



ALABAMA RE-ENTRY GUIDE

A GUIDE FOR PEOPLE WITH DISABILITIES



ALABAMA DISABILITIES
ADVOCACY PROGRAM

Alabama Disabilities Advocacy Program

The Alabama Disabilities Advocacy Program (ADAP) is part of the nation's federally funded protection and advocacy system. ADAP's mission is to provide quality, legally-based advocacy services to Alabamians with disabilities in order to protect, promote, and expand their rights.

For more information about ADAP,
visit adap.ua.edu.



AUTHOR: Ashley Austin
EDITORS: Madison Ard, Katrina Smith

TABLE OF CONTENTS

Re-entry Checklist _____	2
Developing a Re-entry Plan _____	3
Parole & Re-entry Planning _____	4
Access to Federal Benefits _____	6
Social Security	
Food Stamps/SNAP	
Medical Care _____	15
Medicaid	
Medicare	
Community Mental Health Centers	
Identification _____	21
Birth Certificate	
Driver's License & State ID	
Social Security Card Replacement	
Felon Identification Cards	
Professional Development _____	27
Employment Resources	
Getting Your GED	
Rights Restoration _____	29
Voting Rights	
Pardons & Rights Restoration	
Appendix:	
Private Organizations Directory	
Attachment A: SSI Application Information	
Attachment B: Social Security Offices in Alabama	
Attachment C: Community Mental Health Centers List	
Attachment D: ACLU'S Rights Restoration Information	
Attachment E: CERV Application	

Re-entry Check List

Use this list as a quick reference guide of things you might need to consider when re-entering the community. You should also consider things that may be specific to your situation.

Basic Needs

- Housing
 - Utilities
 - Renter's Insurance
- Health Insurance
 - Medicaid, Medicare, or Private Insurance
- Doctors
 - Medical
 - Mental Health
 - Addiction Counseling
- Internet Access
- Transportation
- Renewing Personal Information
 - Driver's License
 - Birth Certificate
 - Passport
- Copies of Education Records while Incarcerated
- Copies of Medical Records while Incarcerated

Professional Development

- Finances
- Opening a bank account
- Job Search
- GED Resources

Access to Benefits

- Food Stamps
- SSI
- SSDI

Personal Development

- Applying for help at non-profits
- Volunteering in your community
- Rebuilding relationships with family
- Rebuilding relationships with friends
- Making new friends
- What are my spiritual needs?
- Rights Restoration

Conditions of Release

- What are the conditions of my release?
- Where is my Probation Office?
- How will I get to required meetings, classes, and tests?
- How will I keep myself away from things that might get me re-incarcerated?
- Consider outstanding fees, fines, warrants, or debts

Developing a Re-entry Plan

What is a re-entry plan?

A re-entry plan is a plan for how you will re-establish housing, income, and other basic needs upon release from prison. This plan can be made before or after release, but we encourage you to consider the topics discussed in this guide as early as possible. It is very important to create a plan for where you will live, how you will support yourself financially, and how you will ensure access to medical treatment if necessary once you are released.

What things should I plan for upon release?

There are many aspects of re-entry that you should take some time to plan for either before or after you are released. Broadly, you should consider your housing options, whether you will seek employment, what federal benefits you are entitled to, and what medical services and treatment you will need to have access to. Each of these topics comes with additional considerations, such as where to go to get job training, how to access Social Security benefits or food stamps, or how to apply for a health insurance plan. That is where this guide becomes useful.

Who should create a re-entry plan?

If you are currently incarcerated, it is worth your time to create a re-entry plan ahead of your release date. However, if you have recently been released from prison, this guide will help you plan your next steps.

Parole & Re-entry Planning

What is parole?

Parole is early, conditional release from prison. If you are released on parole, you are subject to requirements that people released at the end of their sentence are not subject to.

Parole

- Release before end of sentence
- Must be granted early release after hearing
- Re-entry plan reviewed by Parole Board
- Must comply with requirements of parole to remain out of prison

End of Sentence

- Released on end-of-sentence date
- No hearing to be granted release
- Re-entry plan not reviewed, but still highly encouraged
- Need not comply with specific requirements upon release

Why do I need a re-entry plan before my parole hearing?

When deciding whether to grant parole, the Parole Board heavily considers whether you have developed a re-entry plan. In particular, the Parole Board gives weight to whether you have fully developed a housing plan and a job plan.

Contact SPLC for a free, comprehensive Parole Guide:

Southern Poverty Law Center
400 Washington Avenue
Montgomery, AL 36104

How to Maximize Your Chances of Getting Parole

Job Plan

Before your parole hearing, determine if you have a job lined up for you upon release or make a plan to find one. The Parole Board will look at your efforts to find employment when considering the efforts you have made to prepare for success upon release. Job search resources and information are discussed in detail on page 25.

Good Behavior

Avoid altercations and other actions that could lead to disciplinary action. A minimal disciplinary record is often a convincing sign to the Parole Board that granting parole will not put the community at risk.

Home Plan

The Parole Board wants to know where you plan to live upon release for the purpose of supervision. Your home plan could be to return to a residence you own, live with a loved one, or enter a halfway home. See the private organizations directory, if you do not know where you will live when you are released.

Programming

In prison, programs are an effective way to build a record of completed classes, make new connections, search for jobs, and develop skills that will be helpful upon release. All these factors will help you demonstrate that you have made the most of your experience while incarcerated and are ready for release. Be sure to keep any documents or certificates related to programming to present to the Parole Board.

Federal Benefits

Why should I apply for federal benefits?

Applying for federal benefits will ease your transition back into the free world by helping you take care of your basic needs. SSI, SNAP, Medicaid, Medicare, and any other federal program you might be eligible for can help you take care of yourself and take the burden off of any loved ones who might care for you.

Having a detailed plan to apply for federal benefits can also be beneficial at your parole hearing.

What can I do while still incarcerated?

- Apply for SSI
 - See pg. 7 for more information
- Apply for SNAP
 - See pg. 12 for more information
- Ask loved ones to gather information for you and start applications for you
- Prepare for your parole hearing
- Write down a detailed re-entry plan

Social Security Benefits

What is SSI?

SSI stands for Supplemental Security Income. SSI is a small monthly payment from the government to help cover the basic needs of people in three categories: people over 65, people with long-term disabilities, and people who are blind. Even if you get SSI because of a disability, SSI is different from SSDI, Social Security Disability Insurance.

Can I apply for SSI while still incarcerated?

Yes! You are not eligible for social security benefits while you are incarcerated, but you can apply in advance if you are going to be released soon.

When can I apply for SSI while incarcerated?

You can apply for social security benefits starting thirty (30) days before your official release date. Theoretically, you may apply as many as ninety (90) days before your release, but many social security offices will automatically reject your application. You need to send the social security office official documentation that says you will be released on a specific date. This must be a firm release date, not an estimate.

