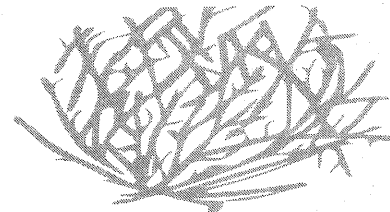


# T.R.C.I. TUMBLEWEED



February 2022

VOL 22

ISSUE 2

Pay Dates: 2/10; 3/10; 4/7; 5/5; 6/9; 7/7; 8/4; 9/8; 10/6; 11/10; 12/8

## What is a DESIGNATOR?

291-082-0105

7) **Designator:** Information, alerts or statutory designations important for sentence computation and crucial to determining work crew eligibility, minimum housing assignments, and the management of AIC's, both in institutions and in the community.

### Examples of Designators:

- AIP Eligibility
- Detainers
- Escapes
- STM
- Short-Term Transition Leave Eligibility
- WHALE (minimum gate clearance): Unfenced/Community/Inside

\*\*\*There are many more, but these are some of the examples that we see daily.

**\*\*Every AIC will have at least one designator: AIP Eligibility (Yes or NO)**

**This is a judgement from the Courts and needs to be determined prior to an AIC's assignment to a correctional facility.**

The FAFSA Simplification Act, part of the Consolidated Appropriations Act of 2021, will expand eligibility for the federal Pell Grant to include incarcerated students. These students will be able to take advantage of the grant – which provides need-based aid to students from low-income households – by **July 2023**.

Attention: Cpap and Bipap users

Subject: Recalled Philips Respironics Cpap machines

If you have a State issued Philips Respironics Cpap or Bipap machine that has a Philips recall please contact your Health Services to start the process of replacement.

Atención: Usuarios de Cpap y Bipap

Asunto: Máquinas Cpap Philips Respironics retiradas del mercado

Si tiene una máquina Philips Respironics Cpap o Bipap emitida por el estado que tiene un retiro de Philips, comuníquese con sus servicios de salud (Health Services) para iniciar el proceso de reemplazo.

In recent years, AIC's interested in filing taxes has greatly increased. To save time, confusion and potential frustration on this topic, Library Services and Business Services paired up to develop a plan to address AICs requests for 2022 tax forms. We provided the verbiage below for inclusion in all AIC newsletters regarding taxes and tax forms. We also asked that the attached flyer (created and provided by Oregon Dept. of Revenue) be added to the newsletter. We've also requested that the attached pamphlet be added to AIC kiosks.

Business Services Staff are ordering one 1040 tax form for each Adult in Custody. Forms will be available on housing units on a first-come basis. If you are unable to obtain a form, need additional copies, or forms beyond a 1040, you will need to request the forms directly from Oregon Department of Revenue and/or the Internal Revenue Service. You may request forms in writing at the following addresses:

Oregon Department of Revenue  
P.O. Box 14999  
Salem, OR 97309-0990

Department of the Treasury  
Internal Revenue Service  
Ogden, UT 84201-0002

Please note: DOC staff are unable to provide tax advice or status updates.

Library Coordinators have been given instructions to allow one photo copy of completed tax forms. Indigent AICs will be allowed to incur debt on their trust account for the copy. We are requesting that you share this information with staff at your facility. Should you have any questions, please let us know.

## **State of Oregon Department of Corrections Commissary**

### **News:**

Due to the possibility of another Covid outbreak within our Institutions we are preparing for potential temporary spending restrictions. We will be sending two commissary forms (regular and emergency) to your institution to be completed each week until further notice.

We will process your order either in full or with the least amount of restrictions possible; however, we will utilize the emergency form if needed. Having both forms will allow us to adjust with minimum interruptions to our customers.

We appreciate your cooperation and understanding once again as we navigate through this.

## **State of Oregon Department of Corrections Commissary**

### **Updates:**

We are happy to say, as of today, NWC is getting a partial work crew. This allows us to move away from the Emergency Form and back to the regular order form starting next week (1/17/22); however, we will be at a \$25 spending limit until we are able to get a full crew.

