

A Guidebook
For
Alaska's
Incarcerated
Veterans



Forward

This guidebook can be an important tool. Review all of the resources 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 with if released; social acceptance, economics, and re-establishment as a productive member of society. This booklet is a tool for veterans incarcerated and their families who wish access to services to support a new and better way of life. Be aware, this guidebook is designed to assist veterans incarcerated in the State of Alaska, and their families, laws do vary from state to state. Therefore, check Alaska state laws and regulations against this guide.

This Guidebook has been designed and written by David J. Schwing. It may be reproduced and distributed without permission from the author. 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 To perpetuate the value of this document, we respectfully request that if you discover any incorrect, conflicting, or out-of-date information in this Guidebook please send the discrepancies, and updated information if you have it, to:

Diana Rogers
diana.rogers2@va.gov
Healthcare for Reentry Veterans Specialist

We would like to recognize and thank:

- 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; and
- 3) Vietnam Veterans of America, Inc. for developing the first incarcerated veterans guidebook, which has inspired and informed subsequent efforts.
- 4) We also appreciate any public domain and agency resources included in the guidebook.

Revised: April, 2009

USING THE GUIDEBOOK

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

Begin thinking about what specifically you will need upon release.

Ask yourself these kinds of questions:

1. Will I need housing?
2. Will I need medical, substance abuse, or mental health care?
3. Do I need to learn a job skill?
4. Do I have any other legal issues, such as child support?
5. How do I restart my VA checks or Supplemental Security Income (SSI)?

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

- I need a place to live.
- I need a job.
- I need 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:

- 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 about who can.** The Internet can also be helpful to find information about VA benefits and community resources in your area. This guidebook 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 the Alaska Job Service Centers.

HELP FOR VETERANS

This section includes Alaska's community resources that can assist you with getting your life back on track. Check the phone book for local, state, and federal agencies that know what services are available to you. **Start asking about services and any requirements for those services ASAP**, so that you will be better prepared when you are released.

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 different services, which 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 found near the front of the phone book. Check with your local Adult 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!

Every 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. For information to the HCHV Coordinator call 1-907-273-4057 or go to www1.va.gov/homeless/page.cfm?pg=21.

Alaska VA Healthcare System & Regional Office (AVHSRO) provides assistance with Veterans benefits and 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. Call 1-800-827-1000.

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.

Homeless Veteran Service Chief
Alaska VA Healthcare System and Regional Office
3001 C Street
Anchorage, Alaska 99503

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 re-enlisting. 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 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>.

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.

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 or go to <http://www.visn20.med.va.gov> to find the medical center nearest you.

The **Alaska Department of Veterans Affairs** has a designated Women Veterans Coordinator to help women veterans. Call 1-800-827-1000.

ALASKA VA HEALTHCARE SYSTEM AND REGIONAL OFFICE INFORMATION

DEPARTMENT OF VETERAN AFFAIRS
2925 DeBarr Rd.
Anchorage, AK. 99508-2989

1-800-827-1000

- **ADDICTION TREATMENT PROGRAM** **1-907-257-4835**
- **MENTAL HEALTH & BEHAVIORAL SCIENCE SERVICE** **1-907-257-4854**
- **SOCIAL WORK SERVICE** **1-907-257-4827 OR 3729**
- **Women Veterans Clinic** **1-907-257-7415**
- **Homeless Veteran Service** **1-907-273-4000**
3001 C Street Anchorage, AK 99503
- **DOMICILIARY** **1-907-273-4000**
3001 C Street Anchorage, AK 99503
- **VETERANS INDUSTRIES** **1-907-273-4050**
3001 C Street Anchorage, AK 99503

TUDOR VET CENTER
4201 Tudor Center Drive Suite 115

1-907-563-6966
Anchorage, AK 99508

WASILLA VET CENTER
851 E. West Point Ave. Suite 111

1-907-376-4318
Wasilla, AK 99654

FAIRBANKS VET CENTER
540 4th Ave. Suite 100

(907) 456-4238
Fairbanks, AK 99701

KENAI VET CENTER
43335 Kalifornsky Beach Road
Building F, Suite 4

(907) 260-7640
Soldotna, AK 99669

OTHER VETERAN HELPFUL PHONE NUMBERS

ALASKA HOUSING FINANCE (Vet Home Loans) - 330-8442

VA CLINIC - 257-4700

VA EMERGENCY MEDICAL HELP LINE - 257-4710

LOAN GUARANTEES - 257-4736

OFFICE OF VETERANS AFFAIRS - 428-6016

VETERANS OF FOREIGN WARS - 276-8213

AMERICAN LEGION - 276-8211

DISABLED AMERICAN VETERANS – 257-4803

**DISABLED AMERICAN VETS CRISIS CENTER - MAIN VET CENTER in Anchorage
1-907-563-6966**

ANCHORAGE VET CENTER - 563-6966

VET EMPLOYMENT & TRAINING - 465-2723

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 (call 1-800-562-2308 for the nearest 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, check this guidebook, or check online for the program, nearest you. 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.

LEGAL RESOURCES

Alaska Legal Services

ALSC offices are located in the following communities.
Most of our offices are open from 9 a.m. to 5 p.m., Monday through Friday.
Some offices close from 12-1pm for lunch.

Please Note:

We are sorry, but we cannot respond to requests for legal assistance made by e-mail. Any information that you send to us by e-mail is not confidential and is not protected by the attorney/client privilege.

Anchorage Law Office

1016 West Sixth Avenue, Suite 200
Anchorage, Alaska 99501
(907) 272-9431
Toll-Free Outside Anchorage 1-888-478-2572.
Fax: (907) 279-7417
E-mail: anchorage3@alsc-law.org

Bethel Law Office

P.O. Box 248
Bethel, Alaska 99559-0248
(907) 543-2237
Toll-Free Outside Bethel (800) 478-2230
Fax: (907) 543-5537
E-mail: bethel@alsc-law.org

Dillingham Law Office

P.O. Box 176
Dillingham, Alaska 99576-0176
(907) 842-1452
Toll-Free Outside Dillingham (888) 391-1475
Fax: (907) 842-1430
E-mail: dillingham@alsc-law.org

Nome Law Office

P.O. Box 1429
Nome, Alaska 99762-1429
(907) 443-2230
Toll-Free Outside Nome: (888) 495-6663
Fax: (907) 443-2239
E-mail: nome@alsc-law.org

Fairbanks Law Office

1648 Cushman, Suite 300
Fairbanks, Alaska 99701-6202
(907) 452-5181
Toll-Free Outside Fairbanks (800) 478-5401
Fax: (907) 456-6359
E-mail: fairbanks@alsc-law.org

Juneau Law Office

419 6th Street, Suite 322
Juneau, Alaska 99801-1096
(907) 586-6425
Toll-Free Outside Juneau (800) 789-6426
Fax: (907) 586-2449
E-mail: juneau@alsc-law.org

Ketchikan Law Office

306 Main Street #218
Ketchikan, Alaska 99901-6483
(907) 225-6420
Fax: (907) 225-6896
E-mail: ketchikan@alsc-law.org

Kotzebue Law Office

P.O. Box 526
Kotzebue, Alaska 99752-0526
(907) 442-3500
Toll-Free Outside Kotzebue: (877) 622-9797
Fax: (907) 442-4111
E-mail: alsckotz@yahoo.com

ALASKA PRO BONO PROGRAM
Frequently Asked Questions

How do I apply for services?

Please send us a letter or an e-mail including the following information: name, address, telephone, legal problem, etc. We will then contact you to determine if you qualify for services through our program. Our mailing address is: APBP, PMB 651 - 1120 E. Huffman Road, Suite 23, Anchorage, AK 99515; our e-mail is info@alaskaprobono.org.

I have contacted the Alaska Legal Services Corporation (ALSC) and they tell me that there is a conflict and they cannot help me, can I obtain assistance through your program?

No, due to our relationship with the Alaska Legal Services Corporation and our policies, we are unable to assist you.

What type of cases do you handle?

Please take a look at the eligibility section in our website. We only handle civil cases for aliens, prisoners, class actions, welfare reform, assisted suicide, abortion related litigation and others. Other civil matters are generally handled by the Alaska Legal Services Corporation if you qualify for their services.

ALSC staff tells me that they are restricted from handling the type of case I have. Is there any way I can get help?

That will depend on your eligibility and the type of case you have.

Where is your office located?

Due to our limited financial resources, we do not have an office open to the general public. Our services are provided through the internet, telephonically and through mail.

What type of assistance will I receive from the pro bono program if I qualify for services?

The pro bono program will try to find a volunteer attorney to represent you, or give you a one-time free consultation.

I am over income, or simply do not qualify for services. However, I can't afford an attorney, what can I do?

For certain type of cases we offer a variety of self-help legal clinics throughout Alaska. These clinics have been designed to help clients represent themselves in court, or provide clients with information concerning certain areas of the law. These clinics are for educational purpose only. You should always seek the help of an attorney when dealing with legal issues.

How long does it takes for the pro bono program to select an attorney to represent me?

We cannot guarantee case placement with pro bono attorneys. The pro bono program enlists hundreds of volunteers statewide, but that is no guarantee that one will accept your case. It is impossible to determine the time it takes to place your case.

Is this a free service?

You will not be charged for the attorney's time. However, depending on the program's funding, you might be required to pay for certain expenses (such as filing fees), but never for the time the pro bono attorney has generously agreed to donate on your behalf.

What are my responsibilities once my case has been placed?

Clients are required to maintain their attorney and the pro bono program informed of any changes to their personal information and income level. Additional information may be required from time to time. Clients should be respectful of the attorney's time and speak only of the matters their attorneys have agreed to represent them on.

What if I don't like the outcome on my case? Can I appeal?

The outcome on your case is beyond our control. Appeals need to have prior approval from this office. However, they are costly and time consuming. We generally do not authorize appeals, unless there are very special circumstances and your pro bono attorney has to make the request.

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.

HOUSING OPTIONS

CAMPING FACILITIES, RV PARKS AND SHOWERS

1. Centennial & Lions Campground Phone: **1-907-343-6986 or 6992**

8300 Glenn Highway

Open May - September

\$11.00 Seniors & In State, \$13.00 Out of State = per day.

Public Showers - \$2.00

2. Golden Nugget Camper Park Phone: **1-907-333-2012 or 1-800-449-2012**

4100 DeBarr Road

Open all year round.

\$17.00-Dry; \$22.00-Electric; \$27.00-Full = per day

\$500.00 per month full service

Winter prices - \$350 per month + electric bill

3. Hidden Haven RV Park Phone: **1-907-694-7275**

10011 Aleden Lane, Eagle River

Open all year round.

