

Tools for Building Effective
Community Corrections

Thoughts and Definitions for Volunteers

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The Center for
Community
Corrections

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National Criminal Justice Reference Service (NCJRS)
Box 6000
Rockville, MD 20849-6000:

Thoughts and Definitions for Volunteers

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CCC

A public-private partnership promoting an
effective system of community corrections
October, 2000

The research conducted for this publication was supported under award #99-DD-BX-0090 from the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Points of view in this document are those of the author and do not necessarily represent the official position of the U.S. Department of Justice.

*This is the true joy in life . . .
being used for a purpose recognized by yourself
as a mighty one . . .
being a force of nature instead of a feverish selfish little clod
of ailments and grievances
complaining that the world will not devote itself to making you happy.
I am of the opinion that my life belongs to the whole community
and as long as I live
it is my privilege to do for it
whatever I can.
I want to be thoroughly used up when I die.
For the harder I work the more I live.
I rejoice in life for its own sake.
Life is no brief candle to me.
It's a sort of splendid torch
which I've got to hold up for the moment
and
I want to make it burn as brightly as possible
before handing it on to
future generations.*

George Bernard Shaw



TABLE OF CONTENTS

PART 1 Introduction 1

Community corrections defined 2

What you bring to the process 2

PART 2 Some Background 5

An emerging role for the community 5

The advent of restorative justice 7

PART 3 Why Your Involvement Is So Important 9

For the criminal justice system 9

For the community 11

For the victims 12

For the policymakers 13

PART 4 A Few Suggestions 15

Be clear about expectations 15

Ask questions 16

Appreciate differences 16

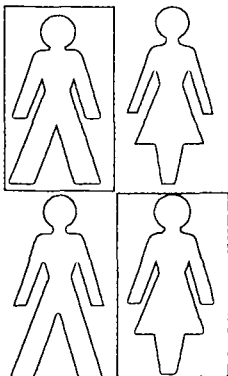
Meet with your fellow volunteers 17

Make the most of the opportunity 17

PART 5 Resources 19

PART 6 Reference List of Criminal Justice Terms 21





PART 1

Introduction

Welcome to the world of community corrections. If you are like many of us who have volunteered in this world, you are likely to find it unusually different and interesting, often bemusing, sometimes frustrating, never dull.

You will also find that, as an “outsider inside,” you will have the opportunity to make a very real difference. In addition to performing their particular roles, volunteers have secured funds and changes to make more effective the programs and policies of community corrections. Volunteers have enhanced the lives not only of offenders but of their victims as well. And volunteers have provided a credible voice to speak to neighbors and policymakers about what really goes on in the criminal justice system.

The purpose of this paper is not to provide you with the basics of the criminal justice system. Each state has its own structure and idiosyncrasies, and staff with whom you work will give you that information.

Rather, the purpose is to underline the importance of the volunteer’s role in all its dimensions, and to provide some background, suggestions and definitions of criminal justice terms.

*I've been
struck by
the strong
interest
many, many
people have.
I'm not
so sure
they're as
interested in
the system
as in justice.*

Volunteer coordinator

*We may
have an
effect on the
victim and
on the
offender,
but this
process has
certainly
had a
big effect
on those of us
on the panel!*

Member of
reparative board

COMMUNITY CORRECTIONS DEFINED

You are volunteering in a part of the criminal justice system known as “community corrections,” or “community-based corrections.” The term generally applies to programs involving individuals under some form of court-ordered supervision, and living in the community, not in a jail or prison.

The term is used here to include all community-based programs affecting convicted offenders and all programs designed to divert individuals from the criminal justice system. The list is long: probation, parole, restorative justice panels, and programs such as work release, education release, day reporting centers, pre-release centers, restitution, house arrest, drug and alcohol treatment, and community service. Definitions of these and other terms you’re likely to hear can be found under Reference List of Criminal Justice Terms at the end of this booklet.

There may be other programs in your area beyond the types listed above that are also classified as “community corrections.” Again, staff with whom you work will provide that information.

WHAT YOU BRING TO THE PROCESS

Whether you are one of the public members of an advisory or community corrections committee, a member of a reparative/restorative justice panel, a member of a provider agency board, or a

program volunteer, tutor or mentor, you bring a critical dimension to the criminal justice system.

