

X. Appendices

Appendix 1: *Monitoring Reports*

MONITORING REPORT FOR THE MONTHS OF May – August, 2007:

ACTIVITIES	DATES	STATUS	TIMELI- NESS	EXPLANATION, IF DELAYED	ALTERNATIVE ACTION, IF DELAYED	ATTAIN- MENT OF OUTPUT
Hire student intern to organize job fair.	Start: May 2007 End: June 2007	Completed	On Time			Target: 10 employers attend annual job fair at Windham. To date: 14 employers attend job fair at Windham.
Orient student and lay out project plan.	Start: June 1, 2007 End: June 15, 2007	Completed	On Time			
Student gets commitment from 10 employers.	Start: June 15, 2007 End: July 15, 2007	Partially completed.	Delayed	Employers not willing to commit.	Extend commitment deadline by one week.	
Student hosts Job Fair	Start: August 1, 2007 End: August 1, 2007	Completed	On Time			

Student coordinates skills building workshops with prisoners	Start: July 2007 End: August 1, 2007	Partially completed.	Delayed.	Time constraints of teachers and availability of space at prison.	Only hold two classes prior to job fair. Student did not record names of women who attended job fair. Will coordinate to hold more regularly scheduled classes throughout year with provider in community.	Target: 90% of women within 6 months of release take job training. Target: Unknown.
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MONITORING REPORT FOR THE MONTH OF: October 2007

ACTIVITIES	DATES	STATUS	TIMELI- NESS	EXPLANATION, IF DELAYED	ALTERNATIVE ACTION, IF DELAYED	ATTAINMENT OF OUTPUT
<p>Begin Planning of next Job Fair.</p> <p>DOC requests we host Job Fairs at all prisons in state. This is an unexpected outcome of our project and will require a re-thinking of priorities. If we undertake this, we may have to put other pieces of our project on hold.</p>	<p>Start: October 2007</p> <p>End: June 2008</p>	Delayed	Delayed	Opening of new pre-release facility in Bangor for women has sidetracked all of the staff.	Wait until facility is opened and then reconnect.	<p>Target: 10 employers attend annual job fair at Windham.</p> <p>To date: None.</p>
<p>Plan work readiness classes for implementation at prison.</p>	<p>Start: October 2007 (start planning)</p> <p>End: January 2008 (classes start)</p>	Delayed	Delayed	Opening of new pre-release facility in Bangor for women has sidetracked all of the staff.		<p>Target: Women w/in 6 months of release will be enrolled in job readiness classes at prison.</p> <p>To date: None.</p>

Plan financial literacy classes at prison.	<p>Start: October 2007 (planning)</p> <p>End: January 2008 (classes start)</p>	Delayed	Delayed	Same as above.	<p>Same as above. However, we just learned that the Maine Women's Fund has designated Women's Economic Security as their funding focus for the next two years. We will plan to seek funding from this group when the RFPs come out this winter. This will delay our start of classes until we can secure funding, but will enable us to contract with a vendor (Women, Work and Community) to provide such classes.</p>	<p>Target: Women w/in 6 months of release will be enrolled in financial literacy classes.</p> <p>To date: None.</p>
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<p>Explore financial resources for incarcerated women.</p> <p>Notes: We are working with Casey Family Services who has identified some resources for exploring EITC campaign for incarcerated individuals. We are participating in conference call to find out how to jump start this effort in women's prison.</p>	<p>Start: October 2007</p> <p>End: Ongoing</p>	Partially completed	On Time			<p>Target: More services will be offered to women regarding financial literacy and economic security.</p> <p>To date: None.</p>
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<p>Secure support services for women post release.</p> <p>We have received a \$5000 grant from Casey Family Services to jump start a community loan fund which will help us offer low or no cost loans to people to access dentures, glasses or hearing aides, which will help them secure employment.</p>	<p>Start Date: January 2008</p> <p>End Date: Ongoing</p>	Partially Completed	On Time			<p>Target: Increase in community supports offered for women post release.</p> <p>To Date: Increase by one.</p>
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MONITORING REPORT FOR THE MONTH OF: November 2007

