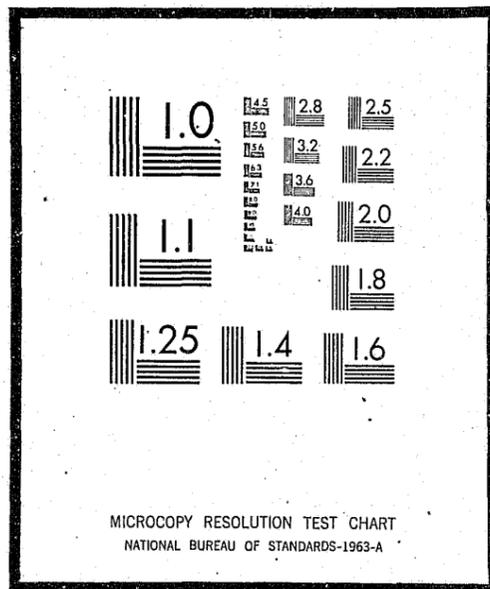


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Delaware -
PRE-TRIAL RELEASE Project

An Evaluation

Submitted to the Executive Committee
of the
Delaware Agency To Reduce Crime

by
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3-6-75

(Ev)

Preface

This evaluation of the Pre-Trial Release project in the State of Delaware is a concise analysis of the activities and operations of the project pursuant to subgrant awards 72-DF-03-0014 and FA-44-73. In addition, an attempt was made to deal with the impact or influence of the project with respect to the Adult Corrections component of the Criminal Justice System. However, the coverage is by no means exhaustive and the results should not be considered conclusive until further data collection and analysis are performed.

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I. Introduction

Prior to July of 1972, the Pre-Trial Release Office, within the Division of Adult Corrections, was staffed with four counselors and one clerk-stenographer. This staff had the responsibility for making recommendations to the State courts pursuant to the release of those individuals who were held in detention due to default of bail.¹ Once individuals were released as a result of those recommendations, there was rarely any follow-up assistance or supervision provided.

In April of 1972, the Division of Adult Corrections was awarded a discretionary grant (72-DF-03-0014) to provide a system of conditional release. In other words, a system which provided supervision of and follow-up assistance to those persons who were released with conditions.

The discretionary grant specifically earmarked funds to hire fourteen additional staff --- four full-time Counselors, seven part-time Social Service Specialists, two full-time Clerk Stenographers and one part-time Clerk-Stenographer. Funds were also budgeted for travel, equipment, supplies and operating expenses. The budget for that grant is depicted in Table 1. Equipment purchased and Job Descriptions are listed in the appendix.

Table 1

Budget Allocation Per Category: Subgrant No. 72-DF-03-0014

<u>Category</u>	<u>(LEAA) Federal</u>	<u>State*</u>
Personnel	\$ 83,709	\$37,659
Travel	4,000	
Equipment	14,718	
Supplies and Operating Expenses	13,749	2,585
Totals	\$116,176	\$40,244

*State contribution was in-kind.

¹Default of Bail is used to mean that the accused is not able to meet the condition set forth by the court at time of arraignment.

In June of 1973, the Division of Adult Corrections was awarded an action grant (FA-44-73) to continue the Pre-Trial Release program in a modified form. The funds were designated for the following eight staff: four full-time Counselors, one part-time Social Services Specialist, one full-time Clerk-Stenographer and two part-time Clerk-Typists. There were also funds provided for travel, supplies and operating expenses. The budget for that grant is depicted in Table 2.

Table 2

Budget Allocation Per Category: Subgrant No. FA-44-73

<u>Category</u>	<u>(LEAA) Federal</u>	<u>State</u>
Personnel	\$53,275	\$10,007
Travel	1,400	500
Supplies	900	500
Operating Expenses	8,717	
Totals	\$64,292	\$11,007

The total budget for both grants including the award period, the operational period and the amount of money expended from July 1, 1972 through December 31, 1974 is depicted in Table 3.

Table 3

Descriptive Information of Awards to the Division of Adult Corrections: Pre-Trial Release Project

<u>Subgrant No.</u>	<u>Amount of Award</u>		<u>Award Period</u>	<u>Operational Period</u>	<u>Amount Expended</u>	
	<u>LEAA</u>	<u>State</u>			<u>LEAA</u>	<u>State</u>
72-DF-03-0014	\$116,176	-	4-1-72 to 10-31-73	7-1-72 to 10-31-73	\$ 99,524.31 ¹	-
FA-44-73	64,292	\$11,007	11-1-73 to 3-31-75	11-1-73 to 3-31-75	\$ 47,732.62 ²	\$5,700.24
Totals	\$180,468	\$11,007	36 Months	33 Months	\$147,256.93	\$5,700.24

Note 1: From financial audit completed by DARC on June 6, 1974.

Note 2: From the Statement of Budgetary Activities and Balances as of December 31, 1974 on file at the Division of Business Administration and General Services.

II. Operation of Project (This section is almost taken verbatim from a description provided by Mr. Gregory Fullhart, project director from January of 1973 through January of 1975)

The project became operational in July of 1972. The immediate results were:

1. Additional comprehensive reports and recommendations were made to the Superior Court in New Castle County.
2. An increase in reports and recommendations were made to *Magistrate Courts #7 and 13 and to the Superior Court in Kent County.
3. Capabilities to supervise the conditions of release imposed by the courts were strengthened.

It is noteworthy that the judges of those courts were neither cognizant of the project award nor aware of the project's philosophy and purpose. Therefore, a meeting was held with the Chief Administrator of the Magistrate's Courts to discuss the planned procedural implementation of the project. A similar meeting was held with an official from the Delaware State Police. The result of both meetings was an agreed upon experimental procedure.

