



CHANGE, INC.
COMMUNITY ACTION AGENCY

Program Manual

WWW.CHANGEINC.ORG

CHANGE, Inc. Community Action Agency

3136 West Street ■ Weirton, WV 26062

Phone: 304.797.7733 ■ Fax: 304.797.7740

Transportation Office: 304.748.5438

www.changeinc.org

Domestic Violence Awareness Center

3058 West Street ■ Weirton, WV 26062

Phone: 304.748.0332 ■ Fax: 304.797.1489

The Lighthouse Domestic Violence Shelter

Phone: 304.797.7233

www.lighthousedvs.org

Moundsville Outreach Office

700 First Street ■ Moundsville, WV 26041

Phone: 304.845.8269 ■ Fax: 304.845.6411

Transportation: 304.845.7726

Ohio County Housing Office

87 15th Street

Wheeling, WV 26003

304.233.9627

Table of Contents

The Lighthouse Domestic Violence Shelter	8
Domestic Violence Awareness Center	9
Low-Income Energy Assistance Program	10
Marshall County NEEDS	11
Weirton Cooperative Ministries	12
GOD'S Pockets	13
Family Medical Care Community Health Center	14
Family Care Pharmacy	15
Breast & Cervical Cancer Screening Program	16
Patient Assistance Program	17
Right From The Start	18
First Time Homebuyers Program	19
HELP Loan	20
Housing Counseling	21
Mortgage Loan Program	22
Onsite Loan Program	23
Weatherization Assistance Program	24
Energy Crisis Intervention Program	25
Job Access/Rural Transportation	26
Non-Emergency Medical Transportation	27
Educational Transportation	28
Volunteer Income Tax Assistance Program	29
Micro-Loan Program	30
Case Management	31
Mario T. Pipinos Neighborhood Center	32
Summer Food Service Program	33
After School Meal Program	34

History of CHANGE, Inc.

CHANGE, Inc. Community Action Agency was formed in 1983 by a handful of clergy members who wished to aid families affected by layoffs from Weirton Steel find new employment. Since that time, we have grown into a full-circle agency, addressing many of the needs of the economically disadvantaged. In its 25th year of operation, the belief of empowering families is still strong within the agency.

The concept of “community action” was originally conceived as part of the War on Poverty Program launched by the Economic opportunity Act of 1964. Community Action objectives focused on enabling people to achieve self-sufficiency and providing them with the resources to achieve that goal. The concept of community action, people working together to help people, became widely known through the Northern Panhandle. As the concept grew, additional services were developed and interest continued to grow in the community.

Mission of CHANGE, Inc.

“CHANGE, Inc. Community Action Agency encourages the integration of services, the building of partnerships, and consolidating resources to empower families towards healthy self-sufficient living.”



RESULTS ORIENTED MANAGEMENT AND ACCOUNTABILITY (ROMA)

Results-Oriented Management and Accountability (ROMA) is a form of management practice used by CHANGE, Inc. that incorporates the use of outcomes or results into the administration, management, and operation of human services. ROMA focuses on what happens to the client as a result of the service by measuring how effective the service has been. Designed by the Office of Community Services' Monitoring and Assessment Task Force in response to the 1993 Government Performance and Results Act (GPRA), ROMA provides a flexible architecture of six national goals that the Community Service Block Grant (CSBG) network strives toward. Within these goals, agencies can show the outcomes they are achieving with CSBG funds, as well as the other programs they undertake to assist low-income families and communities.

NATIONAL GOALS OF CHANGE, INC.

- GOAL ONE:** Low-income people become more self-sufficient.
- GOAL TWO:** The conditions in which low-income people live are improved.
- GOAL THREE:** Low-income people own a stake in their community.
- GOAL FOUR:** Partnerships among supporters and providers of services to low-income people are achieved.
- GOAL FIVE:** Agencies increase their capacity to achieve results.
- GOAL SIX:** Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.



CHANGE, INC.

**PROGRAMS
AND
SERVICES**



The Lighthouse Domestic Violence Shelter

Phone: 304.797.7233

Open 24 Hours a Day, 365 Days a Year

The Lighthouse seeks to provide protection, intervention and support to victims of domestic violence. Through direct services and community education, the Lighthouse empowers victims of domestic violence, promotes equality in all relationships, and advocates for the fundamental right of every individual to a life free of intimidation and violence.