ACTIVITIES	DATES	STATUS	TIMELI- NESS	EXPLANATION, IF DELAYED	ALTERNATIVE ACTION, IF DELAYED	ATTAIN- MENT OF OUTPUT
Begin Planning of next Job Fair.	Start: October 2007 End: June 2008	Delayed (at Windham)	Delayed	<p>Our organization has been contracted by DOC to open a Women's Pre Release Center in Bangor (WCR). This has delayed our ability to plan with full attention for the next Job Fair at Windham.</p> <p>WCR has now opened – in start up phase. We anticipate more staff time availability in the next few weeks.</p>	<p>We are in the process of scheduling to meet with Program Director at Windham and Director of Career Planning for DOC and Director of Programming at Maine Correctional Facility at Windham (men) to discuss replication of Job Fairs at prisons around the state.</p> <p>In addition, we have met with Lisa Leduc, a professor of Womens Studies and Criminology at University of Maine at Presque Isle. Her class has agreed to do the legwork for a Job Fair at the newly opened WCR in Bangor.</p>	<p>Target: 10 employers attend annual job fair at Windham.</p> <p>To date: None. (although we assume through informal conversations that the employers from last year will return this year.)</p>

					<ol style="list-style-type: none"> 1. The class will research benefits for the employers and the women, so they can appropriately "pitch" the idea in the community. 2. They will identify employers in the greater Bangor area that would be willing to participate in a Job fair. 3. They will do a survey of the women to find out their job skills, areas of geographic interest, etc in order to identify the most appropriate employers. 4. They will identify resources who can offer resume writing and interview 	
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					workshops. 5. They will interview the participants from the Windham Job Fair and collect feedback and new employer leads (which will assist in developing our next Job Fair at Windham.	
Women attending last job fair linked to participating employers.	Start: October 2007 End: Ongoing	Partially completed	On time.			Target: 25% of women who attend Job Fair receive employment by job fair attendees. To date: 4 women received jobs from employers who attended Job Fair. Two from LLBean – who previously would not hire formerly incarcerated individuals. It

						was only temporary seasonal employment, but employment nonetheless.
Plan work readiness classes for implementation at prison.	Start: October 2007 (start planning) End: January 2008 (classes start)	Delayed	Delayed	Opening of Women's Pre Release Center in Bangor derailed plans to move forward with 100% capacity from on-site DOC staff.	Awaiting the availability of staff. Have focused our efforts on community work over which we have more control, such as the replication of Job Fairs in partnership with University/Colleges across the state. We anticipate this will also include work readiness classes at some point.	Target: Women w/in 6 months of release will be enrolled in job readiness classes at prison. To date: None.
Plan financial literacy classes at prison.	Start: October 2007 (planning) End: January 2008 (classes	Delayed	Delayed	Opening of Women's Pre Release Center in Bangor derailed plans to move forward with 100% capacity from on-site DOC staff.	As was reported last month, we will apply for money through the Maine Women's Fund to offer such classes when the RFPs are released (anticipated Jan. 2008).	Target: Women w/in 6 months of release will be enrolled in financial literacy classes. To date: None.

	start)					
Plan financial literacy classes at prison.	Start: October 2007 (planning) End: January 2008 (classes start)	Delayed	Delayed	WCR now opened.	Same as previous month	Target: Women w/in 6 months of release will be enrolled in financial literacy classes. To date: None.