The experimental procedure was as follows:

Whenever an individual was arrested in the state, but outside of the city of Wilmington, the arresting police officer would telephone someone in the Magistrate Court to which he was bringing the defendant. The Magistrate would telephone the pre-trial release office staff (or an answering service in off hours) to report the case. A project staff member would then be contacted via an electronic beeper system if he was out of the office. He would then drive to the Magistrate Court, interview the defendant, verify the defendant's statements by telephone and make a recommendation to the court at the time of arraignment.

In order to determine the feasibility of the above procedure (availability of telephones, interview space, time required, etc.), Magistrate Court #15 was selected as the test site. One project staff member was stationed at the court Monday to Saturday during the hours of 7:00 p.m. to 11:00 p.m. The procedure was tested from September of 1972 through December of 1972.

*A list of the Magistrate Courts per county is contained in the Appendix.

Two major problems were identified during the test period. First, there was insufficient time allotted to complete the interview and to verify the defendant's statements. This part of the process usually required at least ten to twenty minutes to complete, if, in fact it was completed. For example, completion of the process was dependant upon verification of the defendant's references by telephone.

One of the critical factors involved in making a recommendation for conditional release was the defendant's prior criminal record including any pending charges. In the Magistrate Court, this information could not be attained. Consequently, only the defendant's unverified statement was available. Obviously, that was not sufficient to convince a magistrate to release a defendant conditionally. Furthermore, during this whole process, the arresting police officer was required to wait pursuant to the outcome of the arraignment.

The other major problem identified was that of simultaneous arraignments in two or more Magistrate Courts. To deal with this problem would have necessitated the assignment of more project staff in each county per evening. The cost of such deployment was considered wasteful and the time expended was considered inefficient. Therefore, a change in procedures was adopted which is largely effective to date.

The new procedure called for bail hearings while the defendant was still within the jurisdiction of the Magistrate Court. This involved the use of Magistrate Court # 13 for those arrests occurring in New Castle County (excluding the city of Wilmington).

The following is a description of the resulting procedure with respect to the arrest and arraignment of a defendant at a Magistrate Court in New Castle County:

If the defendant could not post bail or satisfy the condition of bond, he or she was taken to the appropriate detention center. On the following day, the defendant was interviewed by a project staff member. The defendant's responses were investigated, verified and, if warranted, a recommendation was written up. The project staff member then contacted officials at Court #13. These officials then contacted personnel at the detention centers so that the defendant could be transported to the court on the following day. In addition, both the Attorney General's Office and the Public Defender's Office, if needed, were informed of the bail hearings.

This new procedure was very similar to the procedure established with the Court of Common Pleas in New Castle County. When a defendant was arrested and arraigned in a Magistrate Court, he or she could elect, at the time of arraignment, to have their case transferred to the Court of Common Pleas. If so, then the arraigning magistrate would alert the Court of Common Pleas which scheduled the defendant for arraignment on the following morning. The Court of Common Pleas would then notify project personnel of such arraignment. The pre-trial staff would, therefore, interview the defendant the day before in order to determine if a recommendation for conditional release should be submitted.

In the counties of Kent and Sussex, the following procedure was initiated:

All the defendants committed in default of bail from courts in those counties were interviewed by staff at the appropriate detention centers. If a recommendation was warranted, the staff would contact the defendant's attorney (usually a Public Defender) and inform him or her of the recommendation. It was then the responsibility of the attorney or Public Defender to file a bail reduction motion with the court. When the hearing was held, the project staff's recommendation was submitted.

Once the above described procedures were developed, a point system was used to determine the qualifications of each offender for release. In order to be recommended for release a defendant needed (1) a local address and (2) a total of at least four points.

Exhibit A is the form used to record the number of points earned. Associated with this "standards" form was, of course, the Pre-Trial Release Questionnaire form. This was the recording document used by pre-trial staff when conducting the interviews. Exhibit B is an illustration of that form. (Both exhibits are contained in the Appendix)

III. The Findings: Related to the Stated Objectives

1. To provide reports and recommendations concerning defendants accused of crimes in order to aid the courts in making bail decisions and imposing meaningful conditions of release.

o During the thirty month operational period of this project, three hundred thirty-nine individuals were conditionally released as a result of reports provided to the courts.

o There were twenty-one distinct conditions of release imposed as a result of the recommendations provided. The conditions were:

- a. Defendant must live with family members
- b. Defendant must reside at halfway house
- c. Defendant must remain in school
- d. Defendant must seek employment
- e. Defendant must return to present employment
- f. Defendant must contact Pre-Trial Release Office by telephone at least once a week
- g. Defendant must contact Pre-Trial Release Office in person at least once a week
- h. Defendant must report any change of address or other circumstances
- i. Defendant must contact probation officer on a regular basis
- j. Defendant must participate in an in-patient drug program
- k. Defendant must participate in an out-patient drug program
- l. Defendant must participate in an alcoholic program (in or out-patient)
- m. Defendant must receive mental health services
- n. Defendant must participate in Social Action Program (at Dover Air Force Base)
- o. Defendant must participate in the Manpower Development and Training Program
- p. Defendant must participate in a Vocational Rehabilitation Program
- q. Defendant must participate in the Opportunities Industrialization Center's program
- r. Defendant must participate in a GED work program
- s. Defendant must seek counseling from social service agencies such as Family Services, Catholic Social Services, etc.
- t. Defendant must return to military unit
- u. Defendant must contact immigration authorities.