**Am I
eligible for
SSI based
on my
disability?**

Use the flowchart on the next page to find out.

Do I Qualify for Social Security Benefits?



*If you are legally blind, the number is \$2,190/month

How do I apply for SSI while incarcerated?

Social security recommends that you fill out the application in person or online. You can have a family member or friend fill out most of the application on your behalf. If this is not possible, send a letter to your local social security office and request an application. Specify in your letter if you are applying for reinstatement of benefits or applying for the first time.

Where do I apply for SSI?

Apply at the office located within the county that you will live in when you are released. If there is no social security office in your county, choose the nearest office to the county you will be living in when you are released. If you apply to a social security office too far away, they might not be able to assist you.

See Attachment B for a list of social security offices in Alabama.

Tips for Applying for SSI:

If you are applying less than thirty (30) days before your release when you first send a letter or talk to a social security representative, tell them you need a “protected filing.”

The phrase “protected filing” is important. It means that Social Security is going to treat your application as if it was filed the day you are released, even if your application isn’t complete. This means that when you receive your SSI payment, you will receive all of the money you have accrued since the day you are released. This maximizes the amount of money you can receive.

But you **MUST** complete your application within sixty (60) days of the protected filing date. So be sure to follow up on your application after you are released. If you are already out of prison, you should still request a protected filing to maximize your eventual benefits.

Types of SSI Applications

Reinstatements: If you received social security payments before you were incarcerated, you need to reinstate them. Reinstatements are generally processed faster than new applications.

New Applications: If this will be your first time on SSI, you need to send a new application. Social Security might need to plan a medical examination to ensure that you have a disability.

How can my friends or family on the outside help?

Your friends or family can fill out almost all of the SSI application on your behalf. They can do this online or in-person at a social security office. Your friends or family can also make a “protected filing” on your behalf so that you can maximize your social security benefits when you are released. Remember your full application must be complete within sixty (60) days of a protected filing.

Family or friends can:

- start the application process for you, and you can finish the application upon release.
- bring required documents to the social security office.
- set up an appointment for you to go in and complete your application shortly after your release.

If my family or friends are applying on my behalf, what information do they need?

Attachment A at the end of this guide is a list of all of the information needed to fill out the social security disability application according to the Social Security Administration’s website. If you do not know all of this information, do not worry! The social security office can help you.

If approved, when will I get my first payment?

Your first payment will not be issued until a month after you are officially back on SSI. Even if you are approved for SSI the day you are released from incarceration, the earliest payment you can receive is a month later.

When you are released, ADOC is required by law to give you a replacement copy of your social security card. Take good care of your social security card, as they are difficult to replace. See pg. 25 for information on replacing your social security card.

Contact Information for Social Security:

You can call Social Security at 1-800-772-1213. You will need to know your social security number when you call.

See Attachment B for the contact information for social security offices in Alabama.



SNAP Benefits

Supplemental Nutrition Assistance Program,
formerly known as Food Stamps

What is SNAP?

A government program that gives you a small amount of money, usually provided on an EBT card, that you can use to purchase food at grocery stores.

What is an EBT Card?

An Electronic Benefit Transfer (EBT) card is a discrete card that you use like a debit card to pay for food through the SNAP program.

Can I apply for SNAP while incarcerated?

Yes! While you cannot receive SNAP benefits while incarcerated, you can prepare to get them in advance of your release.

When can I apply for SNAP while incarcerated?

Wait to submit your application until about a week before your release. SNAP generally has a quick turnaround time. If you are not released by the time your application is processed, you will be denied.

Which SNAP office do I apply to?

You must apply to the SNAP office closest to where you will live when you get out of prison. Every county in Alabama has its own SNAP office. Call 1-833-822-2202 to get the contact information for your local SNAP office.

SNAP Eligibility:

SNAP benefits are based on your entire household. Your eligibility is determined based on your living situation when you will be released. There are maximum income requirements based on family size. There are also special rules for people who are elderly or disabled. Only U.S. citizens are eligible for SNAP. Contact the SNAP office to determine if you will be eligible upon release.

How do I apply while incarcerated?

You will have to send a letter to the SNAP office closest to where you will live when you get out of prison to request an application. You need to know what your living situation will be when you get out to apply.

You will likely need to complete an interview with SNAP. You can do this over the phone, or you can authorize a friend or family member to go to the interview on your behalf.

How do I apply after I am released?

The easiest way to apply is online at <https://mydhr.alabama.gov>. You can also apply by mailing in an application to your local SNAP office. You can also go in person to your local SNAP office to apply.

How can my family or friends help me apply for SNAP?

While filling out your initial application, you can assign a family member or friend to complete the interview with SNAP on your behalf. You authorize someone to do this by writing their name on the “Authorized Representative” portion of your application.

Alabama SNAP General Phone Number:

1-833-822-2202



Medical Care

Medicaid vs. Medicare

Medicaid and Medicare are both government insurance programs, but they generally serve different populations. However, if you qualify for both Medicare and Medicaid, you should apply for both. Even on Medicaid and Medicare, you still have to make co-payments for health care. Having both can lessen or eliminate any co-payments or costs not covered by one. Medicare is more expensive than Medicaid.

People with disabilities usually qualify for both.

Medical Care Options

- Medicaid
- Medicare
- Private Insurance
- Private Insurance through an Employer
- Paying out-of-pocket (most expensive)
- Community Mental Health Centers
- Community Clinics (free or low-cost)
 - Go to [freeclinicdirectory.org](https://www.freeclinicdirectory.org) to find a free medical or dental clinic near you.

Medicaid in Alabama

People who are eligible for Medicaid in Alabama:

U.S. citizens who meet certain income requirements and are one of the following:

- People with disabilities
- Pregnant people
- People who have custody of children under age 19
- Elderly people

Are adults without children eligible for Medicaid?

No. However, if you have a disability, are pregnant, or are a senior, you may be eligible.

Can I apply for Medicaid while incarcerated?

No. You have to wait until you are released to apply for Medicaid.

How do I apply for Medicaid?

The easiest way to apply is online at [medicaid.alabama.gov](https://www.medicaid.alabama.gov). You can also download a paper application online or pick up a paper application from the Medicaid worker at your local health department. For help applying, you can call 1-800-362-1504.

Medicare

What is Medicare?

Medicare is government-funded insurance. Most Parts of Medicare still cost money, but they are generally cheaper than private insurance. Medicare serves a different population than Medicaid.

Who is eligible for Medicare?

- People who are age 65 or older
- People with disabilities
- People with End-Stage Renal Disease
 - Permanent kidney failure requiring dialysis or transplant
- People with Amyotrophic Lateral Sclerosis (ALS)

You are eligible for premium-free Part A if you are age 65 or older and you or your spouse worked and paid Medicare taxes for a certain amount of time. You can get Part A at age 65 without having to pay premiums if:

- You are receiving retirement benefits from Social Security or the Railroad Retirement Board.
- You are eligible to receive Social Security or Railroad benefits but have not yet filed for them.
- You or your spouse had Medicare-covered government employment.

