- * Free clinics are run by many local organizations and communities. Look in the phone book blue pages under "Public Health" to contact local government office for clinics in your area.

Special Health Information for Veterans:

* If you think you may be at risk for AIDS and HIV infection after your release, contact the nearest VA Medical Center to get tested, and seek counseling. Veterans, homeless, and incarcerated people are at high risk for **Hepatitis C** (HCV), a serious disease that can cause cirrhosis (scarring of the liver) and liver cancer. If you think you are at risk after your release, contact the nearest VA Medical Center to get tested and seek HCV counseling.

MENTAL HEALTH SERVICES:

If eligible for veterans' benefits:

* Contact the Homeless Veteran Services Coordinator at the local VA Medical Center or Vet Center. Call 1-877-222-8387 or go to www.med.va.gov, to find the medical center nearest you.

If not eligible for veterans' benefits, the following sources may be able to tell you where you can go to get help:

- * National Alliance for the Mentally III lists community mental health services providers at: www.nami.org, or call 1-800-467-3589 Nashville, TN office Locally: NAMI Johnson City, TN Area P.O. Box 465 Johnson City, TN 37605-0465. Affiliated with the National Alliance for the Mentally III 1-800-950-NAMI.
- * National Mental Health Association offers support groups, rehabilitation, socialization, and housing services through approximately 340 community organizations located across the country. Call 1-800-969-NMHA, or find a local office online at www.nmha.org.

SUBSTANCE ABUSE TREATMENT:

If eligible for veterans' benefits:

* Contact the addictions Treatment Center at the local **VA Medical Center.** Call 1-877-222-8387 or go to www.med.va.gov, to find the medical center nearest you.

If not eligible for veterans' benefits, the following sources may be able to tell you where you can go to get help:

- * The Department of Health and Human Services Drug and Alcohol

 Treatment Referral Routing Service can refer you to local programs. Call 1-800-6624357.
- * Focus On Recovery Helpline A 24 hour national alcohol and drug abuse addiction and treatment hotline: 1-800-888-9383.

FINANCIAL HELP:

- * The American Legion provides Temporary Financial Assistance, (TFA) from its national headquarters to help maintain a stable environment for **children of veterans**. To obtain an application, look in the phone book to contact a local post, or contact the National Headquarters to find the post nearest you.
- * If you are unemployed with little or no income, you may be able to get **food stamps.** A person may normally qualify for \$85 to \$100 worth of food stamps per month. Call the toll-free information number at 1-800-221-5689, or find a list of food stamp hotlines for each state at www.fns.usda.gov/fsp/contact_info/hotlines.htm. You can also contact the local Department of Human Services, many drop-in shelters, or legal aid services to ask for an application.
- * Supplemental Security Income (SSI) benefits can be applied for <u>before</u> your release, even though you won't receive the benefits until after you are released. Food Stamps can be applied for together with SSI. Normally, it takes about three months to review an application, so apply well before your release date. It is best to get help filling out the application. For detailed information or assistance contact your local social security administration office listed in the phone book blue pages.
- * Federal Emergency Management Agency (FEMA) has a program called Emergency Food and Shelter Program to help prevent homelessness. Contact the local

Office of the Mayor or United Way to ask who awards this money in your area and what the rules are.

LEGAL HELP:

Veteran status issues:

* You should talk to a **Veterans Advocate Service Officer** for help with discharge upgrades, seeking benefits, and filing a VA claim. Check with your county court house for the office of the Veterans Service Officer.

Other Legal Issues:

- * Most law is state-specific. Most common legal problems are governed by the law in the state where you live or where the problem occurred. When looking for legal help, make sure that information you find applies to your state, or that the lawyer or other service provider is qualified to work in your state.
- * The American Bar Association has a web site with guidelines about free legal services and links to directories of legal aid offices and pro-bono programs. Go to: www.abanet.org.
- * Legal Services or Legal Aid Offices have staff lawyers to provide free legal help to poor clients. The lawyers are usually experts in the types of problems that poor clients often have. Look in the yellow pages for a local Legal Aid Office or check online for the program, nearest you.
- * Pine Tree legal Assistance has an online list of organizations across the nation that provides free legal help to clients who qualify. Go to www.ptla.org/links/services.htm.