Note: All of the above conditions were not imposed on every defendant. However, several of the conditions were imposed on each defendant.

2. To reduce the time between arrest and the pre-trial release staff's recommendation to the courts.

o With respect to the defendants arrested in New Castle County, the time between arrest and the pre-trial release staff's recommendations to the courts was reduced from an average of ten days to a range of one to three days. (Most of the defendants, approximately 64%, were brought before courts in New Castle County)

- o With respect to the defendants arrested in Sussex County, the time between arrest and the pre-trial release staff's recommendations to the courts was also reduced. However, further research is required to ascertain the amount of that reduction.
 - o With respect to the defendants arrested in Kent County, the time between arrest and the pre-trial release staff's recommendation to the courts has not been reduced. The project staff claimed that, "In almost all cases, the Attorney General's Office opposed [such recommendations] because the Deputy Attorney General had not had a chance to speak with the arresting police officer". However, "This situation has been discussed with the state prosecutor and efforts are now underway to see if some procedure could be set up to expedite bail review hearings in Kent County".
3. To reduce the number of persons accused of crimes detained at the Delaware Correctional Center in default of bail.
- o In spite of the efforts and achievements of this project, the detention population at the Delaware Correctional Center was not noticeably reduced. The submitted reasons for this non-reduction were:
 - a. The increased number of arrests during the past two years which resulted in an increased detainee population.
 - b. The reluctance of the courts to release defendants charged with serious offenses (eg. murder, rape, kidnapping, robbery or first degree assault).
4. To reduce the demand for public defenders since more defendants will be able to find or keep jobs to finance their own defense.
- o This objective was not achieved or at least was not determined, according to the project director, because:

"To determine the effect of the Pre-Trial Release Program in reducing the number of cases that [were] represented by the Public Defender's Office, it would [have required] much time-consuming research on the part of the Public Defender's Office and the Pre-Trial Release Office. This manpower [was] simply not available....."

5. To increase the use of third party release and community support groups.
- o Records indicate that eighty-four defendants (24.8%) were referred to third parties such as Drug Abuse Programs, Mental Hygiene, Employment Assistance Agencies, Schools, etc.
6. To notify the courts in the event defendants do not comply with the conditions of their release.
- o During the operational period, the courts were notified of thirty-four defendants (10%) who violated their condition of release. These defendants were subsequently dropped as conditional releasees and incarcerated prior to trial.
7. To reduce the number of defendants not appearing for their trials.
- o There were twenty-seven defendants (8%) who failed to appear for trial. It is not clear, however, how much of a reduction the above represented with respect to any previous period.
8. To reduce the cost of incarceration to the State of Delaware for persons awaiting trial in default of bail.
- o There were 34,886 defendant days spent in the community by 339 defendants during the project operational period. The total amount expended for the Pre-Trial Release project during the project period was \$152,957.17. Therefore, the average daily cost of keeping the defendants in the community and out of jail was \$4.38. Similarly, it has been estimated by the Division of Adult Corrections and supported by the Urban Affairs Division of the University of Delaware that the daily expenses to house, feed and guard a detainee is \$20.

IV. Project Problems

A. Staff Vacancies

The project was never fully staffed during the entire thirty months. The stated reasons for the vacancies were the ones that are so common with state agencies in Delaware. A summary of those reasons follow:

1. The difficulty in obtaining state Merit System eligibility lists
2. The necessity to obtain hiring approval for each vacancy

3. The general freeze on hiring promulgated by the Governor
4. Resignations and transfers of the existing staff
5. The "perceived" threat of unemployment should federal funding cease
6. Maternity leave.

During the course of this evaluation, another likely reason surfaced. Several of the project staff who were paid by federal funds sought the "security" of the state Merit System (civil service). Therefore, they made the necessary overtures to join the state payroll and, when authorized, did so. Thus the federally funded positions became vacant as the state funded positions increased. (See Figures I and II for a graphical display of this phenomenon.)

The net result of the staff vacancies (along with the associated circumstances described above) with respect to the project was as follows:

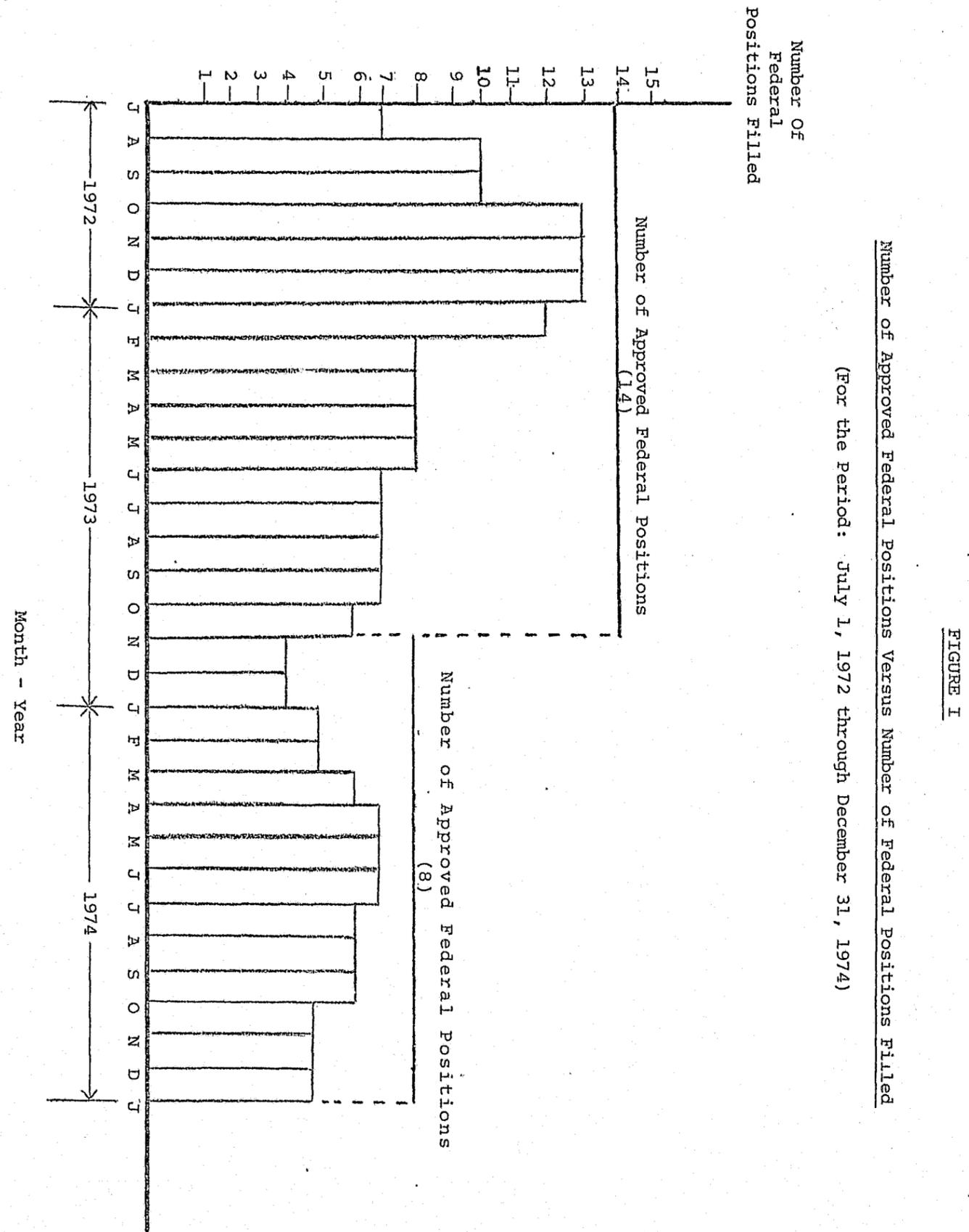
1. An increased demand on the existing staff
2. A decrease in the coverage of the pre-trial services
3. An increase in the project period from two years to three years
4. A decrease of the cost-benefit to the state
5. A decrease in the potential cost-effectiveness of the project
6. Periodic frustration of the project staff.

B. Data Deficiencies

Records were lacking or deficient in two major areas - financial documentation and client histories. The former was ascertained when DARC conducted a comprehensive audit of the project in May of 1974.

The findings related to that audit are summarized below:

1. There was no ledger maintained at the project site to reflect the financial activity
2. There was no log book maintained at the project site to reflect the accrued vacation which project staff earned