I applied for SSI and was accepted. Does this matter?

If you successfully applied to receive Supplemental Security Income (SSI) because you are over 65 or because of a disability, you are automatically enrolled in Medicaid.

What are the different “Parts” of Medicare?

Medicare is split up into different “Parts.” Most Medicare users are enrolled in Part A or Part A and B. Each Part has different fees.

Part A - Hospital Insurance

This provides insurance for emergencies. Part A helps pay for inpatient care in a hospital and for some aftercare.

Part B - Medical Insurance

This specifically refers to general medical insurance for primary care physicians and specialists when appropriate.

Medicare Supplement Insurance

Also called Medigap. This helps pay any out-of-pocket copayment, coinsurance, and deductible expenses.

Medicare Advantage Plan (previously known as Part C)

This Plan includes all benefits and services covered under Part A and Part B plus prescription drugs and additional benefits such as vision, hearing, and dental care.

Medicare Part D - Prescription Drug Coverage

This Plan helps cover the cost of prescription drugs.

Where can I learn more about Medicare and apply online?

If you are not automatically enrolled in Medicare, you can apply online at <https://www.ssa.gov/benefits/medicare/>.

Community Mental Health Centers

What is a Community Mental Health Center?

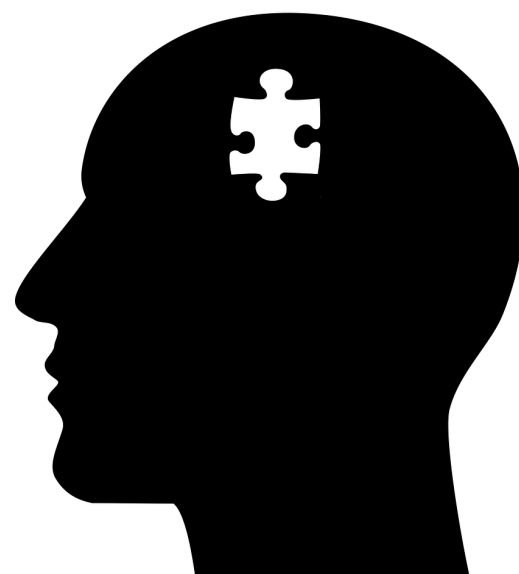
A Community Mental Health Center is a federally subsidized mental healthcare provider specializing in serious and more minor mental health issues.

Who can go to a Community Mental Health Center?

Anyone, including people without insurance, can get services at Community Mental Health Centers. There are more treatment and care options available to people who have insurance.

What services are provided at Community Mental Health Centers?

Individual and group therapy sessions, psychiatric diagnostic evaluations, group activities and classes, workshops, and more. Community Mental Health Centers usually have specialized services for people with serious mental illnesses, people who have been discharged from inpatient psychiatric programs, people recovering from substance abuse issues, elderly people, and children.



Does it cost money?

Yes. Most Community Mental Health Centers offer some free programs, but most programs cost money. They use a sliding scale to determine the costs of services based on people's income. Services at a Community Mental Health Center are generally much cheaper than at a regular doctor's office.

Where is my nearest Community Mental Health Center?

See Attachment C for a list of Community Mental Health Centers in Alabama and their areas of focus. The map shows the name of the facility and the counties it serves. "MI" stands for "Mental Illness," "SA" stands for "Substance Abuse," and "DD" stands for "Developmental Disability."



Identification

Why do I need more than one form of Identification?

Many government programs and non-profits require specific forms of ID or multiple forms of ID to participate. It is also good to have back-up forms of ID in case one gets lost or stolen. Some jobs also require you to have a driver's license, and you need multiple forms of ID to get a driver's license.

A family member has a copy of my birth certificate or other ID card. Should I still try to get another one?

Yes. Unless YOU are in physical possession of your birth certificate, social security card, or other forms of ID, it is smart to try to get another copy of these documents. It is common for people to lose these types of documents. Having a birth certificate or ID that you do not have access to or is lost does not help you.

Temporary Identification Cards

When ADOC releases you, you will be given a temporary ID card that you can use to obtain other forms of identification. This temporary ID card usually expires within 2 months of your release and is not meant to serve as a valid form of identification on its own. Once you are released, you should immediately begin the process of obtaining the more permanent forms of identification that you need.

Birth Certificate

Getting a Copy of Your Birth Certificate

If you were born in Alabama, there are three ways to get a copy of your birth certificate.

- 1) Order your birth certificate online at www.alabamapublichealth.gov/vitalrecords/birth-certificates.html.
- 2) Order your birth certificate in-person at any county health department.
- 3) Order your birth certificate through the mail by sending an application to the Alabama Public Health Department at:

Alabama Vital Records
P.O. Box 5625
Montgomery, AL 36103-5625

You will need to download this application online or pick one up at any county health department.

If you were not born in Alabama, you will have to look up your state's specific process for obtaining birth certificates.

What do I need to order a copy of my Alabama birth certificate?

It costs \$15 to get a copy of your birth certificate. You will also need a valid ID. Both an Ex-Felon ID and an Inmate ID issued by the U.S. Department of Justice will work. If you are using an Inmate ID, you will also need to provide a letter of release from the institution.

Driver's License & Non-Driver ID

I used to have a driver's license.

How do I get a new one?

If your license expired less than three years ago, you only need to “renew” your license. If your license expired more than three years ago, you need to apply for a new license.



How much does it cost to apply for a driver's license or non-driver ID?

The physical ID card costs \$36.25, and the driving test costs \$5. You should also factor in whatever costs are required to get proper documentation.

What forms of identification do I need to get a license or ID?

You need two forms of approved identification, if one of them has your photo on the ID. If you do not have a photo ID, then you need three forms of identification.

At least one of your IDs must be a “primary” form of ID, like a birth certificate or a passport.

A secondary form of identification can be your felon ID card, a GED certificate, or a VA card, among a long list of other forms of identification.

For a full list of primary and secondary forms of identification, visit alea.gov/dps/driver-license/license-and-id-cards.

What other documents do I need for a new driver's license or non-driver ID card?

- Your social security card
 - ADOC should give you a replacement copy of your social security card upon release
 - See pg. 25 for information on replacing a lost social security card
- Two proofs of residence
 - Proof of residence can be any court record that indicates your residential address or any mail from the government to your residential address. Your "residence" can be a P.O. Box.

Where do I apply for a driver's license or a non-driver ID?

At any Alabama Law Enforcement Agency (ALEA) Driver's License Office. You should make an appointment in advance if you can. You can also contact ALEA at 334-242-4400 to find the nearest office to you.

Note on the Driving Test:

If you need to take a driving test, you will need to have a car with current insurance that you can use. The car owner will have to go with you on the day you take your driving test. If you do not know anyone who will let you borrow a car with current insurance, you can reach out to some driver's ed schools - they occasionally let people borrow their cars for a fee.