Please remember, if you choose more than the \$25 on your order form it will be at the discretion of Commissary Staff what items will be processed so to ensure you get what is important to you keep your orders to \$25.

Though this is an improvement, we understand it is still not an ideal situation. These challenges are frustrating for us all and we continue to work on alternative solutions and appreciate your patience.

**State of Oregon  
Department of Corrections Commissary**

**News:**

Due to periodic changes in shade, colors, and names by manufactures of cosmetics and continued supply chain delays we are experiencing shortages from our cosmetics supplier. We appreciate your patience as we bring on new seasonal cosmetic products.

**HOT BUY**

**Bigelow Cinnamon Stick Black Tea  
20 CT \$1.50**

**Please note, while supplies last all Holiday items have been marked down.**

**Reminder:**

Please note that Commissaries statewide continue to see product orders shorted or items not being shipped at all with numerous production delays from manufacturers. We are continuing to work with each vendor to replenish stock on hand. Your patience is appreciated as we are working diligently to ensure all products are available.

Soda tickets will only be credited if an aic has been transferred to a different facility. The aic has 30 days from the date of transfer to submit an aic communication form requesting a credit from the commissary where the soda tickets were purchased. You must include the unused soda tickets and a receipt as proof of purchase. The receipt may not be more than 90 days old from the date of request. Commissary will not issue credit for damaged tickets or issue credit if the soda machine takes your ticket without dispensing a soda.

TRCI Electrical shop has 2 openings for electrical apprentice. Minimum qualifications are:

- High School diploma or GED
- Passing score in Algebra
- Level 3
- 5-10 Years left on sentence
- 8,000-hour course
  - Takes about 5 years to complete
- Cost of the program is 1600.00 for Penn-Foster Education for classroom hours and courses
  - Paid for by apprentice
  - 400.00/year
- Code books and other books
  - Paid for by apprentice

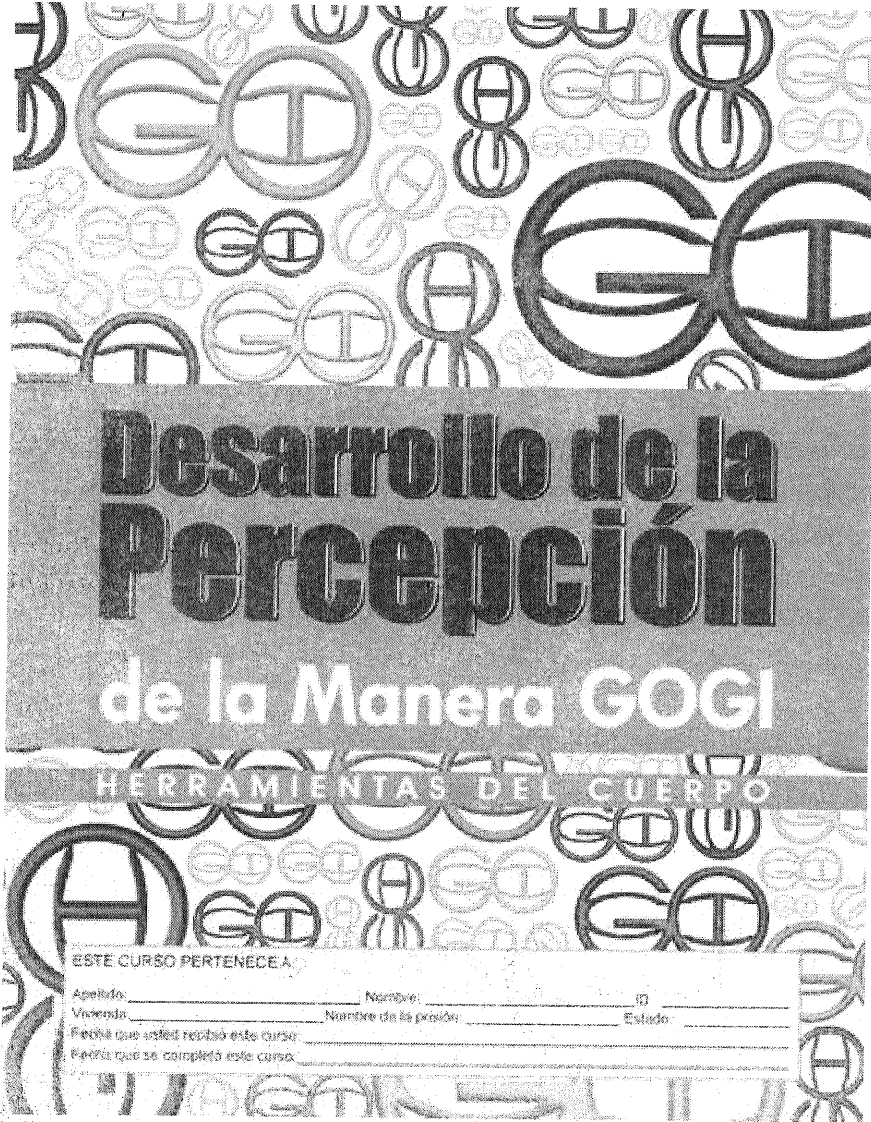
If you are interested, send a job application to Physical plant electrical shop. Have them turned in before February 11<sup>th</sup>.