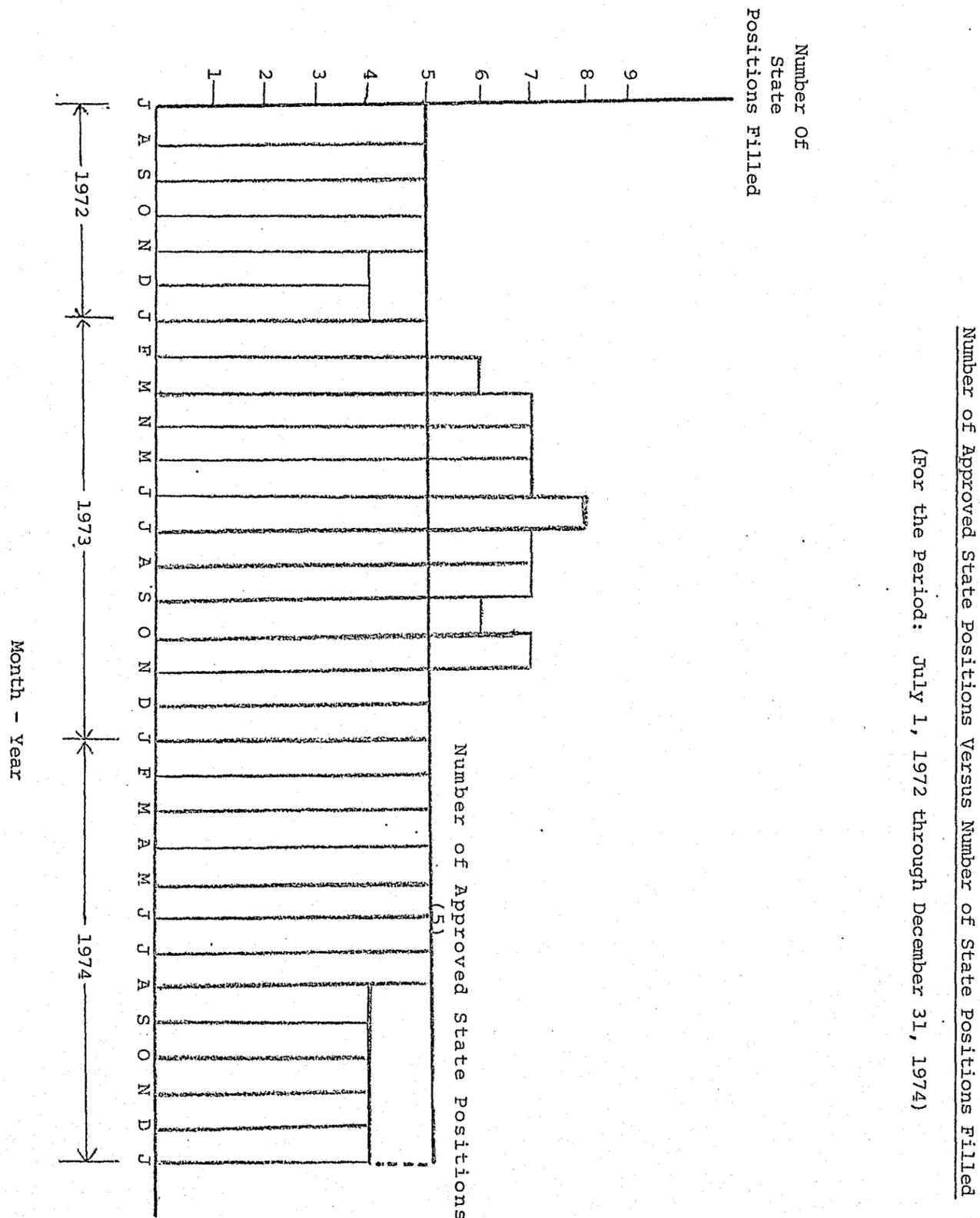


FIGURE II

3. The amount of money which was paid to the state for pensions and Blue Cross was understated by \$4,482.
4. FICA and Workmen's Compensation were overstated by \$717.

Because of the above, it was necessary to get special permission from LEAA in order to pay the benefits owed to the state. In addition, recommendations which addressed the necessity of maintaining proper financial activity, as required by LEAA, were submitted to the Project Director.

It must be noted, however, that the payment of the monies owed to the state has not been effected as of this writing.

The problem concerning records of client histories can be summarized as follows:

1. Record keeping was not consistent throughout the period studied
2. The kinds of client data maintained were not consistent
3. Sufficient data, for purposes of evaluation and planning, were not maintained.

The data compiled in Table 4 are comprehensive with respect to the first 224 defendants who were released to the project. Specifically, the conditions of release are detailed together with the compliance and non-compliance rates for each releasee. The compilation accounts for 66% of the total project participants. Similar data on the remaining 115 defendants who were released to the project are not readily available.

Table 5 is a relatively comprehensive compilation of profile data with respect to the 115 project participants who became conditional releasees during the period from November 1, 1973 to December 31, 1974. Comparable data for the other 224 project participants are not readily available.

Concerning the kinds of data that this evaluator considers sufficient for purposes of evaluation and planning, the following listing is suggested.

o Personal Data

Sex, race, health, age, city of residence, and county of residence

Table 4

Compliance to Conditions of Release
(224 Individuals for the Period July 1, 1972 thorough October 31, 1973)

Conditions of Release	Compliance No. (%)	Non-Compliance No. (%)	Total
Live with family member	156 (87.6)	22 (12.4)	178
Reside at Halfway House	1 (25.0)	3 (75.0)	4
Remain in school	10 (100)	-	10
Obtain employment	45 (78.9)	12 (21.1)	57
Return to present employment	44 (91.7)	4 (8.3)	48
Contact Pre-Trial Release Office: by telephone at least once a week	96 (84.2)	18 (15.8)	114
Contact Pre-Trial Release Office in person at least once a week	7 (77.8)	2 (22.2)	9
Contact Pre-Trial Release Office of any change of address or other circumstances	9 (90.0)	1 (10.0)	10
Contact Pre-Trial Release Office and Pro- bation Officer	4 (66.7)	2 (33.3)	6
Participate in In-Patient Drug Program	16 (80.0)	4 (20.0)	20
Participate in Out-Patient Drug Program	22 (75.9)	7 (24.1)	29
Participate in Alcoholic Program	3 (100)	-	3
Receive Mental Health Services	3 (75.0)	1 (25.0)	4
Participate in Social Action Program (Dover Air Force Base)	4 (100)	-	4
Participate in Manpower Development and Training Program	5 (62.5)	3 (37.5)	8
Participate in Vocational Rehabilitation	1 (50.0)	1 (50.0)	2
Participate in Opportunities Industrialization Center	2 (100)	-	2
Participate in DECCA Program (GED-work program)	-	2 (100)	2
Return to Military Unit	1 (100)	-	1
Contact Immigration Authorities	1 (100)	-	1

Table 5

*Profile of Conditional Releasees

(For the period November 1, 1973 through December 31, 1974)

Total Individuals 115			
Sex:	Male	105	(91.3%)
	Female	10	(8.7%)
Ethnic Background:	Black	50	(43.5%)
	White	59	(51.3%)
	Puerto Rican	6	(5.2%)
Age:	18 or less	15	(13.0%)
	19 - 20	33	(28.7%)
	21 - 22	16	(13.9%)
	23 - 24	21	(18.3%)
	25 and over	30	(26.1%)
County of Residence:	New Castle	74	(64.3%)
	Kent	33	(28.7%)
	Sussex	3	(2.6%)
	Out of State	5	(4.4%)
City of Residence:	Wilmington	56	(48.7%)
	Newark	8	(7.0%)
	New Castle	8	(7.0%)
	Dover	13	(11.3%)
	Others	30	(26.0%)
	Marital Status:	Single	67
Married		25	(21.7%)
Separated		13	(11.3%)
Divorced		10	(8.7%)
Dependents:	None	80	(69.6%)
	One	12	(10.4%)
	Two or More	23	(20.0%)
Employment: (during release)	Employed	65	(56.5%)
	Unemployed	50	(43.5%)
Prior Felony Convictions:	Concivtions	32	(27.8%)
	No Convictions	83	(72.2%)
Current Charges:	Felony	100	(87.0%)
	Misdemeanors	15	(13.0%)

