

Help for Hard Times



United Way's 2-1-1 compiled this guide to help people in Wood County who are unemployed, underemployed and struggling financially.



www.getconnected211.org

April 2009



Introduction

Unemployment, even temporary is probably one of the most difficult experiences to endure. Losing your job is traumatic, especially if it affects your entire family's income. Knowing where to turn and taking control of your situation can reduce the impact on you and your family.

The most important thing you must do during the tough time can be one of the most difficult: keep a strong, positive attitude about yourself and your future.

Hard times are tough on the entire family. Your spouse and children may feel helpless. Talk out your problems and plan together as a family. By sharing the burden and pulling together, members of a family grow closer together and draw strength from one another.

Get the help you need because you have earned it. Over the years you have paid taxes and made donations to organizations for the programs and services. Now let your money work for you, don't be embarrassed to ask for the help you need. You paid for it. You earned it.

This guide will help you get started in finding some solutions during this hard time with unemployment, food resources and health services, just to mention a few. Some programs have eligibility guidelines or may provide lower fees based on income. So be sure to ask questions when talking with these programs or dial 2-1-1 for more assistance.

If you are a union member, be sure to contact your union steward, union executive board and/or the Central Labor Council for further union resources.

United Way's 2-1-1 is here to assist in connecting you to resources when tough times hit. Trained specialists answer your call and maintain a comprehensive database of health and human services, government and nonprofit programs. Get Connected. Get Answers. Dial 2-1-1!

Inclusion or exclusion from this resource guide does not generate endorsement or objection to a program or agency by our organization.

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UNEMPLOYMENT

Wisconsin Department of Workforce Development

- **For Information**.....(800) 494-4994
- **To file initial claim application**.....(800) 822-5246
- **To file weekly claim certification**.....(800) 978-7887
- www.ucclaim-wi.org or www.dwd.state.wi.us

EMPLOYMENT

Please use the Job Leads Log in the back of this publication.

Online job search: www.dwd.state.wi.us/Jobnet/mapwi.htm

Marshfield Job Center

- **Job Center**..... (715) 387-6386
- **Dislocated Worker Program** (715) 389-7023

Wisconsin Rapids Job Center

- **Job Center**..... (715) 422-5000
- **Veteran Employment Services**..... (715) 422-5016
- **Dislocated Worker Program** (715) 422-5000
- **DWD Division of Vocational Rehabilitation**..... (715) 422-5050
- **DWD Toll Free Number** (800) 228-1903
- **Marathon County Development, Education & Training**... (715) 422-5014
- **Opportunity Development Center**..... (715) 422-4702
- **Wood County Social Services**..... (715) 421-8600

CHILD CARE ASSISTANCE

Child Care Resource and Referral of Central WI..... (715)423-4114 or (800)628-8534

Assist's parents in Wood County in their search for a licensed child care provider. There is also a Scholarship Aid Program which helps low-income families pay for childcare.

Wisconsin Share (child care assistance) - Wood County Social Services

- **Marshfield Office**..... (715) 387-6374
- **Wisconsin Rapids Office** (715) 421-8600

CLOTHING AND HOUSEHOLD RESOURCES

Career Closet..... (715) 424-7544

Help provide clothing for individuals for career opportunities. Provides support for preparing for a job interview.

Caring Closet..... (715) 422-6382

For public and parochial school staff in South Wood County to access new and very gently used clothing, personal hygiene products and school supplies. Qualifications are based on the immediate needs of the student as determined by school contacts. Guidance Counselors and School Social Workers are the primary contacts.

Family Resource Center (715) 421-2622
A source for Wood County resident's. Free clothing, appliances, big and small, in good working condition, furniture and household items are available for low-income/ emergency situations. Group interaction is available on topics that are of interest to low-income families.

Goodwill

A resale outlet thrift store, with clothing, household items, furniture, and miscellaneous items in good condition.

- **Marshfield** (715) 387-1300
- **Wisconsin Rapids** (715) 421-2991

Saint Vincent De Paul Thrift Store (715) 387-4425
Clothing, furniture, household items, toys, etc. for sale, new items daily. All charity work is done through our Outreach Department. Those who are in NEED may receive free merchandise by applying at Outreach.