\$13.00-Dry; \$16.00-Electric; \$14.00-Water; \$18.00-Electric & Water; \$20.00-Full = per day,

Summer-\$450.00 month for Full Service

Winter-\$425.00 month + cost of propane gas

4. Public Showers, \$3.00

Fairview Recreation Center Spenard Recreation Center Centennial Campground

1121 E 10th Ave. 2020 W 48th Ave. 8300 Glenn Hwy, Anchorage, AK 99501

343-4130 343-4160 333-9711

5. Ship Creek Landings RV Park, INC Phone: **277-0877**

150 North Ingra Street, Anchorage, AK 99501

Open May - September

\$16.00-Dry; \$19.00-Electric; \$19.00 Water; \$22.00-Water & Electricity; \$25.00-Full per day

6. Showers, free:

- On a space available basis for single persons at Brother Francis Shelter, evenings.
- On a space available basis for homeless women every other Saturday (345-0894) at Corner Stone Church.

EMERGENCY SHELTERS

Abused Women's Aid in Crisis (AWAIC) <http://www.awaic.org>

Phone: **279-9581/ 24 Hour Crisis line-1-907-272-0100**

100 West 13th Avenue FAX: 279-7244

Anchorage, AK 99501

Safe temporary shelter for women and children impacted by domestic violence. Offers food and clothing, counseling, advocacy and community education,. Also available is Case Management through the Moving Forward Program. Capacity 52. Bus #2, 75, 90, 97

Alaska Youth & Parent Foundation <http://www.aypf.ak.org>

Phone: **274-6541**

700 West 6th Avenue FAX: 1-907-279-2633

Anchorage, AK 99515

AYPF serves teenagers who are delinquent, homeless, abused or with significant behavioral problems in its residential, street outreach and electronic monitoring programs.

American Red Cross — South Central Alaska Chapter <http://alaska.redcross.org/>

Phone: **1-907-646-5400/1-888-345-4376**

235 East 8th Avenue, Suite 200 FAX: 276-1465

Anchorage, AK 99501

Temporary housing immediately following disaster (fire, flood, earthquake) victims.

The Salvation Army Care for Kids <http://www.acf.ak.org/>

Phone: **276-8511**

1700 A Street, FAX:1-907-375-3592

Anchorage, AK 99508

24-hour crisis care for children from birth to 12 years old. Capacity 15. Bus #75.

Anchorage Rescue Mission <http://anchoragerescue.org/>

Phone: **563-5603**

2823 E. Tudor Road FAX: 563-3863

Anchorage, AK 99507

Night shelter for 90 single men and 10 single women, 18 years and older. Free meals (dinner & breakfast). Showers, clothing, Chapel Services nightly and spiritual counseling. Medical Clinic Night. Bus tokens available for residents. Bus #75

Bean's Café/Day Shelter <http://www.beans.ak.org/>

Phone: **274-9595**

1101 East 3rd Avenue FAX: 277-5251

Anchorage, AK 99501

Hours: M-F 7am-5:30pm

Sat/Sun 9am-5:30pm

Provides day shelter and meals (Breakfast 8-9am & Lunch noon-1pm).

Day Labor is available. Social Services Coordinator helps with various social services benefit forms. Bus tokens are available through Social Services Coordinator. Referral & advocacy. Bus #45

Catholic Social Services — Brother Francis Shelter

Phone: **277-1731**

1021 East 3rd Avenue FAX: 272-4666

Anchorage, AK 99501

Night shelter for 240 single men and 60 single women, 18 years of age and older.

Dinner available each night at 5:30pm provided by a hospital. Offers showers, washer/dryer, TV Room, Medical Clinic Night, Clothing. Case management by appointment. Bus tokens available through case managers. Bus #45.

Catholic Social Services — Clare House

Phone: **563-4545**

420 West 54th Avenue FAX: 562-0178

Anchorage, AK 99518

Provides temporary shelter for women with children and single women, 18 years and over or legally emancipated. Provides food, clothing, showers, and washer/dryer. Case management services are provided to help women achieve self-sufficiency. Bus tokens are available through case managers. Offers preschool and after school programs. Has job readiness group and parenting classes. Capacity 45.

Community Service Patrol Transfer Station

Phone: **227-5000 VAN/ 277-8166**

1500 E 3rd St

Anchorage, AK 99501 FAX: 272-9251

24 hour temporary shelter and protective custody for the public inebriate. Call the above numbers for service. Capacity 52.

Covenant House, Alaska <http://www.covenanthouseak.org>

Phone: **272-1255**

609 "F" Street,

Anchorage, AK 99501

Crisis Center

Phone: **272-1255**

609 "F" Street,

Anchorage, AK 99501

Provides crisis shelter, food, clothing, family mediation, counseling and health care to runaway, throwaway and homeless youth, ages 13-21. Bus tokens available through the counselor. Capacity 40.

Rights of Passage

Phone: **258-4416**

750 W 57th Avenue, Anchorage, AK, 99501

Provides educational and supportive services as well as case management and employment support for a period of 6-18 months, with 6 months of follow-up. For youth, ages 18-21. Bus tokens available through the counselor. Capacity 14.

Salvation Army — McKinnell House

Phone: **276-1609**

FAX: 375-3591

1712 A St.

Anchorage, AK 99501

Provides temporary shelter to two parent families and single parent-men with children. Also provides food, clothing, washer/dryer, showers, TV/Lounge room. Case Management by appointment. Bus tokens available through the counselor. Capacity 6 families or 45 people.

HOUSING PROGRAMS FOR SINGLE MEN AND WOMEN

HOUSING PROGRAMS FOR SINGLE MEN

1. Abbott Loop Social Services (ALSS) Transitional Housing Program

2626 Abbott Road Phone: **349-9641**

Housing program – 801 W. 57th Avenue #2

For men 18 years and older FAX: 349-7353

Contact: **Joe Morgan**

Applications and interviews are done on Tuesdays at 9:00 am at Cornerstone Clinic.

The program provides transitional housing in a four-plex for up to twelve (12) men who must obtain employment within 28 days of entering the program. The maximum length of stay is 24 months. Supplementary food, clothing, employment counseling and referral services are provided. Laundry facility, weight lifting, and recreation room available on site. An on site computer training center is also available.

2. Lutheran Social Services of Alaska (LSSA)

<http://www.lssalaska.org>

Transitional Housing

1303 W 33rd Street, #2B Phone: **272-0643x221**

Anchorage, AK 99503 FAX: 272-5728

Lutheran Social Services of Alaska provides housing for up to six (6) single males who must be homeless, ambulatory, 18 years of age or older, clean/sober for a minimum of

30 days, and willing to seek full time employment. The maximum stay is six (6) months with extensions on a case-by-case basis. Clothing, initial supplemental food, comprehensive case management, and follow-up support services are also provided.

HOUSING PROGRAMS FOR SINGLE MEN AND WOMEN

1. Alaskan AIDS Assistance Association (4-A's)

<http://www.alaskanids.org/>

1057 West Fireweed Lane, Suite 102 HOT LINE: **276-4880**

Anchorage, AK 99503 Toll Free: **1-800-478-AIDS**

Phone: **263-2050**

FAX: 263-2051

Alaska AIDS Assistance Association provides housing for up to 16 single men/women/families with children who are homeless, low income, at-risk adults with HIV positive or AIDS. Comprehensive case management is provided along with transportation, daytime care, and counseling.

2. Salvation Army — Eagle Crest

438 E. 9th Avenue Phone: **276-5913**

Anchorage, AK, 99501

Contact: **John Steurer**

The Salvation Army provides lodging for up to 76 individuals who are experiencing a crucial need for housing. Eligible single persons must be 19 years of age or older, be ambulatory, possess adequate identification, use no alcohol or other drugs, and have an income or a willingness to work. That income may include agency sponsorship, such as that received from the State Department of Public Assistance. There is no time limit for the length of stay although the average is three to four months. Assessment and referrals to appropriate community resources are provided for each person.

OXFORD HOUSES OF ALASKA - DIRECTORY

<p>Bethal House P.O. Box 2083 Bethal, AK, 99559 (907) 543-0623</p>	<p>Oxford House – Denali \$380 per month 6414 Tolhurst Court Anchorage, AK 99504 (907) 333-0807 Men</p>	<p>Oxford House – James Drive \$380 per month 4107 James Drive Anchorage, AK 99504 (907) 337-2714 Women only</p>
<p>Oxford House – Jefferson 22 Fairwell Avenue Fairbanks, AK 99701 (907) 479-2171 (907) 479-2401 (907) 457-2575 (907) 479-4781</p>	<p>Oxford House – Northern Lights 538 South Klevin Street Anchorage, AK 99508 (907) 337-2298 Men</p>	<p>Oxford House – Yukon 2721 Juneau Street Anchorage, AK 99508 (907) 272-2298 Men</p>

Men		
------------	--	--

ROOMS TO RENT

The following rooms for rent are generally available by the day, week, or month in the Anchorage area. The degree to which alcohol is prohibited or tolerated by each landlord is indicated using the following terms:

*Dry = No alcohol on or off premises

**Damp = No alcohol on premises

***Wet = Limited alcohol allowed in room

AMH Adelaide Building

Telephone: 258-9017 201 East 9th Avenue, Samantha Thornton, Manager

71 single room occupancy Single men or women

Subsidized Housing: (each room has a section 8 certificate) (*Dry)

AMH Loussac Sogn

Telephone: 272-4446 429 D Street Chris Dysart, Manager

50 single room occupancy Single men or women

\$330-\$380 monthly, Security Deposit: \$150 (*Dry)

\$433 w/kitchen includes heat & utilities, Deposit \$50-\$150 depends on income

Anchorage International Hostel

Telephone: 276-3635 700 H Street Barbara, Manager

100 bed capacity Single men or women or private

\$225 monthly double, \$325 monthly single (full time employed or full time student)

Winter months. \$15 night/members, \$18 non-members (4 day limit in summer). \$100

security deposit (*Dry)

Eagle Crest (Salvation Army)

Telephone: 276-5913 438 East 9th Avenue John Steurer, Manager

76 bed capacity Single men or women, couples (space available)

\$25 -\$40- daily, \$80-\$110 weekly, \$280-\$380 monthly

General Relief Assistance upon approval. (*Dry) / www.salvationarmy.org/alaska

Ingra House

Telephone: 278-9656 641 Ingra Street, Ingra House, LLC, Proprietor

22 bed capacity Single men, women or couples

\$250 weekly-single, \$265 weekly-couples

General Relief Assistance upon approval (**Damp)

Inlet Inn Basement

Telephone: 277-5541 539 H Street, Mike Corpuz Manager

81 rooms Single men/women/couples

\$600 monthly, \$302.40 weekly, \$70.20 nightly (summer) (**Wet)

International Backpackers Inn

Telephone: 274-3870/272-0297 3601 Peterkin Street Chris Moore, Proprietor

30 bed capacity Single men/women/couples Fred & Susan Maddox, Owners

\$15 daily (\$40 private), \$70-80 weekly (\$105 summer), \$250-275 mo.
General Relief Assistance upon approval (*Dry)