Saludos desde GOGI! TRCI ha recibido un número limitado de libros de trabajo de estudio independientes de GOGI en español que nos gustaría poner a su disposición. Si usted lee y escribe en español, y está interesado en aprender 3 de las Herramientas GOGI para la Toma de Decisiones Positivas, por favor envíe un kyte dirigido al Consejera S. Lewandowski para solicitarlo. La finalización del libro de trabajo del programa ofrece un certificado de finalización de GOGI.

Utilizando las HERRAMIENTAS DEL CUEPO de GOGI

Jefe de mi cerebro  
Respiración abdominal  
Interruptor de luz cinco segundos

Un programma de 30 días de studio en la celda



### **Prison Rape Elimination Act (PREA Information)**

The Oregon Department of Corrections (ODOC) has a zero tolerance policy for sexual abuse, sexual harassment and for retaliation for reporting an incident. You may report in person to any staff, through an inmate communication, through the grievance system, by calling the PREA hotline by dialing 9 from any inmate phone.

### **Filing an Anonymous PREA Report**

If you are uneasy about filing a PREA allegation, you may file an anonymous report with an outside agency.

You may write to:

Governor's Constituent Services Office  
900 Court Street NE, Suite 254  
Salem, Oregon 97301

Please indicate in the beginning of your letter you are filing a PREA allegation and you are requesting to remain anonymous. The Governor's Office will refer all anonymous allegations to the DOC PREA Coordinator to assure an investigation is completed based off the information that is provided.

### **Community-Based PREA Advocacy (Support) Program**

ODOC has partnered with community based, confidential advocates of sexual abuse victims to provide services to inmates.

Inmates at ODOC who have experienced sexual abuse may reach a community-based advocate by dialing 711 inmate telephone systems, or may request a private call through the PREA Compliance Manager at the facility. Advocates provide victims of sexual abuse information about their options, resources, information and emotional support. There is no charge for calls to advocates.

Role of an Advocate:

- Provide confidential support and crisis intervention
- Inform you about the investigation and medical examination process
- Educate you about healing from sexual abuse
- Offer resources and referrals

Advocates will:

- Not tell you what to do
- Not communicate with the institution unless you request them to do so and sign a release
- Not provide legal advice

Community-based advocacy centers provide sexual abuse support to people of all genders. Community-based advocates will not report unless you request them to do so and if you sign a release of information.

DOC is committed to providing inmates with avenues to seek assistance. Below are additional resources:

Just Detention International Headquarters  
3325 Wilshire Blvd., Suite 340  
Los Angeles, CA 90010

The community-based advocacy crisis line is for individuals needing assistance coping with sexual abuse related issues and should not be used for other purposes.

Telephone calls and mail with community-based advocacy centers is considered privileged communication and will be handled similar to legal calls/official mail.