Don't worry if you don't understand the intricacies of the system. You don't need to know them in order to contribute, and they can be learned. What you bring is an understanding of:

- ✓ the community's attitudes towards crime and criminals
- ✓ the local customs, tolerances, history, concerns
- ✓ the local resources needed by victims for support and by offenders to turn their lives around

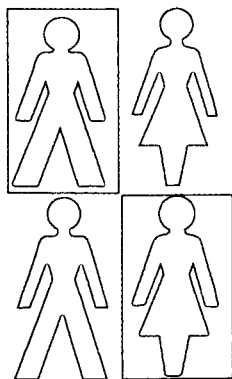
You also bring:

- ✓ a fresh eye with which to view policies and procedures which affect your community, and
- ✓ a credible voice to explain community corrections to friends, colleagues, and policymakers.

Furthermore, you and your fellow volunteers represent a significant constituency to speak to those within the justice system and policymakers outside about what you see: the system's impact on victims, the community, and offenders, and changes you feel might make things work more effectively for all concerned.

*What people
bring is
themselves,
an interest
in bettering
the community
and seeing
justice
served—
things that
can't be
trained.*

Volunteer



PART 2

Some Background

AN EMERGING ROLE FOR THE COMMUNITY

Volunteers have long been a fact of life in the criminal justice system. Indeed, probation was born from volunteerism when, in Boston in 1841, a cobbler named John Augustus volunteered to supervise an alcoholic who would otherwise have been put in jail. After seeing John Augustus' success with the many he came to supervise, probation was created, as part of the justice system, and probation officers took over the job of supervision. Volunteers have continued their involvement as mentors and aides.

Starting in the 1960s, triggered by the increase in drug crimes, while probation continued apace, growing numbers of offenders began to be sent to prison, and for longer periods of time. There has never been much question about the fact that violent offenders were to be kept behind bars. But by the late '70s, policymakers, starting in Iowa and Minnesota, became worried that the growing costs of prison were jeopardizing funds needed for other public services. They began to look for a different way to deal with those convicted of lesser offenses. They decided that, under proper restrictions and

Deference to professional expertise has led over the past three decades to a redistribution of power from neighborhoods to government and private social services.

Kay Pranis—

Continued on page 7

supervision, most non-violent and small-time drug offenders could be kept safely at home or in halfway houses, checking in to day reporting centers or drug treatment programs or community service sites. Thus community corrections were created—intermediate sanctions less severe than prison, but more severe than simple probation.

Moreover, it was felt these “community corrections” would enhance the public’s safety because:

- ✓ offenders would be supervised *and*
- ✓ their deficiencies would be addressed through job preparedness or GED classes, or drug or alcohol treatment (70% of the offender population have serious addictions), thus minimizing the chances of future criminal behavior.

The idea caught on. Today over half the states have Community Corrections Acts, and all states have at least one or two forms of intermediate sanctions.

And with the advent of community corrections a new role for volunteers emerged. Because under these new laws many more offenders were to be kept in their neighborhoods, these Acts, through membership on county community corrections boards, gave local residents a role in developing and monitoring local programs.

Advisory boards, composed in part or entirely of community residents, have also sprung up to work with state and area probation departments and halfway houses in recognition of the new demands on communities. When private providers receive contracts for individual community corrections programs, their volunteer boards of directors also

become directly involved in oversight and implementation.

THE ADVENT OF RESTORATIVE JUSTICE

Then in the mid '90s, the new theme of restorative justice emerged. While the idea had long been around the juvenile system, only recently has it been applied to adult offenders.

Kay Pranis, Restorative Justice Planner for Minnesota's Department of Corrections and a pioneer in developing restorative justice principles, explains the shift in emphasis in this way:

The community corrections movement in the 1970s was based on three key ideas:

- 1) corrections should attend to the relationship between the offender and the community;
- 2) the community should assist in the work with the offender;
- 3) this approach should be used with non-violent offenders.