24 Hour Crisis Line (304.797.7233) Safe Shelter

- Confidential, Non-Judgmental Support Counseling
- Safety Planning
- Community Resource Information
- 24 Hour Availability of Safe Shelter Admission
- Confidential, Secure Location
- On-Site Staffing 24 Hours a Day
- Peer Counseling & Support Groups
- Advocacy & Referral to Community Services
- Building Self-Confidence

SERVICES

The Lighthouse is a safe location for victims of domestic violence and their children for up to 30 days at no cost. While a resident at the Lighthouse, assistance will be given to help the victim obtain and maintain self-sufficiency. All services are confidential.

COUNTIES SERVED

Hancock and Brooke Counties in West Virginia

HOW TO RECEIVE SERVICE

If you are in need of domestic violence services, please call the crisis hotline. Before admission into the shelter, residents will be given a pre-admission questionnaire. You should bring any important paperwork, if possible, including: any court documents, medical insurance cards, birth certificates, social security cards, etc.

Domestic Violence Awareness Center

3058 West Street ■ Weirton, WV 26062

Phone: 304.748.0332 ■ www.lighthousedvs.org

Open Monday - Friday, 8:00 - 4:00 PM

The Domestic Violence Awareness Center was opened to provide advocacy to residents of Brooke and Hancock County on issues resulting from domestic violence.

SERVICES

Children's Services

- Confidential, Non-Judgmental Support
- Safety Planning
- Identifying & Expressing Feelings
- Settling Conflict Appropriately
- Defining Violence & Abuse
- Building Self-Confidence
- Visitation

Advocacy With Justice System

- Support & Advocacy During Domestic Violence Civil & Criminal Proceedings
- Emergency Assistance & Information with Obtaining Protection Orders
(Lighthouse Advocates do not practice law or give legal advice.)

Community Education

- Provide Information on Dynamics of Domestic Violence
- Effects of Domestic Violence on Children
- Domestic Violence in Dating Relationships
- Agency Services

COUNTIES SERVED

Hancock and Brooke Counties in West Virginia



Low Income Energy Assistance Program

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

Weirton: 304.797.7733 ■ Moundsville: 304.845.8269

www.changeinc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

The Low Income Energy Assistance Program (LIEAP) assists eligible households with the cost of home heating through direct cash payments to utility companies on their behalf. LIEAP is funded entirely by a federal block grant, and the duration and amount of the payment is dependent on the amount of the grant.

COUNTIES SERVED

Hancock, Brooke, Ohio and Marshall Counties in West Virginia

ELIGIBILITY

Eligibility for the program is based on a combination of factors, including income, type of heating payment and total heating costs.

HOW TO RECEIVE SERVICE

Applications for LIEAP are available through your local Department of Health and Human Resources office and CHANGE, Inc. offices during the winter months. When applying, you must have proof of income and a copy of your utility bill.

Marshall County NEEDS

700 First Street ■ Moundsville, WV 26041

Phone: 304.845.8269 ■ Fax: 304.845.6411

www.changeinc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

The Marshall County NEEDS Program was developed in June of 2001 by local churches and private donors to help residents of Marshall County with utility bills. The committee sets the standards and guidelines for the program, and supplies the funding.

SERVICES

The NEEDS Program provides assistance with utility bills once every 12 months. Assistance is granted for water, gas, electric, oil, kerosene, and propane payments.

COUNTIES SERVED

Marshall County, WV

ELIGIBILITY

- Must live in Marshall County
- Must wait one year between assistance
- Must view financial literacy video before assistance granted a second time
- Must attend financial management class before assistance granted a third time

HOW TO RECEIVE SERVICE

Fill out an application at the Moundsville Outreach Office. Remember to bring a copy of your disconnect notice, Social Security cards and proof of income for all household members, proof of rent or mortgage, and the utility bill with the name of the household member.