*Profile data on the other 224 individuals is not readily available.

o Criminal History

Age at first arrest
Number of prior arrests
Number of prior convictions
Number of prior sentences to incarceration
Drug history by type of drugs (including alcohol)
Narcotic history by type of narcotic

o Residence and Family

Number of residence changes in past 12-month period
Number of dependants
Number receiving public assistance

o Employment

Employment status (full-time, part-time, unemployed)
Number of months on last held job
Number of jobs held in last 12 months
Income for last month
Income for last 12 months

o Education

Student status (not a student, student)
Years of education completed

o Current Criminal Allegations

Number of new offenses during pre-trial period
Appearance rates/Non-appearance rates
Seriousness of allegations (felony, misdemeanor)
Compliance with conditions of release

o Length of time from arrest to release to project

Days from arrest to interview
Days from interview to release

The above is intended as an indication of the minimum data elements required for an adequate evaluation and for planning purposes. The listing should probably be expanded to include other data elements.

V. The Notion of Impact

In addition to outlining the findings related to the stated objectives, this evaluation attempts to deal with the notion of impact. Three specific areas of interest are discussed-- releasee-project interaction, financial effectiveness and project influence. Each of these are discussed below.

A. Releasee-Project Interaction

The releasee-project interaction area essentially implies an assumption that a given project will not be equally effective with all defendants. In this area, an attempt was made to assess the above assumption with respect to those releasees who were terminated from the project because of failure to appear for trial or because of re-arrest during the period from July 1, 1972 through December 31, 1974. The assessment will take the form of comparison with similar projects conducted in other states.¹ It's hoped that this assessment will serve as a guideline for future pre-trial release planning and evaluation.

As indicated in Table 6, there were 34 (10%) releasees who were terminated for failure to appear at trial or because of re-arrest prior to trial. By comparison, 59 of 332 defendants (17.8%) failed to appear at trial or were re-arrested prior to trial in a similar pre-trial release project in the state of Iowa.

If we refer to Table 7, we observe some other re-arrest rates for similar projects in nine other cities.

¹ Sources: (a) The 1973 Evaluation of the Fifth Judicial District, Department of Court Services, State of Iowa, February, 1974.
(b) The Third Progress Report, Pre-Trial Intervention Program of the Manpower Administration, U.S. Department of Labor, May, 1974.

Table 6

Dispositions of Conditional Releasees: Pre-Trial Release Project: (For the period July 1, 1972 through December 31, 1974)

Not Guilty, Dismissed or Nolle Prosequi	87 (25.7%)
Guilty:	157 (46.3%)
Sentenced to Incarceration - 45 (13.3%)	
Sentenced to Probation - 81 (23.8%)	
Fined - 3 (0.9%)	
Pending Sentence - 28 (8.3%)	
Pending Trial	61 (18.0%)
Terminated (Failure to appear at trial or re-arrested; all re-incarcerated)	34 (10.0%)
Total	339 (100.0%)

Addendum to Table 6

Total days spent in the community by releasees (For the period July 1, 1972 through December 31, 1974: 30 Months)	34,886
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Table 7

City, Number of Participants, Number of Participants Re-Arrested and Percentage of Participants Re-Arrested: Excerpt from the Third Interim Progress Report, Pre-Trial Intervention Program of the Manpower Administration, U. S. Department of Labor

City	No. of Participants	No. of Participants Re-Arrested	% of Participants Re-Arrested
Atlanta, Ga.	278	12	4.3
Baltimore, Md.	326	36	11.0
Boston, Mass.	265	47	17.7
San Jose, Ca.	230	12	5.2
Santa Rosa, Ca.	119	10	8.4
Hayward, Ca.	138	13	9.4
Cleveland, O.	595	36	6.1
Minneapolis, Minn.	444	94	21.2
San Antonio, Tex.	289	13	4.5

Although there is not a one to one correspondence between the above rates and those of Delaware (because Delaware's rate includes individuals who also failed to appear at trial), the comparison is worthy of note. Indeed, three of the cities - Baltimore, Boston and Minneapolis - have higher rates than Delaware inspite of the fact that those rates include re-arrests only. It is recognized, that many readers will criticize the comparison since seven of the cities have populations either larger or nearly as large as the state of Delaware, while two of the cities have populations much smaller than Delaware. Furthermore, the socio-economic characteristics of those cities may be considered of a different nature than Delaware. The criticism is accepted, but for purposes of evaluation, the comparisons are at least informative though not isomorphic.

One further display of the releasee-project interaction is the degree of compliance to conditions of release. The discussion of this item will not be advanced. However, the reader may refer to Table 4 for a detailed examination of the behavior of 66 percent of the defendants released to the project.

B. Financial Effectiveness

Although the effectiveness of a project in achieving its stated objectives is important, another important concern is project cost. It is to be noted, however, that correctional costs are calculated in many ways--some are done well and some are done poorly.

Correctional projects are often computed on the basis of a cost per day per client. In addition, correctional projects are calculated on the basis of a cost per term per client. The rationale for these two different approaches is not always clearly defined. Yet, there is a common ingredient between the two - both approaches tend to ignore the central administrative costs associated with correctional projects.