Under the restorative justice philosophy those three ideas have evolved to the following:

- 1) the criminal justice system should attend to *all* of the broken relationships—between the offender and the community, the victim and the community, and the victim and the offender.
- 2) the community should be the leader in the resolution of the criminal incident (not just a helper);

Restorative processes which give equal weight to the wisdom and contributions of the immediate parties, their family members, and citizens reverse the trend and return power to families and neighborhoods.

Kay Pranis—
Continued from page 6

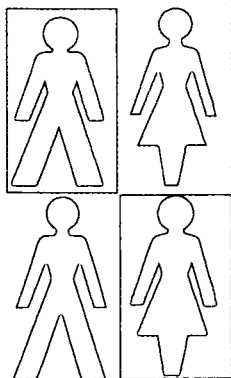
-
- 3) the philosophy of repairing harm and attending to victims should apply to all offenses.

The common emphasis on community involvement makes community corrections a natural delivery mechanism for much of the restorative justice practice.

These restorative justice concepts, driven by volunteer enthusiasm, are being adopted for lower level non-violent offenders in an ever growing number of states. Accountability plays out through panels of volunteers who meet with the victim and the offender to create ways for offenders to repair the harm they have caused, to help them deal with the behavior which caused the harm in the first place, and to help smooth their acceptance back into the community.

Thus volunteers, acting on behalf of their communities, assume a significant role. They allow the victim to be heard, the offender to deal directly with those she/he has harmed, and the community to see its interests represented and acknowledged.

So today, with the addition of restorative justice volunteers, there are many "outsiders inside" the corrections system, volunteers with direct knowledge of how the system works, its needs and issues. You and your colleagues, banding together, have the potential for significant influence.



PART 3

Why Your Involvement Is So Important

What volunteers do for offenders—seeing that quality programs exist to turn their lives around and acting as mentors and tutors—is fairly self-evident. But volunteers are in a position to play unique roles for others as well. As “outsiders inside” the criminal justice system, volunteers can and often do serve as important information channels and bridges to critical constituencies.

FOR THE CRIMINAL JUSTICE SYSTEM

Without volunteer involvement, the creative procedures and enhancements they provide simply could not take place. Volunteers provide:

Additional supervision

Volunteers assist probation/parole agents to monitor and meet the offender's needs and to maintain contacts with service and referral agencies, employers and court offices.

Supervisors in a credit card branch office, assigned cases from the local probation office, have called

*I thought
they were
getting paid
to do this.
Why would
they want to
help me?*

**Offender
speaking of volunteers**

*The fact
that unpaid
people would
take the
time to try
to help them
makes a
terrific
impact on
offenders.*

Volunteer manager

educational programs and community service sites to see whether probationers are turning up as required.

Greater latitude in sentencing

Retired businessmen and service officers have screened probationers for potential jobs, allowing judges to require restitution and community supervision rather than jail time.

Restorative justice panels have provided many a creative sanction for offenders from their communities.

Enhanced operations

Studies show that supervision needs to be coupled with treatment, education, and employment to create an effective impact on the offender. Volunteers help staff find the requisite resources within the community.

Volunteers prepare offenders at day reporting centers for job interviews—how to write a resume, present oneself, dress appropriately. Volunteer board members encourage their agencies to provide treatment and other services to offenders.

A channel for educating the public and policymakers

For far too many people, their only knowledge of the criminal justice system comes from the media,

high profile cases, or campaign rhetoric—not always balanced information! As individuals with firsthand knowledge, volunteers can bring accurate information to the broader public.

Volunteers have created speakers bureaus and newsletters, and have held many a meeting with their county commissioners and legislators.

FOR THE COMMUNITY

Community corrections programs need to be integrated into neighborhoods and be responsive to the neighbors' feelings. In that regard volunteers provide:

A direct channel to decision makers

Volunteer involvement allows the staff to learn of the community's concerns and to fine tune the system's policies and procedures to meet those concerns.

Representing the interests of the neighbors, halfway house advisory board members allow staff to be accountable to the community.

A channel to link criminal justice expertise and resources with community needs

Community corrections staff, expert in criminal behavior, help neighborhood associations to protect themselves against such behavior. Volunteers provide the link between civic organizations and corrections officials.