* Lawyers in private practice sometimes volunteer in "pro-bono" programs to take cases for poor clients free of charge. Check the yellow pages to contact your **Local Bar Association** to learn if there is a pro-bono program in your community, or go to: www.abanet.org/barserv/stlobar.html.

National H.I.R.E. Network:

Established by the Legal Action Center, the National Helping Individuals with criminal records Re-enter through Employment Network is both a national clearinghouse for information and an advocate for policy change. The goal of the National H.I.R.E.

Network is to increase the number and quality of job opportunities available to people with criminal records by changing public policies, employment practices and public opinion. The National H.I.R.E. Network also provides training and technical assistance to agencies working to improve the employment prospects for people with criminal records.

The National H.I.R.E. Network is generously supported by the Charles Stewart Mott Foundation, the Joyce Foundation, the Annie E. Casey Foundation, the Public Welfare Foundation, and the J.P. Morgan Chase Foundation. www.hirenetwork.org

I. Tennessee Department of Labor and Workforce Development:

Contact: Andrew Johnson Tower, 8th Floor

710 James Robertson Pkwy.

Nashville, TN 37243

(615) 741-6642 or Fax: (615) 741-5078

Federal Bonding Program:

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 or Fax: (615) 741-6392

Nasilville, 1N 37243 (013) 741-3760 01 Fax. (013) 741-0392

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 or Fax: (615) 741-6392

Tax Credits: The Work Opportunity Tax Credit (WOTC)

Contact: Roger Littlejohn, WOTC Coordinator

Tennessee Department of Labor 7 Workforce Development

500 James Robertson Pkwy. Davy Crockett Tower, 11th Floor

Nashville, TN 37245 (615) 741-6473 or Fax: (615) 532-1612

E-Mail: rlitlejohn@mail.state.tn.us

Unemployment Insurance Office:

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 or Fax: (615) 253-5091

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. Tennessee is considered a **"closed record"** state.

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:

For 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: www.attorneygeneral.state.tn.us

IV. State Department of Corrections: Prison Industry Program Prison Industry Program

The Tennessee Rehabilitative Initiative in Correction (TRICOR) is responsible for oversight of prison industries in Tennessee.

Contact: Fred Barker, Director of Inmate Programs TRICOR

Trademark Business Center 240 Great Circle Rd., Suite 310

Nashville, TN 37228 (615) 741-5705 or Fax: (615) 741-2696

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:

Begins 90 days prior to release and includes 80 hours of classroom instruction and community service work.

Contact: Donal Campbell, Commissioner Tennessee Department of Correction Ground Floor, Rachel Jackson Building 320 6th Ave. North Nashville. TN 37243 (615) 741-4543

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.

State Public Defender:

Contact: Public Defender & Assistant Public Defenders 201 West Main St.

Murfreesboro, TN 37130 (615) 898-8020 **or**

widtheesboro, 114 37 130 (013) 030-0020 **01**

Chief Public Defender of Shelby County

201 Poplar Ave., Room 201 Memphis, TN 38103 (901) 545-5800

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/ or

Contact: Tennessee Alliance for Legal Services

1808 West End Building, Suite 1216

Nashville, TN 37203 (615) 627-0956 or Fax: (615) 627-0964

Web Site: www.tals.org

VII. Local Service Providers

Community agencies are available to assist individuals with criminal records find employment.

