

Summit Legal Aid
Recovery Support Project
Messaging Toolkit



This project is made possible through funding provided by the Greene County Board of Commissioners. Their investment helps eligible county residents in recovery overcome civil legal barriers, strengthen their families, and build more stable futures.

Thank you for making this project possible.

Table of Contents

<u>Introduction</u>	<u>3</u>
Purpose	
Overview	
Core Message	
Communications Goals	
<u>Person-Centered Language</u>	<u>4</u>
Appropriate Terms	
Key Messages	
<u>Audience Specific Messaging</u>	<u>5</u>
Summit Staff Audiences	
Internal	
Partner Agencies	
County Agencies	
Clients	
Summit Board & Management	
Funders	
Legislators	
Donors	
All Staff and Management	
General Public	
<u>Frequently Asked Questions</u>	<u>7</u>
<u>Sample Introduction about the Program</u>	<u>7</u>
<u>Social Media Toolkit (includes images and captions)</u>	<u>8</u>
Program Announcement	
Supporting Families	
Housing	
New Opportunities	
Strengthening Communities	
Frequently Asked Questions (same as page 7 turned into an image)	
<u>More Information</u>	<u>14</u>
Website	
Summit Legal Aid Greene County Contact Information	
Email	
Press & Local Communications	
General Inquiries	
Recognition	

Summit Legal Aid

Recovery Support Project

Introduction

Purpose

This toolkit provides key messages and communication guidance for everyone who helps promote the Recovery Legal Services Project. Our goal is to ensure that all communications are respectful, person-centered, and consistent while reducing stigma around substance use disorder and recovery.

Program Overview

Thanks to funding from the Greene County Commissioners, Summit Legal Aid provides free civil legal services to eligible county residents who are in recovery from substance use disorder. The project helps remove civil legal barriers that can affect housing, employment, family stability, financial security, and long-term recovery.

Our Core Message

Recovery is more than stopping substance use; it is about rebuilding a healthy, stable life. Legal problems can become barriers to that process. Summit Legal Aid helps eligible individuals address civil legal issues so they can focus on recovery, reunite with family, obtain safe housing, secure employment, and build a stronger future.

Our Communication Goals

- Increase awareness of the program.
- Encourage eligible individuals to seek help.
- Reduce stigma surrounding recovery.
- Demonstrate the value of legal aid in supporting long-term recovery.
- Highlight the Greene County Commissioners' investment in legal aid's role in community well-being.
- Strengthen partnerships among agencies serving individuals in recovery.

Person-Centered Language

Use:

- Individuals in recovery
- Recovery journey
- Building stability
- Removing barriers
- Eligible clients
- People in recovery
- Person with a substance use disorder
- Recovery support
- Rebuilding lives
- Supporting long-term recovery
- People seeking help

Instead of Saying:

- Addict
- Drug abuser
- Clean/dirty
- Substance abuser
- Alcoholic (unless an individual self-identifies this way)
- Junkie
- Failed treatment

Say:

- Person with a substance use disorder
- Person in recovery
- Positive or negative drug screen (when clinically appropriate)
- Return to use (rather than "relapse," when appropriate)
- Recovery

Key Messages

- **Recovery**
Recovery is a lifelong journey. Addressing legal problems can help remove barriers that stand between someone and a healthier, more stable future.
- **Access to Justice**
Everyone deserves access to legal help, regardless of income. Civil legal aid helps people resolve problems before they become larger crises.
- **Stability**
Resolving legal issues can help people maintain housing, strengthen families, improve financial stability, and pursue employment opportunities.
- **Community Investment**
Supporting recovery strengthens the entire community. When individuals have the resources they need to succeed, families are stronger and communities become healthier.
- **Partnership**
Recovery takes a community. This project brings together county government, legal aid, treatment providers, recovery organizations, and community partners to support residents on their recovery journey.

Audience-Specific Messaging

Summit Staff:

Internal

Primary Message: Every interaction is an opportunity to build trust and connect a client with resources that support recovery. Emphasize:

- Respect
- Compassion
- Confidentiality
- Person-centered services

Partner Agencies

Primary Message: Together, we can connect individuals in recovery with legal services that support lasting stability. Emphasize:

- Warm referrals
- Collaboration
- Whole-person support
- Removing barriers
- Early legal intervention

County Agencies

Primary Message: Working with Summit Legal Aid supports Greene County residents in recovery by addressing legal barriers that can affect housing, employment, family stability, and financial security. Emphasize:

- Community impact
- Collaboration
- Efficient use of resources
- Prevention

Clients

Primary Message: You don't have to face legal problems alone. If you're in recovery, free legal help may be available. Emphasize:

- Hope
- Respect
- Confidentiality
- No judgment
- Support

Summit Board and Management:

Funders

Primary Message: Civil legal aid is an essential part of recovery support. Legal assistance helps individuals overcome barriers that may otherwise threaten long-term stability. Emphasize:

- Measurable outcomes
- Cross-sector collaboration
- Community impact
- Efficient investment

Legislators

Primary Message: Legal aid complements treatment and recovery services by addressing civil legal issues that can affect successful recovery and economic stability. Emphasize:

- Public investment
- Cost avoidance
- Family stability
- Workforce participation
- Housing stability

Donors

Primary Message: Legal problems should not prevent someone from rebuilding their life. Your support helps individuals in recovery overcome legal barriers and move toward lasting stability. Emphasize:

- Opportunity
- Hope
- Community impact
- Life-changing assistance

Summit Staff and Management

General Public

Primary Message: Recovery benefits everyone. When people have the support they need, including legal help, they are better able to care for their families, contribute to their communities, and build brighter futures.

