



# Making the Connection: Accessing Public Benefits for Low Income Persons

presented by **DuPage Federation on Human Services Reform**

## REGISTRATION FORM

**2009 - 2010 SCHEDULE**  
**ALL TRAININGS TAKE PLACE AT: NIU Naperville, 1120 E. Diehl Road, Naperville, Illinois**

Fall - Winter 2009		Spring 2010	
September 18, 2009	Making the Connection: Core Training 9:00 a - 4:00 p	March 19, 2010	Making the Connection: Core Training 9:00 a - 4:00 p
October 15, 2009	Making the Connection: Core Training 9:00 a - 4:00 p	April 8, 2010	Making the Connection: Core Training 9:00 a - 4:00 p
<i>Advanced Topic Trainings</i>		<i>Advanced Topic Trainings</i>	
November 6, 2009	Immigrants & Public Benefits 8:30 a - 12 p	April 23, 2010	Immigrants & Public Benefits 8:30 a - 12 p
	Domestic Violence & Public Benefits 1 p - 4:30 p		Domestic Violence & Public Benefits 1 p - 4:30 p
November 20, 2009	Veterans & Benefits 8:30 a - 12 p	April 30, 2010	Veterans & Benefits 8:30 a - 12 p
	Public Benefits for Adults & Youths 1 p - 4:30 p		Public Benefits for Adults & Youths 1 p - 4:30 p
December 4, 2009	Public Benefits for Seniors & Persons with Disabilities: How to Navigate the Disability Application Process & Long Term Care 9:00 a - 4:00 p	May 7, 2010	Public Benefits for Seniors & Persons with Disabilities: How to Navigate the Disability Application Process & Long Term Care 9:00 a - 4:00 p
December 11, 2009	Understanding the Appeal Process 8:30 a - 12 p	May 14, 2010	Understanding the Appeal Process 8:30 a - 12 p
	Putting the Pieces Together 1 p - 4:30 p <i>(Certificate Series Only)</i>		Putting the Pieces Together 1 p - 4:30 p <i>(Certificate Series Only)</i>

**FULL DAY: Making the Connection: Core Trainings**

**\$80 per person for organizations in DuPage County**

*(Group rate of \$75 per person applies when more than 1 person from an organization attends the same session and registers at the same time.)*

**\$90 per person for organizations outside of DuPage County** *(Group rate of \$85 per person)*

Program fees are inclusive of [MTCIL.ORG](http://MTCIL.ORG) membership access *(including electronic access to manual)* and refreshments.

**HALF DAY: Advanced Topic Trainings**

**\$50 per person for organizations in DuPage County** *(Group rate of \$45 per person)*

**\$60 per person for organizations outside of DuPage County** *(Group rate of \$55 per person)*

Program fees are inclusive of [MTCIL.ORG](http://MTCIL.ORG) membership access *(including electronic access to manual)* and refreshments.

**CERTIFICATE SERIES: Public Benefits Specialist**

**\$400 per person**

*Sign up for the entire series including basic and all advanced trainings at the same time (\$80 cost savings) and receive a **Certified Public Benefits Specialist** certificate upon completion of the series and the successful passing of a test assessing knowledge and skill level.*

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Organization: \_\_\_\_\_

Position: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Check enclosed** with registration form.  
Make checks payable to: NIU

**Charge my credit card** (Check one)  
     \_\_\_ Visa \_\_\_ MasterCard  
     \_\_\_ Discover \_\_\_ American Express

Account Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Name of Cardholder: \_\_\_\_\_

Signature: \_\_\_\_\_

**Yes, I want to obtain CEUs.**

**Invoice my organization**  
Mailing Address: \_\_\_\_\_

**REGISTER TOLL-FREE:** 1-800-345-9472 **ONLINE:** [www.dupagefederation.org](http://www.dupagefederation.org)

**RETURN VIA FAX:** (815) 753.6900 *(credit card and direct bill only)*

**OR MAIL TO:** Registration Services, NIU Outreach • DeKalb, IL 60115

Attention: \_\_\_\_\_

Federal Employer ID: \_\_\_\_\_

## FULL DAY

### **Making the Connection: Basic Trainings**

The session contains practical information in an easy to understand format regarding many programs available to assist low income persons.