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. 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 or Fax: (615) 741-5078 Web Site: www.state.tn.us/labor-wfd/cc/cceservices.htm

WOMEN VETERANS:

- * Most VA **Medical Centers** and readjustment offices have a designated Women Veterans Coordinator to assist women veterans in accessing VA benefit programs and healthcare services. Call 1-877-222-8387.
- * The Center for Women Veterans, 810 Vermont Ave., NW, Washington, DC 20420, 1-800-827-1000, http://www1.va.gov/womenvet/

SECTION III SEEKING FEDERAL BENEFITS:

The Department of Veterans Affairs publishes a booklet called "Federal Benefits for Veterans and Their Dependents" that describes the types of benefits available and lists the addresses and phone numbers for VA facilities nationwide. Write the VA Regional Office (VARO) to request a copy at: 110 Ninth Avenue South, Nashville, TN 37203-3817, Toll-free: 1-800-827-1000

U.S. Dept of Veterans Affairs – Regional Office

Call 1-800-827-1000 or find information about benefits at www.vba.va.gov.

VA Medical Care is not provided to veterans in prison, but VA health facilities may provide care to you after your release. Contact 1-877-222-8387 or go to www.med.va.gov to find the medical center nearest you.

Eligibility for VA Benefits During Incarceration

Veterans incarcerated and incarcerated dependents may apply for the same compensation, dependency and indemnity compensation (DIC) – service connected death benefits – and pension benefits as veterans who are not incarcerated. However, Congress restricts the amount of benefits that may be paid to a veteran or dependent while he or she is incarcerated. These benefits are institutionalized as part of law: 38 U.S.C Sec 5313 (a), 38 C.F.R., Sec. 3.665 (a), (d), which reads as follows:

If a veteran is incarcerated as the result of a "felony" conviction as defined by law: "Any offense punishable by death or imprisonment for a term exceeding one year, unless specifically categorized as a misdemeanor under the law of the prosecuting jurisdiction."

Then, the amount paid to a veteran incarcerated for a service-connected disability is generally limited by law to the 10 percent disability rate, or half the amount of the ten percent rate if the veteran's disability rating is 10 percent. (If the veteran is rated before incarceration as 20 percent disabled or higher, he will receive only the amount payable to a 10 percent disabled veteran.) Incarcerated DIC recipients will receive one-half the amount paid to a veteran receiving compensation payments for a 10 percent-rated disability.

A veteran may not receive non-service connected VA pension benefits, or any portion of these benefits, while incarcerated for a felony or misdemeanor. However, his family

may receive an apportionment of such benefits under the procedure described above. (See 38 C.F.R. Sec.3.666)

One important requirement for eligibility for VA benefits is that the veteran has to have been issued either an honorable or general discharge, or would have received one if not for reenlisting. If a veteran had two periods of service, one honorable and the other less than honorable, he may still be eligible for VA benefits based on the honorable period of service.

VA Medical Care can not be provided to veterans in prison, but VA health facilities may provide care to you after your release. Contact 1-877-222-8387 to find the medical center nearest you.

Benefits Payments While Incarcerated

There is a 60-day "grace period" following a conviction when you may still receive full benefits. To avoid an overpayment, it is important that you notify the VARO immediately when you go to prison if you are receiving payments. If you do not notify the VA and receive overpayment, you and your family will lose all financial payments until the debt is paid.

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

Your award for compensation or pension benefits should resume from the date you are released, as long as the VA receives notice of release within one year. Form 21-4193, Notice to Department of Veterans Affairs of Veteran or Beneficiary Incarcerated in Penal Institution, available through your counselors should be completed before release, signed by a prison official and submitted to VA Benefits Administration.

Apportionment

Although legally, the veteran can only receive a portion of the full amount payable for his or her disability rating, the remaining balance may be "apportioned to the individual's dependent family". To apply for apportionment, the veteran must send a letter that identifies the veteran and the apportionment claimant and makes it clear they are requesting an apportionment of his VA benefits to the VA Regional Office (VARO) that has jurisdiction over the veteran's case. VA regulations clearly specify this apportionment amount will only go to family members if they can show financial need for such amount. This applies to the spouse, children, or dependent parents who are involved in the application.

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

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

For example: a veteran incarcerated rated as 80 percent disability can only receive the amount he or she would get if he or she were 10 percent disabled. However, his or her family may be

apportioned up to 70 percent, the difference of the 80 percent rating. (DIC may also be apportioned with similar restrictions.)