Weirton Cooperative Ministries

3136 West Street ■ Weirton, WV 26062

Phone: 304.797.7733 ■ Fax: 304.797.7740

www.changeinc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

The Weirton Cooperative Ministries Program was created by the Weirton Ministerial Association to eliminate duplication of services and provide residents assistance with utility bills.

SERVICES

The Weirton Cooperative Ministries Program provides assistance with utility bills once every 6 months. Assistance is granted for water, gas, electric, oil, kerosene, propane, prescriptions (if a patient of Family Medical Care, and possibly rent.

COUNTIES SERVED

You must live within Weirton City limits, Colliers (but not St. John's Road), Kings Creek Bowl, or Swearingen Hill in West Virginia, or Paris in Pennsylvania.

ELIGIBILITY

- Must live in above listed areas
- Must wait six months between assistance
- Must view financial literacy video before second assistance
- Must attend financial management class before third assistance
- Must wait one year after third assistance is granted to apply again

HOW TO RECEIVE SERVICE

Fill out an application at the CHANGE, Inc. Weirton Office. Remember to bring a copy of your utility bill with the name of the household member.

GOD'S POCKETS

3136 West Street ■ Weirton, WV 26062

Phone: 304.797.7733 ■ Fax: 304.797.7740

www.changeinc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

GOD'S POCKETS is an outreach of the Upper Hancock Ministerial Association, and was formed to help meet the needs of those living in Chester and Newell.

SERVICES

GOD'S POCKETS Program provides assistance with utility bills once every 6 months. Assistance is granted for utility payments only.

COUNTIES SERVED

You must live in Newell or Chester in Hancock County, WV

ELIGIBILITY

- Must live in Newell or Chester, WV
- Must wait six months between assistance
- Must view financial literacy video before assistance granted a second time
- Must attend financial management class before assistance granted a third time
- Must wait one year after third assistance is granted to apply again

HOW TO RECEIVE SERVICE

Fill out an application at the CHANGE, Inc. Weirton Office. Remember to bring a copy of your utility bill with the name of the household member.



Family Medical Care Community Health Center

3136 West Street

Weirton, WV 26062

Phone: 304.748.2828

Fax: 304.797.0002

Open Monday - Friday from 8:00am - 6:00pm

Family Medical Care Women's Health Center

651 Colliers Way Suite 401

Weirton, WV 26062

Phone: (304) 723-2192

Fax : (304) 723-2195

Open Monday—Friday 8:00am - 4:00pm

www.familymc.org

Family Medical Care prides itself on being comprehensive health care facilities with staff committed to providing the best possible care with the utmost respect and compassion for each of its patients. We are proud to be your medical home.

We offer a full range of health care services to the entire community, regardless of age, income level, insurance status or residence. We accept patients with Medicare, Medicaid, and Third-Party Insurances, and provide a discount scale for our uninsured and low-income patients.

Through Family Medical Care's discount fee scale, which is based on income level and family size, a qualified individual can receive quality medical care for as little as \$10.00 an appointment.

COUNTIES SERVED

This program has no county or state boundaries.

ELIGIBILITY

Family Medical Care offers a full range of health care services to the entire community, regardless of age, income level, insurance status or residence. We accept patients with Medicare, Medicaid, and Third-Party Insurances, and provide a discount scale for our uninsured and low-income patients.

HOW TO RECEIVE SERVICE

Call Family Medical Care to make an appointment. All new patients will be asked to complete paperwork before their first appointment. For insured patients, you must bring proof of insurance, and your co-payment. For uninsured patients, see Health Benefits Coordinator for potential discounts.



Family Care Pharmacy

3136 West Street ■ Weirton, WV 26062

Phone: 304.748.4200

www.familymc.org

Open Monday - Friday from 8:30-6:30 PM

Family Care Pharmacy serves patients of Family Medical Care exclusively, and offers convenience and numerous benefits.

SERVICES

The pharmacy participates in the 340B federal discount drug program which currently offers the least expensive drug prices, particularly for higher priced, non-generic drugs. The pharmacy also participates in numerous pharmaceutical indigent drug programs that provide medications to qualified patients for a small service fee.

COUNTIES SERVED

This program has no county or state boundaries.

ELIGIBILITY

Must be a patient of Family Medical Care.