Soup or Socks Clothes Closet (715) 387-1796
Provides clothing for local families and individuals who need clothing for daily living, work, job interviews, school or other special needs. Need referral from community organization to access program.

DOMESTIC VIOLENCE

During these hard economic times, domestic violence increases. Please be sure you and your family are in a safe environment. At any time if you are feeling unsafe, dial 911. Or there are domestic violence shelters and advocates to assist you with your situation.

Family Center (available 24 hrs /7 days a wk)..... (715) 421-1511
Personal Development Center

- **Office**..... (715) 384-2971
- **24 hour crisis number**..... (715) 384-5555

EDUCATION

Lakeland College- Mid-State Campus..... (715) 421-1131
Mid-State Technical College www.mstc.edu

- **Wisconsin Rapids Campus** (715) 422-5500
- **Marshfield Campus**..... (715) 387-2538

University of Wisconsin- Marshfield/ Wood County..... (715) 389-6530
www.marshfield.uwc.edu
University of Wisconsin- Stevens Point..... (715) 346-2441
www.uwsp.edu

ECONOMIC SUPPORT/PUBLIC ASSISTANCE

Wood County Social Services

Public assistance programs include: BadgerCare Plus, Medicaid, FoodShare (formerly Food Stamps), Wisconsin Works (W-2), and Wisconsin Shares (Child Care assistance) for eligible residents.

- **Marshfield Office**..... (715) 387-6374
- **Wisconsin Rapids Office**..... (715) 421-8600
- Apply online: <https://access.wisconsin.gov/access/>

FINANCIAL COUNSELING/BUDGETING

Please see the Financial Worksheet and Creditor Worksheet in the back of this publication.

- **Catholic Charities Credit Counseling – Marshfield**.....(715) 387-2748
- **FI\$C – Wisconsin Rapids**(715) 323-0337
- **UW Extension – Wood County Family Living**.....(715) 421-8440

FOOD RESOURCES

Community Meal Sites

Marshfield Area

- **Samaritan House – Marshfield** (715) 387-1929
Meals are served every Friday. Doors open at 4:30pm, serving starts at 5 pm.

Wisconsin Rapids Area

- **The Neighborhood Table – Nekoosa** (715) 424-1286
Serves meals the last Thursday of the month from 4:30-6 pm.
- **The Neighborhood Table – Wisconsin Rapids**..... (715) 422-1980
Meals are served every Thursday. Call by Wednesday for carry outs. Open from 4:30 – 6 pm.
- **Our Father’s Table – Wisconsin Rapids** (715) 423-3055
Meals are served the last Monday of the month from 5 – 6 pm.
- **Soup Kitchen “Feeding the Hungry” – Wis. Rapids** (715) 423-3222
Meals are served on the last Friday of every month starting at 5:30 – 6:30pm.

Food Pantries

Marshfield Area

- **Soup or Socks- Marshfield**..... (715) 387-2626
Monday, 12:30pm-4 pm; Tuesday-Friday, 8:30am-4 pm. Referral needed from North Central Community Action, call 387-2626.
- **St. Vincent De Paul Outreach – Marshfield** (715) 387-0395
Clients are pre-screened to determine eligibility.

Wisconsin Rapids Area

- **Christian Life Fellowship- Port Edwards..... (715) 887-3565**
Open to the public. Serves within 20 mile radius of site.
- **Neighbors Shelf – Pittsville (715) 844-2211**
Provides food on short-term or emergency basis. Assist any food emergency, regardless of the time or day.
- **Emergency Pantry Shelf- Wisconsin Rapids..... (715) 424-2581**
Referral needed from North Central Community Action, call 424-2581.

FoodShare (formerly Food Stamps) - Wood County Social Services

- **Marshfield Office..... (715) 387-6374**
- **Wisconsin Rapids Office (715) 421-8600**

Free or Reduced Lunch Programs

National School Lunch Program provides nutritious food to students. Provides free and reduced price lunches to families that meet income eligibility guidelines. Register through your school district.