#### **Including:**

- Supplemental Security Income (SSI) & Social Security
- Temporary Assistance for Needy Families (TANF)
- Medicare, Medicaid, AllKids, & other health resources
- Food Stamps (FS), and more

#### **Participants will be able to:**

- Identify mainstream programs through which a customer may be eligible to receive benefits.
- Be able to make a connection between the program and the person.
- Know how to apply for the mainstream program and explain the process to customers.
- Know where the office for the program is located.
- Have a basic understanding of the application process.
- Know the basics of what the customer will be asked during the application interview.
- Know basic verifications needed.
- Know how long the application will take.
- Know approximately what benefits will be received, if eligible.

### **NEW!**

Each participant will receive a *Making the Connection* Resource Manual containing valuable reference material as well as access to the newly developed interactive website, [www.mtcil.org](http://www.mtcil.org).

*Making the Connection Illinois*, [www.mtcil.org](http://www.mtcil.org), brings the valuable *Making the Connection* training series to the web. The website includes information from the training series, plus users are provided easy access to benefit applications and many forms, manuals, a message board, up-to-date alerts regarding public benefit changes, and more.

## HALF DAY

### **Advanced Topic Trainings\***

#### **Immigrants & Public Benefits**

#### **Domestic Violence & Public Benefits**

#### **Public Benefits for Single Adults & Youth**

#### **Understanding the Appeal Process**

#### **Participants will be able to:**

- Know types of public benefits & how population can qualify
- Help clients apply for appropriate public benefits
- Know what to expect from IDHS & effectively navigate the "system"
- Be able to "troubleshoot" problems
- Understand your client's rights

#### **Veterans & Benefits**

#### **Participants will be able to:**

- Understand the programs available through the Veterans Administration
- Learn about special program available from the State of Illinois
- Find out about numerous resources available for Veterans

#### **Public Benefits for Seniors & Persons with Disabilities**

#### **Participants will be able to:**

- Learn how to navigate the Medicaid and Social Security disability application process
- Be able to effectively explain the Medicaid Spenddown program
- Understand the basics of Long Term Care and Medicaid, including "spousal impoverishment" rules
- Know the basics of the impact work has on disability benefits

*\*In advanced trainings participants are expected to have a basic knowledge regarding the material discussed in the full day core training session, Making the Connection: Accessing Public Benefits.*

### **What People are Saying After Attending Making the Connection**

*"Strengths of the session include the tips provided to better assist our clients and the resource book is excellent."*

*"Yes, I would recommend this course. Extremely in-depth information if not aware of these resources. Greatly researched!"*

*"I learned a lot of valuable resources that I did not know were available."*

*"The presenters are knowledgeable individuals who are not only well versed on complex, bureaucratic policies governing public benefits, but emphasize how to attain cohesion between the different services."*

*"I think anyone working with the public in any agency would benefit from this seminar."*

*"One of the best (trainings) I've attended in 25 years of social service experience."*

#### **Customized Training**

The DuPage Federation is willing to conduct the Making the Connection training program as well as customized public benefit training programs for organizations. Fees for these programs are discussed at the time the program is scheduled or designed.

#### **CEU's / Certification Credits**

Continuing Education Units are available for attendance at this workshop upon request. The CEUs are issued & maintained by Northern Illinois University in accordance with criteria established by the IACET & are retained for seven years. If you need CEUs, indicate below.

Half day sessions receive .3 CEUs (3 contact hours)  
Full day sessions receive .6 CEUs (6 contact hours)

#### **Workshop Registration Fees**

Participants can pay by check or credit card. Full payment is expected at time of registration. If other arrangements need to be made, please contact.

#### **Attendee Cancellation Policy**

- Cancellations at least 30 days prior to class start: Refund less \$10 processing fee;
- Cancellations made 1 - 29 days prior to class start: Refund of 50% of fees;
- Cancellations on day of class: No refunds

#### **Non-Attendance Policy**

We cannot give refunds for non-attendance. You are welcome to send someone in your place if you cannot attend or call in advance to reschedule attending at a later date. No refund is given if you are unable to attend a reschedule session.

#### **Program Modification / Cancellation Policy**

Occasionally, the DuPage Federation must modify fees, content and faculty without additional notice. If a program is cancelled, the Federation will attempt to notify registered participants 10 days prior to the scheduled date of the program. *If the session fails to meet minimum number of participants needed one week before, the session will be cancelled.*