HOW TO RECEIVE SERVICE

Call Family Medical Care to make an appointment. All new patients will be asked to complete paperwork before their first appointment. Once a patient, you may use the services at Family Care Pharmacy.

Family Care Pharmacy allows you to order prescription refills online, and request automatic monthly refills of medication. The Pharmacy also offers free delivery of prescriptions.

Payment is due at time of pick-up. For insured patients, you must bring proof of insurance, and your co-payment.

Patient Assistance Program

3136 West Street ■ Weirton, WV 26062

Phone: 304.748.2828 ■ Fax: 304.797.0002

www.familymc.org

Open Monday - Friday from 8:30 AM to 6:30 PM

The Patient Assistance Program provides medication for patients without existing prescription coverage, and helps them through the paperwork required by the indigent drug companies.

SERVICES

This program guides qualified patients through the process and paperwork for acquiring medications from various pharmaceutical companies indigent drug programs.

COUNTIES SERVED

All counties in the Tri-State Area of West Virginia, Ohio and Pennsylvania.

ELIGIBILITY

Must be a patient of Family Medical Care, and meet the income guidelines of the pharmaceutical company's program.

HOW TO RECEIVE SERVICE

Call Family Care Pharmacy to see if you qualify. Then make an appointment for a screening. You will need to bring verification of your household income, your prescriptions, and a denial letter from your local DHHR.

A service fee is applied to cover the costs involved in submitting the applications to the various pharmaceutical companies.



Breast & Cervical Cancer Screening Program

3136 West Street ■ Weirton, WV 26062

Phone: 304.748.2828 ■ Fax: 304.797.0002

www.familymc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

Family Medical Care operates the Breast and Cervical Cancer Screening Program (BCCSP), which provides screening and diagnostic services such as clinical breast exams, pap smears, and mammograms free of charge to women who qualify.

SERVICES

This program only screens for breast and cervical cancers, however, patients are eligible for free liquid base screenings every two years until they no longer meet eligibility requirements. If diagnosed with breast or cervical cancer, the patient is eligible for Medicaid under the Medicaid Treatment Act established in 2001., and will be enrolled by the BCCSP Coordinator and the surgeon who diagnosed the disease. Hysterectomies are not covered under this program

COUNTIES SERVED

This is a federal program, therefore there are no county or state boundaries. However, further diagnostic treatment for out-of-state patients is not covered.

ELIGIBILITY

To be eligible for the program, women must be between the ages of 25-64 for a pap smear, and 50-64 for a mammogram, and must meet income guidelines.

HOW TO RECEIVE SERVICE

Call Family Medical Care to see if you qualify. Then make an appointment for a screening. The BCCSP Coordinator or Nurse will complete the necessary paperwork during the appointment.

Right From The Start

3136 West Street ■ Weirton, WV 26062

Phone: 304.748.2828 ■ Fax: 304.797.0002

www.familymc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

Right From the Start (RFTS) provides eligible woman & infants a “care coordinator,” who meets with patients one-on-one during their pregnancy to help teach them ways to have a healthy pregnancy and find resources to meet their needs and the needs of their child.

SERVICES

RFTS can help you find assistance with:

- ◆ Paying medical bills for pregnancy care and delivery.
- ◆ Obtaining medical care and services while pregnant.
- ◆ Eating healthy or feeding your baby.
- ◆ Reducing the risk of Sudden Infant Death Syndrome.
- ◆ Obtaining Medicaid coverage for your pregnancy and new baby.
- ◆ Locating Childbirth and Parenting classes, and Caring for your baby.
- ◆ Obtaining transportation to medical appointments.
- ◆ Quitting smoking.

COUNTIES SERVED

Brooke and Hancock County

ELIGIBILITY

To be eligible for RFTS you must:

- ◆ Be pregnant or Be a Medicaid eligible infant up to one year
- ◆ Live in West Virginia
- ◆ Have a current, active Medicaid Card; or Have medical coverage through the Office of Maternal, Child and Family Health; or Meet income guidelines (up to 185%), have no private insurance coverage for pregnancy, be pregnant and over 19, be pregnant and under 19.