Social Security Card Replacement



I've lost my social security card. What do I do?

ADOC should give you a replacement copy of your social security card upon release. If you lose this card, no need to panic! The process for replacing a missing social security card is simple and FREE. You can either complete the replacement request process online or in person. Visit Social Security's official website at [ssa.gov](https://www.ssa.gov) to create an account and complete the application process online.

What do I need to replace my social security card?

Replacing your social security card is a free service provided by Social Security. You should use Social Security's website to replace your social security card. Do not use third-party services that charge you to replace your social security card.

You will need to bring the following documents with you if you are replacing your social security card in person:

- Proof of Identity:
 - U.S. Passport
 - U.S. driver's license, OR
 - U.S. state-issued non-driver ID card
- Proof of Citizenship (only required if you were not born in the U.S.):
 - U.S. Passport
 - U.S. Certificate of Citizenship, OR
 - U.S. Certificate of Naturalization
- Completed Social Security Card Application
 - Application available to print at [ssa.gov/forms/ss-5.pdf](https://www.ssa.gov/forms/ss-5.pdf)

Where do I go to file my application?

You can locate your nearest Social Security office using the Social Security Office Locator at secure.ssa.gov/ICON/main.jsp.

Felon Identification Cards

What is a felon ID card?

A felon ID card is a registration card that people who have been convicted of more than one felony are required to carry at all times.

Upon your release, you must register as a convicted felon with the local sheriff's office within 24 hours. If your address changes, you must notify the sheriff's office of the change within 24 hours.

Who is required to get a felon ID card?

Anyone who has been convicted of two or more felonies. If this applies to you, Alabama law requires you to register as a felon at the local sheriff's department. Your sheriff's office will give you a felon ID card upon registration.

What if I don't register for a felon ID card?

It is your responsibility to register for a felon ID card, have it in your possession at all times, and notify the sheriff's office immediately if your address changes after registration.

Under Alabama law, you can be punished if you fail to meet these requirements. You could be fined up to \$30 for each day you are out of compliance. You could also be put in jail for up to 30 days for each day you are out of compliance. Failure to register can also be considered a probation violation.

Fines and jail time can add up very quickly. Be sure to contact the local sheriff's office as soon as you can to avoid these consequences.

Employment Resources

Ready-to-Work Training Program

Ready-to-Work is a five-week course in interviewing and soft skills offered through the Alabama Community College System. This free training program features six online, self-paced modules teaching skills to prepare participants for the workforce. In addition, participants gain the following upon program completion: (1) ACT's National Career Readiness Certificate, (2) Alabama Certified Worker Certificate, and (3) one free college course.

Enroll online at:

accs.edu/readytowork/

Alabama Works!

Alabama Works! is an online platform run by the Alabama Department of Labor that provides both access to job listings in Alabama by county and plenty of online resources to help you find and prepare for a job that best fits your skills and needs.

Website:

alabamaworks.alabama.gov/

Visit Your Local Career Center

Most counties in the state of Alabama have at least one career center where you can get more information about services and job postings in your area.

Why is professional development important?

People who have previously been incarcerated often have a hard time finding employment. However, many employers are happy to hire people who were incarcerated. Expanding your education, skills, and networks will help you have the edge over other applicants and connect you to those employers.

General Education Diploma

Getting Your GED

What is a GED?

- A GED, or General Education Diploma, can be earned by passing a test that measures your high school level knowledge in the areas of math, science, language arts, and social studies. When you pass this test, you will receive a certificate equivalent to a high school diploma.

Why should I get my GED?

- If you do not graduate from high school, the GED is a way to meet the job qualification of having a high school diploma. Several employers require potential employees to have the equivalent of a high school diploma before they are hired. Passing the GED is a way to qualify for these positions even if you did not graduate from high school.

How can I prepare to take the GED?

While Incarcerated:

Most correctional facilities in Alabama offer programs on GED test prep. Check with your facility's classification office about enrolling in a GED test prep course and preparing to take the exam. If you take the exam while incarcerated, save documentation of your test prep and results.

After Release:

The Alabama Community College System (ACCS) provides free GED test prep at community colleges throughout the state. Visit the ACCS's website at accs.edu/adult-education/ged/ to learn more about their free GED prep services.

Voting Rights



How will I know if I've lost the right to vote?

In Alabama, people convicted of certain crimes will lose their right to vote. See Attachment D for a list of convictions that will result in a loss of the right to vote. The ACLU of Alabama created this attachment. For some of these convictions, you can complete a Certificate of Eligibility to Register to Vote (CERV) application to have your right to vote restored. Applications are automatically accepted if you have completed your sentence, paid all fines and fees, and have no pending charges. For others, you must seek a pardon before you can petition for your right to vote to be restored.

My conviction is for a crime that is not on any list in Attachment D. Can I still restore my right to vote?

If your conviction is for a crime that is not in the yellow, red, or black boxes in Attachment D, you have not lost the right to vote. You do not need to fill out a CERV application. However, you should check with your local registrar to make sure you are registered to vote and that your information, including your address, is up to date. You may also visit alabamavotes.gov to check your information.

Where can I register to vote?

You can register to vote at your local registrar, DMV, post office, library, Medicaid office, by mail, and online at alabamavotes.gov.

See Attachment D if you need more information.

What do I do if I lost my right to vote because of my conviction?

If your conviction is in the yellow box in Attachment D, you will need to apply for a Certificate of Eligibility to Register to Vote (CERV). See Attachment E for a copy of this form. Copies of this form can also be found on the Alabama Bureau of Pardons and Parole's website under "Forms." Physical copies of the form are available at your local Pardons and Parole office.

Completed CERV applications should be sent to the following address:

**Alabama Bureau of Pardons and Paroles
100 Capitol Commerce Boulevard, Suite 310
Montgomery, AL 36117**

How long will it take for ABPP to review my application?

Once the Alabama Bureau of Pardons and Parole has received your CERV application, they have 30 days to investigate your situation. ABPP then has 14 days to respond to your voting rights restoration request. In total, ABPP has 44 days to respond to your application.

What should I do after I've submitted my application?

Wait for a response from ABPP. If you do not hear from ABPP after 44 days, contact their main office at (334) 242-8700. If your application is granted, you should receive a voter rights restoration certificate. If it is denied, ABPP must provide a reason for the denial. If your rights have been restored, you will still need to register to vote before you can participate in an election.

Pardons & Rights Restoration

Restoration of your rights is important for some people to complete their transition out of prison. Certain convictions lead to the loss of rights beyond the right to vote. If you lost these rights, you can only have them restored through a pardon from the Bureau of Pardons and Parole.

What is a pardon?

A pardon is a decision by the state to relieve a convicted individual of some or all of the consequences of their conviction. It does not clear your criminal record, but it does restore some or all of the rights lost due to a conviction.

