

## What is The SOURCE?

The SOURCE is a not-for-profit employee support organization designed to help employees keep their jobs, receive training to enhance their employment, and help employees move into better positions within or across companies. The SOURCE works with employees and families from:

- American Seating Co. •Butterball Farms Inc. •Cascade Fresh Cleaning Co. •The Decc Co. •Grand Rapids Foam Technologies •GR Spring & Stamping •Michigan Family Resources •Oliver Products
- Pridgeon & Clay •Richwood Industries •Ridgeview Industries
- Spectrum Industries •TAS Solutions •TrimQuest •Vi-Chem Corp.
- Wolverine Coil Spring

## Where is The SOURCE?

We are located at:

1409 Buchanan Ave. SW Grand Rapids, MI 49507

Please call us at 452-5295 for more information or feel free to stop by the office at any time. Our office is open 8am to 5pm Monday through Friday, but special arrangements may be made for after hour appointments.

www.grsource.org • info@grsource.org



December 2007

Volume 7

Issue 12

## SOURCE To Offer **FREE** Tax Prep For 4<sup>th</sup> Year

Beginning Monday, January 14<sup>th</sup>, The SOURCE will be scheduling appointments for free preparation of tax returns. **Appointments will be offered on Mondays from 6-9 p.m. and Saturdays from 9 a.m. to noon starting Saturday January 26<sup>th</sup>.**

The tax season marks the fourth straight year that The SOURCE has provided this service as one of several Volunteer Income Tax Assistance (VITA) sites in the Grand Rapids area. VITA sites are run by volunteer professionals from the community who are trained to help you claim all the tax credits for which you qualify (call 211 for a complete list of VITA sites).

Last year tax refunds that were processed at The SOURCE amounted to over **\$570,000** for almost **300** individuals and families.

To qualify for free tax preparation at The SOURCE, you must meet the following income guidelines:

- » *Single individuals and families with no children that earn less than \$22,000*
- » *Single adult or two adult families with one or more children that earn less than \$40,000*

For-profit tax preparation locations charge anywhere from \$60 to \$300 for the same services that The SOURCE offers for FREE!

**The SOURCE will not be taking walk-ins, so make sure you call in advance to schedule an appointment. When you arrive for your appointment, please bring the following:**

- ★ All your W-2 forms
- ★ A valid social security card or resident card for each person in the household
- ★ Documentation showing the amount you paid in rent or mortgage for the year. If you rent, know your landlord's name and address
- ★ If you own your home, know its taxable value
- ★ Know how much you paid in heating expenses from November 2006 to October 31, 2007
- ★ Any other tax forms you received from your bank, Unemployment, Social Security, or other assistance

**Call The SOURCE starting January 14<sup>th</sup> at 452-5295 to schedule your appointment.**



### In this issue...

- Catching on to Computers classes
- Meet the Staff: *Lindsay McHolme*
- The Healthy Corner: *Health Tips for Families*
- and more!

## Catching on to Computers:

### ONE in Spanish AND ONE in the evening!

The Catching on to Computers class is usually offered the first three Thursdays of every month from 9-11am and 3-5pm and is ideal for people who have little or no experience with computers.

Because the class is only offered in English, many have not had the opportunity to attend. That's why we're happy to announce that December's class will be *in Spanish!* The times and dates have been scheduled for Thursdays December 6, 13 and 20 from 9-11am or 3-5pm.

Interest in taking an evening class has also been expressed. Arrangements have been made to offer it from 6-8pm in January of 2008.

If you or someone you know would like to sign-up for either of these classes please call us at **452-5295** or speak with someone in your HR Department.

## **KEEP WARM THIS WINTER**

If you or your family are in need of a holiday hat and scarf to stay warm this winter season, stop by The SOURCE and visit our giving tree.

We are also looking for more donations, so feel free to drop off any hats, scarves, gloves, or mittens at The SOURCE and place your donations under the tree in the lobby. Thank you!



### Meet the Staff: Lindsay McHolme



Lindsay had been teaching English at a bilingual high school in Tegucigalpa, Honduras for the past three years. She has a degree in English and hopes to use her experience to better serve the Southwest side community as a caseworker through The SOURCE. Please give her a call at 452-5295 or visit her office to see how she can help you.

### **The Healthy Corner**      **Health Tips for Families**

**1- Be a good model, as a parent**

Children are less likely to have obesity problems when they have healthy, active and normal weight parents

**2- Eat more home cooked meals and limit fast food access**

Families have more control over the nutritional value of the child's meal when they make it themselves.

**3- Limit TV time to less than 2 hours day, 1 hour if possible**

Increased obesity rates are directly related to increased time in front of the television

**4- Have children involved with after school activities**

Children involved with athletics and other after school activities are less will spend less time in a sedentary state

**5- Do not use food as a reward**

This begins early in life, and food should not be used for reward purposes

**6- Limit proportions of food at meals**

Many studies show that if more food is available in a portion, a person will consistently eat more.

**7- Limit sugar drinks**

A 12 oz can of soda per day, can lead to as many as 10 extra pounds per year alone

**8- Provide a variety of foods, especially fruits and vegetables**

Bright colored vegetables are the healthiest type

**9- Limit cookies, cakes, chips, sugar snacks, fried foods and margarine**

All of these foods tend to be not only high in fat and calories, but also high in trans fats

**10- Have regular family activities – family walks, walking the dog, biking, roller-blading, skating, swimming or any type of family activities**

Kids who grow up in an active home environment are more likely to live active lives as adults.

This information is brought to you courtesy of Dr. Tom Peterson from "Healthy Tips for Families". Dr. Peterson is the Medical Director from Spectrum Health Healthier Communities and oversees The SOURCE Wellness Program.