Project costs have been computed for this report on both a cost per day and a cost per client term basis. These costs were generated by those who served in detention status at the Adult Correctional institutions during fiscal year 1974 and by those who were pre-trial releasees during that project period. Costs for central administration have not been allocated proportionately across each of the two areas. The results of those calculations are contained in Table 8.

Table 8

Costs per Day and Per Term for the Detention Population (FY 1974) and the Pre-Trial Releasees (July 1, 1972 through December 31, 1974)

	Total Cost	No. of Days Spent in Jails or Community	Cost Per Day	Average Length Of Term (Days)	Cost Per Term
Detentioners	\$1,129,790.00	53,791	*\$20.00	27.2	\$544.00
Releasees	\$ 152,957.17	34,886	\$ 4.38	102.9	\$450.70

As indicated in Table 8, the daily cost for the pre-trial releasees are \$15.62 less than the daily costs for maintaining a person in jail prior to trial. In like manner, the cost per term of the pre-trial releasees are \$93.30 less than the cost per term for the detentioners. Moreover, the average length of term for which the releasees were in the community is approximately four times as long as the average length of term the detentioners were in jail.

* The cost of \$20.00 per day was computed by staff of the Division of Adult Corrections. Therefore, in the interest of consistency, that cost figure is used here. From the data submitted by that staff, however, the actual computed cost per day is \$21.00. Similarly, the actual computed cost per term is \$571.20.

C. Project Influence

It is not easy to assess accurately the direct influence which the Pre-Trial Release project has had upon the Delaware Correctional system. First of all, much more information and data are required. Secondly, even if such information and data were available, we are not sure how the defendants would have been handled by the courts and the Division of Adult Corrections if the project did not exist. Nevertheless, an attempt to assess the project's influence upon the correctional system will be pursued.

As mentioned earlier, the Pre-Trial Release project obtained the release of 339 accused offenders during the period from July 1, 1973 to December 31, 1974. It is unlikely that all of those offenders would have been detained in jail throughout their pre-trial period in the absence of the project. It is also unlikely that all of those offenders would have been able to post bail to obtain their release. Therefore, it is hypothesized that at least the jail population has been reduced as a result of the project.

If all persons who were released through the Pre-Trial Release project had been detained in jail, a total of 34,886 days would have been spent in jail. On the average, each of the 339 defendants would have been detained for approximately 103 days.

From the standpoint of the direct influence that the project had upon the correctional system, a more important average can be computed. This average is based on data that documents the number of days that each of 169 (49.9% of 339) project releasees spent in the community prior to trial. The total number of days for all of these releasees was 25,081. If we translate those days spent in the community into days spent in the correctional institutions, then the detention population at the correctional institutions would have increased by an average of more than 34 detentioners per day. It follows that such an increase would have dramatically burdened the already overcapacitated detention centers.

VI. Recommendations

1. It is recommended that record keeping be improved.
2. It is recommended that the suggested data be collected as detailed in Section IV.
3. It is recommended that the project be expanded.
4. It is recommended that post release activities be documented through follow-up procedures.

APPENDIX

Equipment Inventory #72-DF-03-0014

The following equipment was purchased by the Pre-Trial Release Office with federal funds from the discretionary grant (72-DF-03-0014): (No equipment was purchased under subgrant (FA-44-73)).

<u>No. of Items</u>	<u>Description</u>
(3)	Multimodular secretarial desks
(5)	Standard desks
(5)	Standard chairs (STAR)
(5)	Secretarial chairs (SSTW)
(9)	Side chairs (STA)
(3)	File cabinets S4FC (letter size with locks)
(1)	Storage cabinet S3672
(2)	Norelco 88 Portable dictation unit
(1)	Norelco 86 Transcriber
(1)	88 Tape Cassette
(3)	Royal 560/S Typewriters
(1)	Automatic electric portable calculator
(4)	1973 Chevrolet Vegas

CLASS TITLE: Counselor I

CHARACTERISTICS OF THE CLASS:

Under supervision, is responsible for increasingly responsible probation and parole aftercare or institutional case work at a professional level.

EXAMPLES OF DUTIES:

Under supervision assumes increasing professional responsibility in quantity and quality for interviewing defendants, clients, probationers, parolees, their families and others including public and private agencies for the assembly, analysis, and evaluation of information about offenders for the purpose of assessing their personality, problems and needs, and community risk, makes recommendations to courts, regarding the dispositions of cases; makes appropriate placements for those on aftercare, including own home, foster home, group home, etc.; counsels and directs supervisees about the conditions of probation and parole including the requirements of reporting, payments of fines, costs, restitutions and problems of community adjustment; develops relationships with appropriate community resources such as schools, employers, courts, police, and other agencies and groups; visits homes, places of employment and others to verify and obtain information about a supervisee's adjustment, problems and needs; cooperates with and makes referrals to community agencies; cooperates with volunteers as directed; investigates violations, keeps detailed case histories and other records as required; after training may conduct group counseling sessions; attends classes, conferences, training programs for staff development, performs readings or other projects as required to increase knowledge and understanding of the administration of criminal justice, particularly probation, parole, and aftercare.

MINIMUM QUALIFICATIONS:

Training and Experience: Graduation from an accredited college or university with a bachelor's degree, preferably in one of the behavioral sciences.

Knowledge, Abilities and Skills: Rudimentary knowledge of the sociological and psychological aspects of behavior; aptitude for the development of inter-personal relationships, interest in providing guidance for offenders; ability to communicate verbally and in writing; elementary grasp of interviewing techniques; ability to organize and report information; ability to maintain an acceptable appearance, cooperate with others and accept supervision.