<p>Increase financial resources for incarcerated women.</p> <p>We participated in conference call about offering EITC tax prep services inside correctional facilities and pursued conversations with our agency staff about providing such services at Windham and the newly opened Women's Pre Release Correctional Facility (WCR) in Bangor. We are currently working with Casey Family Services staff to access tax preparers in Bangor who would prepare taxes for the women at WCR. DOC staff will also present idea to inmates at Windham through their regularly scheduled town</p>	<p>Start: October 2007</p> <p>End: Ongoing</p>	Partially completed	On Time			<p>Target: More services will be offered to women regarding financial literacy and economic security.</p> <p>To date: Almost one!</p>
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meetings.						
Secure support services for women post release. As was reported last month, we have received a \$5000 grant from Casey Family	Start Date: January 2008 End Date: Ongoing	Partially completed.	On Time			Target: Increase in community supports offered for women post release. To Date: Increase

<p>Services to jump start a community loan fund to help people access resources – specifically dentures – to overcome barriers to employment.</p> <p>Because this is a pilot collaborative process involving a number of agencies, the processes for managing the project have been taking a bit of time. We held a meeting and ironed out details this month and think we are on time with jumpstarting this loan fund in January, but I anticipate bumps along the way.</p> <p>As well, there is no guarantee this will assist women recently released from prison, but they will certainly be among the</p>						by one.
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MONITORING REPORT FOR THE MONTHS OF: December 2007 and January 2008

ACTIVITIES	DATES	STATUS	TIMELI- NESS	EXPLANATION, IF DELAYED	ALTERNATIVE ACTION, IF DELAYED	ATTAIN- MENT OF OUTPUT
Begin Planning of next Job Fair.	Start: October 2007 End: June 2008	Bangor Facility, In Progress. Windham, In Progress.	In Progress.	We are now working with the University of Maine at Presque Island to replicate the job fair we held at Windham last summer at our new facility in Bangor this spring. The students have begun their research which will lead to a Job Fair this spring. As for Windham, we have met with three key employer participants from our Job Fair last summer to ascertain their interest in joining us this year, as well as to help us recruit more employers. Meetings very successful.		Target: 10 employers attend annual job fair at Windham. To date: Three. New Target: 10 employers attend annual job fair at new Bangor Transitional Facility.
Women attending last	Start:	Partially	On time.			Target: 25% of

job fair linked to participating employers.	October 2007 End: Ongoing	completed				women who attend Job Fair receive employment by job fair attendees. To date: 6 women received jobs from employers who attended Job Fair. Two from LLBean – who previously would not hire formerly incarcerated individuals. It was only temporary seasonal employment, but employment nonetheless. 4 from Cianbro.
Plan work readiness classes for implementation at prison.	Start: October 2007 (start planning) End:	Delayed	Delayed	Funding and availability of staff.	Awaiting the availability of new funding opportunities and staff.	Target: Women w/in 6 months of release will be enrolled in job readiness classes at prison.

	January 2008 (classes start)					To date: None.
Plan financial literacy classes at prison.	Start: October 2007 (planning) End: January 2008 (classes start)	Delayed	Delayed	Grant released by Maine State Treasurer's Office focused on financial literacy. We are writing the grant, which would fund financial literacy classes taught by Women, Work and Community at Windham. Funding and the opening of the Bangor Transitional Facility had derailed our plans for classes. As stated above, there is a wonderful grant opportunity through the state which we hope we will be successful in securing and thus be able to offer classes this spring.	We were surprised to learn of the new grant through the State Treasurer's Office and hope we are successful in securing funds to offer classes.	Target: Women w/in 6 months of release will be enrolled in financial literacy classes. To date: None.
Plan financial literacy classes at prison.	Start: October 2007	Delayed	Delayed	WCR now opened.	Same as previous month	Target: Women w/in 6 months of release will be

	(planning) End: January 2008 (classes start)					enrolled in financial literacy classes. To date: None.
Increase financial resources for incarcerated women.	Start: October 2007 End: Ongoing	Partially completed	Delayed	ESSW staff from VOA meeting with Bangor Savings and Loan Bank to discuss financially supporting transitional programs for women at Windham. Hope is to secure monies to “seed” bank accounts for women upon release from prison. Our organization will apply for \$5000 Innovation Award through our National Office on behalf of the Job Fair. This money will help us support ongoing education and training for women Windham.	I had hoped we would have been able to offer tax assistance at Windham this year. Resistance from Windham (lack of understanding of value of program and applicability of benefits to this particular population) and unanticipated difficulty recruiting volunteers this year (statewide phenomenon) for the general EITC campaign has moved this project to a possibility for next year.	Target: More services will be offered to women regarding financial literacy and economic security. To date: None, but still fighting!