HOW TO RECEIVE SERVICE

When you have a positive pregnancy test, the medical staff at the site will assist you with the proof of pregnancy and give you the “shortened” application for Medicaid. Complete the form and submit the application to your county DHHR, or online through inROADs.

First Time Home Buyers

3136 West Street ■ Weirton, WV 26062

Phone: 304.797.7733 ■ Fax: 304.797.7740

www.changeinc.org

Open Monday - Friday from 8:00 AM - 4:00 PM

The First Time Homebuyers Program (FTHB) assists individuals and families in obtaining affordable housing by providing down-payment and closing cost assistance.

SERVICES

The program assists individuals and families in obtaining affordable housing within Brooke and Hancock County, by providing down-payment and closing cost assistance up to \$10,000. The money is distributed on a first-come, first-serve basis in each county, and is limited to a certain number of families per year.

COUNTIES SERVED

The FTHB Program is open to qualified individuals or families purchasing a home within Brooke or Hancock County, including the city limits of Weirton.

ELIGIBILITY

Must purchase a home within Hancock or Brooke County, but outside the city limits of Weirton, that passes inspection, and meet the income guidelines.

HOW TO RECEIVE SERVICE

Call CHANGE, Inc. to obtain required documents and forms. You must submit a pre-qualification letter from a financial institution, signed and dated pre-application form, lead paint notice, income verification documents, housing counseling certificate, and a signed sales/purchase agreement, and send a \$50 application deposit.

HELP Loan

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

Weirton: 304.797.7733 ■ Moundsville: 304.845.8269

www.changeinc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

The HELP Loan provides loans for repairs of life- or structure-threatening situations within the home, including leaking roofs, faulty wiring, and faulty plumbing.

SERVICES

The HELP Loan provides an 8 year loan with 3% interest and a principal amount not exceeding \$7,500 to repair life- or structure-threatening situations within the home including leaking roofs, faulty wiring or plumbing, and furnace replacement.

COUNTIES SERVED

The HELP Loan is open to qualified individuals or families living in Hancock, Brooke, Ohio and Marshall Counties.

ELIGIBILITY

Must be a resident of the above counties and meet income guidelines.

HOW TO RECEIVE SERVICE

Call for a Help Loan packet. It must be filled out, and a bid for the work from a licensed contractor must be acquired. Once the paperwork is complete, it is sent to the WV Housing Development Fund for approval. Construction will be done upon loan approval, and closing will occur at Attorney's office when work is completed.

You must submit a copy of Deed/Deed of Trust, copy of most recent property tax tickets, proof of income for everyone in the household over 18, verification of mortgage, and proof of Homeowner's Insurance. The loan carries a rate of 3% for 8 years. Closing and attorney fees are included in the loan.

Housing Counseling

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

Weirton: 304.797.7733 ■ Moundsville: 304.845.8269

www.changeinc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

CHANGE, Inc.'s Housing Counseling Program provides educational counseling to help with the steps of realizing your dream of owning your own home.

SERVICES

The Housing Counseling Program can be taken as individual one-on-one sessions or in a group setting during a one day class. The Program guides a potential homeowner with the process involved with buying a home including: purchase readiness, budgeting and credit issues, shopping for a home, obtaining a mortgage loan, predatory lending, home maintenance and keeping a home.

The Program also provides attendees with a housing counseling certificate that can be used for various loan programs.

COUNTIES SERVED

Hancock, Brooke, Ohio, Marshall

ELIGIBILITY

There are no eligibility guidelines.

HOW TO RECEIVE SERVICE

Call for an appointment or for class availability.

Individual Counseling will cost \$150, and group classes will cost \$50.

Mortgage Loan Program

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

Weirton: 304.797.7733 ■ Moundsville: 304.845.8269

www.changeinc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

The Mortgage Loan Program provides financing for the purchase of primary owner-occupied homes.

SERVICES

Two options under the Mortgage Loan Program are the Bond Program and the Secondary Market Program.

The Bond Program has income guidelines, and offers below market, fixed interest rate, and up to 100% mortgage financing.

The Secondary Market Program has no income guidelines, and offers competitive 15 & 30 year fixed rate mortgages, up to 97% or 100% financing, and a maximum loan amount of \$333,700.