SHARE (Self-Help and Resource Education)

Individuals can buy shares for food available at discounted prices, including meats, fresh fruit and vegetables, some canned goods and staples. Distribution takes place monthly. Call and leave a message.

- **Marshfield (715) 659-2459**
- **Pittsville (715) 884-2931**
- **Wisconsin Rapids (715) 423-7985**
- **Wisconsin Toll Free Number (800) 548-2124**
- Visit www.sharewi.org

WIC (Woman, Infant and Children)

Program provides health screening, nutrition education and supplemental food for income eligible pregnant and breastfeeding women, infants and children up to age 5.

- **Marshfield..... (715) 387-8641**
- **Wisconsin Rapids..... (715) 421-8950**

FUEL ASSISTANCE

Wood County Social Services- Energy Assistance

Wisconsin Home Energy Assistance Program (WHEAP) can provide fuel assistance for income eligible persons with household heat and electric burden one-time during fuel season. They will also help negotiate settlements with fuel/ utility companies, and arrange emergency fuel deliveries. It can also assist income eligible persons with furnace repairs and replacements.

- **Wisconsin Rapids Office..... (715) 421-8600**
- **Marshfield Office..... (715) 387-6374**
- Apply online: <https://access.wisconsin.gov/access/>

Catholic Charities- Emergency Services..... (866) 849-3311

Provide case management and emergency services for eligible families in an emergency, as funds allow. Call for an application.

HEALTH SERVICES
MEDICAL & DENTAL CARE

Wood County Social Services – Badger Care Plus

Provides, health care coverage for eligible Wood County families.

- **Marshfield (715) 387-6374**
- **Marshfield Clinic Patient Assistance (715) 389-4475**
- **Wisconsin Rapids (715) 421-8600**

Wisconsin Well Woman Program

Income-eligible women between the ages of 45 and 64 may have pap tests, pelvic exams, clinical breast exams, mammograms, and certain other health screenings. Women between 50 and 64 may also receive a breast cancer screening by means of a mammogram.

- **Marshfield Area..... (715) 387-8646**
- **Wisconsin Rapids Area..... (715) 421-8911**

Free Clinic- St. Vincent De Paul Outreach..... (715) 387-0395

Free medical clinic on the 1st and 3rd Wednesday of each month for those people who do not have health insurance or have a very large deductible. Walk in clinic hours start at 5 pm. Some prescription assistance is available.

Family Health Center of Marshfield..... (715) 221-9515

Is a federally-funded program that provides preventive health care to persons with limited income in northern Wood County. Also provides preventive dental care for children under age 13, oral surgery, surgical root canals and teeth extraction for eligible families. Organization has a waiting list.

Dental Clinic of Marshfield..... (715) 387-1702

A full service dental facility serving central Wisconsin, including orthodontics, general and children dentistry. Medical Assistance and Badger Care Plus accepted from Marshfield residents only.

Ministry Dental Center..... (715) 342-8060

Dental care for people without insurance. Medical Assistance and BadgerCare accepted. Limited emergency appointment times are available. Need to confirm residence in service area and eligibility, 18 month waiting list for new patients.

LABOR LAWS AND STANDARDS

If you are represented by a union, contact your union steward for assistance.

Equal Rights Division..... (608) 266-6860

www.dwd.state.wi.us/er/equal_rights_division/

Administers Wisconsin's Fair Employment Law, which prohibits discrimination against any person on the basis of ancestry, color, creed, national origin, race, sex, disability, arrest or conviction record, age, marital status, sexual orientation, use of lawful products or membership in the military reserves.

U.S Dept of Labor- Wage and Hour (866) 487-9243

www.dol.gov/esa/whd

Enforces federal labor laws, including minimum wage, overtime, Family and Medical Leave Act, and Migrant and Seasonal Agricultural Worker Protection Act.

MENTAL HEALTH SERVICES

Crisis Intervention- Wood County Unified Services

Confidential telephone programs offering suicide intervention, crisis counseling, alcohol and drug counseling, and emergency services. Available 24 hours a day, 7 days a week.