Secure support services for women post release. As was reported last month, we have received a \$5000 grant from Casey Family	Start Date: January 2008 End Date: Ongoing	Partially completed.	Delayed	\$5000 grant secured. Group managing this loan fund back on track to meet and get loan program up and running. Group running this loan fund are the same folks who are heavily involved	Getting back on track.	Target: Increase in community supports offered for women post release. To Date: Increase

Services to jump start a community loan fund to help people access resources – specifically dentures – to overcome barriers to employment.				in EITC efforts, which are currently being launched statewide. For this reason, the work of this group got put on the back-burner. Now that money has been secured officially and EITC is underway, group will meet end of February.		by one.
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Appendix 2: Department of Corrections Newsletter Article

DEPARTMENT OF CORRECTIONS



DOC TALK...

IN THIS ISSUE:- "Project Paws – New Canine Program at the MVYDC – Page 15"



Job fair at women's prison brings hope to inmates

On August 1, 14 Maine employers (pictured below) set up booths at the Women's Unit of the Maine Correctional Center in Windham for the first job fair ever hosted by the prison. The job fair was part of a collaborative effort with the MCC Women's Center, Weed & Seed Programs and Community Corrections Transition and Reunification of Volunteers of America Northern New England and Bowdoin College's Community Matters Fellowship Program.

Bowdoin intern, Jeana Petillo, contacted more than 90 employers in Maine, and worked closely with

the Women's Center Maine DOC staff, Volunteers of America's Community Corrections Transition and Reunification Program at the prison to coordinate the one-day event. As part of the center's mission to provide rehabilitative programs, such as work experience and education, inmates facilitated the event by producing banners, posters, nametags, embroidered canvas bags, and much more.

"I think this event will have a huge pay off for many in the future. We have new allies in the re-entry world, and the women have potential employers willing to

work with them when they leave prison," said Patty Kimball, Weed & Seed Program Manager and a supervisor to the Bowdoin intern. "As part of our work with Weed & Seed, we focus on the importance of economic stability as it relates to crime reduction; research shows that women who are gainfully employed after they are released from prison are less likely to re-offend and return to prison, which benefits us all."

The event was such a success that the Maine Department of Corrections hopes to replicate the model across the state.



Maine Correctional Center at Windham

Job Fair Replication Guidelines

Compiled by:

Jeanna Petillo

Bowdoin College Community Matters Fellow
Volunteers of America Northern New England

August 2007

Why This is Important

The first ever Job Fair for women at the Maine Correctional Center in Windham was held on August 1, 2007. The event had a significant impact on the women and the employers. The women gained confidence about their future employability and established connections in the community they can utilize when they are released. The employers' perceptions of the women began to change as they saw first hand that the women have endless amounts of positive energy and valuable skills they can contribute.

The Job Fair served as a bridge between the women and the world they will be re-entering. Steady employment after release is the number one factor that reduces recidivism rates, therefore, a focus on skills and employment is important. It is necessary to follow up with the employers within 6-12 months to find out how many women have been hired or spoken to by the different companies. This information will help to determine if a Job Fair is a good strategy to help the women become employed. In addition to whether or not the women have been employed, looking at their confidence levels and skills is another way to assess the success of the Job Fair.

As a pilot program, the Job Fair far exceeded anyone's expectations. Hopefully this event will prove to help the women become employed in the future and continue to change society's perceptions of female prisoners.

Job Fair Step By Step

1. Choose a Date for the Job Fair

Setting a date for the Job Fair should be done first. It is important to know what sort of time frame you are working in and so employers can schedule in the date.

Many employers said that the summer is too busy for them due to vacations and increased business (i.e. construction companies). Therefore, consider planning the Job Fair for the Fall or Spring.