Who is eligible for a pardon?

Anyone who has either 1) completed their sentence or 2) completed at least three years of permanent parole is eligible for a pardon. If your conviction was for a felony, you must also submit to providing a DNA sample as a condition of the pardon.

How can I apply for a pardon?

You will need to start the pardon application process by completing a Pardon Application Form. Copies of this form are available on the ABPP website under "Resource" then "Forms." This form, along with a completed Waiver of Liability Form (also available on the ABPP website), should be sent to the same address listed above for CERV applications. After an investigation, the ABPP will conduct a hearing to decide whether to grant the pardon. This entire process can take up to a year.

Rights requiring pardon:

- Right to possess a firearm
- Right to hold public office
- Right to sit on a jury
- Right to vote*

*only if convicted of crimes in red box of Attachment D

Private Organizations Directory

4 Pages

Name	Category	Location	Mailing Address	Phone Number	Description
The Lovelady Center	Women General	Birmingham / Irondale	7916 2nd Avenue South, Birmingham, AL 35206	205-833-7410	9-12 month comprehensive reentry program for women. Can be a part of supervised parole, but not necessarily. \$500 intake fee, likely more fees after that. Send them a letter for an application.
The Ordinary People Society	Voting	Dothan	403 West Powell Street, Dothan, AL 36303	334-671-2882	Voting rights restoration assistance
ACLU of AL	Voting	All Alabama	P.O. Box 6179, Montgomery, AL 36106-0179	334-265-2754	Voting Restoration Guide
Alabama Department of Rehabilitation Services: Traumatic Brain Injuries	Traumatic Brain Injuries	All Alabama	602 S. Lawrence St., Montgomery, AL 36104	334-293-7500	Employment workshops/trainings for people with TBIs. Also, a Care program for people who were injured less than two years ago.
Parenting Assistance Line	Parenting	All Alabama	Box 870157 Tuscaloosa, AL 35487	866-962-3030	Free Parenting Assistance advice line
Aid to Inmate Mothers	Mothers	Montgomery / Tutwiler CF	PO Box 986 Montgomery, AL 36101	334-262-2245	Pre-release program at Tutwiler. Project Reconnect is an aftercare program that helps them secure jobs and housing and provides them with essential counseling
Alabama Justice Ministries Network	Mentoring	Birmingham	507 Whitmore Drive, Birmingham, AL 35221	205-601-2941	One-on-one mentoring program with a volunteer from the community
Shepherd's Fold	Housing & General	Birmingham	P.O. Box 2084, Birmingham, AL 35203	205-780-6211	This program is for incarcerated males and females who need a home plan. If they are accepted in to this 6-month program, they receive the following assistance: food, shelter, clothing, evening programs four nights a week, help with ID cards, finding employment, financial knowledge classes, literacy and GED diploma assistance.
A Day of New Beginnings	Housing & General	Rainbow City	114-B Brown Avenue, Rainbow City, AL 35906	259-399-6908	Provides 6-month re-entry program for women who have been released from prison and completed a substance abuse program while in prison..
The Ark	Housing & General	Dothan	475 W. Main St, Dothan	334-794-7223	12 month residential program - first 6 months free. For more information and application, send a letter to the Ark.
Breaking the Cycle	Housing & General	Opelika	2601 Peperrell Oarkway, Opelika, AL 36801	334-319-0330	Halfway house for individuals with sex offense convictions. No application needed, just call the listed number. Residents required to attend Christian church.

Center for Hope	Housing & General	Anniston	2906 Bynum-Leatherwood, Anniston, AL 36201	256-236-9716	Christian-based halfway house. 12-18 month stay. Does not accept individuals who have been convicted of sex crimes. Required weekly Bible studies and job training classes. One time fee of \$215. Generally does not have a waitlist because the org can house over 200 people. Cannot offer medical services for individuals with mental illness.
Canaan Land Ministries	Housing & General	Autagaville	449 Co. Road 165, Autaugaville, AL 36003	334-365-2200	Year long residential program for people who wanting to teach the Bible. Incarcerated people welcome.
Downtown Rescue Mission	Housing & Addiction Recovery	Huntsville	1400 Evangel Drive NW, Huntsville, AL 35816	256-536-2441	12 month residential substance abuse recovery program, transitional assistance available for people who complete the program. Faith-based placement agency for men and women. Does not accept individuals who have been convicted of a sex crime.
Renaissance Inc.	Housing	Montgomery	215 Clayton Street, Montgomery, AL 36104	334-832-1402	This is a 6-month to 1-year program for men who have been released on probation or parole for non-violent crimes. Can accommodate no more than 14 people at a time. All participants are expected to pay rent, work or go to school, attend scheduled classes and meetings, follow all the rules of the house.
Foundry Ministries	Housing	Bessemer	P.O. Box 824, Bessemer, AL 35021	205-424-4673	This is a 6-month reentry program for males who have been released from prison. There is a one-time fee of \$450 due at intake. Participants get free housing, food, clothing, basic health and dental care, life-skills classes, Bible study and prayer. Heavy Christian orientation.
The Ordinary People Society	Housing	Dothan	403 West Powell Street, Dothan, AL 36303	334-671-2882	T.O.P.S. Restoration Transitional Housing Program provides a safe place to live for men and women who have recently been released from jail or prison T.O.P.S. transitional program also helps individuals who struggle with prior drug use and homelessness, providing them with safe shelter as they seek to rebuild their lives.
7 Springs Ministry	Housing	Anniston	P.O. Box 4445, Anniston, AL 36204	256-770-4089	6 month residential re-entry program.

The Dannon Project	General	Birmingham/ Hobson City / Thomasville	2324 5th Avenue North, Birmingham, AL 35203	205-202-4072	Reentry assistance program. "Intensive Case Management Housing Assistance Access to Healthcare & Wellness Substance Abuse Counseling Education & Job Training Financial Literacy & Life Skill Training Employment Assistance Family Reunification Court Advocacy Services Retention Services"
Outreach Ministries	General	Muscle Shoals	2303 Camden Cove West Muscle Shoals, AL 35661	256-394-3306	Reentry support program
Dismas Charities	General	Montgomery	125 E Fleming Rd, Montgomery, AL 36105	334-281-0322	Extensive Reentry Services. 3 Month residential program.
United Way of Central Alabama	General	Birmingham	PO Box 320189, Birmingham, AL 35232	205-251-5131	Provides range of services for any individual, regardless of former status as incarcerated. Services include housing and financial resources, Meals on Wheels, free tax preparation, financial stability programs, foreclosure prevention partners, and matched savings program
Alabama Marriage	Family	All Alabama	M.W. Smith Hall, Auburn, AL 36849	334-844-3227	Marriage Books and Advice
Alabama Non- Violent Offenders Organization	Employment	All Alabama	701 Andrew Jackson Way, Huntsville, AL 35801 Suite-B	256-288-3175	Employment Assistance. "Non- violent" Offenders only. Be aware that this program expects people who they deem as able to reimburse them for their services.
A Cut Above the Rest	Employment	Montgomery	1601 Dewey St Montgomery, AL	205-718-2239	Construction and heavy equipment training for people who were formerly incarcerated.
Birmingham Urban League	Education & Employment	Birmingham	1229 3rd Avenue North, Birmingham, AL 35203	205-326-0162	Offers GED course, job training, and assists people in becoming homeowners
Alabama Department of Rehabilitation Services: STAR Program	Disability	All Alabama	602 S. Lawrence St., Montgomery, AL 36104	334-293-7500	Helps people with disabilities get assistive technology for free. Assistive technology includes items like wheelchairs, walkers, hearing aids, magnifying glasses, CCTVs, lifts, ramps, etc.
Southern Disability Foundation	Disability	All Alabama	P.O. Box 1566, Montgomery, AL 36102	334-293-7008	Provides low-interest loans to people with disabilities to so they can purchase assistive technology. Also, hosts employment trainings/workshops for people with disabilities.