If you have any other questions regarding PREA, you may ask any staff member, write the PREA Compliance Manager at your institution, or you may write:

E. Sage, PREA Coordinator  
Oregon Department of Corrections  
2575 Center St. NE  
Salem, Oregon 97301



# Do I need to file taxes while I'm in prison?

The same rules for filing a tax return that apply to you outside of prison still apply while you're in prison. You must file a tax return if your gross income\* for the tax year is over the filing requirements set by law (see chart below).

For example, a tax return may be necessary if you:

- Worked part of the year and were in prison part of the year.
- Received income while in prison, such as: retirement income, investment income, or alimony payments.

## Taxable income

These are examples only. For complete information, see IRS Publication 525.

- Employee compensation such as wages, salaries, commissions, fees, and tips.
- Miscellaneous compensation such as bonuses, severance pay, and sick pay.
- Business income (partnerships, S corporations, self-employed) (see IRS Publications 541 and 334).
- Unemployment benefits.
- Alimony received (see IRS Publication 504).
- Retirement income (distributions, pensions, annuities) (see IRS Publication 575).
- Investment income (interest, dividends, capital gains) (see IRS Publication 550).
- Gambling winnings.
- Some Social Security benefits (see IRS Publication 915) (Social Security isn't taxed by Oregon, but may be taxed by the IRS).
- Rental property income (see IRS Publication 527).
- Award amount received from the Department of Corrections as an adult in custody.

## Filing thresholds

**Step 1:** Mark the check box for any of the following that pertained to you in 2021.

You were:  65 or older  Blind  
 Your spouse was:  65 or older  Blind

**Step 2:** File for tax year 2021 if your gross income is more than the amount shown below for your filing status.

Amounts apply to full-year residents only.

Your filing status is:	Number of boxes marked above:	And your gross income is more than:
Can be claimed on another's return	Any	\$1,100*
	0	\$6,590
	1	\$7,790
Single	2	\$8,990
	0	\$13,175
	1	\$14,175
	2	\$15,175
Married filing joint	3	\$16,175
	4	\$17,175
	0	\$6,590
Married filing separate	1	\$7,590
	2	\$8,590
	0	\$8,265
Head of household	1	\$9,465
	2	\$10,665
Qualifying widow(er)	0	\$9,185
	1	\$10,185
	2	\$11,185

**In addition, file a return if:**

- You are required to file a federal return.
- You had \$1 or more of Oregon income tax withheld from your wages.

\* The larger of \$1,100, or your earned income plus \$350, up to the standard deduction amount for your filing status.

## Nontaxable income

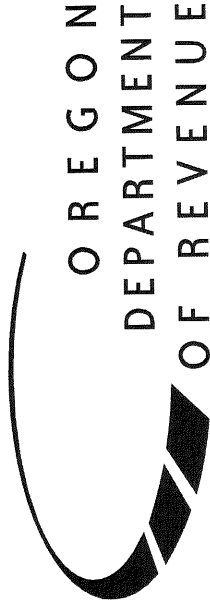
These are examples only. For complete information, see IRS Publication 525.

- Veterans' benefits such as disability pay or pension pay for disabilities paid to veterans or their families; veterans' insurance proceeds and dividends; and allowances for education, training, and subsistence.
- Qualified combat pay (see IRS Publication 3).
- Governmental benefit payments from a public welfare fund.
- Child support payments received.
- Medicare benefits.

\* Gross income is all income you receive in the form of money, goods, property, and services, unless that income is nontaxable.