2. Prison Tour and Training

Taking a tour of the Women's Center and talking with the women is great way to start the process of planning the Job Fair. It allows one to experience the women's everyday routine and talk with them as people as well as get an idea of what kinds of jobs and assistance the women are looking for. This is a crucial part of the experience.

The person organizing the Job Fair will need to complete a four hour volunteer training session for the prison. Set up a training date with Betty Fortuin at the prison as soon as possible.

3. Gather Information

There is currently some information compiled about hiring women who have been in prison and the benefits it provides to the community, the employers and the women. You may find it useful to read some more up to date articles and add on to the previous documents.

4. Contact Agencies

Before contacting employers take the time to speak to some agencies that work with this population. Call the people on the Agency Contact sheet and engage them in a conversation about the project and see what direction they guide you in. Most of them will give you more helpful contacts and some ideas.

5. Contact Employers

Once you have all of the necessary information compiled for the Job Fair (i.e. benefits and letters to employers etc.) begin calling employers. Start with the employers on the Employer Contact sheet because those are all companies who have either participated in the past or who have said they would be interested in the future. When you make your initial contact via phone, let them know you have more information you would like to send them. Mail out Volunteers of America PR Packets and add in the information you have compiled about the Job Fair. One week later follow-up with a phone call to determine if they are interested in participating.

Do not get discouraged if employers are hard to get in touch with, do not respond at first, or are hesitant to participate. Plan on spending about three weeks getting employers to participate.

**Sell the event as a public service.*

6. Confirmation Letters

Send out confirmation letters to the employers at least two weeks before the Job Fair.

7. Workshops

Workshops are very helpful to the women and add another component to the Job Fair. It is important to find a volunteer who is willing to lead the workshops early on. See Workshop Sheet for more information.

8. Press

Talk to Glenn Michaels about press, he did it in the past. Also, keep the office in the loop about what is going on. Other staff might be able to help.

9. Thank You Gifts

It is important to do something nice for the volunteers as they are taking time out of their busy schedules. The office donated travel mugs for the workshop volunteer last year. Each was also given a Thank You card.

The women at the prison made bookmarks for the employers as a thank you gift. Having a gift made by the women is a very nice and appropriate gesture. The employers were also given certificates of appreciation.

10. Follow-Up Surveys

Have the women at the prison and the employers complete follow-up surveys about their experience. This will help improve the Job Fair in years to come.

Job Fair 2007 Timeline

*using this as an example may be helpful

Week 1: Choose a date, visit the prison, complete prison training, begin researching and compiling information

Week 2: Begin recruiting employers

Week 3: Continue recruiting employers, begin planning workshops

Week 4: Finish recruiting employers, finish planning workshops, visit prison for administrative update

Week 5: Have 10 employers on board, begin sending confirmation letters, have workshop at prison

Week 6: Logistical work (i.e. thank you gifts, scheduling, confirmations, communicating with prison), have second workshop at prison

Week 7: Finish up all logistical work, JOB FAIR!

Employers who Participated in the Past

Contact Last Name	First Name	Company
Moulton	Allison	Cianbro Corporation
Ouellette	Tim	CPM Constructors
Maletzke	Dana	Diversified Communications
Rogers	Janice	Diversified Communications
Thurston	Rick	Reed & Reed Construction
Cross	Christy	Department of Transportation
Dobbyn	Karen	Portland Press Herald
Kelly	Maryann	Portland Press Herald
Barry	Don	IBEW Electrical
Young	Linda	LL Bean
Noyes	Tammy	LL Bean
Bisson	Kelley	LL Bean
Smart	Maureen	Goodwill
Copland	Robinson	Goodwill
Shaw	Dorothy	Portland Career Center
Murray	Maureen	TradesWorks
Keim	George	Shaw Brothers Construction
Mosher	Trisha	Women Unlimited
Frattini	Bill	Crooker Construction

Workshops

Having workshops prior to the Job Fair provides the women with an opportunity to further develop skills that will help them with employment.

Scheduling

Scheduling the workshops for the two weeks before the Job Fair worked well. Make sure the prison has a description of the workshop at least one week in advance so it can be posted and women can sign up for it.