Moe's Fifth Avenue Rooms

Telephone: 274-5253 435 E. 5th Avenue Donna, Proprietor
18 bed capacity Single men and women
\$115 single weekly, \$80-90 each double, \$320 monthly
General Relief Assistance upon approval (*Dry)

Rooms

Telephone: 338-1760 323 S. Bragaw Chris Drummy, Manager
8 rooms Single men
\$300 monthly shared room/board
General Relief Assistance upon approval (*Dry)

Spenard Hostel

Telephone: 248-5036 2845 West 42nd Place Bill, Manager
40 bed capacity, (Traveling only summer), Single men/women/couples
Summer \$15/night, SEP 16-May 14, Deposit \$50/cash-\$55/credit card
Weekly \$85c/90cc, Monthly dbl \$250c/265cc, dorm \$225c/240cc (*Dry)

Union Hotel-contact- Trinity

Telephone: 222-6868 832 A Street Loretta Smith, Proprietor
24 bed capacity Single men, \$25/single, \$35/double, daily only (**Wet)

Artic Adventure Hostel

Telephone: 562-5700 337 West 33rd Avenue Luanne Melino, Manager
20 bed capacity Single men/women/couples (*Dry)
\$27 daily, \$135 weekly, \$15 refundable key deposit

SUBSIDIZED HOUSING

1. Alaska AIDS Assistance Association (4-A's)

1057 West Fireweed Lane, Suite 102 HOT LINE: **276-4880**
Anchorage, AK 99503 Toll Free: **1-800-478-AIDS**
Phone: **263-2050**
FAX: 263-2051

Alaska AIDS Assistance Association provides housing for up to 16 single men/women/families with children who are homeless, low income, at-risk adults with HIV positive or AIDS. Comprehensive case management is provided along with transportation, daytime care, and counseling.

<http://www.alaskanids.org>

2. Alaska Housing Finance Corporation (AHFC)

P. O. Box 101020 Phone: **338-6100**

Anchorage, AK 99510-1020 Public Housing Programs: **330-8428**
Toll Free: **1-800-478-2432**
FAX: 274-7176

AHFC provides safe, decent, and affordable rental housing and access to supportive services to low-income Alaskans. AHFC also administers the federal Section 8 Certificate and Voucher and HOME Coupon Programs to provide rental subsidies to 2,720 families in the private sector. Rules governing the programs vary slightly. Applicants may qualify for and request a local preference for conditions such as displacement due to natural disaster, domestic violence, homelessness, a rent burden of 50 percent or more of income, families with a terminally ill member, working families, elderly or disabled families, and veterans.

Eligibility: Anyone whose income does not exceed 80 percent of median income is eligible to reside in public housing. Specific income limits are defined by HUD and are based on family size and the community in which the unit is located. AHFC maintains a waitlist based on the date and time the application is submitted.

<http://www.ahfc.state.ak.us>

3. AMHA Adelaide Building

201 East 9th Avenue

Anchorage, AK 99501 Phone: **258-9017**

73 single-room occupancy. Single men or women.

Subsidized Housing: (each room has a section 8 Certificate).

4. AMHA Loussac Sogn

429 D Street Phone: **272-4446**

Anchorage, AK 99501

50 single room occupancy. Single men or women.

Monthly Rent: \$330 Basic, \$380 Kitchenette; Security Deposit: \$150

5. U.S. Department of Housing and Urban Development (HUD)

3000 C St , Ste 401,

Anchorage, AK 99503 Phone: **677-9800**

Contact: Colleen Bickford FAX:677-9803

HUD's mission is to make Americans a partner in the nation's economic progress by helping people create communities of opportunities. This mission requires HUD staff to work in close partnership with State and Local governments, non-profits, housing authorities, tribal entities, lenders and other organizations that are committed to community development. As a federal funding agency, HUD's program funds target the low-to-moderate residents by funding rental assistance, homeless support, and homeownership, housing opportunities, job training and other community needs.

<http://www.hud.gov>

Rental Assistance Programs:

- Public Housing is low-income housing that is actually operated by AHFC.
- Section 8 Vouchers that allow you to go rent your own place to live, using the voucher to cover all or part of the rent

Ptarmigan Park Apts. 1122 East 19th Ave. Lil Jones Anchorage, AK 99501 272-9617	F	AHFC
Stephen's Park Apts. 3200 LaTouche, Anchorage, AK 99508 279-1224	F	Judy Lambert
Chestercreek Estate 5814 E. Northern Lights, Anchorage, AK 99504 337-1911	F	
Wood River Park 16510 Centerfield Drive, Eagle River, AK 99577 1-907-229-6464	F	Nina Stafford
Woodside Village Apts. 1019 East 20th Ave., Anchorage, AK 99501 277-9564	F	

TRANSITIONAL HOUSING PROGRAMS

1. Abbott Loop Social Services (ALSS) Transitional Housing

2626 Abbott Road **Phone: 349-9641**

For men 18 years and older FAX: 349-7353

Contact: **Joe Morgan**

Applications and interviews are done on Tuesdays at 9:00 am at Cornerstone Clinic.

The program provides transitional housing in a four-plex for up to twelve (12) men who must obtain employment within 28 days of entering the program. The maximum length of stay is 24 months. Supplementary food, clothing, employment counseling and referral services are provided. Laundry facility, weight lifting, and recreation room available on site. An on site computer training center is also available.

2. Lutheran Social Services of Alaska (LSSA) Transitional Housing

<http://www.lssalaska.org>

2606 C Street, #2B Phone: **272-0643x21**

Anchorage, AK FAX: 272-5728

Lutheran Social Services of Alaska provides housing for up to six (6) single males who must be homeless, ambulatory, 18 years of age or older, clean & sober for a minimum of 30 days, and willing to seek full time employment. The maximum stay is six (6) months with extensions on a case-by-case basis. Clothing, initial supplemental food, comprehensive case management, and follow-up support services are also provided.

VETERAN HOUSING AND SERVICES

Dept. of Veterans Affairs Web Site <http://www.va.gov/>

1. Domiciliary Care Program

Contact: Melanie Plair Phone: 273-4000

3001 C Street FAX: 273-4085

Anchorage, AK 99503

The U.S. Department of Veterans Affairs provides housing for 50 homeless veterans, male or female. There is no fee, but clients must be veterans who have an honorable discharge and are low income. The program goal is to graduate clients to independent living or supported housing. The estimated stay is six (6) months. Food, counseling, treatment, incentive therapy, compensated work therapy, and comprehensive case management are provided.

2. Transitional Housing (PRRTP)

Contact John Purkey Phone: 273-4000

3001 C Street Fax: 276-7482

Anchorage, AK 99503

The U.S. Department of Veterans Affairs provides housing for 24 homeless, single, veterans, male or female. They must have an honorable or general discharge, be clean, sober, and willing to work or participate in a rehabilitative program, which includes comprehensive case management and group therapy. Participants contribute a portion of their income toward the program. The maximum length of stay is six (6) months that can be extended on a case-by-case basis.

3. Veterans Affairs Supportive Housing (VASH) Program

Contact John Purkey Phone: 273-4000

3001 C Street FAX: 273-4085

Anchorage, AK 99503

The U.S. Department of Veterans Affairs provides housing for 25 homeless veterans, male or female. They must have an honorable or general discharge and must have been homeless for 30 days or more. Clients must be able to meet HUD low-income criteria for this voucher program. Intensive case management is provided.

EMPLOYMENT

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 completely 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

Workforce 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". The listings are also in this guidebook.

The Veterans Service Division, Alaska Department of Veterans Affairs, provides employment and training services to homeless veterans to help them get back into the workforce through DOL-VETS funded **Homeless Veterans' Reintegration Projects** (HVRP). HVRP assists veterans with job search preparation, vocational counseling, occupational skills training, on-the-job training, trade skills certification and licensing, and job placement assistance and referral to supportive services. To find out if you may be eligible and how to access HVRP contact the Alaska VA Healthcare System & Regional Office (AVAHSRO) at 1-800-827-1000.

The VA's **Vocational Rehabilitation and Employment** services help veterans with service-connected disabilities by providing job training and counseling to those who have an employment handicap. Services include help finding a job, on-the-job training, job development, and vocational training. If you are not eligible for these services, a VA counselor may help you find other options, goals, or programs. Contact the Alaska VA Healthcare System & Regional Office (AVAHSRO) at 1-800-827-1000.

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 by these veterans, who learn job skills, re-learn successful work habits, and regain a sense of self-esteem. Veterans are paid for their work and given assistance with employment in the community. In Alaska, the VA currently has Veterans Industries Programs located at the Alaska VA Healthcare System & Regional Office Homeless Veteran Services Program located at 3001 C Street, Anchorage, Alaska.

The State of Alaska has a **Vocational Rehabilitation** program that helps people with disabilities find and keep jobs. Apply for these services immediately 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.

LOCAL OFFICE	NAME	EMAIL	TITLE
Anchorage - Gambell	Tom Hertzog	tom_hertzog@labor.state.ak.us	LVER
Anchorage - Midtown	Bernita Cohen	bernita_cohen@labor.state.ak.us	DVOP
Anchorage - Midtown	Lawrence Gaines	lawrence_gaines@labor.state.ak.us	DVOP
Anchorage - Muldoon	Mike Walker	michael_walker@labor.state.ak.us	DVOP
Anchorage Vets Center	Robert Hill	robert_hill@labor.state.ak.us	LVER
Eagle River	Kevin French	kevin_french@labor.state.ak.us	LVER
Fairbanks	Walter Watts	walter_watts@labor.state.ak.us	DVOP
Fairbanks	Benn Harrison	benn_harrison@labor.state.ak.us	LVER
Kenai	Matt Barndt	irvin_barndt@labor.state.ak.us	DVOP
Wasilla	Bill Lund	bill_lund@labor.state.ak.us	LVER

What is a DVOP? Disabled Veterans Outreach Program (DVOP) specialists develop job and training opportunities for veterans, with special emphasis on veterans with service-connected disabilities. DVOP specialists provide direct services to veterans enabling them to be competitive in the labor market. They provide outreach and offer assistance to disabled and other veterans by promoting community and employer support for employment and training opportunities, including apprenticeship and on-the-job training. DVOP specialists serve as case managers for veterans enrolled in Federally-funded job training programs such as the Department of Veterans Affairs Vocational Rehabilitation program, and other veterans with serious disadvantages in the job market. DVOPs are available to those veterans and their employers to help ensure that necessary follow up services are provided to promote job retention.

What is an LVER? Local Veterans Employment Representatives (LVERs) are state employees located in Alaska Job Centers to provide assistance to veterans by overseeing the provision of services to veterans by all Job Center staff. LVERs also monitor job listings from Federal contractors to see that eligible veterans get priority in referrals to these jobs. They also promote and monitor the participation of veterans in Federally-funded employment and training programs, and assist with preliminary processing of complaints from veterans about the observance of veterans' preference by Federal employers. Another part of their job is contacting community leaders, employers, unions, training programs and veterans' service organizations to be sure eligible veterans get the services they are entitled. LVERs also work with the Department of Veterans Affairs and other organizations to identify and aid veterans who need work-specific prosthetic devices, sensory aids or other special equipment to improve their employability.