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

For more information concerning VA debt collection rules that may affect the veteran incarcerated, telephone: 1-800-827-1000 and request a Veterans Service Organization representative or, write to a Veterans Service Organization.

One other relevant restriction on veteran's incarcerated eligibility for service connected disability compensation is that: "No total disability rating based on un-employability, may be assigned to an incarcerated veteran".

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

Re-starting Benefits at Release

It is important that each disabled veteran receiving compensation or DIC payments promptly notify the VARO. Regular full benefit payments should begin upon release, providing the VA is notified of the veteran's release, including placement within a community treatment center or halfway house in the community, within one year of release. VARO needs formal notification from the prison of your release in order to re-start benefits: The sooner that document is provided to VARO, the sooner VARO can begin to process your request.

Seeking Help After Release

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

Many Veterans Service Organizations (VSOs) have trained staff who can help you with your VA claim, and can legally represent your claim before the VA. Some also help homeless and at-risk veterans find the support services they need. You can contact any VSO listed in the Guidebook to learn an office near you.

Seeking Benefits On Your Own

Although we encourage you to seek the aid of a service representative, you may choose to apply for VA benefits on your own. Write your local VA Regional Office or find the forms online at: www.vba.va.gov/pubs/forms1.htm. You can also apply for certain benefits online at: http://vabenefits.vba.va.gov/vonapp/main.asp.

HELP SEEKING BENEFITS:

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

Many Veterans Service Organizations have trained staff who can help you with your VA claim, and can legally represent your claim before the VA. Some also help homeless and at-risk veterans find the support services they need. You can contact any VSO listed below to see if there is a service representative near you:

- * The American Legion 1-800-433-3318
- * American Legion & Auxiliary Unit 24 (423) 929-1251
- * American Red Cross Johnson City/Washington County (423) 928-3561
- * Disabled American Veterans 1-877-426-2838 or (859) 441-7300
- * Paralyzed Veterans of America 1-800-424-8200
- Veterans of Foreign Wars 1-800-VFW-1899
- Vietnam Veterans of America 1-800-882-1316

Although we encourage you to seek the aid of a service representative, you may choose to apply for VA benefits on your own. Write the VA Regional Office (VARO) at: 110 Ninth Avenue South, Nashville, TN 37203-3817, Call toll-free: 1-800-827-1000 or find the forms online at: http://www.va.gov/vaforms/.

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

- VA Form 21-526 Application for Compensation or Pension- must be filed to apply for compensation or pension. Mail your DD-214 and the following forms to the VARO nearest your release destination 30 to 45 days before your release.
- VA Form 21-4138 Statement in Support of Claim lets you explain why you
 deserve the benefits you are asking for because of your disability or disorder. It is
 best to have an experienced service representative help you complete the form.

- VA Form 21-4142 Authorization for Release of Information If you have received medical or mental health care, that may be relevant to your claim, from anyone other than a VA Medical Facility, you need to fill out a VAF 21-4142 giving permission for release of medical records to the VA.
- VA Form 10-10EZ Enrollment for Medical Benefits is used by the VA to determine
 if you can receive medical benefits. Complete the form and bring it with you to the
 VA medical facility where you will seek evaluation for treatment.
- VA Form 28-1900 Vocational Rehabilitation for Disabled Veterans is needed to apply for the vocational rehabilitation program to help veterans who were disabled during their service reach maximum independence in daily living, to learn the skills needed to get a job, and to find and keep a job. Send Form 28-1900 to the VARO in your area 10 to 15 days before your release.
- VA Form 70-3288 Request for and Consent to Release of Information from Claimant's Records - is used to get records relevant to your claim from VA facilities (regional offices, medical centers, outpatient clinics, and vet centers). Request a fee waiver under section 38 C.F.R. Sec.1.526 (h), which requires the VARO to provide a veteran with one set of his or her records free of charge.