Frequently Asked Questions

- **How does legal aid help people in recovery?**
Recovery often involves more than medical treatment. Civil legal problems involving housing, family, employment, debt, or criminal records can create barriers to long-term stability. Legal aid helps to resolve those issues.
- **Does this program handle criminal defense?**
No. This project focuses on civil legal matters. We may assist eligible individuals with clearing or sealing criminal records if qualifications are met.
- **Is the program free?**
Yes. Services are provided at no cost to eligible clients.
- **Who qualifies?**
Eligible participants must meet income guidelines, residency requirements, and the project's recovery eligibility requirements.

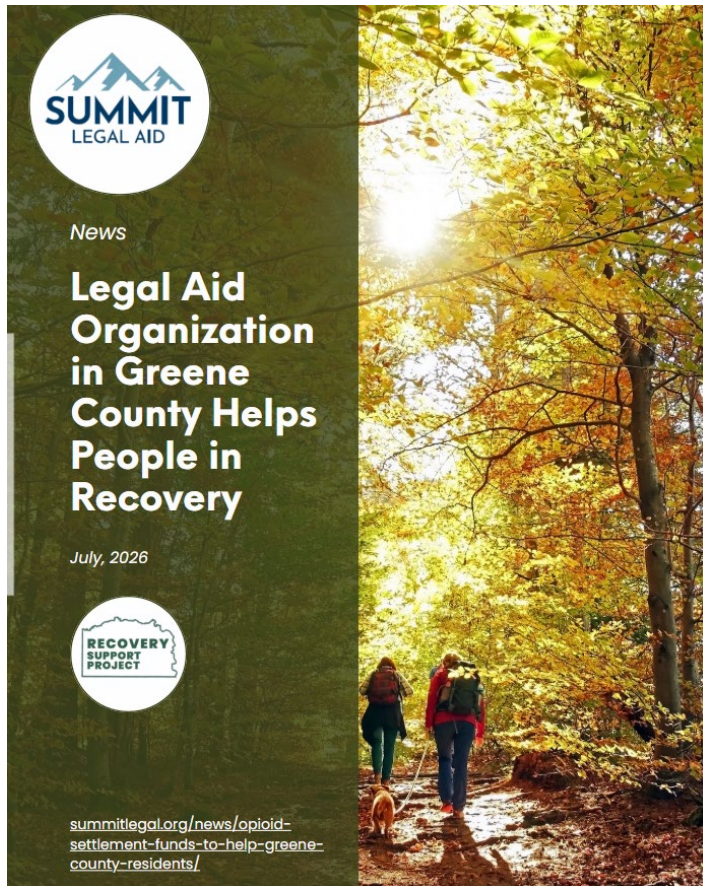
Sample Introduction about the Program

"Recovery is about rebuilding a person's life, and unresolved legal problems can make that much harder. Thanks to funding from the Greene County Commissioners, Summit Legal Aid is helping eligible county residents in recovery to resolve civil legal issues involving housing, family, debt, and other matters so they can focus on building a stable future."

Social Media Toolkit

[Google Drive Folder containing images for download: 1,080 x 1,350 px each](#)

Program Announcement: [Image Download](#)



Caption: Thanks to funding from the Greene County Commissioners, Summit Legal Aid now offers free civil legal services for eligible county residents in recovery.

Whether it's resolving a housing issue, reconnecting with family, addressing debt, or clearing an eligible criminal record, we're here to help people move forward.

Learn more: <https://summitlegal.org/news/opioid-settlement-funds-to-help-greene-county-residents/>

Supporting Families: [Image Download](#)



**SUPPORTING
STRONGER FAMILIES**



Legal issues involving child custody or child support can become significant barriers.

Through a new Greene County initiative providing recovery support, Summit Legal Aid can help parents understand their legal rights and explore solutions.

For Legal Help:
63 South Washington Street
Waynesburg, PA 15370
(724) 627-3127

This project is made possible through funding provided by the Greene County Board of Commissioners. Their investment helps eligible county residents in recovery overcome civil legal barriers, strengthen their families, and build more stable futures.

<https://summitlegal.org>

Caption: Legal issues involving child custody or child support can become significant barriers. Through a new Greene County initiative providing recovery support, Summit Legal Aid can help parents understand their rights and explore solutions.

Learn more: <https://summitlegal.org/news/opioid-settlement-funds-to-help-greene-county-residents/>

For legal help in Greene County, call (724) 627-3127.