ALASKA JOB CENTER LOCATIONS

Anchorage Midtown	3301 Eagle Street, Suite 101, PO Box 107024, Anchorage, AK 99510-7024 Phone: 269-4800 Fax: 269-4825 ✉anchorage_aes@labor.state.ak.us
Anchorage Gambell	400 Gambell Street, Anchorage, AK 99501-2721 Phone: 269-6414 Fax: 269-6440
Anchorage Muldoon	1251 Muldoon Rd, Suite 111, Anchorage, AK 99504 Phone: 269-0000 Fax: 269-0004
Barrow	1078 Kiogak Street, Barrow, AK 99723 Phone: 852-4111 Fax: 852-4122 Toll Free: 1-888-429-4111
Bristol Bay (Dillingham)	503 Wood River Rd., PO Box 1149, Dillingham, AK 99576-1149 Phone: 842-5579 Fax: 842-5679, Toll Free: 1-800-478-5579 ✉ dillingham_aes@labor.state.ak.us
Delta Junction	Mile 269.1 Richardson Highway, PO Box 766, Delta Junction, AK 99737-0766 Phone: 895-3216 Fax: 895-3218 ✉deltaj_aes@labor.state.ak.us
Eagle River	11723 Old Glenn Hwy, Sp B-4, Eagle River, AK 99577-7749 Phone: 694-6904 Fax: 694-1490 ✉er_aes@labor.state.ak.us
Fairbanks	675 Seventh Avenue, Station D, Fairbanks, AK 99707-1010 Phone: 451-5967 Fax: 451-2919, TDD - 907-451-5901 ✉ fairbanks_aes@labor.state.ak.us
Glennallen	Mile 186.5 Glenn Highway, PO Box 109, Glennallen, AK 99588-0109 Phone: 822-3350 Fax: 822-5526, Toll Free: 1-800-478-3304 ✉ glennallen_aes@labor.state.ak.us
Homer	270 W Pioneer Avenue, Suite C, Homer, AK 99603-7528 Phone: 235-7791 Fax: 235-6143 ✉homer_aes@labor.state.ak.us
Juneau	10002 Glacier Hwy, Suite 200, Juneau, AK 99801-8569 Phone: 465-4562 Fax: 465-2984 ✉juneau_aes@labor.state.ak.us
Ketchikan	2030 Sea Level Drive, Suite 220, Ketchikan, AK 99901-6073 Phone: 225-3181 Fax: 247-0557 ✉ketchikan_aes@labor.state.ak.us
Kodiak	309 Center Street, Kodiak, AK 99615-6315 Phone: 486-3105 Fax: 486-4716, Toll Free: 1-800-478-3105 ✉ Maureen_Butler@labor.state.ak.us
Kotzebue	333 Shore Ave., PO Box 1209, Kotzebue, AK 99752-1209, Phone: 442-3280 Fax: 442-3920, Toll Free: 1-800-478-3280, Employers call: 1-800-478-2626 ✉ kotzebue_aes@labor.state.ak.us
Mat-Su	877 Commercial Drive, Wasilla, AK 99654-6937 Phone: 352-2500 Fax: 352-2522 ✉matsu_aes@labor.state.ak.us
Nome	179 E. Front Street, Ste 130, PO Box 161, Nome, AK 99762-0161 Phone: 443-2626/2460, Fax: 443-2810, Toll Free: 1-800-478-2626 ✉ nome_aes@labor.state.ak.us
Peninsula (Kenai)	11312 Kenai Spur Hwy, Suite 2, Kenai AK 99611 Phone: 283-2900 Fax: 283-3544 ✉Valerie_Ischi@labor.state.ak.us

Petersburg	102 Haugen Drive, PO Box 389, Petersburg, AK 99833-0389 Phone: 772-3791 Fax: 772-3697 ✉petersburg_aes@labor.state.ak.us
Seward	809 2nd Avenue, PO Box 1009, Seward, AK 99664-1009 Phone: 224-5276 Fax: 224-5277 ✉seward_aes@labor.state.ak.us
Sitka	304 Lake Street - Room 101, Sitka, AK 99835-7563 Phone: 747-3423 Fax: 747-7579 ✉Bonnie_Richards@labor.state.ak.us
Tok	State Office Building, PO Box 440, Tok, AK 99780-0440 Phone: 883-5629 Fax: 883-5628, Toll Free: 1-800-478-5629 ✉tok_aes@labor.state.ak.us
Valdez	State Office Bldg, Rm 22, PO Box 590, Valdez, AK 99686-0590 Phone: 835-4910 Fax: 835-3879 ✉valdez_aes@labor.state.ak.us
YK Delta (Bethel)	460 Ridgecrest Dr, Suite 112, PO Box 1607, Bethel, AK 99559-1607 Phone: 543-2210 Fax: 543-2099, Toll Free: 1-800-478-2210 ✉bethel_aes@labor.state.ak.us

PRE-RECORDED JOBLINES

Job hotlines are constantly being updated. They have valuable information to help you with your job search.

<u>ALASKA COMMUNICATIONS SYSTEM (ACS)</u>	<u>564-1515</u>
<u>ALASKA CHILDREN'S SERVICES</u>	<u>348-9275</u>
<u>ALASKA NATIVE HEALTH SERVICES</u>	<u>729-1300</u>
<u>ALASKA RAILROAD</u>	<u>265-2430</u>
<u>ALASKA REGIONAL HOSPITAL</u>	<u>276-1131</u>
<u>ALASKA SEAFOOD INTERNATIONAL</u>	<u>465-2903</u>
<u>ALASKA SPECIAL EDUCATION & TRAINING (ASSETS)</u>	<u>258-7235</u>
<u>ALYESKA PIPELINE</u>	<u>787-8842</u>
<u>ALYESKA RESORT/HOTEL</u>	<u>754-2250</u>
<u>ANCHORAGE DAILY NEWS</u>	<u>257-4402</u>
<u>AT&T ALASCOM</u>	<u>264-7112</u>
<u>BP EXPLORATION</u>	<u>561-5111</u>
<u>CARRS AND SAFEWAY</u>	<u>269-4770</u>
<u>CHUGACH ELECTRIC</u>	<u>762-4850</u>
<u>ENSTAR</u>	<u>264-3688</u>
<u>ERA AVIATION</u>	<u>266-8346</u>
<u>FEDERAL EXPRESS (FEDEX)</u>	<u>249-3246</u>
<u>FIRST NATIONAL BANK</u>	<u>777-3470</u>
<u>GENERAL COMMUNICATIONS INC. (GCI)</u>	<u>265-5600</u>
<u>HILTON ANCHORAGE HOTEL</u>	<u>265-7124</u>
<u>HOPE COMMUNITY RESOURCES</u>	<u>562-6226</u>
<u>KEY BANK</u>	<u>564-0377</u>
<u>LSG SKYCHEFS</u>	<u>677-3250</u>
<u>MUNICIPALITY OF ANCHORAGE</u>	<u>343-4451</u>
<u>NANA</u>	<u>265-4303</u>
<u>WELLS FARGO OF ALASKA</u>	<u>265-2197</u>
<u>NORDSTROM</u>	<u>279-7622 X-1801</u>
<u>NORTHRIM BANK</u>	<u>562-2228, #7</u>
<u>NORTHERN AIR CARGO</u>	<u>249-5187</u>
<u>PEAK OILFIELD SERVICES</u>	<u>263-7024</u>
<u>PENAIR</u>	<u>566-2166</u>
<u>PHILLIPS PETROLEUM CO</u>	<u>263-4100</u>
<u>PRINCESS TOURS</u>	<u>566-1038</u>
<u>PROVIDENCE HOSPITAL</u>	<u>261-3049</u>
<u>SALVATION ARMY</u>	<u>276-3722</u>
<u>SEARS</u>	<u>1-888-434-4562</u>
<u>SHERATON HOTEL</u>	<u>343-3124</u>
<u>SOUTHCENTRAL COUNSELING</u>	<u>563-1011</u>
<u>UNITED PARCEL SERVICE (UPS)</u>	<u>888-WORK-UPS</u>
<u>UNIVERSITY OF ALASKA ANCHORAGE</u>	<u>786-4887</u>
<u>US POSTAL SERVICE</u>	<u>564-2964</u>
<u>VECO</u>	<u>277-5309</u>

STATE OF ALASKA:

<u>DEPARTMENT OF ADMINISTRATION/DIV OF PERSONNEL</u>	<u>1-800-587-0430</u>
<u>ALASKA COURT SYSTEM</u>	<u>264-8255</u>
<u>ALASKA EMPLOYMENT SERVICES (ANCHORAGE JOB LINE</u>	<u>269-4770</u>
<u>ALASKA EMPLOYMENT SERVICES (MATSU JOBLINES)</u>	<u>1-907-352-2593</u>

U.S. GOVERNMENT:

<u>ALASKA HOUSING FINANCE CORP</u>	<u>1-800-495-5627</u>
<u>US FISH & WILDLIFE</u>	<u>786-3371</u>
<u>VETERANS AFFAIRS</u>	<u>257-6797</u>

Veterans' Preference for Employment

Since the time of the Civil War, Veterans of the Armed Forces have been given some degree of preference in appointments to Federal jobs. Recognizing that sacrifices are made by those serving in the Armed Forces, Congress enacted laws to prevent veterans seeking Federal employment from being penalized because of the time spent in military service.

By law, veterans who are disabled or who served on active duty in the Armed Forces during certain specified time periods or in military campaigns are entitled to preference over nonveterans both in hiring from competitive lists of eligibles and in retention during reductions in force.

Preference does not have as its goal the placement of a veteran in every vacant Federal job; this would be incompatible with the merit principle of public employment. Nor does it apply to promotions or other in-service actions. However, preference does provide a uniform method by which special consideration is given to qualified veterans seeking Federal employment.

Preference applies in hiring from civil service examinations, for most excepted service jobs, and when agencies make temporary appointments or use direct hire and delegated examining authorities from the U. S. Office of Personnel Management.

General Requirements for Preference

To be entitled to preference, a veteran must meet the eligibility requirements in section 2108 of title 5, United States Code. This means that:

- An honorable or general discharge is necessary.
- Military retirees at the rank of major, lieutenant commander, or higher are not eligible for preference unless they are disabled veterans.
- Guard and Reserve active duty for training purposes does not qualify for preference.
- When applying for Federal jobs, eligible veterans should claim preference on their application or resume. Applicants claiming 10-point preference must complete form SF-15, Application for 10-Point Veteran Preference.

TYPES OF PREFERENCE:

5-Point Preference

Five points are added to the passing examination score of a veteran who served:

- During the period December 7, 1941, to July 1, 1955; or
- For more than 180 consecutive days, any part of which occurred after January 31, 1955, and before October 15, 1976; or
- During the Gulf War from August 2, 1990 through January 2, 1992; or
- In a campaign or expedition for which a campaign medal has been authorized, including El Salvador, Grenada, Haiti, Lebanon, Panama, Somalia, Southwest Asia, Bosnia, and the Global War on Terrorism.