CHECKLIST:

Using This Guide:

- $\sqrt{}$ Ask about classes or resources to help you plan for your release.
- $\sqrt{\text{Make a list of your needs.}}$
- $\sqrt{\text{Make a list of who may be able to help you.}}$
- $\sqrt{\text{Write letters and/or contact organizations by phone or email.}}$
- $\sqrt{}$ Write down the steps you take so that you do not repeat them.

Just for Veterans:

- $\sqrt{\text{Know where to call toll-free for help.}}$
- $\sqrt{}$ Contact organizations about what services they have to offer.
- $\sqrt{\ }$ Think about your housing needs and gather information about what is available locally.
- $\sqrt{}$ Learn about job resources and create a plan to find a job.
- $\sqrt{}$ Learn about health issues, and what services are available.
- $\sqrt{}$ Learn about the resources available for substance abuse and mental health treatment in your area.
- $\sqrt{\text{Learn about your options to get financial help.}}$
- $\sqrt{}$ Begin to take care of other legal issues.
- $\sqrt{\text{Learn about homeless veterans services}}$.
- $\sqrt{\text{Learn about resources for women veterans.}}$
- $\sqrt{}$ If you <u>are not</u> currently receiving benefits, find out if you can or should be.
- $\sqrt{\ }$ If you are receiving benefits, notify the VA when you go to prison to avoid an overpayment.
- $\sqrt{}$ Contact a veteran service representative to represent you and help you file a claim.
- $\sqrt{\ }$ Apply for apportionment so that some of the money withheld may be given to eligible family members.

SECTION IV

RESOURCE ADDRESSES/WEBSITES & SUPPORT GROUPS:

RESOURCE ADDRESSES/WEBSITES:

Knoxville VET Center – US Department of Veteran Affairs 2817 E. Magnolia Avenue Knoxville, TN 37914 (865) 545-4680 or (865) 609-2829 Contact(s) Ronald Coffin, Karen Fincoum, or Harold Busch

Johnson City VET Center 1615A West Market Johnson City, TN 37604 (423) 928-VETS (8387) Contact: Jack Burris

Chattanooga Vet Center 951 Eastgate Loop Rd., Bldg. 5700, Suite 300 Chattanooga, TN 37411 (423) 855-6570

Memphis Vet Center 1835 Union, Suite 100 Memphis, TN 38104 (901) 544-1017

There is a new Vet Center starting up in Nashville, TN but there is no address or phone number available at this time.

AIDS/HIV Testing: Write a letter to the following and request a test:

Gary Range HIV/AIDS Representative

Northeast TN Regional Health Office

1233 Southwest Ave., Ext. Johnson City, TN 37604-6519

VA's Gulf War/Agent Orange Helpline National Toll-Free Number (800) 749-8387

Veterans who encounter difficulties at a VA medical center – contact the "Patient Advocate" or "Patient Representative" at that facility for assistance in resolving the problem.

US Dept of Veterans Affairs (USDVA) www.va.gov/

Veterans Health Administration - http://www.visn9.va.gov/

Social Security Administration - www.ssa.gov/

National Coalition for Homeless Veterans – www.nchv.org/index.cfm

Active Duty Benefits Information – <u>www.military.com</u>

Careers – www.taonline.com

Department of Labor – <u>www.dol.gov</u>

Department of Veteran's Affairs – www.va.gov or

VA Health Benefits Center (877) 222-VETS (toll-free)

Disabled American Veterans – www.dav.org

Gulf War benefits Information – www.gulfweb.org

Military Record Information – <u>www.vetfriends.com</u>

Veterans of Foreign Wars – www.vfw.org

Gulf War/Agent Orange – www.va.gov/gulfwar or www.va.gov/agentorange

The Legal Action Center (212) 243-1313 or www.lac.org

The Urban Institute (202) 833-7200 or www.urban.org

The US Department of Labor (866) 4-USA-DOL or www.dol.gov

The Federal Bonding Program (800) 233-2258 or www.bonds4jobs.com

The Welfare to Work Partnership (888) USA-JOB1 or www.welfaretowork.org

United Way – provides a variety of services through local organizations. Check the phone book for a local post or locate local organizations online at www.unitedway.org

Support Groups:

Alcoholics Anonymous (24 Hour Hotlines)

Bristol, TN (423) 968-2020;

Erwin, TN (423) 928-0871;

Kingsport, TN (423) 245-1440;

Johnson City, TN (423) 928-0871

Association for Retarded Citizens (ARC):

Claiborne County: (Serves Claiborne, Grainger, Hancock, and Union counties) (423)

626-6757

Sullivan County: Phone: (423) 274-8165 (Voice/TTY) Fax: 274-8121

Bristol: "People Place", Fort Shelby Towers-400 Shelby Street, Meeting: 3rd Tuesday

each month 6:30 pm

Kingsport: Opportunities Unlimited Kingsport 2107 Stonebrook Place (423) 239-6492

Meeting 3rd Monday each month 6:45 pm

Washington County: Serves Carter, Hawkins, Johnson, Sullivan, Unicoi, &

Washington Counties (423) 928-9362

National Alliance for the Mentally III (NAMI): for Families & Consumers

Sullivan County/Bristol NAMI: Bristol Regional Medical Center (11W & I-81) (800)

233-0118 Meets in elm Room on Lower Level of Convention Center at BRMC

Greene County: NAMI: Church Street Pavilion, 616 Church Street, Greeneville, TN

(423) 639-3218 (Fran Alexander) Meets 2nd Tuesday each month at 7:00 pm

Washington county/Johnson City NAMI: Harrison Christian Church 2517 Browns Mill

Road. (800) 233-0118 or (423) 348-8651 Meets 2nd Thursday each month at 7:00 pm

Johnson County/Mountain City NAMI: ETSU Academic Health building (Kellogg

Building), (423) 727-5265 or (423) 926-6788 Meets 4th Thursday each month at 7:00

pm

Narcotics Anonymous: (800) 677-1462

Call for more information on location and meeting date & time.

TennCare Transportation: (800) 775-8726

Additional Guidebook Resource List:

Resource:	National/state/local	Telephone:	Websites and Notes:
Dept. of Veterans Affairs	National-web	TOLL-FREE NUMBERS:	www.va.gov
Benefits and online Applications	National	1-800-827- 1000	www.vba.va.gov http://vabenefits.vba.va.gov/vonapp/main.asp
3. Medical Centers	National	1-877-222- 8387	www.med.va.gov
Persian Gulf War Helpline	National	1-800-749- 8387	
5. Focus on Recovery Helpline	National	1-800-888- 9383	
6. National AIDS hotline	National	1-800-822- 7422	
7. National Coalition for Homeless Veterans	National	1-800-838- 4357	www.nchv.org
8. National Suicide Support Number	National	1-888-784- 2433 (1-888- SUICIDE)	
WHERE TO START: 9. HCHV Coordinator	National	1-877-222- 8387	http://www.va.gov/homeless/page.cfm?pg=21
10. Salvation Army	Kentucky and Tennessee	(502) 583- 5391	http://www.salvationarmysouth.org/kt/ Divisional Headquarters
11. United Way	National-web		www.unitedway.org
12. Local churches and faith-based organizations	Local Saturday newspaper for locations	Local phone book	Call City or County Department of Social Services
HOUSING:			
13. Homeless Veteran Service providers locally	National	1-800-VET- HELP	www.nchv.org
14. HUD Local Homeless Assistance	National-web		www.hud.gov/homeless
FINDING AND KEEPING A JOB:			
15. DVOPs/LVERS near you	State-phone book		www.wa.gov/esd/work/localconnections.htm Call State Government Employment Security Department
16. Homeless Veterans Reintegration Projects (HVRP)	National	1-800-562- 2308	
17. VA's Vocational Rehabilitation and Employment Services - VARO	National	1-800-827- 1000	www.vba.va.gov/bln/vre/regional_offices.htm
18. Veteran's Industries and Compensated Work Therapy Programs	National-web		www.va.gov
19. State Voc Rehab	State-web		Search Internet for Vocational Rehabilitation in your state
HEALTH:			
20. VA Medical Center near you	National	1-877-222- 8387	http://vaww.visn9.med.va.gov