*These people
are assuming
their rightful
responsibility to
insure justice
in the
community.
Alienation is
replaced by a
sense of realism
regarding the
judicial process
and its
impact on
individuals.*

Trial court
administrator

*If there's
jail time,
people think
they've repaid
their debt to
society—
but there's
no apology
to the victim.*

Corrections official

Volunteers have developed opportunities for community service. Individuals required to perform such service have helped civic organizations with their particular skills, while community service work crews have repaired buildings and playgrounds.

FOR THE VICTIMS

Victims have had to fight to be recognized by the criminal justice system. Yet the more victims feel their needs acknowledged, the more likely they and the public will be to accept community-based punishments and treatment for offenders. Therefore volunteers can provide:

An advocate for services

Because of access to decision makers, volunteers can help ensure that in fact adequate victim services are both available and well publicized.

Restorative justice panels provide a critical voice for the victim. Panel members encourage victims to come forward, or at least ensure that their views are well represented by others.

Direct help to victims

Volunteer Victim Service Specialists provide court and parole board orientation to victims, refer victims to services and contact victims after sentencing with information about the offender's supervision and the conditions with which she/he must comply.

FOR THE POLICYMAKERS

This is perhaps the most important role of all for the volunteer. Policymakers need constituents to stand with them as they advocate for increased funding or new initiatives. They also need knowledgeable and trusted sources of information about constituent views. Volunteers provide such an informed and credible channel for information about:

The public's feelings in regard to criminal justice issues and how community corrections programs are being received by the policymakers' constituents

Polls have repeatedly shown that the public, once informed about community corrections and the practitioners' concern for public safety, is more willing to consider their use than many elected officials believe.

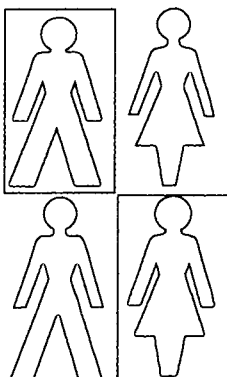
The issues and needs of community corrections programs and policies, and changes or additions that could improve the outcomes

Seeing a lack in services, volunteers have advocated for resources to provide treatment and classes for offenders. Volunteers have helped pass Community Corrections Acts and restorative justice procedures.

*People can
see what the
needs are
first hand.*

*I never
realized there
were people
leading such
chaotic lives.*

Volunteer



PART 4 A Few Suggestions

BE CLEAR ABOUT EXPECTATIONS

In addition to a written job description, you will want to know:

- ✓ whether you will receive an orientation to the criminal justice system in general and the area in which you will be working in particular;
- ✓ whether you will receive special training to be effective in your job;
- ✓ the impact the job will have (this is particularly important for members of advisory committees);
- ✓ what liability coverage is provided for volunteers.

For their part, staff will want to be assured that:

- ✓ you understand the issue of confidentiality and will abide by the pertinent rules;
- ✓ you have an understanding of the constraints and pressures on staff;

*I believe that
if supervision
takes place
in the
community, the
community
should have a
part in that
supervision,
regardless of
the severity of
the offense.*

Volunteer

*We've
asked some
questions
which have
forced the
Department
to clarify
issues
for itself.*

Volunteer

- ✓ you will confer with them, in the interests of good working relations, before speaking publicly on an issue to make sure of the facts and the agency's position;
- ✓ you will not become inappropriately involved in individual cases or personnel matters.

ASK QUESTIONS

If confused, in doubt, or wondering why certain procedures exist, ask. This can be incredibly helpful to the criminal justice practitioner.

It can allow a reexamination of old procedures to see if they are still relevant. And it will help system people better explain themselves to the public.

APPRECIATE DIFFERENCES

Many offenders and victims come from backgrounds and experiences very different from those of the volunteers with whom they interact. Age and ethnic differences need to be appreciated.

You and your colleagues can help ensure that the volunteer pool truly represents the diversity of the area, so that all segments of the public have a chance to contribute their talents and share their views directly with officials of the system.

MEET WITH YOUR FELLOW VOLUNTEERS

If you are like most volunteers, you'll find it useful and energizing to meet with other volunteers engaged in similar or complementary work, to exchange ideas and information and to develop a collective voice. The Vermont Reparative Boards, for instance, have formed an association, with representatives from the various boards meeting monthly.