Housing: [Image Download](#)



A SAFE PLACE TO CALL HOME
STABLE HOUSING CAN MAKE ALL THE DIFFERENCE.

Through a new initiative to provide recovery support, Summit Legal Aid can help eligible Greene County residents facing eviction, poor housing conditions, illegal lockouts, or utility shutoffs.

Our Fair Housing Law Center may also be able to help individuals who have experienced housing discrimination due to their recovery from substance use.
(724) 225-6170

63 South Washington Street
Waynesburg, PA 15370
(724) 627-3127

This project is made possible through funding provided by the Greene County Board of Commissioners. Their investment helps eligible county residents in recovery overcome civil legal barriers, strengthen their families, and build more stable futures.

<https://summitlegal.org>



Caption: Stable housing can make all the difference. Through a new initiative to provide recovery support, Summit Legal Aid can help eligible Greene County residents facing eviction, poor housing conditions, illegal lockouts, or utility shutoffs.

Our Fair Housing Law Center may also be able to help individuals who have experienced discrimination due to their recovery from substance use. For more information, visit <https://fhlaw.org>

For legal help in Greene County, call (724) 627-3127

Learn more: <https://summitlegal.org/news/opioid-settlement-funds-to-help-greene-county-residents/>

**NOTE: Our Fair Housing Law Center is funded by another source. Internal referrals will be made.*

New Opportunities: [Image Download](#)



NEW OPPORTUNITIES
Everyone deserves the opportunity for a fresh start.

SUMMIT
LEGAL AID

Summit Legal Aid can remove barriers and provide recovery support to help clear or seal criminal records and assist in restoring driving privileges, opening doors to employment, housing, and other opportunities.

For Legal Help:
63 South Washington Street
Waynesburg, PA 15370
(724) 627-3127

RECOVERY
SUPPORT
PROJECT

This project is made possible through funding provided by the Greene County Board of Commissioners. Their investment helps eligible county residents in recovery overcome civil legal barriers, strengthen their families, and build more stable futures.

<https://summitlegal.org>

Caption: Everyone deserves the opportunity for a fresh start. Summit Legal Aid can remove barriers and provide recovery support to help clear or seal criminal records and assist in restoring driving privileges, opening doors to employment, housing, or other opportunities.

For legal help in Greene County, call (724) 627-3127

Learn more: <https://summitlegal.org/news/opioid-settlement-funds-to-help-greene-county-residents/>

**NOTE: Driver's License Restoration is funded by another source. Internal referrals will be made.*

Strengthening Communities: [Image Download](#)



Caption: Summit Legal Aid is proud to partner with front-line problem-solvers, including healthcare providers, recovery organizations, county agencies, and community partners throughout Greene County to help individuals navigate legal barriers and support long-term recovery.

Interested in collaborating with us? Please email Kimberly Tarbell at kim@summitlegal.org

This project is made possible through funding provided by the Greene County Board of Commissioners. Their investment helps eligible county residents in recovery overcome civil legal barriers, strengthen their families, and build more stable futures.

Thank you for making this project possible.

For legal help in Greene County, call (724) 627-3127

Learn more: <https://summitlegal.org/news/opioid-settlement-funds-to-help-greene-county-residents/>

Frequently Asked Questions: [Image Download](#)



Caption: Have some questions about our new Recovery Support Project in Greene County?

Q: How does legal aid help people in recovery?

A: Recovery often involves more than medical treatment. Civil legal problems involving housing, family, employment, debt, or criminal records can create barriers to long-term stability. Legal aid helps to resolve those issues.

Q: Does this program handle criminal defense?

A: No. This project focuses on civil legal matters. We may assist eligible individuals with clearing or sealing criminal records if qualifications are met.

Q: Is the program free?

A: Yes. Services are provided at no cost to eligible clients.

Q: Who qualifies for this program?

A: Eligible participants must meet income guidelines, residency requirements, and the project's recovery eligibility requirements.

For legal help in Greene County, call (724) 627-3127

This project is made possible through funding provided by the Greene County Board of Commissioners. Their investment helps eligible county residents in recovery overcome civil legal barriers, strengthen their families, and build more stable futures.

Learn more: <https://summitlegal.org/news/opioid-settlement-funds-to-help-greene-county-residents/>

More Information

- Website: <https://summitlegal.org>
- Apply online for services at <https://summitlegal.org/get-legal-help>
- Summit Legal Aid Greene County Contact Information
 - Telephone: (724) 627-3127
 - Address: 63 South Washington Street, Waynesburg, PA 15370
 - Hours of Operation: Monday through Friday 8:30 to 4:30 PM
 - Closed noon to 1:00 for lunch
- Email:
 - Press and local communications:
 - Kimberly Tarbell: kim@summitlegal.org
 - General Inquiries (please note that emails may take 24 hours for a response):
 - Info@summitlegal.org

This project is made possible through funding provided by the Greene County Board of Commissioners. Their investment helps eligible county residents in recovery overcome civil legal barriers, strengthen their families, and build more stable futures.