- **Marshfield Area..... (715) 384-5555**
- **Wisconsin Rapids Area..... (715) 421-2345**

St. Vincent De Paul Outreach – Marshfield (715) 387-0395

Free mental health outpatient clinic for people with no health insurance or means of paying. By appointment only.

NAMI Wood & Portage County

Provides support and education, to people who have mental illness, and their families.

- **Marshfield (715) 387-1016**
- **Stevens Point (715) 592-4522**

The following services offer sliding fee scale or accept Medical Assistance/ BadgerCare.

- **Children's Service Society – Marshfield (715) 387-2729**
- **Clinical Services – Wisconsin Rapids (715) 424-3400**
- **Mental Health Services St. Josephs Hospital – Marshfield**
 - **Adult (715) 387-5744**
 - **Child (715) 387-5746**
- **Ministry Behavioral Health – Wisconsin Rapids..... (715) 424-3933**

For additional information about mental health services and counseling services, dial 2-1-1.

MORTGAGE/RENTAL ASSISTANCE

Catholic Charities Credit Counseling Service..... (866) 849-3311

Provide assistance with Mortgage Delinquency and Default Resolution Counseling.

For information about rental assistance programs and eligibility requirements, dial 2-1-1.

Homeowner’s HOPE Hotline..... (888) 995-HOPE (4673)

www.995hope.org

Provides free telephone or on-line credit counseling to help consumers establish a budget and understand loan terms. Counselors can work with lenders on consumer’s behalf to develop payment plan.

PRESCRIPTION DRUG ASSISTANCE

Wood County Social Services – Badger Care Plus

Provides prescription coverage for income eligible residents of Wood County.

- **Marshfield (715) 387-6374**
- **Wisconsin Rapids (715) 421-8600**

St Vincent De Paul Outreach – Marshfield (715) 387-0395

Partnership for Prescription Assistance (888) 477-2669

Single point of access for private and public pharmaceutical patient assistance programs.

www.pparx.org

Rx Outreach (800) 769-3880

FamilyWize Prescription Drug Discount Card(877)HELP-977

Provides discounts on prescription medications in most pharmacies throughout Wood County. Cut out card below or dial 2-1-1 for more information about how to get a card from your local United Way.

familywize® PRESCRIPTION DRUG DISCOUNT CARD	
WWW.FAMILYWIZE.ORG	
<p>These cards are being distributed nationwide, free of charge, by the FamilyWize Partnership and participating United Way agencies, county agencies, community and faith-based organizations, some pharmacies, and schools. Discounts are provided by and available only at participating pharmacies.</p> <p>THIS IS NOT INSURANCE - DISCOUNTS ONLY</p>	Member ID: 010108
	Group ID: 39401
	Bin: 610194
	PCN: FW
	Pharmacies: 877-HELP-977
	Members: 866-810-3784
	Expires: 12/31/2012
	Copies Permitted

SKILLS TRAINING

Academic Support Center- Mid-State Technical College

Free instruction to improve reading, writing, math, English language, job seeking and career decision skills. Resources and instruction are also provided to help individuals prepare for GED tests, complete an HSED, prepare to enter college or upgrade skills for career advancement

- **Marshfield Campus..... (715) 389-2538**
- **Wisconsin Rapids Campus..... (715) 422-5496**

Literacy Council of Wood County

Assist adults with underdeveloped reading skills. One-to-one services are available to both English and non-English speaking people. Tutoring is also provided for Math.

- **Marshfield..... (715) 387-6622**
- **Wisconsin Rapids..... (715) 421-0721**

STARTING YOUR OWN BUSINESS

Entrepreneurial Boot Camp- Heart of Wisconsin

Business & Economic Alliance..... (715) 423-1830

The Boot Camp is an intensive learning program designed to train potential entrepreneurs.

Senior Core of Retired Executive (SCORE)

Counselors to American Small Business

- **Marshfield Area..... (715) 384-6855**
- **Wisconsin Rapids Area..... (715) 421-1403**

Small Business Development Center..... (715) 346-4704

Free, confidential business start-up and management counseling; information on sources of capital and technical assistance; workshops and seminars on topics ranging from financial management and marketing to human resource issues; customized on-site training programs.