Tips

Inform the volunteer who is leading the workshop that the women have different levels of education. Keep in mind that some women have difficulty reading and the majority of them are visual learners. Some good ideas are using paper samples of resumes, writing on a whiteboard or chart, power point presentations and videos.

Examples of Previous Workshops

The Resume Workshop was led by the Assistant Director of Bowdoin College's Career Planning Center, James Westhoff. He gave a presentation on how to make functional/skills resumes and chronological resumes. His emphasis was on the skills resume because that type of resume is most advantageous to people who have certain skills but who may have been out of work for awhile, people who have not held a steady job or people with little work experience. He discussed the basics about both types of resumes and handed out information packets with examples of both types of resumes. The women were very engaged and asked many questions. Be prepared for challenging questions such as how should employers contact the women when they are still in prison about to be released or if they are living in transitional housing without consistent access to a phone.

In order to participate in the second workshop the women needed to create a resume. This served as a good incentive to get one made. Women who did not participate in the first workshop could participate in the second as long as they made a resume.

The Mock Interview Workshop began with a power point presentation on interviews and interviewing skills and strategies. After the presentation a volunteer was used to demonstrate how an interview is held. Mr. Westhoff asked the volunteer a series of questions related to the job and her resume. After the interview was completed the Mr. Westhoff gave feedback to all of the women about it and the women had an opportunity to ask questions.

Day of Job Fair

1. All employers arrived at Control between 8:15 and 8:30. The materials the employers brought were checked at Control. The employers were given volunteer tags and were then driven down to the Women's Center.

2. The employers congregated in the dining room where coffee, juice and coffee cake were offered.
3. While waiting for the Job Fair to begin, two of the head prison administrators talked with the employers about the prison and the programs offered at the Women's Center.
4. When all of the employers were ready, one woman prisoner called each individual employer, who was then led to his table by another woman prisoner. The women did a great job leading the employers to their tables and introducing them.
5. Each employer had his own table with a sign that had his name and company name. The tables were set up throughout the common space, upstairs and downstairs. This was a good set up as it allowed the women to casually walk around and approach whichever employers they were interested in. The open set up also encouraged all of the women to participate.
6. When the women and employers were done talking, the employers were brought back to the dining room. The employers were then given a tour of the center by the women. After the tour many of the employers stayed for lunch.
7. When the employers were ready to leave they were driven back up to control.
8. The employers were also given a gift from the prison, a tote bag with the Women's Center logo embroidered on it. The totes had information about the prison in them and Volunteers of America information packets.

Appendix 4: *Invitation to Job Fair*

You are Invited Job Fair for Women



Maine Correctional Center
August 1, 2007 ~ 9:00-10:30 AM
17 Mallison Falls Rd, Windham



One of the many challenges faced by women as they transition out of prison is the difficulty of finding a job and earning a livable wage. As a way to help women find meaningful and financially viable work we have organized a Job Fair to bring together a pool of employers for a day of education, recruitment and opportunity.

Diversified Communications
Department of Transportation
CPM Constructors
LL Bean
Cianbro
Shaw Brothers Construction

Computer Sciences Corporation
Portland Press Herald
IBEW Electrical
Goodwill
Maine Housing on Site Training
Portland Career Center

COMPANIES PARTICIPATING:

WHAT ARE THE BENEFITS TO THE WOMEN?

- Assistance identifying employers and learning about meaningful employment
- As a result of community contacts, women will gain self confidence about job search
- Steady employment is proven to contribute to lower recidivism rates

WHAT ARE THE BENEFITS TO THE COMMUNITY?

- Decrease the number of offenders returning to incarceration
- Able women contributing to the economy

WHAT ARE THE BENEFITS TO THE EMPLOYER?