MAKE THE MOST OF THE OPPORTUNITY

You have a rare chance to see how the community corrections system works. Make the most of it. Training offered to probation officers is often made available to volunteers. Volunteers can request speakers on topics of importance to their work, such as addiction, issues around employment of offenders, victims' needs, or—mentioned before—how to minimize criminal behavior in one's neighborhood. Don't hesitate to ask. Your interest will be appreciated.

You also have a chance to visit programs and facilities which deal with offenders, in particular drug or alcohol treatment programs and the prisons. The former will give you a better understanding of the 70% of offenders with drug or alcohol problems; the latter will give you a sense of the climate in which inmates live and the difficulties of adjustment when returning to the community.

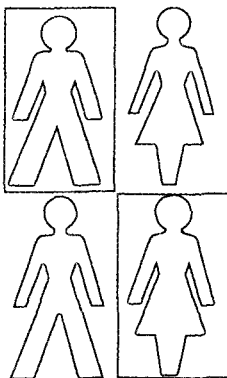
*It would
have been
helpful
to know
something
about domestic
violence and
recidivism
of DVIs.*

Volunteer

*Never doubt
that a small
group of
committed
individuals
can change
the world.
In fact, it's the
only thing
that ever has.*

Margaret Mead

If you are like many of us who have volunteered in the criminal justice system, you are likely to find the experience, despite the occasional frustration, more satisfying and compelling than any other volunteer work you are likely to undertake. Pause occasionally to reflect on and appreciate the contribution you are making to the potential future of an offender, to the healing of a victim, to the safety of your community, and to the effectiveness of a part of government critical to us all.



PART 5 Resources

THE LEAGUES OF WOMEN VOTERS OF THE UNITED STATES

730 M Street, NW
Suite 1000
Washington, DC 20036
(202) 429-1965

In many states the League conducts studies around justice issues and would welcome your participation. If you contact the Washington office of the League, you will be able to find out the address of your state League and whether it has been involved in the justice arena. And the League welcomes male members too!

STUDY CIRCLES RESOURCE CENTER

P. O. Box 203
697 Pomfret Street
Pomfret, CT 06248
(800) 928-2616

The Center helps organize small group, peer-led discussions that give people opportunities to discuss issues critical to their communities, and to develop strategies to deal with them. In study circle programs, communities bring diverse people into face-to-face

groups to address critical issues. The Leagues of Women Voters in Oklahoma and New York State have led circles using the curriculum "Balancing Justice: Setting Citizen Priorities for the Corrections System."

VOLUNTEERS IN PREVENTION, PROBATION AND PRISONS

Contact: **Jerry Dash, Director**
163 Madison Avenue, Suite 120
Detroit, MI 48226
(313) 964-1110

VIPPP holds an annual forum which brings together justice systems practitioners and volunteers for the purpose of education, training, networking and information exchange.

THE CENTER FOR RESTORATIVE JUSTICE

Contact: **Dr. Carolyn Boyes-Watson,
Director**

Suffolk University
41 Temple Street
Boston, MA 02148
(617) 573-8085

The Center for Restorative Justice is committed to the promotion of

restorative justice practices and principles. The Center assists communities and the justice system in the formation of constructive partnerships in restorative justice. The Center provides public education on restorative justice, training workshops for justice professionals and community members, training in restorative practices, and technical assistance in the implementation of restorative programs.

**Two excellent publications
from the American Probation
and Parole Association:**

COMMUNITY JUSTICE:

CONCEPTS AND STRATEGIES

A compilation of articles on community and restorative justice.

RESTORING HOPE THROUGH

COMMUNITY PARTNERSHIPS:

THE REAL DEAL IN CRIME CONTROL

A compilation of examples of ways in which community corrections and communities have collaborated with one another.

Both are available through:

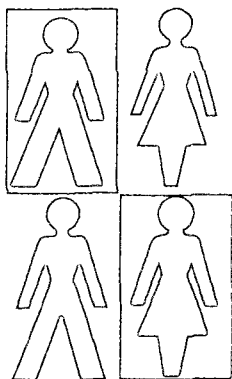
THE AMERICAN PROBATION AND
PAROLE ASSOCIATION
c/o the Council of State
Governments
2760 Research Park Drive
Lexington, KY 40578-1910

**And an excellent article
by Kay Pranis from the
ICCA Journal, August 1997:**

*RETHINKING COMMUNITY
CORRECTIONS: RESTORATIVE
VALUES AND AN EXPANDED
ROLE FOR THE COMMUNITY*

Web Sites:

There are an extraordinary number of web sites dealing with volunteers and volunteerism. Restorative justice web sites are in process of formation.