Medal holders and Gulf War veterans who enlisted after September 7, 1980, or entered on active duty on or after October 14, 1982, must have served continuously for 24 months or the full period called or ordered to active duty. The service requirement does not apply to veterans with compensable service-connected disabilities, or to veterans separated for disability in the line of duty, or for hardship.

10-Point Preference

Ten points are added to the passing examination score of:

- A veteran who served any time and who (1) has a present service-connected disability or (2) is receiving compensation, disability retirement benefits, or pension from the military or the Department of Veterans Affairs. Individuals who received a Purple Heart qualify as disabled veterans.
- An unmarried spouse of certain deceased veterans, a spouse of a veteran unable to work because of a service-connected disability, and
- a mother of a veteran who died in service or who is permanently and totally disabled.

PREFERENCE IN EXAMINATION

Veterans meeting the criteria for preference and who are found eligible (achieve a score of 70 or higher either by a written examination or an evaluation of their experience and education) have 5 or 10 points added to their numerical ratings depending on the nature of their preference. For scientific and professional positions in grade GS-9 or higher, names of all eligibles are listed in order of ratings, augmented by veteran preference, if any. For all other positions, the names of 10-point preference eligibles who have a compensable, service-connected disability of 10 percent or more are placed ahead of the names of all other eligibles on a given register. The names of other 10-point preference eligibles, 5-point preference eligibles, and non-veterans are listed in order of their numerical ratings.

Entitlement to veterans' preference does not guarantee a job. There are many ways an agency can fill a vacancy other than by appointment from a list of eligibles.

FILING APPLICATIONS AFTER EXAMINATIONS HAVE CLOSED

A 10-point preference eligible may file an application at any time for any positions for which a non-temporary appointment has been made from a competitive list of eligibles within the past 3 years.

In addition, a person who is unable to file for an open competitive examination because of military service may file after the closing date. In either of the above situations, the veteran should contact the agency that announced the position for further information.

POSITIONS FOR PREFERENCE ELIGIBLES ONLY

Certain examinations are open only to preference eligibles as long as such applicants are available. These are custodian, guard, elevator operator and messenger.

SPECIAL COMPLAINT PROCEDURES FOR VETERANS

Veterans who believe that they have not been accorded the preference to which they are entitled may file a complaint with the U. S. Department of Labor's Veterans Employment and Training Service (VETS).

The Department of Labor's Office of the Assistant Secretary for Policy and Veterans' Employment and Training Service developed an "expert system" to help veterans receive the preferences to which they are entitled. Two versions of this system are currently available, both of which, help the veterans determine the type of preference to which they are entitled, the benefits associated with the preference and the steps necessary to file a complaint due to the failure of a Federal Agency to provide those benefits. The Internet address for the veterans' preference program is <http://www.dol.gov/elaws/vetspref.htm>. (State Employment Service Offices have veteran representatives available to assist veterans in gaining access to this information.)

Anchorage Community Resources

FINANCIAL ASSISTANCE

ADULT PUBLIC ASSISTANCE 235 E. 8 th Avenue, Suite 301	269-6000
DIVISION OF PUBLIC ASSISTANCE 1. 400 Gambell Street, Suite 201 2. 1251 Muldoon Road, Suite 111B 3. 11723 Old Glenn Highway	269-6599 269-0001 694-7006
CONSUMER CREDIT COUNSELING 208 E. 4 th Avenue	279-6501
SOCIAL SECURITY ADMINISTRATION 222 W. 8 th Avenue, Suite 66	271-4455 1-800-772-1213
CATHOLIC SOCIAL SERVICES 3701 E. 20 th Avenue, Suite 1	276-5590
SAFETY LINK PROGRAM 825 'L' Street, Anchorage, AK. 99501	343-6519

FOOD ASSISTANCE

SPENARD LIONS CLUB 2108 Roosevelt Drive	248-0832
ABBOTT LOOP CHRISTIAN CENTER (FOOD INFO LINE) 2626 Abbott Loop Road ✓ Baby needs, clothing, household, holiday basket or Christmas Gift	349-2005
ANCHORAGE LATINO LIONS CLUB 921 E. 10 th Avenue ✓ Holiday baskets	258-1664
ANCHORAGE RESCUE MISSION 2823 E. Tudor Road, Anchorage, AK.99507 ✓ Bus tokens, clothing, holiday baskets, meals, and shelter for singles	563-5603
ANCHORAGE SENIOR CENTER 1300 E. 19 th Avenue, Anchorage, AK. 99501 ✓ Seniors only	258-7823
BEAN'S CAFÉ 1101 E. 3 rd Avenue ✓ Meals	274-9595

- CATHOLIC SOCIAL SERVICES-ST. FRANCIS HOUSE**
 1. 3710 E. 20th Avenue, Suite 1 **276-5590**
 2. 225 Cordova Street **277-2554**
 ✓ Baby needs, clothing, financial, household, holiday baskets or Christmas Gift program
- CALVARY BAPTIST CHURCH** **283-4781**
- DOWNTOWN SOUP KITCHEN** **277-4302**
 434 E. 4th Avenue, Anchorage, AK. 99501
 ✓ Hours: 12 – 1:30 pm M – F
- EAGLE RIVER FOOD PANTRY** **694-6142**
F.I.S.H. **277-0818**
 ✓ Free delivery to Anchorage Area
- GOD’S PLACE (PASTOR ALICE LAWRENCE)** **272-0989**
 833 N. Hoyt **274-3246**
 ✓ Baby needs, clothing, household, holiday basket or Christmas Gifts everyday but Friday
- LUTHERAN SOCIAL SERVICES** **272-0643**
 1. 2606 ‘C’ Street
 2. 1689 ‘C’ Street
 ✓ Baby needs, bus tokens, holiday baskets, food, lodging and transportation
- SHILOH MISSIONARY BAPTIST CHURCH** **276-6673**
 505 Bailey St.
 ✓ Food bank assistance program
- NEW HOPE BAPTIST CHURCH** **272-9315**
 333 N. Price Street
 ✓ Meals on Saturdays @ 11 am – 1 pm
- MOUNTAIN VIEW BAPTIST CHURCH** **279-4316**
 300 N. Bragaw Street
- ST. VINCENT DEPAUL SOCIETY** **258-7606**
 ✓ Vouchers
- UNIVERSITY BAPTIST CHURCH** **562-2685**
 4313 Wright Street
- ANCHORAGE COMMUNITY CHURCH** **277-7740**
 ✓ Food Pantry open every Wednesday, 11 am – 3 pm, bring valid ID w/ Social security #

SALVATION ARMY – MIDTOWN**277-2593**

1712 A ST, Anchorage, AK.99501

✓ For food, bring ID and verification of living quarters (rental receipt)

ADULT PUBLIC ASSISTANCE**District Offices****ANCHORAGE DISTRICT OFFICE**400 Gambell Street
Anchorage, AK 99501
269-6599 - Phone
269-6450 - Fax**COASTAL FIELD OFFICE**3601 C Street, Suite 410
P.O. Box 240249
Anchorage, AK 99524
269-8950 –
Phone - 1-800-478-4372
562-1619 - Fax**HOMER DISTRICT OFFICE**Homer District Office
270 W. Pioneer, Suite C
Homer, AK 99603
235-6132 - Phone
235-6176 - Fax**ANCHORAGE APA OFFICE**235 E. 8th Avenue, Suite 300
Anchorage, AK 99501
269-6000 - Phone
269-6004 - Fax**EAGLE RIVER JOB CENTER**11723 Old Glenn Highway, Sp.
B-4
Eagle River, AK 99577-7595
1-907-269-0001 - Phone
694-1490 - Fax**JUNEAU FIELD OFFICE**10002 Glacier Hwy, Suite 200
Juneau, AK 99801
465-3537 –
Phone (1-800-478-3537)
465-4657 - Fax**BETHEL DISTRICT OFFICE**P.O. Box 365
Bethel, AK 99559
543-2686 –
Phone (1-800-478-2686)
543-5912 - Fax**FAIRBANKS DISTRICT OFFICE**675 7th Avenue, Station D
Fairbanks, AK 99701
451-2850 –
Phone (1-800-478-2850)
451-2923 - Fax**KENAI PENINSULA JOB CTR**11312 Kenai Spur Hwy,
Suite #2
Kenai, AK 99611
283-2900 –
Phone (1-800-478-9032)
283-6619 - Fax**KETCHIKAN DISTRICT OFFICE**2030 Sea Level Dr., Suite 301
Ketchikan, AK 99901
225-2135 –
Phone (1-800-478-2135)
247-2135 - Fax**KODIAK DISTRICT OFFICE**307 Center Street
Kodiak, AK 99615
486-3783 –
Phone (1-888-480-3783)
486-3116 – Fax-1-888-281-
3116**KOTZEBUE DISTRICT OFFICE**P.O. Box 1210
Kotzebue, AK 99752
442-3451 - Phone
442-2151 - Fax**MAT-SU DISTRICT OFFICE**855 W. Commercial Drive
Wasilla, AK 99654
376-3903 –
Phone (1-800-478-7778)
373-1136 - Fax**NOME DISTRICT OFFICE**P.O. Box 2110
Nome, AK 99762
443-2237 –
Phone (1-800-478-2236)
443-2307 - Fax**SE APA & SPECIALIZED MED**10002 Glacier Hwy, Suite 200
Juneau, AK 99801
465-3537 –
Phone (1-800-478-3537)
465-4657 - Fax

SITKA DISTRICT OFFICE
201 Katlian Street, Suite 107
Sitka, AK 99835
747-8234 - Phone (1-800-478-
8234)
747-8224 - Fax

SUBSTANCE ABUSE TREATMENT PROGRAMS (NON-VA)

1. Akeela Treatment Services

Contact: **Jim Morgan** Phone: **561-5266 FAX: 561-5041**

2804 Bering St, Anchorage, AK 99503.

Akeela provides 30 beds of space to persons suffering from chronic chemical dependency and in need of long-term, intensive residential treatment. Program varies from 12 to 18 months. Group, individual, and recreational therapy combined with high expectations demanding a growing level of responsibility - the hallmarks of Therapeutic modality. Seventeen (17) additional beds are available in this facility to house ex-offenders in a Community Correctional Residential Center. The agency provides up to twenty-nine (29) beds of transitional housing in three mid-level income neighborhoods of Anchorage as well. These three multiplex apartment buildings are available for persons who have completed at least ninety (90) days of treatment for chemical dependence or a program addressing dually diagnosed needs.