Alabama Department of Rehabilitation Services: Lakeshore Program	Disability	All Alabama	602 S. Lawrence St., Montgomery, AL 36104	205-917-8400	Free Program for people with significant disabilities on: Adaptive Driving Training Assistive Technology Employability Development Vocational Evaluation. You must be referred to this program by a vocational rehabilitation counselor.
Alabama Department of Rehabilitation Services: VRS	Disability	All Alabama	602 S. Lawrence St., Montgomery, AL 36104	334-293-7500	Vocational training and resources referral for people who are deaf and/or blind, including people who are hard of hearing or low vision
Mission of Hope Ministries	Addiction Recovery	Mobile	14970 Mission Road, Mobile, AL 36608	251-649-0830	Free Drug & Alcohol Rehabilitation Program.
Wings of Life Recovery	Addiction Recovery	Mobile	800 St Louis Street, Mobile, AL 36602	251-333-4800	Lower Cost 90 day Rehabilitation Program.
Serenity Care	Addiction Recovery	Mobile	1951 Dawes Road, Mobile, AL 36695	261-635-1942	Drug & Alcohol Rehabilitation Center. \$400 up front cost, continuing cost based on length of program.
Health Services Center: CORE Program	Addiction Recovery	Anniston	P.O. Box 1347, Anniston, AL 36202	256-832-0100	Outpatient substance abuse program for people recently release from prison.

Attachment A

Social Security Checklist for Disability Application

1 Page



Checklist for Online Adult Disability Application

The information below will help you gather the information you may need to create a *my* Social Security account and complete the online Disability application. We recommend you print this page to use while gathering your information.

Create a *my* Social Security Account

You are required to login to your existing *my* Social Security account, or attempt to create one. To create an account, we will ask you a series of identity questions for verification. You may want to have certain items on hand to be prepared for additional security questions, such as, but not limited to: **mobile phone (for the purpose of receiving texts and emails), credit card, W-2, and tax forms.**

File for Benefits Online – The Information You Need

Date and Place of Birth - If you were born outside the United States or its territories:

- Name of your birth country at the time of your birth (it may have a different name now)
- Permanent Resident Card number (if you are not a U.S citizen)

Marriage and Divorce

- Name of current spouse, name of prior spouse (if the marriage lasted more than 10 years or ended in death)
- Spouse(s) date of birth and SSN (optional)
- Beginning and ending dates of marriage(s), place of marriage(s) (city, state or country, if married outside the U.S.)

Names and Dates of Birth of Children Who:

- Became disabled prior to age 22, or
- Are under age 18 and are unmarried, or
- Are aged 18 to 19 and still attending secondary school full time

U.S. Military Service

- Type of duty and branch, service period dates

Employer Details for Current Year and Prior 2 Years (not self-employment)

- View your Social Security Statement online at www.socialsecurity.gov/myaccount
- Employer name, employment start and end dates, total earnings (wages, tips, etc.)

Self-Employment Details for Current Year and Prior 2 Years

- View your Social Security Statement online at www.socialsecurity.gov/myaccount
- Business type and total net income

Direct Deposit - Domestic bank (USA)

- Account type and number
- Bank routing number

Direct Deposit - International bank (non-USA)

- International Direct Deposit (IDD) bank country
- Bank name, bank code, and currency
- Account type and number, branch/transit number

Alternate Contact

- Name, address and phone number of someone we can contact who knows about your medical condition(s) and can help you with your claim

List of your Medical Conditions

Information About Doctors, Healthcare Professionals, Hospitals and Clinics

- Names, addresses, phone numbers, patient ID numbers, and dates of examinations and treatments
- Names and dates of medical tests you have had and who sent you for them
- Names of medications (prescriptions and non-prescriptions), reason for medication and who prescribed them

Information About Other Medical Records

- Vocational rehabilitation services, workers compensation, public welfare, prison/ jail, an attorney, or another place

Job History

- Date your medical condition began to affect your ability to work
- Type of jobs (up to 5) that you had in the 15 years before you became unable to work because of your condition
- Type of duties you did on the longest job you had

Education and Training

- Highest grade in school completed (date), and any special education (school name, city and state)
- Name of special job training, trade school or vocational school and date completed

Attachment B

Contact Information for Alabama Social Security Offices

2 Pages

SOCIAL SECURITY OFFICES IN ALABAMA

Albertville Social Security Office
406 Martling Rd
Albertville, AL 35951
Phone: (800) 521-0073

Alexander City Social Security Office
63 Aliant Pkwy
Alexander City, AL 35010
Phone: (877) 405-0483

Andalusia Social Security Office
24467 AL-55
Andalusia, AL 36420
Phone: (877) 405-7657

Anniston Social Security Office
801 Quintard Ave
Anniston, AL 36201
Phone: (877) 701-2139

Auburn Social Security Office
2454 E University Dr
Auburn, AL 36830
Phone: (877) 512-3857

Bessemer Social Security Office
5475 Academy Way
Bessemer, AL 35022
Phone: (866) 593-5647

Birmingham Social Security Office East
1972 Gadsden Hwy.
Birmingham, AL 35235

Birmingham Social Security Office
1200 Rev Abraham Woods Jr. Blvd.
1st Floor
Birmingham, AL - 35285

Cullman Social Security Office
1908 Commerce Ave NW
Cullman, AL 35055
Phone: (877) 803-6323

Decatur Social Security Office
717 McGlathery Ln. SE
Decatur, AL 35601
Phone: (888) 289-9185

Dothan Social Security Office
1778 Whatley Dr.
Dothan, AL 36303
Phone: (877) 452-4192

Fairhope Social Security Office
101 Courthouse Dr.
Fairhope, AL 36532
Phone: (866) 837-5964

Florence Social Security Office
203 S Walnut St.
Florence, AL 35630
Phone: (855) 884-3407