PART 6

Reference List of Criminal Justice Terms

AFTERCARE SERVICES—Longer term, outpatient support after the intensive phase of drug or alcohol treatment is concluded. Services can include case management; individual, group or family counseling; monitoring and drug testing. Experience shows that addicts face a lifetime struggle to remain substance free. Sometimes referred to as continuing care.

AGGRAVATING FACTORS—Elements present in a crime which the judge can take into account at the time of sentencing.

ANGER MANAGEMENT—A type of treatment program which teaches new coping mechanisms to offenders convicted of crimes of violence, such as assault and abuse, to better manage their behavior when angry.

ARRAIGNMENT—The reading of a charge and the entering of a plea of guilty or not guilty by the defendant, usually at the defendant's first court appearance.

BAIL—Amount of money or security determined by a judge or clerk/magistrate to be posted by the defendant to guarantee his/her appearance in court.

BOOT CAMP—A form of special probation/split sentence which requires offenders, usually between the ages of 16 and 30, to reside in a quasi-military residential program for 90-120 days.

**CLASSIFICATION OF OFFENDERS/
RISK ASSESSMENT**—Procedures which gather information about an offender for law enforcement, correctional, or court agencies, including an offender's behavior patterns, needs, skills, and aptitude as well as factors related to criminal conduct.

CLIENT-SPECIFIC PLANNING—Development of an individualized sentence, usually by defendant's counsel, to fit the crime committed, the risk the defendant poses to the community, and particular activities

geared to the defendant's needs and community safety. The plan is then recommended for consideration by the judge.

COGNITIVE BEHAVIORAL THERAPY—A form of treatment that focuses on helping the client learn and use new thinking skills to modify negative behaviors.

COMMUNITY CORRECTIONS ACTS—Statewide legislation providing a structure and funding for community correctional programs.

COMMUNITY CORRECTIONS PROGRAMS—A variety of local, state, or federal activities involving punishment and management of offenders within their local communities through such programs as community service, restitution, day reporting centers, drug and alcohol treatment, and electronic monitoring.

COMMUNITY COURTS—Pioneered in New York City, these courts provide speedy adjudication of minor crimes and misdemeanors, as well as restitution and supervision of offenders.

COMMUNITY JUSTICE—A concept which recognizes the importance of the role of the community in dealing with offenders, and the need for offender, victim, and community to be restored.

COMMUNITY SERVICE—Imposed by the judge as a condition of proba-

tion, community service requires the offender to work a certain number of hours as reparation to the community. An offender can work alone for a local government or nonprofit agency, or as part of a work crew on projects such as picking up litter on highways or in parks, or provide service at public hospitals and nursing homes.

CONTRACT—A written agreement that is binding between two or more parties, such as the county program and the service provider, or the offender and a day reporting center or reparative board. The contract outlines the responsibilities of each party during a specified period of time, and establishes the process and resources that will be used.

DAY FINES—A punishment used more frequently in Europe than in America. First, the court sentences the offender to a certain number of day-fine units (e.g., 15, 60, 120 units) according to the gravity of the offense, but without regard to his or her means. Then the value of each unit is set at a share of an offender's daily income (hence the name day fine), and the total fine amount is determined by simple multiplication. The basic idea assures routine imposition of equitable fine sentences, the punitive impact of which is in proportion to the crime.

DAY REPORTING CENTER—An intermediate punishment which requires mandatory attendance at a facility on a daily or otherwise regular basis at specified times for a specific length of time in order to participate in activities such as substance abuse counseling, social skills training, or employment training.

DRUG AND ALCOHOL TREATMENT—See Substance Abuse Treatment and Relapse below.

DIVERSION PROGRAMS—Activities which, if successfully undertaken, allow an offender to avoid having a record.