2. Ernie Turners Recovery Center

Phone: **561-5537 FAX: 562-7332**

4330 S. Elmert St, Anchorage, AK 99508

ANARC offers 4 to 6 weeks residential treatment and an intensive outpatient counseling program as well as aftercare and case management services for Alaska Natives and American Indians 18 years of age and older who have been clean and sober for a minimum of 72 hours prior to admission. Up to 31 residential beds are available for those eligible and fees are based on a sliding scale fee. At intake, clients must have certification of Indian blood, a social security number, and proof of a recent physical examination. Assessments cost \$50.

3. Alaska Women's Resource Center (AWRC)

Contact: **Marian Brown** Phone: **276-0528 FAX: 279-6754**

610 C St. Suite 2A

a. New Dawn

Alaska Women's Resource Center provides residential treatment and supportive services for women recovering from substance abuse who are at least 18 years of age and have completed a primary care treatment program. Children aged nine and under may be admitted to the program with their parents. Childcare is available to assist women in completing educational, employment or training goals. Capacity is 10 women and 5 children. Substance abuse counseling including individual, group, and family

education is provided in conjunction with life-skills, parent education and healthy relationship skills. Employment counseling and aftercare are also emphasized. Maximum length of stay is one year. Priority is given to pregnant women and IV drug users.

b. (SAGE) Substance Abusers Getting Empowered

Same as above, except treatment is short-term (30-60 days). Capacity 10 beds (women & children).

c. Stepping Stones

Long-term treatment is provided for up to one year for residential mothers with school age and/or with two or more children. Capacity: 15 women and up to 41 children.

4. Genesis House, Inc.

2825 West 42nd Place

Anchorage, AK 99517

Contact: **Dr. Tony Longval**

Phone: **243-5130** FAX: 248-8350

Genesis House provides residential facilities for men recovering from substance abuse. A 20-bed halfway house offers counseling in addition to housing and meals for an average length of stay of three to six months. Fees are negotiable. Two other adjacent facilities, one with six (6) beds and the other with 12, operate as "dry houses" in which men may work and reside for extended periods of time in a sober living environment.

5. Nugens Ranch

P. O. Box 871545

Wasilla, AK 99587

Contact: **Jacqueline Cox**

Phone: **376-4534** Toll Free: **1-800- 376-4535** FAX: 376-2348

Hours: 24 hours Services:

Provides detox (3 beds) and long-term substance abuse treatment (30 beds) for the chronic alcoholic with psychosis and public inebriates (adult). Transportation is provided to and from the facility for consumers of the program. Located at 3701 Palmer-Wasilla Highway. Serves both male and female adults. Sliding scale fee.

6. Providence Breakthrough @ Providence Medical Center

Phone: **562-7325** Toll Free: **1-800-478-0615** FAX: **562-6913**

Drug dependency and alcohol abuse problems are correctable through services available through the Breakthrough program. Breakthrough provides services for adolescents and adults from evaluation through all levels of treatment and continuing care in both an inpatient and outpatient basis.

7. Rural Alaska Community Action Program - Homeward Bound Project

120 North Hoyt Street, Anchorage, AK 99508

Phone: **279-7535** FAX: 274-9428

Web site: http://www.ruralcap.com/Homeward_Bound/index.htm

Transitional housing (24 beds) for chronic, homeless, public inebriates through intensive case management, individualized life skills training, social and cultural re-integration, and supportive housing.

8. Salvation Army Clitheroe Center

P.O. Box 190567

Anchorage, AK 99519

Phone: **276-2898** FAX: 279-8526

Hours: **24 Hours**

Services: Provides assessment, placement, detoxification (12 beds), outpatient treatment, and residential treatment ranging from 28 to 180 days. Treatment programs are available for women, as well as vocational services, and referrals. Services are also offered to dually diagnosed psychiatric clients and men and women over 18 years of age. Telephone assessments are available to remote areas.

Outpatient/Assessment/Aftercare unit located at
1709 S. Bragaw, Suite B.

Eligibility: Serves men and women with alcohol, chemical dependencies.

Assessment fee: Maximum is \$50. All fees are based on client's ability to pay.

Clitheroe Center's Residential Treatment Programs:

Contact: **Assessment Counselor** Phone: **276-2898**

Different types of residential substance abuse treatment programs are offered to meet differing client needs as determined by an Assessment Counselor.

1. The *Intermediate Care Unit (ICU)* provides a 28-56 day program involving intensive individual and group counseling supplemented by vocational and other related services for up to 15 persons, 7-13 of whom are referred by the Department of Corrections.

The ***12-bed Long-Term Care (LTC)*** offers a slower-paced counseling and educational program for a maximum of six months to serve those who have less community support and/or may be more physically impaired by substance abuse.

The ***12-bed Dual Diagnosis Program*** is designed to address the problems of those who are dually diagnosed (chemical addiction and mental illness). Charges for each program are on a sliding fee scale. Aftercare services are provided through the Outpatient Counseling Unit.

2. Clitheroe Center - Reflections Program:

Contact: **Assessment Counselor** Phone: **276-2898**

Reflections is a residential substance abuse treatment program for up to 12 women and four (4) pre-school children. Eligibility is based on an assessment of an applicant's substance abuse and related problems; cost for that assessment is \$50.00 maximum.

This and all other fees are adjusted according to client's ability to pay. Priority is given to pregnant, homeless, and/or physically endangered women. Counseling and other supportive services are provided during the 28-90 day stay.

9. Southcentral Foundation (SCF) Dena A. COY Program

Contact: **Laretha Wellington**

Phone: **333-6677/Seniors Program-1-907-729-5070** FAX: 1-907-729-4955
3925 Tendon St

Anchorage, AK 99508 Web site: <http://www.southcentralfoundation.org>

Southcentral Foundation provides residential treatment services for pregnant women recovering from substance abuse. The capacity is 16 women and six (6) children from birth to three years of age. Provided are parenting skills, individual and group counseling, life skills, FAS/FAE education, the Twelve-Step Program, food wellness, and transportation. Maximum stay is nine (9) months plus six (6) weeks postpartum.

10. Starting Point

Phone: **563-5890** FAX: 562-6350

341 West Tudor Road, Suite 205

Anchorage, AK 99503

Intensive Outpatient Treatment and Aftercare program for men, women and minors. Based on 12-step program. State approved.

11. Volunteers of America (VOA) ARCH and ASSIST

Contact: **Elaine Dahlgren or Karin Schaff**

Phone: **279-9634** FAX: 279-5489

441 W. 5th Avenue, Suite 301

Anchorage, AK 99501 Web Site: <http://www.voa.org/>

Operated by Volunteers of America, **ARCH** is a 16-bed long-term residential substance abuse treatment program for youth 12-19 years of age. Those in the program attend school while receiving individual, group, and family counseling, and other supportive services. Fees are based on ability to pay. **ASSIST** provides outpatient counseling and aftercare services for youth with identified substance abuse problems.

STATE OF ALASKA VETERAN'S BENEFITS

Frequently Asked Questions

Where do I get a copy of my DD 214?

When you left the military, whatever was your state of record receives a copy of your DD 214. You can call the Adjutant General's Office in any state to find out where they are stored. Alaska only has DD 214s from 1985 forward. Additionally, a copy of your entire military record including your DD 214 is stored at the National Personnel Records Center, 9700 Page Boulevard, St. Louis, Missouri, 63172. Their web site is:

<http://www.archives.gov/veterans/military-service-records/get-service-records.html>

How do I get a copy of something from my military record?

A copy of your entire military record is stored at the National Personnel Records Center, 9700 Page Boulevard, St. Louis, Missouri, 63172. Their web site is:

<http://www.archives.gov/veterans/military-service-records/get-service-records.html>

Who can I call if I am having difficulty obtaining my V.A. benefits?

In addition to contacting the V.A., this office also contracts with veterans service organizations to assist veterans and their dependents and survivors throughout the State in filing and obtaining claims for VA entitlements and benefits and to provide general assistance and advocacy. The Anchorage Service Officers are:

- o Veterans of Foreign Wars Service Officer - Gary Kurpius - (907) 276-8213
- o American Legion Service Officer - Leon Bertram - (907) 276-8211
- o Disabled American Vets Service Officer - George Hausermann - (907) 276-2842

What benefits does the State of Alaska provide to veterans?

Listed below are the many benefits provided to veterans. Click on [State Veterans Benefits](#) from the Home Page (<http://www.ak-prepared.com/vetaffairs/>) for details, point of contact, and to determine eligibility and whether benefits afford a preference, a discount, or are free.

- State Employment Preference Rights
- Affirmative Action Plan
- Recording Report of Separation, Form DD 214
- Employment Services
- Land Discount/Purchase Preference
- Property Tax Exemptions
- Disabled Parking Permits
- Motor Vehicle License Plates
- Mortgage Loans, Interest Rate Preference and Low Cost Housing
- Hunting and Fishing Licenses
- Camping Pass
- Tuition Assistance
- Alaska Marine Highway Pass
- Governor's Veterans Advocacy Award
- Governor's Birthday Cards
- High School Diplomas for World War II Veterans
- Wartime Letters - The Legacy Project
- Military and Veterans Memorial Landmark Property Certificates
- Teacher Retirement Credit

Are there any State of Alaska death or burial benefits?

Most of the veteran death or burial benefits are federal benefits.

(<http://www.cem.va.gov/>). One Alaska benefit is that any dependent spouse or child of a qualified veteran who is a bona fide Alaskan resident and who, while serving during hostilities involving the United States Armed Forces in Southeast Asia, was listed by the United States Department of Defense as a prisoner of war or missing in action in Southeast Asia, may attend any state supported educational institution without payment of tuition or fees. Check with your local college or university for further information.

Are there any State of Alaska Education benefits for veterans?

No, all education benefits for veterans are federal programs. Each University of Alaska campus has information about U.S. Department of Veterans Affairs education benefits at the sites listed below.

UAF: http://www.uaf.edu/catalog/current/student/services2.html#Veterans_Services

UAA: <http://www.uaa.alaska.edu/financialaid/>

UAA: http://www.uas.alaska.edu/financial_aid/vets.html

What is renter's rebate?

The renter's rebate program that would offer those veterans with a 50 percent or more service-connected disability who do not own property (and through their municipality receive a property tax exemption) is currently not funded by the Legislature and is not being administered.

What is the gratuity available to survivors of Veterans?

Upon the death of a veteran, a surviving spouse may apply for a \$750 gratuity if the veteran was a resident of the State of Alaska at the time of death and met other qualifications. However, this program is currently not funded by the Legislature and is not being administered.

OFFICE OF VETERANS AFFAIRS

STATE BENEFITS

This description of benefits for Alaska's Veterans and their spouses and dependants was developed by the Department of Military and Veterans Affairs to make veterans aware of the benefits the state offers and to illustrate that the benefits are from different state departments. The best way to determine if you qualify for a certain benefit is to reach the person or program throughout the contact information provided.