COUNTIES SERVED

Hancock, Brooke, Ohio, Marshall

ELIGIBILITY

The Bond Program has income guidelines, and the Secondary Market Program has no income guidelines.

HOW TO RECEIVE SERVICE

Call or stop in for a Loan Application. Must submit an intake form, loan application, proof of income and a sales contract.

Onsite Loan Program

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

Weirton: 304.797.7733 ■ Moundsville: 304.845.8269

www.changeinc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

The Onsite Loan Program provides loans to fund repairs and/or replacements of existing on-site septic tank problems and to connect to new sewer systems.

SERVICES

The Program provides low interest rate loans to fund repairs/ replacements of existing on-site septic tank problems and to cover costs of connecting to new sewer systems once available.

The program covers septic/aerator system repair/replacement, and connecting costs to newly publicly-owned sewer treatment systems. The program also provides for removal of the old systems and cluster systems for existing homes. The loan can be for a maximum amount of \$10,000 and length of 10 years, and offers a 2% interest rate.

COUNTIES SERVED

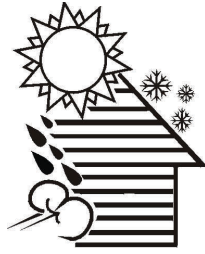
Hancock, Brooke, Ohio and Marshall County

ELIGIBILITY

First come, first serve basis for above counties. No income guidelines.

HOW TO RECEIVE SERVICE

Call for application. All closing documents will be prepared by the WV Housing Development Fund, and closing will occur at CHANGE, Inc. The homeowner, in addition to loan repayment, will be required to own their home, pay for a credit check, acquire one bid from a licensed WV contractor, produce the required documents, and pay a \$250 fee at time of closing (fees can be added into loan).



Weatherization Assistance Program

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

304.797.7733 ■ 304.845.8269

www.changeinc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

The Weatherization Assistance Program assists in reducing costs for low-income families by improving the energy efficiency of their homes while ensuring their health and safety.

SERVICES

Typical weatherization measures include: Attic sealing, attic insulation, venting; Dense pack sidewall insulation; Furnace modification and retrofit; Duct testing, repair and sealing; Primary air sealing and blower door standards; Hot water tank insulation; Water pipe insulation; Duct insulation; Floor insulation

Window repair is included, but window replacement is not. Please note, the weatherization furnace technician is only authorized to return to a job for repairs to newly installed furnaces for one heating season after installation.

COUNTIES SERVED

Hancock, Brooke, Ohio, and Marshall County

ELIGIBILITY

Open to individuals and families living in Hancock, Brooke, Ohio and Marshall Counties that meet the income guidelines.

HOW TO RECEIVE SERVICE

Call or stop for an application, Must submit intake forms, application, proof of income for all persons in the home receiving income, gas and electric bills, and deed.

Energy Crisis Intervention Program (ECIP)

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

Weirton: 304.797.7733 ■ Moundsville: 304.845.8269

www.changeinc.org

Open Monday - Friday from 8:00 AM to 4:00 PM

The ECIP provides heat for no-heat emergency households during the winter heating season.

SERVICES

ECIP is intended to address non-operable or severely malfunctioning and unsafe heating systems for households that are not scheduled to receive Weatherization Assistance Program services in the near future. Only primary heating systems are eligible.

ECIP services will only be provided once per household per 10 years if the system is replaced, and once per two years if the system is repaired. The Program operates only during the main part of the heating season, November 1 - March 15.

COUNTIES SERVED

Hancock, Brooke, Ohio, and Marshall County

ELIGIBILITY

Any household that is eligible for either the Weatherization Assistance Program or the Low-Income Energy Assistance Program is eligible for the Energy Crisis Intervention Program.

HOW TO RECEIVE SERVICE

You can be referred by your local DHHR office, or you can apply through CHANGE., Inc. Must submit proof of income.

Job Access Transportation

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

Weirton: 304.748.5438 ■ Moundsville: 304.845.7726

www.changeinc.org

Open Monday-Sunday from 7:00 AM to 1:00 AM

Moundsville from 7:00 AM to 9:00 PM

Office Open Monday - Friday from 7:00 AM to 4:00 PM

The Job Access Transportation Program provides transportation for individuals to their place of employment.