DRUG COURTS—A court in which the judge, the district attorney, and the public defender or private defense attorney work together in a non-adversarial fashion to help chemically dependent offenders obtain needed treatment and rehabilitation in the hopes of breaking the cycle of crime and addiction. Offenders appear frequently before the judge at status hearings while undergoing appropriate treatment and have other supervisory constraints (including drug testing) for at least one year.

ELECTRONIC MONITORING—Surveillance technology, usually by means of a wrist or ankle bracelet, to monitor an offender's movements from a central location on a 24-hour basis.

FELONY—A crime which is or may be punishable by death, is or may be punishable by imprisonment in the State's prison, or is denominated as a felony by statute. Any other crime is a misdemeanor—a term for less serious offenses. In most states felonies are punishable by at least one year in prison.

FINE—A financial penalty based on the crime committed and the offender's ability to pay.

HOUSE ARREST—An intermediate punishment which requires an offender to be confined to his or her residence for a period of time unless authorized to leave by the court, Parole Commission, or supervising officer. House arrest may or may not be accompanied by electronic monitoring.

INCARCERATION—Another term for imprisonment.

INDICTMENT—A formal accusation made by a grand jury charging a person (named or unnamed) with a specific crime.

INTERMEDIATE PUNISHMENTS—Also known as intermediate sanctions, these punishments are more severe than traditional probation, but less costly than prison. They encompass community corrections measures such as day reporting centers and electronic monitoring. Together with prison and probation, they form a

ladder of punishments, with probation at the bottom, prison at the top, and intermediate punishments on the middle rungs.

JAIL—A county facility reserved for those awaiting trial and for those convicted of misdemeanors. Increasingly, jails are used to hold federal and state prisoners awaiting transportation to prison or to another jurisdiction.

JUDICIAL DISCRETION—The choice allowed a judge by statute of type and length of punishment.

MANDATORY SENTENCES—Sentences required by law to be imposed for certain crimes. New York State, for instance, requires that second-time offenders be given four and one-half years in prison for selling as little as \$10 worth of cocaine.

MEDIATION—A process which brings disputing parties together in the presence of an impartial third party, who helps the disputants work out an agreement. The disputants, not the mediator, decide the terms of this agreement. Mediation often focuses on terms of restitution and on future behavior. Mediation may be used to divert offenders from criminal prosecution, resolve civil disputes or in addition to civil or criminal adjudication.

MISDEMEANOR—An offense less severe than a felony, that is normally

punished by a fine, a community sanction or time in county jail.

MITIGATING FACTORS—Elements present in the commission of a crime which may be taken into account by the judge to lower a sentence to prison or jail, or to select a more appropriate sentence than incarceration.

PAROLE/POST-RELEASE SUPERVISION—A conditional release granted by the Parole Commission, the Court or the Department of Corrections, of an offender from prison or jail, to serve the remainder of the sentence in the community under supervision and conditions imposed by the responsible agency.

PRETRIAL SERVICES—A system of screening services and investigation which may lead to community supervision, including electronic monitoring, for selected individuals who otherwise would be in jail while awaiting trial.

PRISON—A state-run facility where a person convicted of one or more felonies serves the sentence behind bars. Prisons can vary in security, from maximum to medium, to minimum, to pre-release.

PROBATION—A community punishment which requires the offender to comply with certain court-ordered conditions, such as curfew or attendance at a day reporting center, and

may subject him/her to various levels of supervision based on public safety and rehabilitative needs.

Probation Supervision Levels

INTENSIVE—An intermediate sanction for high risk offenders. The offender is supervised by a team of two officers. The case load is small, approximately 30, and the number of contacts with the offenders is high to address both control and treatment (five contacts weekly).

HIGH RISK—Supervision level for offenders with high risk/high need. Close supervision with at least two personal contacts per month.

MAXIMUM—Supervision level at the mid-range of supervision. Can be the beginning level for medium risk/medium need offenders or as a step down from High Risk. One personal contact per month.

MINIMUM—Supervision level for low risk/low need offenders. Can be a beginning level or usually as a step down from Maximum. One personal contact every 60 days.

Community contacts and home visits are required appropriate to the level.