- [Employment Preference Rights](#)
- [Veterans Employment Services](#)
- [Affirmative Action Plan](#)
- [Recording Veterans Report of Separation Form](#)
- [Veterans Land Discount/Purchase Preference](#)
- [Property Tax Exemptions](#)
- [Disabled Veterans Parking Permits](#)
- [Veterans License Plates](#)
- [Veterans Housing and Residential Loans](#)
- [Hunting and Fishing Licenses](#)
- [State Camping Pass](#)
- [Alaska Marine Highway Pass](#)
- [Free Tuition for Spouse or Dependent of Armed Services Member](#)
- [Military Credit Towards State Retirement](#)
- [Birthday Cards from the Governor](#)
- [Governor's Advocacy Award](#)
- [High School Diplomas](#)
- [Military and Veterans Memorial Landmark Property](#)
- [Wartime Letters - The Legacy Project](#)

State Employment Hiring Preference for Veterans, Prisoners of War, and National Guard

Members

Workplace Alaska in the Division of Personnel in the Department of Administration is the on-line recruitment process for all the state's classified service positions. Every vacancy in the classified service, except those requiring registration with Job Service, are posted on the homepage and are available for on-line application. Vacancies are advertised in the Sunday editions of the Fairbanks News Miner, Juneau Empire, and Anchorage Daily News along with recruitment phone lines.

Veterans who possesses the necessary qualifications for a given state job classification and served on active duty and received an honorable or general discharge during the dates listed on the employment application, are eligible for a state employment hiring preference.

If a numerical rating is used in assessing preference, then Veterans are entitled to 5% or 10% of the points available. If no numerical rating device is used, then Veterans will either be afforded "consideration" or an opportunity to interview. Disabled Veterans and former prisoners of war are entitled to 10% or the opportunity to interview, all other Veterans entitled to preference will receive the 5% or be afforded "consideration".

The application and job market can be found at:

<http://notes3.state.ak.us/WA/MainEntry.nsf/WebData/1hp1HomePage/?Open>

Veterans Employment Services

The Veterans Services Section of the Employment Security Division of the Alaska Department of Labor and Workforce Development promotes employment, economic stability, and growth by operating a no-fee labor exchange that meets the needs of employers, job seekers, and veterans. The Veterans Services Section provides job placement, job matching and referral, vocational counseling, and job search assistance.

Job Centers in Anchorage, Fairbanks, Wasilla, Kenai, Juneau, and Eagle River have Local Veteran Employment Representatives and Disabled Veteran Outreach Program specialists who provide the following services to qualified vets:

Priority Job Referral	Education Assessment
Career Counseling	Job Search Workshops
Career Assessment	Special Programs
Employment Assessment	Testing
Job Development	Referral to Educational Services
Labor Market Information	RESUME ASSISTANCE

Affirmative Action Plan

The State of Alaska 1998 Affirmative Action Plan affords all present and prospective state employees in the executive branch an equal opportunity for employment regardless of their veterans status - among many other factors.

The state will ensure there are no impermissible or artificial barriers for veterans or disabled veterans to cross in applying for state jobs, provide on-the-job training and assistance in locating qualified disabled applicants, recruit and employ qualified persons with disabilities and Vietnam era vets for state jobs, and sets up an informal complaint procedure. The plan is administered by the Office of Equal Employment Opportunity in the Division of Personnel.

Penny Beiler, Equal Employment Opportunity Program Manager, P.O. Box 110201, Juneau AK 99811-0201, (Juneau) Phone: (907) 465-8482 or (907) 279-0299, Fax: (907) 465-2263;Website:

<http://dop.state.ak.us>

A veteran may record, without fee, the original or a certified copy of his or her Armed Forces Report of Separation (DD-214 Form) at any State Recorder's office of the Department of Natural Resources.

The Recorder's office maintains 14 District offices throughout the state, overseeing 34 recording districts that record, index, and archive all of the documents that create the Official Public Record of the state of Alaska.

Veterans Land Discount/Purchase Preference

The Veterans Land Discount program allows certain veterans to a 25% discount on the purchase price of state residential/recreational land. The discount may be used only once during the veteran's lifetime and may not be used in conjunction with the veterans preference.

Under the Veterans Land Sale Preference, before offering to the general public any unoccupied residential land by auction, a veteran has the exclusive opportunity purchase the land at a restricted sale at fair appraised market value. Parcels that are offered under this preference must be five acres or less, classified as settlement land and zoned for residential use only.

A fact sheet is available on benefits administered by the Alaska Department of Natural Resources, Division of Mining, Land and Water Management:

Property Tax Exemptions

Real property owned and occupied as the primary residence and permanent place of abode by a qualified disabled veteran whose disability was incurred or aggravated in the line of duty and whose disability has been rated as 50 percent or more by the military service or the U.S. Department of Veterans Affairs, is exempt from taxation on the first \$150,000.00 of assessed valuation. Contact your [local municipal](#) tax assessors office by March 15 for exemption for current year.

Disabled Veterans Parking Permits

Disabled Parking Permits are also obtained from the [DMV](#), available to persons at least 50 percent disabled or medically handicapped, including persons disabled in the line of duty while serving in the Alaska Territorial Guard. Applicants must show reception of at least 50 percent disability compensation from a government agency or an affidavit signed by a physician licensed to practice in Alaska.

Division of Motor Vehicles

3300B Fairbanks Street
Anchorage, AK 99503.

Veterans License Plates

Veterans License Plates, with the word 'veteran' and the symbol of each branch of service, are available from the Division of Motor Vehicles ([DMV - click on License Plate Information](#)) upon submission of written proof of veterans status. Fee is \$30 biennially. **Purple Heart recipients and Alaska National Guard** members may also purchase special plates for \$30. **Pearl Harbor Survivors** and former **POWs** recipients may receive a special plate at no charge. A **Disabled Veteran** can register one vehicle without charge and receive a specially designed registration plate that displays recognition of the disabled veteran. With proof, persons disabled in the line of duty, who are 70 percent disabled or medically handicapped as a consequence of service are eligible. The plate does not display the standard handicap symbol and does not carry with it special parking privileges; however the standard

wheelchair logo may be available depending upon the level of disability as described below.

Veteran Housing and Residential Loans

The Alaska Housing Finance Corporation ([AHFC](http://www.AHFC.state.ak.us)) administers the Veterans Mortgage Program which offers financing for qualified veterans at lower interest rates. Active duty service in the Armed Forces, Public Health Service, NOAA or service as a cadet at the US Military, Air Force, Coast Guard or Naval Academy may qualify. Loans are generally processed rapidly, require little or no down payment, and often include lower interest.

To apply for a loan under this program, contact any AHFC-approved lender. For details see:

<http://www.AHFC.state.ak.us> (Go to Loan Programs, then select Veterans Mortgage Program)

To contact the Alaska Housing Finance Corporation write to PO Box 101020, Anchorage, AK 99510-1020. You can also visit 4300 Boniface Parkway in Anchorage or call (907) 338-6100 or 1-800-478-AHFC(2432) outside of Anchorage, but within Alaska.

AHFC also offers a Veterans Interest Rate Preference, in which a veteran receives a one percent lower interest rate on the first \$30,000 of a bank loan when purchasing a new home, ask the bank handling the financing to implement this program for you. AHFC grants a preference to veterans for the rent or sale of a portion of its **low cost housing** projects units.

For information on federal home loan programs call **1-800-827-1000** or visit their web page at:

<http://www.homeloans.va.gov>.

Hunting and Fishing Licenses

Resident hunting and sport fishing licenses are available at no charge to honorably discharged veterans with a 50 percent or greater service-connected disability and Alaska residency. Applicants must have lived in Alaska for 12 consecutive months immediately preceding the application.

Veterans may obtain an application by calling (907)465-2376, emailing

Leah_Lakip@fishgame.state.ak.us, or writing State of Alaska, [Department of Fish and Game](#), Licensing Section, P.O. Box 25525, Juneau, AK 99802.

State Camping Pass

The legislature granted Disabled Alaskan Veterans (DAV) the right to receive one Alaska State Park Camping Pass free of charge. The DAV Camping Pass, which is valid in all developed Alaska State Park campgrounds, is good for two years.

To receive a free DAV camping pass, an eligible disabled veteran must present proof of a service connected disability and Alaska residency at either the Anchorage or Fairbanks DNR Public Information Centers (see below). Proof of residency can be in the form of an Alaskan Driver's License, Alaska Sport Fishing License, Alaska Voters Registration Card, or other documentation suitable to the department that proves Alaska residency.

Evidence of service connected disability can be provided by the presentation of a Veteran's Administration Patient Data Card (red, white, and blue) imprinted with "service connected disability" under the photo identification, or a **current year letter** from the US Department of Veteran's Affairs, which states the person has a service-connected disability and is signed by the Veteran Services Officer. Information on obtaining either the card or the letter can be found through the local Veteran's Administration office or calling 1-800-827-1000.

For details, see <http://www.dnr.state.ak.us/parks/asp/vetpass.htm> and

DNR Public Information Centers:

ANCHORAGE:

550 W 7th Ave, Suite 1260
Anchorage AK 99501-3557
Phone: (907) 269-8400
Fax: (907) 269-8901
TDD: (907) 269-8411

FAIRBANKS:

3700 Airport Way
Fairbanks, AK 99709-4699
Phone: (907) 451-2705
Fax: (907) 451-2706
TDD: (907) 451-2770

JUNEAU:

400 Willoughby Ave 4th Floor
Juneau, AK 99801-1724
Phone: (907) 465-3400
Fax: (907) 586-2954

Alaska Marine Highway Pass

A one-year pass on the ferries of the Alaska Marine Highway is available for veterans having a service-related disability. This pass entitles the disabled passenger and an attendant (if required by a physician) to travel at 50% of the regular passenger fare, between Alaska ports only, on all vessels, year-round.

To request a pass application, call 1-800-642-0066 (Text telephone for the speech or hearing impaired: 1-800-764-3779) or write Alaska Marine Highway System, Attention: Pass Desk, 1591 Glacier Avenue, Juneau, Alaska 99801.

Free Tuition for Spouse or Dependent of Armed Services Member

The spouse or dependent of an armed services member who died in the line of duty or who died as a result of injuries sustained while in the line of duty or who was listed by the Department of Defense as a Prisoner of War or as Missing in Action is entitled to a waiver of undergraduate tuition and fees the students must be in good standing in a state supported educational institution in Alaska.

Contact:

UAA Financial Aid Office:

3211 Providence Drive
Anchorage, AK 99508
Phone: (907) 786-1586

UAF Financial Aid Office:

P.O. Box 756360
Fairbanks, AK 99775
Phone: (907) 474-7256

UAS Financial Aid Office:

11120 Glacier Hwy
Juneau, AK 99801
Phone: (907) 465-6255

Military Credit Towards State Retirement

Certain members of the various state retirement programs may be eligible for additional credit for up to five years military service. Military service will increase your retirement service and monthly benefits. Although military service is not membership service, in certain cases it may count toward vesting and retirement eligibility. Visit site below, click on the retirement system of interest, scroll to Military Credit.