21. Department of	Local-phone book			Check phone boo	ok under city, county or local
Social and Health Services				government	
22. National Health		+		www.nhchc.org	
Care for the	National-web				
homeless Council 23. Free Clinics				Check phone box	ok under Public Health
SUBSTANCE					ok arraer i abile i leakir
ABUSE AND	National/state/local	Te	elephone:		
MENTAL HEALTH TREATMENT:				Webs	ites and Notes:
24. Drug and Alcohol	National	1_:	800-662-		
Treatment Referral	Ivational		857		
Routing Service					
25. National Alliance	National	1-8	800-950-	www.nami.org	
for the Mentally III			264		
26. National Mental Health Association	National	1-800-969- NMHA		www.nmha.org	
27. Substance Abuse	National		800-662-		
& Mental Health		_	857 or	http://www.samh	sa.gov/index.aspx
Services Admin			800-789- 647		
FINANCIAL HELP:		20	,,·		
28. Food stamps	National		800-221-	www.fns.usda.go	ov/fsp/contact_info/hotlines.htm
•			89		
29. FEMA			ocal phone ook		ice of the Mayor or United
LEGAL HELP:		DC	JUK	Way	
30. Veterans	National	1-8	800-562-		
Advocate Service		23	808		
Officer					
31. American Bar	National-web			www.abanet.org	
Association 32. Legal Services or	Local-phone book	Vo	ellow pages		
Legal Aid Offices	Local-priorie book		r Legal Aid		
33. Pine Tree Legal	Local	Tor Legal Aid		www.ptla.org/link	ss/services.htm
Assistance				_	
34. Local Bar	Local-phone book	Υe	ellow pages	www.abanet.org/barserv/stlobar.html	
Association			1		<u> </u>
WOMEN					
VETERANS:					
35. Women in	National		1-800-442-9	9427 for	http://www.wics.org
Community Service			Assistance		
(WICS) – US DOL 36. Center for	810 Vermont Ave. NW	1-800-827-		http://www1.va.g	ov/womonyot/
Women Veterans	Washington, DC 20420		100 100	intip.//www.i.va.g	O AL AAOLIIICI IA CA
SEEKING FEDERAL	J:: ,	1			
BENEFITS:					
37. AMVETS	State		none Book		
38. American Legion	State	1-800-433- 3318		www.legion.org	
39. Disabled	State		877-426-	www.va.gov	
American Veterans	01:1:		338		
40. Paralyzed	State		800-424-		
Veterans of America		82	200		
41. Vietnam Veterans	State	1-1	800-882-	www.tnvva.org/	
of America			316		

42. Veterans of Foreign Wars	State	1-800-VFW- 1899	www.vfw.org
43. Tennessee Department of Veteran Affairs	State		
44. Record of Discharge application	National-web		http://vetrecs.archives.gov
45. Veterans benefits online	National-web		www.vba.va.gov
RESOURCE ADDRESSES & Web SITES:			
46. Social Security Administration	National-web		www.ssa.gov