SUPPORT GROUPS

Alcoholics Anonymous

Fellowship of men and women who share their experience, strength, and hope to recover from alcoholism. This is based on the 12 step principle.

- **Marshfield Area..... (715) 387-9700**
- **Wisconsin Rapids Area..... (715) 421-0151**
- For meeting locations www.aa.org

Al-Anon

Is a 12 step program for relatives and friends of alcoholics whose lives have been affected by alcoholism.

- **Marshfield Area**(715) 387-2161
- **Wisconsin Rapids Area**(715) 421-0151

Alateen

Is for children usually between the ages of 12 – 18 whose lives are affected by alcoholism.

- **Marshfield Area**(715) 387-2161
- **Wisconsin Rapids Area**(715) 421-0151

Celebrate Recovery..... (715) 887-3565

Biblical based 12 step recovery program to help people overcome life controlling hurts, addictions and habits.

Narcotics Anonymous

Support group for chemically dependent persons. This is a 12 step program.

- **Marshfield** (715) 387-9700
- **Regional Call Center**..... (800) 240-0276

Marshfield Gamblers Anonymous..... (715) 387-9708

This is a support system to aid gamblers in their problem.

To locate other SUPPORT GROUPS call United Way's 2-1-1.....2-1-1

WORKMENS COMPENSATION

If you get permanently laid off, or if your plant closes, you may be able to collect money from workmens' compensation in addition to any other benefits you may have received in the past.

If you think that you have a possible claim for workers' compensation of any kind, seek the advice of an experienced worker's compensation attorney.

FINANCIAL WORKSHEET

Monthly Income:

Salary & Wages (take -home pay) person #1: \$ _____
Salary & Wages (take - home pay) person #2: \$ _____
Other monthly income: \$ _____
TOTAL MONTHLY INCOME: \$ _____

Monthly Living Expenses:

Supermarket purchases:	\$ _____	Adult allowances	\$ _____
Automobile:		Children's allowances	\$ _____
Fuel	\$ _____	Family entertainment	\$ _____
Repairs	\$ _____	Subscriptions	\$ _____
Utilities:		Dues	\$ _____
Electricity	\$ _____	Education/ lessons	\$ _____
Gas/ Propane	\$ _____	Religious contribution	\$ _____
Water	\$ _____	Charity Contributions	\$ _____
Telephone/ Cell phone	\$ _____	Misc. labor : babysitter, house cleaning, etc.	\$ _____
Laundry & dry cleaning	\$ _____	Miscellaneous expense	\$ _____
Clothing	\$ _____	Miscellaneous expense	\$ _____
Medical/ dental and prescriptions	\$ _____		
TOTAL MONTHLY LIVING EXPENSES \$ _____			

Fixed Monthly Payments:

Rent or mortgage \$ _____
Auto Loans \$ _____
Appliance/ TV/ Furniture \$ _____
Personal loans \$ _____
Other loans \$ _____
Credit Card \$ _____
Credit Card \$ _____
Credit Cards \$ _____
Other monthly payment \$ _____

TOTAL MONTHLY FIXED EXPENSES \$ _____

Future Expenses:

Income taxes \$ _____
Property taxes \$ _____
Insurance: life, auto
 home, etc... \$ _____
Other: \$ _____
**TOTAL MONTHLY
FUTURE EXP.** \$ _____

JOBS LEADS LOG

Date: _____ Date of 2nd Call Back: _____ Date of 3rd Call Back: _____

Company Name: _____ Contact Person Name: _____

Telephone number: _____

Company Address: _____ Website: _____

Telephone call notes:

Employment notes:

Interview Date/ Time/ Location:

Date: _____ Date of 2nd Call Back: _____ Date of Call Back: _____

Company Name: _____ Contact Person Name: _____

Telephone number: _____

Company Address: _____ Website: _____

Telephone call notes:

Employment notes:

Interview Date/ Time/ Location:

Date: _____ Date of 2nd Call Back: _____ Date of 3rd Call Back: _____

Company Name: _____ Contact Person Name: _____

Telephone number: _____

Company Address: _____ Website: _____

Telephone call notes:

Employment notes:

Interview Date/ Time/ Location:

LETTER OF APPLICATION WITH RESUME

201 West Fifth Street
Somewhere WI 54449

April 27, 2009

Mr. John Smith
Director of Personnel
Make-Rite Corporation
555 South Main Street
Hometown WI 54494

Dear Mr. Smith:

This letter is to inquire about the possibility of employment as a secretary with your company.