In the National Guard and Naval Militia Retirement System, anyone with at least 20 years of combined Alaska guard service, guard service in any other state, active military service and the reserves of them, of which at least 5 years must have been satisfactory service in any branch, may receive a small benefit upon separation from the Alaska army guard, air guard, or naval militia if you meet minimum eligibility provisions.

Birthday Cards from the Governor

Birthday greetings from Governor Sara Palin are available to veterans 80 years and older. Veterans or family or friends of veterans should contact the governor's office at least four weeks in advance and supply the name and address of the person to receive the card and appropriate proof of age. Send request to: Constituent Relations, Governor Frank Murkowski, P.O. Box 110001, Juneau, AK 99811,

(907) 465-3500; or fax request to: Fax 465- 3532; or email request to:
office_of_the_governor@gov.state.ak.us

Governor's Veterans Advocacy Award

Individuals who demonstrate an extraordinary personal concern, compassion, and commitment to veterans causes, veterans, and their families are eligible for the annual Governor's Veterans Advocacy Award. A winner could also have formed a new, innovative or creative volunteer program or project that benefits vets. Accomplishments must have been performed on a volunteer basis. Governor's Veterans Advocacy Award will be presented on Veterans Day, November 11th. Nominations are evaluated by the Alaska Veterans Advisory Council, and submitted to: Jerry Beale, Director, Office of Veterans Affairs, Department of Military and Veterans Affairs, P.O. Box 5800, Ft. Richardson, AK 99505, (907) 428-6016, Fax: (907) 428-6019, jerry_beale@ak-prepared.com

High School Diplomas for World War II Veterans

Operation Recognition, a nation-wide effort, recognizes that many World War II veterans went off to war and never returned to high school to get a diploma.

In Alaska, the Department of Education and Early Development may award diplomas to World War II vets living in Alaska, including Alaska Territorial Guard members, who served during the period of August 7, 1940 to July 5, 1947 and were honorably discharged or died in active service or were released from active duty because of a service-related disability.

A family member may apply on behalf of a veteran who is deceased or incapacitated. Even ex-GIs with a Graduation Equivalency Diploma could apply.

Apply on the internet at: <http://www.eed.state.ak.us/wwII/>

Apply by mail to: Connie Budahl
Alaska Department of Education & Early Development
33 West 4th Avenue, Suite 320
Anchorage, AK 99501-2341
Phone: (907) 269-4610
Fax: (907) 269-4635
connie_budahl@eed.state.ak.us

Military and Veterans Memorial Landmark Property

The Military and Veterans Landmark Property Program formally recognize memorials around the state built to honor the military and veterans of the armed forces. Information about the memorials is important to understanding the sacrifices made by veterans in Alaska and America, the role of the military, and the history of our nation's wars.

Information about memorials will be preserved by the State of Alaska as an important part of its history. A record of each approved Landmark Property will be maintained by the Department of Military and Veterans Affairs, including a list of properties to be kept, to facilitate visitation to memorials for those interested in doing so. The state will provide an attractive, numbered certificate, suitable for framing, at no cost. For details and applications, contact: Mr. Jerry Beale, Director, Office of Veterans Affairs, Department of Military and Veterans Affairs, P.O. Box 5800, Ft. Richardson, AK 99505, (907) 428-6016, Fax: 428-6019, jerry_beale@ak-prepared.com

Wartime Letters - The Legacy Project

The Legacy Project is a unique and meaningful way to honor all veterans by preserving letters written by soldiers on the front and letters written to them from home.

A national, volunteer non-profit agency, known as The Legacy Project, began collecting letters from any American wartime period to preserve these treasured documents and therefore heighten appreciation of them.

Letters can be ones personally written or received, or written by a relative. These may include eyewitness accounts of battles or acts of heroism, encounters with famous military leaders, love letters, or any other irreplaceable messages or little-known stories that will offer historians and future generations a better understanding of those who served and sacrificed for country.

Submit copies, or originals if you prefer, to: Office of Veterans Affairs, Department of Military and Veterans Affairs, P.O. Box 5800, Ft. Richardson, AK 99505, (907) 428-6016, Fax: 428-6019, jerry_beale@ak-prepared.com

DMVA Office of Veterans Affairs
P.O. Box 5800
Fort Richardson, AK 99505-5800
Phone: (907)428-6016 Fax: (907)428-6019

Alaska Veterans Advisory Council



Mission Statement

The Alaska Veterans' Advisory Council's mission is to address the needs and concerns of all of Alaska's veterans, their dependants, and survivors and improve recognition of Alaska's veterans. As per Administrative Order 164, the Council serves as an advisory body to the Office of Veterans' Affairs, the Department of Military and Veterans' Affairs, and the Governor.

The Council carries out its mission by making prioritized recommendations on suggested, existing or pending state legislation, regulations, administration policy, and the budget to ensure the delivery of needed state and federal veterans' entitlements, benefits and services.

The Council is dedicated to the concerns of the Alaska veterans' community as a whole, and does not act on behalf of individual veterans' concerns.

CURRENT A.V.A.C. MEMBERS: Robert A. Hall, Sr. - Wasilla (Chairman), Wevley W. Shea - Anchorage, (Vice Chairman), Ron Eller - Kodiak, Joseph N. Fields III - Fairbanks, Richard Frank - Fairbanks, George C. Gaguzis - Anchorage, James V. Grizzell - Wasilla, Ronald C. Huffman - Nome, Nona H. Johnson - Anchorage, Victor Karmun - Kotzebue, Robert A. Murray - Anderson, Ted Taylor - Anchorage.

If you have any issues you wish to present to the A.V.A.C please contact the Veterans Affairs Coordinator, Office of Veterans Affairs, at 428-6016.

Veteran Benefits Timetable

Time	Benefits	Where To Apply
90 days	Reemployment	Former Employer
Limited time	Unemployment - The amount of benefit and payment period varies among states. Apply soon after separation.	Unemployment Insurance Call Center
120 days up to one year if totally disabled	INSURANCE: Servicemen's Group Life Insurance may be converted to Veterans Group Life Insurance.	Office of SGLI 213 Washington St. Newark, NJ 07102-9990
Two years from date of notice of VA connected disabilities.	Disability Insurance Life Insurance (up to \$10,000) is available for veterans with service-connected disabilities. Veterans with ratings of totally disabled may apply for a disability waiver of premiums on these policies.	Any VA Office
10 years from release	Education - Educational assistance depends upon period of service.	Any VA Office
12 years from date of discharge	Vocational Rehabilitation & Employment Services for veterans holding a VA rating of 10% or greater. 10% veterans may have limited services available. 12-year date may be waived if seriously handicapped. Goal of program is suitable employment or, if unable to work, then identifying services to increase independence. If training is necessary to obtain suitable employment, then VR&E covers the cost of tuition, fees, required books, and other required program expenses and a monthly training allowance.	Any VA Office
No time limit	GI Home Loans - VA will guarantee a loan for the purchase of a home, farm with a residence, manufactured home or condominium.	Any VA Office

HUD Veteran Resource Center (HUDVET)

The **HUD Veteran Resource Center (HUDVET)** was created for you as a result of a unique partnership between National Veteran Service Organizations and HUD. This directory is designed to increase your knowledge of and participation in the wide variety of HUD homeless assistance programs and services for veterans and other individuals who are homeless or at risk of becoming homeless.

HUD's **Office of Community Planning and Development (CPD)**, in consultation with national veteran service organizations, has established a Veteran Resource Center (HUDVET)

In Alaska, contact the local HUD office found below.
Other local Federal agencies have been included:

Federal			
Organization/Department	Address	City/State/ZIP	Phone/Fax
U.S. Department of Housing and Urban Development Alaska State Office	949 E. 36th Ave., VECO Bldg. Suite 401	Anchorage, AK 99508-4399	P 907-271-4170 F 907-271-3778
Veterans Benefits Administration U.S. Department of Veterans Affairs Anchorage Regional Office	2925 DeBarr Rd.	Anchorage, AK 99508	P 800-827-1000
Veterans Health Administration Medical Center Alaska VA Health Care System and Regional Office	2925 DeBarr Rd.	Anchorage, AK 99508-2989	P 907-257-4700 F 907-257-6774
Veterans Centers			
Anchorage Vet Center #0502	4201 Tudor Center Dr., Suite 115	Anchorage, AK 99508	P 907-563-6966 F 907-561-7183
Fairbanks Vet Center #0511	540 Fourth Ave., Suite 100	Fairbanks, AK 99701-4714	P 907-456-4238 F 907-456-0475
Kenai Vet Center Satellite #0513	43335 Kalifornsky Beach Rd. Bldg. F, Suite Four Red Diamond	Soldotna, AK 99669	P 907-260-7640 F 907-260-7642
Wasilla Vet Center #0512	851 E. West Point Dr., Suite 111	Wasilla, AK 99654	P 907-376-4318 F 907-373-1883
Veterans Community Homelessness	2925 DeBarr Rd., VAMC	Anchorage, AK 99508	P 888-353-7574 F 888-257-4740

Assessment, Local Education & Network Groups (CHALENG) U.S. Department of Veterans Affairs Outpatient and Regional Offices			
U.S. Department of Veterans Affairs—Homeless Services Directory Anchorage Vet Center #0502	4201 Tudor Center Dr., Suite 115	Anchorage, AK 99508	P 907-563-6966 F 907-561-7183
Fairbanks Vet Center #0511	540 Fourth Ave., Suite 100	Fairbanks, AK 99701-4714	P 907-456-4238 F 907-456-0475
U.S. Department of Veterans Affairs	3001 C St.	Anchorage, AK 99503	P 907-273-4000 F 907-273-4085
Anchorage Regional Office	2925 DeBarr Rd.	Anchorage, AK 99508	P 800-827-1000
Health Care for Homeless Veterans Program	3001 C St.	Anchorage, AK 99503	P 907-258-5095 F 907-276-7482
Outpatient and Regional Offices	2925 DeBarr Rd., VAMC	Anchorage, AK 99508	P 888-353-7574 F 888-257-4740

National Suicide Prevention Hotline 1-800-273-TALK (8255)

Checklist

- Ask about classes or resources to help you plan for your release.
- Make a list of your needs.
- Make a list of who may be able to help you.
- Write letters and/or contact organizations by phone or email.
- Write down the steps you take so that you do not repeat them.
- Know where to call toll-free for help.
- Contact organizations about what services they have to offer.
- Think about your housing needs and gather information about what is available locally.
- Learn about job resources and create a plan to find a job.
- Learn about health issues, and what services are available.
- Learn about the resources available for substance abuse and mental health treatment in your area.
- Learn about your options to get financial help.
- Begin to take care of other legal issues.
- Learn about homeless veterans services.
- Learn about resources for women veterans.
- If you are not currently receiving benefits, find out if you can or should be.
- If you are receiving benefits, notify the VA when you go to prison to avoid an overpayment.
- Contact a veteran service representative to represent you and help you file a claim.
- Apply for apportionment so that some of the money withheld may be given to eligible family members.