UNSUPERVISED/ADMINISTRATIVE

PROBATION—A period of time set by

the Court, where a person convicted of a criminal offense must abide by conditions set by the Court in lieu of a period of incarceration without probation monitoring.

RECIDIVISM—The term used to express the return to criminal activity of persons previously convicted of crimes. Recidivism rate refers to the percentage of those who return to crime, once sentence has been served.

REHABILITATION PROGRAMS—Conditions of probation designed to reduce the likelihood of recidivism by involvement in educational programs, job training, vocational programs, or counseling and treatment.

RELAPSE—This word signifies a concept in the field of substance abuse treatment: "Relapse is a part of recovery." As with all chronic illnesses or behaviors, change comes slowly. We expect from time to time persons with diabetes will "relapse" by going off their diet, failing to exercise or to take their medication. This is also true for persons addicted to alcohol and other drugs. They may fall back into believing that they can manage their addiction on their own, that they no longer need AA or NA, that they can participate in the same activities with the same old friends that they did before they stopped using, that they can "handle" their addiction and have "just one

more drink," or that they are justified, based on resentments and rationalizations, in seeking solace from their drug of choice. As with other illnesses, relapse does not mean that one must "start over" from the beginning, but simply pick up where one left off in the recovery process.

RESTITUTION—Act of giving money or services to the victim by the offender, often imposed as a condition of probation.

RESTORATIVE JUSTICE—Restorative justice emphasizes the way in which crimes hurt relationships between people who live in a community. Crime is seen as something done against a victim and a community—not simply as a violation against the state. In restorative justice, the offender becomes accountable to those he or she has harmed. Justice is done for victims, victimized communities, and offenders. Restorative justice involves the community in preventive and intervention programs, and requires the offender to take responsibility for his or her actions.

REVOCATION/TECHNICAL REVOCATION—The administrative or court action which removes a person from either probation or parole status in response to his/her violation of the conditions of probation or parole, and results in imprisonment.

Technical revocations are for breaches of conditions imposed (such as frequently an "out-of-bounds" bar or failing to meet a curfew), but not the commission of a new crime.

SENTENCE—The judgment formally pronounced on an individual by the Court after conviction in a criminal prosecution.

INTERMEDIATE SENTENCE—Allows the judge to choose between imprisonment or a community sentence under close supervision, and if in the community, with attendance at rehabilitative programs and victim restitution probably required.

COMMUNITY SENTENCE—Allows the offender to remain in the community, with supervision and conditions required, according to the severity of the crime and past history of the criminal.

SUBSTANCE ABUSE TREATMENT—Screened offenders are assessed for drug and alcohol abuse to determine what service approach is best: long-term or short-term residential treatment, intensive or regular outpatient treatment, chemical detoxification, or some other education modality. The substance abuse treatment is based on the offender's risk of recidivism, the severity of the offender's substance abuse treatment "need," and the offender's responsiveness to different types of treatment.

INTENSIVE OUTPATIENT SUBSTANCE ABUSE TREATMENT—This type of treatment can serve as an alternative to residential or inpatient substance abuse treatment. It consists of several hours per day of service, several days per week, for a specified period of time. Intensity of attendance usually decreases over time as the individual experiences success with sobriety. Content varies from program to program, but generally there is education about addiction, group therapy, family and/or multi-family therapy, relapse prevention, continuing care, social and recreational activities, and introduction to and involvement with 12 Step Programs, such as Narcotics Anonymous and

Alcoholics Anonymous. Participants progress through the phases of the program by completing the tasks associated with each phase. This method of treatment is appealing because it is less expensive than inpatient or residential substance abuse treatment, and the individual can remain in the home community and continue to work while receiving treatment.

VICTIMS' SERVICES—A range of activities, usually provided by the District Attorney's office, which attend to the needs of victims and witnesses, coordinate their testimony, and support them until their case is resolved in the criminal justice system.

ACKNOWLEDGEMENTS

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GRANT # 99-DD-BX-0090

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PP - ID 73835

EVALUATOR: KE (Initials Only)

Rec'd: Date 7/19/2002

DATE: 7/22/02

NCJ # 195867

SCREENING DECISION IN OUT (circle)

PUBLICATION DATE 2000

PAGE NUMBERS 35p.

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