Mobile Social Security Office
550 Government St., Suite 100
Mobile, AL 36602
Phone: (866) 593-1922

Gadsden Social Security Office
204 Enterprise Rd.
Gadsden, AL 35904
Phone: (877) 316-4418

Selma Social Security Office
120 Executive Park Ln
Selma, AL 36701
Phone: (877) 628-6541

Huntsville Social Security Office
4970 Research Dr. NW
Huntsville, AL 35805
Phone: (866) 593-0665

Talladega Social Security Office
736 North St. E
Talladega, AL 35160
Phone: (877) 619-2854

Jackson Social Security Office
4249 N College Ave
Jackson, AL - 36545
Phone: (877) 476-4484

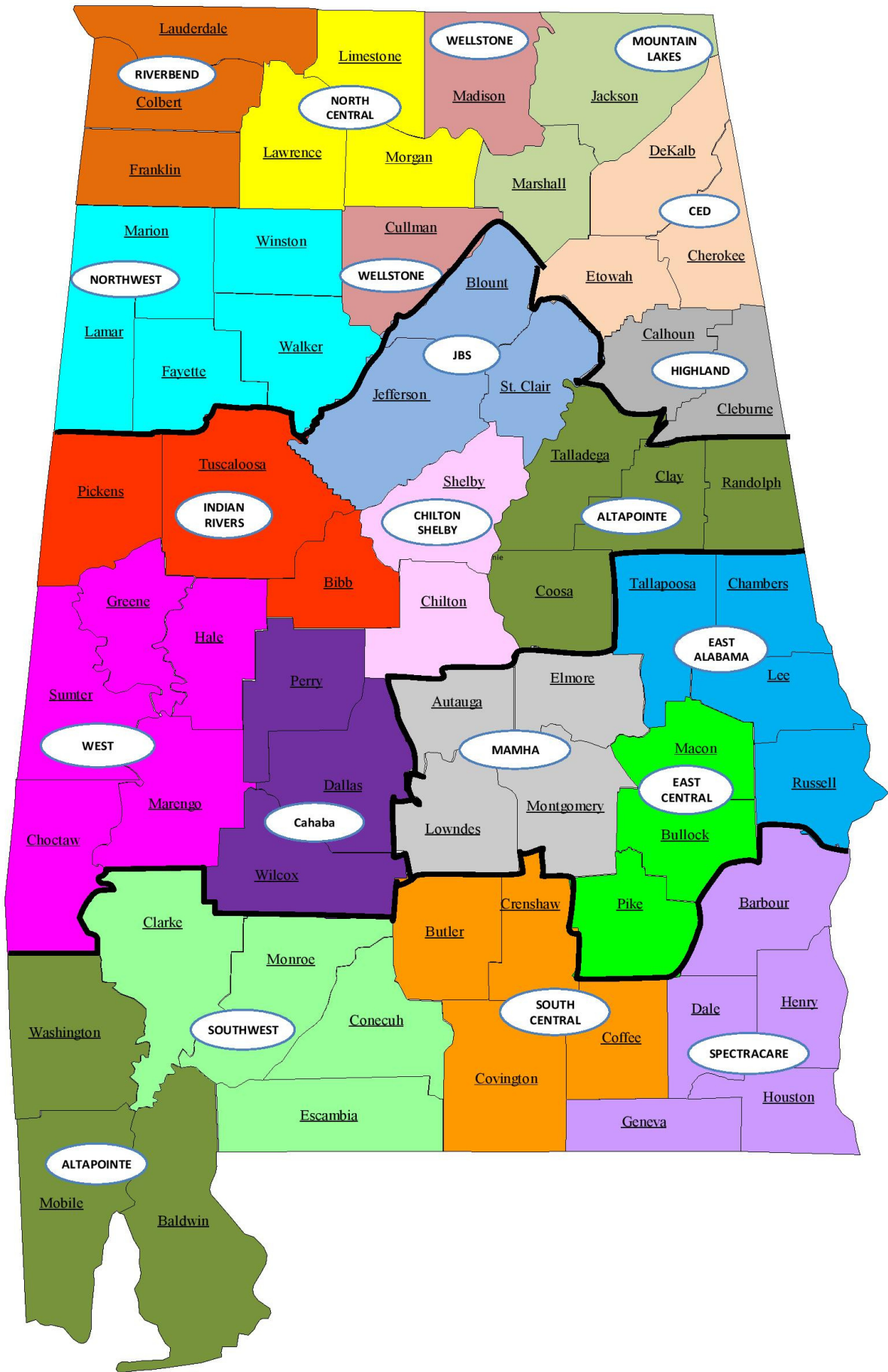
Tuscaloosa Social Security Office
2005 University Blvd #1200
Tuscaloosa, AL 35401
Phone: (877) 480-4988

Jasper Social Security Office
501 The Mall Way
Jasper, AL 35504
Phone: (877) 575-5199

Attachment C

Map & List of Alabama Community Mental Health Centers

2 Pages



CMHCs	MI	SA	DD
AltaPointe	X	X	X
Cahaba	X	X	X
Highland Health System	X	X	X
CED	X	X	
Chilton-Shelby	X	X	X
Cullman	X	X	
East Alabama	X	X	X
East Central	X	X	X
Huntsville (Wellstone)	X	X	
Indian Rivers	X	X	X
J.B.S. - Eastside	X		
J.B.S. - Western	X		
J.B.S. - UAB	X		
J.B.S. - Capitol Care	X		
J.B.S. - Glenwood	X		X
Mountain Lakes	X	X	
Montgomery	X		
Northwest	X	X	X
North Central	X		
Riverbend	X	X	
South Central	X	X	X
Southwest	X	X	X
Spectracare	X	X	X
West Alabama	X		

Attachment D

Rights Restoration Information
from the ACLU

2 Pages

GUIDELINES FOR ALABAMA VOTERS CONVICTED OF CRIMES

yellow

CERV Eligible Convictions

Manslaughter
Assault
Kidnapping, 1st or 2nd degree
Human trafficking, 1st or 2nd degree
Terrorism
Soliciting or providing support for terrorism
Hindering prosecution of terrorism
Endangering the water supply
Possession, manufacture, transport or distribution of a destructive device or biological weapon
Selling, furnishing or giving away a destructive device or biological weapon
Possession, manufacture, transport or distribution of a detonator, explosive, poison or hoax device
Possession or distribution of a hoax device represented as a destructive device or weapon
Attempt to commit an explosive or destructive device or biological weapon crime
Conspiracy to attempt an explosive or destructive device or biological weapon
Hindrance or obstruction during detection, disarming or destruction of a destructive device
Possession or distribution of a destructive device or weapon intended to cause injury or destruction
Trafficking in cannabis, cocaine, amphetamines, methamphetamines or other illegal drugs
Bigamy
Torture or willful maltreatment of a child under the age of 18
Aggravated child abuse
Prohibited acts in the offer, sale, or purchase of securities
Burglary, 1st or 2nd degree
Theft of property or lost property, 1st or 2nd degree
Theft of trademarks or trade secrets
Robbery, 1st, 2nd, or 3rd degree
Forgery, 1st or 2nd degree

If you have only been convicted of one of these crimes, then you do not need a pardon to restore your voting rights.