- Eligibility for the Work Opportunity Tax Credit (WOTC)
- The tax credit is up to \$9000 and can be claimed for two years
- Eligibility for Federal Bonding insurance
- A pool of potential employees who are eager to be gainfully employed

WORKSHOPS PRIOR TO THE JOB FAIR:

- The Assistant Director of Bowdoin College's Career Planning Center is leading a workshop on how to write a Skills Resume.
- A volunteer from US Cellular is leading a Mock Interview workshop

Please contact Jeana Petillo at (207) 373-1140 or jeana.petillo@voanne.org to attend.

Appendix 5: Survey of Women at Windham

Maine Correctional Facility at Windham WOMENS SURVEY

Thank you in advance for your participation in this survey.

This survey is being administered by Volunteers of America Northern New England staff as part of a project being planned to address issues of economic security for women once released from Women's Unit at the Maine Correctional Facility at Windham.

The information you provide will be used to identify challenges faced by women reentering the community from your facility, and will help plan potential programs to meet the needs of current and future clients at your facility.

Your answers to these questions are confidential. The results of the survey will be compiled so that names and identifying information will not be known to those that review the survey results.

Please return your survey in the envelope provided by **January 30th** to Betsy Fortuin.

Section A: GENERAL INFORMATION

1. How long have you been incarcerated? _____
2. What is your anticipated release date? _____
3. To what community will you be released? _____
4. What was the crime you were sentenced for? _____
5. Do you have a child/children that will live with you when released?
Yes_____ No_____
6. What will the age(s) of your child or children be when you are released?
7. How much schooling have you completed?
 - a. GED
 - b. Completed High School
 - c. Some college
 - d. Graduated from college
 - e. Some graduate school
 - f. Completed graduate school
 - g. None of the above
8. Where do you plan to live when you return to your community?
 - a. Family
 - b. Friends
 - c. Rented apartment or house
 - d. My own home
 - e. Transitional facility
9. Where do you plan to live **one year after** you are released from Maine Correctional Center?
 - a. Family
 - b. Friends
 - c. Rented apartment or house
 - d. My own home
 - e. Transitional facility

10. What is your biggest concern about your release from MCC?

Section B: FUTURE EMPLOYMENT

11. What is your expected PRIMARY source of income when you are released? (Circle only one)

- a. Work
- b. Public Assistance
- c. Family help
- d. Savings
- e. I don't know

12. What is your expected primary source of income **one year after** you are released? (Circle only one)

- a. Work
- b. Public Assistance
- c. Family help
- d. Savings
- e. I don't know

13. If you plan to work when released, what type of job will you look for?

14. How confident do you feel that you will be able to find employment?

- a. Very confident
- b. A little confident
- c. Not confident at all

15. What challenges do you anticipate related to **finding** a job?

16. What challenges do you anticipate related to **keeping** your job?

17. What type of jobs had you held before you were incarcerated?

18. What was your hourly wage just prior to being incarcerated??

19. What skills do you have currently that could be applied to a job?
20. What skills do you want/need related to finding satisfactory employment?
21. What is your ideal job?

Section C: **PERSONAL FINANCES**

22. Did you have a checking or savings account prior to incarceration?
Savings? _____ Checking? _____ Both? _____
23. Did you rent or own your home just prior to your incarceration?
 - a. Rented
 - b. Owned
 - c. Lived with someone else
24. Have you ever applied for a loan(s)? Yes _____ No _____
25. For what purpose(s) did you apply for a loan(s)?
26. Have you ever applied for bankruptcy? Yes _____ No _____
27. How many credit cards did you have?
28. Did you have personal/household budget? Yes _____ No _____

Section D: **PROGRAM SUGGESTIONS**

29. What can be done **here at MCC** to assist you in finding a satisfactory job once you released?
30. What can be done **in the community** to assist you in finding a satisfactory job once you are released?

31. What can be done **here at MCC** to assist you in planning for your financial goals?
32. What can be done **in the community** to assist you in planning for your financial goals once you are released?
33. Would you attend a job fair to meet potential employers if offered here at MCC? Yes_____ No_____
34. What type of employers do you suggest be invited to a job fair?
35. Would you attend financial management classes if offered here at MCC? Yes_____ No_____

Thank you very much for your participation in this survey.

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