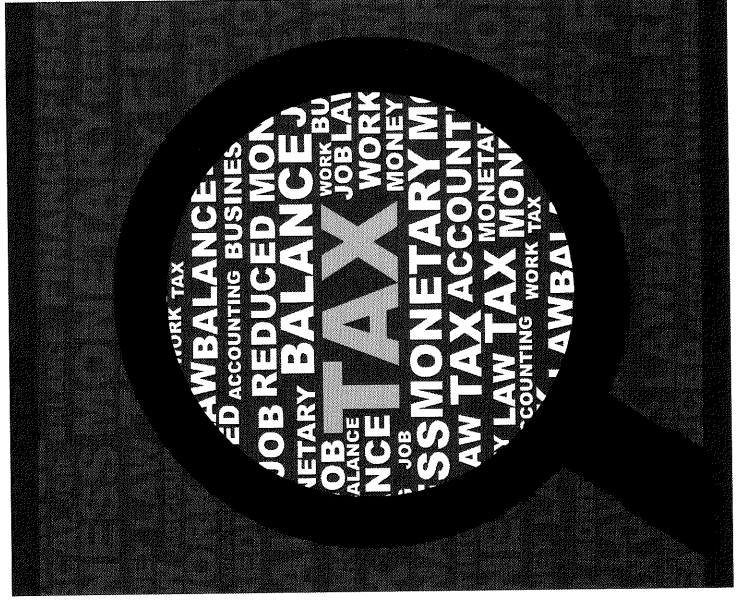
# How to File & Tips for Filing

- Get the appropriate forms and instructions (such as IRS Form 1040 and Oregon Form OR-40) from a trusted source. The institution is unable to provide these forms.
- You may appoint a qualified person as your power of attorney (POA) and have them file your tax return for you. Make sure to choose a person you trust to be your POA.
- Don't disclose your Social Security number (SSN) to others or let someone use your SSN for fraud. If fraud occurs, it will take a lot of work for you to clean up your account once you're out of prison.
- Request your W-2 from your employer if you didn't receive it.
- The award amount you receive from the Oregon Department of Corrections as an adult in custody is taxable income. You will receive Form 1099-MISC if your award totals exceed \$600.
- Be aware that the award amount you receive from the Oregon Department of Corrections as an adult in custody doesn't qualify as earned income when calculating your Earned Income Tax Credit.
- If you have a filing requirement, file or request an extension by April 18, 2022.



## Filing and Paying Taxes while in Prison

Publication OR-PF





# Share these 22 hints with your friends and family to speed your mail through processing.

## The Envelope

- 1 SID#, SID#, SID#
- 2 Complete Return Address
- 3 No stickers (except for postage stamp and address label)
- 4 No lipstick
- 5 No glue, tape, or metal tabs
- 6 Go easy on the perfume!
- 7 Keep it less than 1/4 inch thick

## The Letter

No origami (it will be unfolded, and not all of us are talented enough to get it put back together like you had it.)

- 1 Tame the sexually explicit stuff.
- 2 No foreign substances (crayon, lipstick, glue, white-out, coffee spills, perfume drops, etc.)
- 3 No "pass this along to another inmate" letters.

## The Greeting Card

- 1 "Normal" size gets through faster than weird sizes.
- 2 No glued-together cardstock (this is common for the "tri-fold" cards where the front page is doubled up and glued together.)
- 3 No metal (including little springs that "bounce" things out at you or musical cards.)
- 4 No foam (often glued under things to make them "3D")
- 5 No glitter. Please, oh please, no glitter.

## Other Stuff

- 1 No laminated cards
- 2 No postage stamps (or stickers of any kind)
- 3 No money (all funds should be sent to Central Trust: PO Box 14400, Salem, OR 97309-5077)
- 4 No blank cardstock (or other "supplies")
- 5 Be prudent with your choice of photographs, especially with semi-nude children (such as kids in the pool/bathtub.)
- 6 Nothing over 18 inches (such as maps)
- 7 No box calendars with plastic stands are allowed.

The "Mail Rule" can be located in the Friends & Family section at: [WWW.OREGON.GOV/DOC](http://WWW.OREGON.GOV/DOC)

## Processing: What's the Deal?

Statewide, an average of 175,000 pieces of mail pass through the Mail Processing Centers each month. Each incoming item must be sorted, tagged (with the AIC's housing unit), inspected (inside and out), and routed to the housing unit. This process generally takes less than 48 hours. Items such as those listed above can cause significant delays, or even cause the mail to be returned-to-sender.