SERVICES

The Job Access Transportation Program provides transportation throughout Brooke and Hancock Counties via State Route 2 from Chester to Beech Bottom and Benwood to Moundsville within Marshall County.

Routes are established for job accessibility. Buses are not allowed to travel within the Weirton City Limits, except for stops that are prearranged. The buses connect with various other transportation services, including Weirton Transit Corporation, Steel Valley RTA, and the Eastern Ohio Valley RTA. Specific employment shuttles are available on a contractual basis. Please call for updated schedules.

COUNTIES SERVED

Hancock, Brooke, and Marshall

ELIGIBILITY

There are no income guidelines, but the rides must be for job access.

HOW TO RECEIVE SERVICE

Call the Transportation Department at least 24 hours prior to the time you will need transportation. Discount passes are available.

Non-Emergency Medical Transportation

3136 West Street ■ Weirton, WV 26062

Phone: 304.748.5438 ■ Fax: 304.797.7740

www.changeinc.org

Open Monday - Friday from 7:00 AM to 7:00 PM

Office Open Monday - Friday from 8:00 AM to 4:00 PM

The Non-Emergency Medical Transportation Program provides transportation to medical appointments.

SERVICES

The Program provides transportation for non-emergency situations to and from medical facilities.

COUNTIES SERVED

Columbiana County, OH and Family Medical Care Service Area

ELIGIBILITY

Must be referred by Columbiana County Department of Job and Family Services, or be a patient of Family Medical Care.

Medicaid recipients have transportation costs covered. All others must pay privately. Family Medical Care patients can receive passes for transportation to the community health center through the Health Benefits Coordinator.

HOW TO RECEIVE SERVICE

For Family Medical Care patients: Call Family Medical Care to arrange transportation at least 24 hours prior to appointment.

For Columbiana County: Contact Columbiana County Department of Job and Family Services.

Educational Transportation

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

Weirton: 304.748.5438 ■ Moundsville: 304.845.7726

www.changeinc.org

Open Monday - Friday from 7:00 AM to 4:00 PM

(Moundsville 7:00 AM to 9:00 PM)

The Educational Transportation Program provides transportation to individuals for educational purposes.

SERVICES

The program provides transportation for educational purposes to local educational institutions. Wheelchair accessible vehicles are available in Brooke and Hancock County.

COUNTIES SERVED

Hancock, Brooke, and Marshall County

ELIGIBILITY

There are no financial or eligibility requirements.

HOW TO RECEIVE SERVICE

Call the Transportation Department to arrange a pick-up time and date. An intake form must be completed prior to your first ride.

Volunteer Income Tax Assistance Program (VITA)

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

Weirton: 304.797.7733 ■ Moundsville: 304.845.8269

www.changeinc.org

Volunteer Income Tax Assistance sites help low to moderate income level residents file their taxes at no cost.

SERVICES

The Sites help individuals/families file their tax return, and screen for the Earned Income Tax Credit (EITC) and Child Tax Credit eligibility. EITC is a federal tax credit for low- and moderate income workers that is refundable, which means you get the refund even if you owe no income tax. The Child Tax Credit is a federal tax credit available to families that have earned above a set amount and can claim at least one dependent child under 17 years of age.

COUNTIES SERVED

Hancock, Brooke, Ohio and Marshall County

ELIGIBILITY

Services are available to all low to moderate income WV residents.

HOW TO RECEIVE SERVICE

See website/flyer for site locations, dates and times. Bring to your appointment:

- A Social Security card for each family member
- W-2 forms for ALL jobs worked in 2006
- All 1099 Forms for other income (including unemployment)
- Childcare provider name, address and Tax ID number
- Other tax-related documents you received
- If requesting direct deposit for your return, a voided bank check
- A copy of last year's tax return

Micro-Loan Program

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

Weirton: 304.797.7733 ■ Moundsville: 304.845.8269

www.changeinc.org

The Micro-Loan Program provides business loans to individuals who may or may not qualify for financing from a traditional lender.