VA Facilities in Tennessee

National Cemetery Administration - Atlanta Memorial Service Network					
Station ID	Facility	Address	Phone		
835	<u>Chattanooga National</u> <u>Cemetery</u>	1200 Bailey Ave. Chattanooga, TN 37404	423 855 6590		
855	Knoxville National Cemetery	939 Tyson St. NW Knoxville, TN 37917	423 855 6590		
860	Memphis National Cemetery	3568 Townes Ave. Memphis, TN 38122	901 386 8311		
864	Mountain Home National Cemetery	P.O. Box 8, VA Medical Center Bldg. 117 Mountain Home, TN 37684	423 461 7935		
865	Nashville National Cemetery	1420 Gallatin Rd., S Madison, TN 37115-4619	615 860- 0086		
Veterans Ben	efits Administration - Southern A	Area Office			
Station ID	Facility	Address	Phone		
	Southern Area Office	3322 West End, Suite 408 Nashville, TN 37203	1-800-827- 1000		
Veterans Benefits Administration - Southern Area Office					
V CtCrairs Dell	ients Aummistration - Southern A	Area Office			
Station ID	Facility	Address	Phone		
			Phone 1-800-827- 1000		
Station ID 320	Facility	Address 110 9th Avenue South Nashville, TN 37203	1-800-827-		
Station ID 320	Facility Nashville Regional Office	Address 110 9th Avenue South Nashville, TN 37203	1-800-827-		
Station ID 320 Veterans Hea	Facility Nashville Regional Office alth Administration - VISN Office	Address 110 9th Avenue South Nashville, TN 37203	1-800-827- 1000		
Station ID 320 Veterans Hea Station ID 10N9	Facility Nashville Regional Office Alth Administration - VISN Office Facility VISN 9: VA Mid South	Address 110 9th Avenue South Nashville, TN 37203 es Address 1801 West End Ave., Suite 1100 Nashville, TN 37203	1-800-827- 1000 Phone 615-695- 2200		
Station ID 320 Veterans Hea Station ID 10N9	Facility Nashville Regional Office Alth Administration - VISN Office Facility VISN 9: VA Mid South Healthcare Network	Address 110 9th Avenue South Nashville, TN 37203 es Address 1801 West End Ave., Suite 1100 Nashville, TN 37203	1-800-827- 1000 Phone 615-695- 2200		
Station ID 320 Veterans Hea Station ID 10N9	Facility Nashville Regional Office Alth Administration - VISN Office Facility VISN 9: VA Mid South Healthcare Network Alth Administration - VISN 9: VA	Address 110 9th Avenue South Nashville, TN 37203 es Address 1801 West End Ave., Suite 1100 Nashville, TN 37203 Mid South Healthcare Network	1-800-827- 1000 Phone 615-695- 2200		
Station ID 320 Veterans Hea Station ID 10N9	Facility Nashville Regional Office Alth Administration - VISN Office Facility VISN 9: VA Mid South Healthcare Network Alth Administration - VISN 9: VA Facility	Address 110 9th Avenue South Nashville, TN 37203 es Address 1801 West End Ave., Suite 1100 Nashville, TN 37203 Mid South Healthcare Networ Address Bldg. 6200 East Gate Center	1-800-827- 1000 Phone 615-695- 2200 k Phone 423-855-		

		Cookeville, TN 38501	1652
	Johnson City Vet Center	1615A Market St., Johnson City, TN 37604	615-928- 8387
	Knoxville Clinic	9031 Cross Park Drive Knoxville, TN 37923	423-545- 4592
	Knoxville Vet Center	2817 E. Magnolia Ave., Knoxville, TN 37914	423-545- 4680
	Memphis Vet Center	1835 Union, Suite 100, Memphis, TN 38104	901-544- 0173
621	Mountain Home VA Medical Center	P.O. Box 4000 Mountain Home, TN 37684	(423) 926- 1171
626A4	Tennessee Valley Healthcare System - Alvin C. York (Murfreesboro) Campus	3400 Lebanon Pike Murfreesboro, TN 37129	(615) 867- 6000
626	Tennessee Valley Healthcare System - Nashville Campus	1310 24th Avenue, South Nashville, TN 37212-2637	(615) 327- 4751
614	Veterans Affairs Medical Center, Memphis, Tennessee	1030 Jefferson Avenue Memphis, TN 38104	(901) 523- 8990

Credits and Reference List:

The National Coalition of Homeless Veterans (NCHV)

A Guidebook for Incarcerated Veterans by Veterans Incarcerated Workgroup in Walla Walla, Washington (Washington State Guidebook)

Department of Veterans Affairs 2005 Edition Federal Benefits for Veterans and Dependents

Washington County TN Criminal Justice Resource Guide

Department of Veterans Affairs Web Sites

Smart Solutions: The Welfare to Work Partnership

National (H.I.R.E.) Network: **H**elping **I**ndividuals with criminal records **R**eenter through **E**mployment Network.

Local Telephone Directory