You can apply for a Certificate of Eligibility to Register to Vote (CERV) if you have no pending criminal charges; completed full sentence, parole/ probation, OR been pardoned; and paid all fines, fees, and restitution ordered at the time of the sentence on the disqualifying felony.

green

Other Convictions

If you have not been convicted of a crime in the black, red, or yellow boxes, then you have not been convicted of a crime of moral turpitude. You have **NEVER** lost your right to vote.

Check with your local registrar to update your registration information, or visit alabamavotes.gov.

Board of Pardons & Paroles - Main Office

PO Box 302405
Montgomery, AL 36130
(334) 353-7771 or (334) 353-8067
www.pardons.state.al.us

Secretary of State - Elections Division

PO Box 5616
Montgomery, AL 36103
(334) 242-7210 or (800) 274-8683
www.alabamavotes.gov



Ineligible Convictions (Not Pardonable)

black

Treason
Impeachment

You cannot restore your voting rights if you have either of these convictions OR if you are sentenced to death.

Ineligible Convictions (Pardonable)

red

Murder
Rape
Sodomy
Sexual abuse
Sexual torture
Enticing a child to enter a vehicle for immoral purposes
Soliciting a child by computer
Production of obscene matter
Parents or guardians permitting children to engage in obscene matter
Possession of obscene matter
Possession with intent to distribute child pornography

To restore your voting rights, you must go through the pardon process.

What's Next?

If your conviction is not a crime of moral turpitude and does not disqualify you, you can register to vote.

If you believe you are eligible to have your voting rights restored, contact the local Pardons & Paroles office in the county that you live in.

If you have already restored your voting rights, make sure you have also registered to vote.

VOTING RIGHTS RESTORATION PROCESS

1. Check criminal history.

If the conviction is not in the black, red, or yellow box, then the applicant has not lost their right to vote. They can register to vote with their local registrar or online at alabamavotes.gov.

All convictions should be checked individually for whether it strips voting rights. It is possible a person with more than one conviction has one felony that leads to loss of voting rights while the other felony does not.

2. Check eligibility.

If the felony conviction is in the yellow box, then the applicant must meet the following conditions: has no pending criminal charges; has paid all fines, fees, and restitution ordered at the time of sentencing on the disqualifying felony (post-conviction fees do not apply, nor do fees owed on felonies in the green box); and has completed either the full sentence, probation/parole, OR been pardoned.

If these conditions are not met, the applicant is not eligible for voting rights restoration at this time. They can apply once they satisfy all conditions.

3. Contact Board of Pardons & Paroles.

If the applicant's criminal history does not include any crimes in the red or black boxes and is determined eligible in Step 2, then they can go in person to the local Pardons & Paroles office for the county that they currently live in. Applicants can also start their application over the phone by calling the main office at (334) 353-7771 or (334) 353-8067. They will be asked questions regarding their name, address, birth date, social security number, prison ID number, and conviction history, so the applicant should have all information on hand before calling.

4. Wait up to 44 days for a response.

The Board of Pardons & Paroles has a 30 day discovery period followed by a 14 day response window to process voting rights restoration applications. Based on the results of the investigation and a favorable determination by the Board of Pardons & Paroles, a voter rights restoration certificate will be issued. If the application is denied, the Board will provide a reason why.

5. Register to vote.

If an applicant is issued a voter rights restoration certificate, they are now cleared to vote but must still register to vote before election day. Registration deadlines are 15 days before an election. Individuals can register at their local registrar office, at any assistance office such as WIC or Medicaid, at the DMV, at the post office, at the library, through the mail, or online at alabamavotes.gov.

Those currently incarcerated with non-disqualifying felonies are also able to register to vote and to vote by absentee ballot. Ask a Sheriff or Warden to obtain the forms.

6. Get a voter ID.

In addition to driver's licenses, passports, and government IDs, individuals are able to obtain a free voter ID card at their local registrar office. Prison ID cards are also an accepted form for voter ID.

7. Get help.

If there are questions or problems with this process, contact the Board of Pardons & Paroles at (334) 353-7771 or (334) 353-8067, Legal Services Alabama at 1-866-456-4995, ACLU of Alabama at (334) 265-2754, or The Ordinary People Society at (334) 791-2433.

Attachment E

CERV Application Form

3 Pages

CERTIFICATE OF ELIGIBILITY TO REGISTER TO VOTE (“CERV”) APPLICATION

(Read and follow the attached **INSTRUCTIONS FOR APPLYING FOR A CERV** before submitting this Application.)

NAME OF APPLICANT: _____
(At Time of Conviction)

CURRENT NAME (if different from above): _____

MAILING ADDRESS: _____
Street or P.O. Box

_____ **City** **State** **Zip Code**

Telephone#: _____ **Cellular#:** _____

E-mail Address: _____

RACE: _____ **SEX:** _____ **DOB:** _____

SS#: _____ **AIS#** (if applicable): _____

CONVICTION: STATE **FEDERAL** **COUNTY OF CONVICTION(S):** _____

YEAR(S) OF CONVICTION(S): _____

(Attach a complete list of convictions for which this CERV is requested.)

I have read the **INSTRUCTIONS FOR APPLYING FOR A CERV** and agree to the terms and conditions stated in that document.

Signature **Date**

Print Name

<p>ALABAMA BUREAU OF PARDONS AND PAROLES USE ONLY</p> <p>Application received on ___ day of _____, 20__.</p> <p>Tracking Number: _____.</p> <p>Waiver Form Received: Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>_____ Print Name</p> <p>_____ Signature</p>

ALABAMA BUREAU OF PARDONS AND PAROLES

INSTRUCTIONS FOR APPLYING FOR A CERV

Alabama law allows convicted persons to apply for a certificate of eligibility to register to vote, subject to the procedures and requirements specified by law. These procedures require the Alabama Board of Pardons and Paroles to grant CERV applications if the applicant satisfies the statutory requirements put forth by Alabama Code Section 15-22-36.1.

PLEASE READ THESE INSTRUCTIONS BEFORE PROCEEDING WITH YOUR REQUEST.

1) Complete the "CERTIFICATE OF ELIGIBILITY TO REGISTER TO VOTE APPLICATION" form. The form must be submitted to the Alabama Bureau of Pardons and Paroles at the following address:

Alabama Bureau of Pardons and Paroles
100 Capitol Commerce Boulevard, Suite 310
Montgomery, AL 36117
Email: pardons@paroles.alabama.gov

2) No CERV investigation will be started without a signed application from the person whose conviction is at issue.