SERVICES

The Micro-Loan Program provides assistance to individuals for new business start-ups, supplemental financing for expansions and/or equipment, and repeat borrowers in good standing.

The Micro-Loan can offer a rate as low as 2% below prime to eligible small businesses/individuals.

COUNTIES SERVED

Hancock and Brooke County

ELIGIBILITY

Individual/Business may or may not qualify for financing from a traditional lender, but must provide a solid Business Plan and Cash Flow Projection for 12 month period, collateral, and have their credit application approved.

HOW TO RECEIVE SERVICE

Call for a loan packet. Individuals will receive assistance in completing Cash Flow Projection for 12 month period and Business Plan required for loan approval.

Case Management

3136 West Street ■ Weirton, WV

700 First Street ■ Moundsville, WV

Weirton: 304.797.7733 ■ Moundsville: 304.845.8269

www.changeinc.org

The Case Management Program provides intensive assistance to individuals/families, addressing key issues and providing supportive services to overcome barriers to self-sufficiency.

SERVICES

Case Managers work with individuals and/or families to address the key barriers to self-sufficiency, and assist in providing services to help overcome the identified barriers.

Case Managers provide one-on-one assistance in creating and meeting short and long term goals, referrals to needed services, financial assistance, and an ear to listen to your needs so that they may be met.

COUNTIES SERVED

Hancock, Brooke, Ohio and Marshall County

ELIGIBILITY

- Score below “Sable” on the Assessment Scale
- Willingness to overcome the barriers to obtaining self-sufficiency and economic independence.

HOW TO RECEIVE SERVICE

Fill out an Intake and Assessment Scale at any CHANGE, Inc. location. Based on the results of the Assessment Scale, you will be referred to a Case Manager to be enrolled in the Case Management Program.

After-School Meal Program

3136 West Street ■ Weirton, WV 26062

Phone: 304.797.7733 ■ Fax: 304.797.7740

www.changeinc.org

Runs during the School Year, at various locations
throughout Brooke and Hancock County.

The After School Meal Program provides free, hot, nutritious meals to help children get the nutrition they need to learn, play, and grow, throughout the school year.

SERVICES

Provides hot, nutritious meals to children under the age of 18 during the school year, at numerous after-school sites located throughout Hancock and Brooke Counties. Sites also provide educational, life-skill and homework assistance activities.

COUNTIES SERVED

Hancock and Brooke County

ELIGIBILITY

Must be 18 or younger.

HOW TO RECEIVE SERVICE

See website/flyer for site locations and times. Children will receive an Intake/Emergency Form the first day they attend, which must be completed on site.

Summer Food Service Program

3136 West Street ■ Weirton, WV 26062

Phone: 304.797.7733 ■ Fax: 304.797.7740

www.changeinc.org

Runs during the three months of summer, at various locations throughout Brooke and Hancock County.

The Summer Food Service Program (SFSP) provides free, nutritious meals to help children get the nutrition they need to learn, play, and grow, throughout the summer months when they are out of school.

SERVICES

Provides nutritious meals to children under the age of 18 during the summer months of the year. Numerous sites are located throughout Hancock and Brooke Counties.

COUNTIES SERVED

Hancock and Brooke County

ELIGIBILITY

Must be 18 or younger.

HOW TO RECEIVE SERVICE

See website/flyer for site locations and times. Children will receive an Intake/Emergency Form the first day they attend, which must be completed on site.

The Programs of CHANGE, Inc. are made possible through funding from Federal, State and Local grants, foundations, and private donations, including:

Community Development Block Grant

Community Services Block Grant

Department of Energy

Department of Health and Human Services

Department of Homeland Securities

Department of Housing and Urban Development

Department of Justice

Department of Transportation

Office of Economic Opportunity

WV Housing Development Fund

Weirton United Way

Various Private Foundations

Various Private Sources

Health Resources and Service Administration

WV Bureau of Public Health Primary Care Division

“being presented with financial assistance as a grant from the WV Department of Health and Human Resources”

FMC is financed with Federal dollars (18% or 576,308 from HRSA), a grant from WVDHHR (6% or \$173,200), and nongovernmental sources (76% of program costs or \$2,419,700).