I have had two years experience as a clerk/typist in an office similar to yours. In addition, I have completed a secretary training program at Midstate Technical College. Enclosed is a copy of my resume for your review.

In a few days I will be stopping by your personnel office to complete an application for employment. I will be happy to take a clerical skills test at that time and also hope for a personal interview. I look forward to meeting you or a member of your staff at that time. Thank you.

Sincerely,

Jane Robinson

Enclosure: resume

LETTER OF APPLICATION WITHOUT RESUME

1235 North Clauson Street
Somewhere WI 54449

April 27, 2009

Mrs. Jane Smith
Director, Up and Out
201 West Main Street
Hometown WI 54494

Dear Mrs. Smith,

I am John Jones and I am presently employed as a counselor with a mental health unit for the state of Wisconsin. As a native of Pittsville, I write to request consideration for employment with your agency.

For six years I have been in vocational rehabilitation. I have had a broad range of vocational experiences in a wide variety of settings. My involvement with community outreach and education, employer contact and development and public relations activities-as well as my ability to work effectively with a variety of client populations-would bring to your agency the mature expertise of an enthusiastic individual with a proven track record.

At your request, I would be happy to provide you with a more detailed resume of my past experience and a list of personal and professional references. Additionally, by prior arrangements, I am available for a personal interview at your convenience.

Your reply to my correct address above or 715-555-1212 is solicited and appreciated. I am anxious to learn more about your agency and its work-so please write or call today! Let's get together and talk about what I can do for you and your clients.

Thank you for your kind consideration.

Sincerely,

John Jones

RESUME SAMPLE

JOHN JONES

1235 NORTH CLAUSON STREET, HOMETOWN WI 54494

Work Experience **Company ABC**, Anytown, WI
Position Title, May 2005-present

Description of your duties at this job described here. Use strong action verbs to describe. Example: I create and design ... I implement, supervise, research, produce # products per day/month, hold company record, etc.

Results: What key skills did you learn and develop. Hint: use language the job description or ad referenced. Example: High level organizing skills. Work with diverse client population, conflict resolution in high stress environments, attention to detail and safety, etc.

XYZ Corporation, Hometown, WI
Position Title, January 2002-January 2005

List experience as above, highlight different elements of your job experience. Description of your duties at this job described here. Use strong action verbs to describe. Example: I create and design ... I implement, supervise, research, produce # products per day/month, hold company record, etc.

Results: What key skills did you learn and develop. Hint: use language the job description or ad referenced. Example: High level organizing skills. Work with diverse client population, conflict resolution in high stress environments, attention to detail and safety, etc.

Education List your education or training: Technical College ABC, Anytown, WI
Degree, certificate, license received, date
Recognition received in program, workplace or professional association

Activities Community Organizations you volunteer for (position or responsibilities)
Church Board (secretary)
Council of XYZ (volunteer chair)

Accomplishments

Other recognition of leadership, community work, etc. received, date (If applicable)

Computer (Mechanical or Trade-specific) Experience: Word, Excel, FrontPage, Outlook, PowerPoint, Publisher, Adobe InDesign, Student Information System (PeopleSoft), Internet Explorer, Constant Contact, Adobe Photoshop

REFERENCES

Mr. John Doe
Director of Operations
Acme Distribution Company
216 Johnson Street
Marshfield WI 54449
999-999-9999

Mr. John Doe, Ph.D
Call Center Supervisor
Rural Business
23568 Willberry Road
Vesper WI 54489
999-999-9999

Ms. Jane Doe
Office Manager
Betson Products, Incorporated
235 Sollow Street
Wisconsin Rapids WI 54494
999-999-9999

Ms. Jane Doe
Owner
3265 SE Rukins Place
Nekoosa WI 54457
999-999-9999