Pay Grade 19.

CLASS TITLE: Social Service Specialist

CHARACTERISTICS OF THE CLASS:

Under supervision, assists the professional staff workers by performing specialized administrative, clerical and client contact responsibilities in order to strengthen delivery of social services to individuals, families and children in one or more specific area of need; performs related work as required.

EXAMPLES OF DUTIES:

Identifies needs of clients in one or more area of services such as alcoholism, desertion, poverty, protective services, aging, visually impaired or other areas of services; makes friendly visits to clients such as shut-ins, elderly or disabled; gathers information according to a standard format to determine needs of individual or community; types routine forms, appointment letters, and case histories; conducts consumer education classes on how to buy, sets-up client's family budget through family living experience; interviews clients and provides evaluation and referral to services such as Family Planning, Legal (criminal and civil law), and employment.

May counsel families concerning Day Care service and selection of facility best suited to the child's needs; assists parents in process of admission of child to and termination of services at Day Care Centers; consults with social worker and parents concerning children in Day Care Centers.

May interview clients to establish housing needs and assist in resolving problems of housing that endanger stability, health and protection of family; talks to residents who are being evicted to make sure that eviction is legal; refers evicted to proper legal service as needed; inspects housing to determine if structures comply with codes; communicates with realtors to maintain up-dated listings of available housing; talks to community groups to solidify responsiveness and pressures for better housing; informs clients of funding resources for purchase or repair of housing.

Routinely counsels clients to assist them in carrying out their responsibilities as citizens and parents and to overcome anxieties experienced by public assistance recipients seeking employment; confers with individuals and community group to explain available service programs; makes recommendations to appropriate income assistance staff regarding eligibility of clients and to service professionals for appropriate service needs; may assist professional worker in processing adoptions; may compose and type related reports; may help Social Service Aides and Social Service Assistants to understand responsibilities and improve performance.

MINIMUM QUALIFICATIONS:

Training and Experience: Graduation from an accredited school with an associate degree in education, a social or behavioral science or closely related field and one year of experience in social work, health services, community organization services or closely related field; or graduation from high school or GED certificate and three years of progressively responsible experience of the type specified above; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Good knowledge of interviewing techniques; good knowledge of office practices and procedures; knowledge of laws as they pertain to social services; knowledge of division rules and regulations; good knowledge of community resources.

Ability to speak and write clearly and effectively; ability to establish and maintain effective relationship with others; ability to supervise; ability to work in all phases of social services; ability to follow instructions; ability to use good judgement.

General Clerical and Administrative Group
Typing, Stenographic and Secretarial Series

CLASS TITLE: Clerk Stenographer II

CHARACTERISTICS OF THE CLASS:

Under general supervision, is responsible for stenographic and clerical work of moderate difficulty involving the taking and transcribing of dictation; the work may involve limited supervision over others; and performs related work as required.

EXAMPLES OF DUTIES:

Takes and transcribes moderately difficult and varied dictation; takes and transcribes proceedings of staff or board meetings and committees; routinely composes correspondence; interviews visitors, arranges appointments, and keeps office personnel records; obtains information from other state agencies or private organizations; types involved financial or statistical statements, reports or other material requiring some judgment and resourcefulness; keeps records and maintains files; operates office appliances such as adding machines, calculators, duplicating machines and other equipment; in a smaller department or division of a larger department may perform some secretarial duties, relieving an executive of office detail.

MINIMUM QUALIFICATIONS:

Training and Experience: Graduation from high school or GED certificate, including coursework in typing and shorthand; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Good knowledge of business English, spelling and punctuation; good knowledge of office practices, procedures and equipment; some knowledge of figures record keeping.

Sufficient skill in typing to enable an applicant to complete 40 net words per minute.

Sufficient skill in shorthand to enable an applicant to take dictation at the rate of 80 words per minute.

Pay Grade 8

General Clerical and Administrative Group
Typing, Stenographic and Secretarial Series

CLASS TITLE: Clerk Typist III

CHARACTERISTICS OF THE CLASS:

Under general supervision, performs typing and clerical work of considerable difficulty, often being responsible for supervising the work of others; and performs related work as required.

EXAMPLES OF DUTIES:

Supervises clerical personnel involved in typing, filing, licensing, operating varied office appliances and equipment; sets up and types difficult and complex reports; types difficult medical, legal, psychological material; composes and types narrative material; assists in setting up meetings and hearings; keeps financial records; maintains payroll data; greets visitors; sets up appointments; operates a variety of office equipment and machines; in a small to moderate-sized department, or in a division of a large department, may act a chief clerical assistant to an executive.

MINIMUM QUALIFICATIONS:

Training and Experience: Graduation from high school or GED certificate, including coursework in typing, and three years of progressively responsible and varied typing and clerical experience, including some experience in supervising clerical operations; additional experience of the type specified above may be substituted on a year for year basis for up to two years of the required high school education; successfully completed post high school training in clerical or business studies, including coursework in typing, may be substituted on a year for year basis for up to two years of the required experience.

Knowledge, Abilities and Skills: Considerable knowledge of office practices and procedures; considerable knowledge of business English, spelling and commercial arithmetic; good knowledge of figures record keeping; some knowledge of supervision.

Ability to supervise and participate in varied and difficult typing and clerical work; ability to deal with and resolve problems of public contact and office procedure; judgment and decision-making ability.

Sufficient skill in typing to enable an applicant to complete 40 net words per minute.

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DEPARTMENT OF CORRECTION
STATE OF DELAWARE
PRE-TRIAL RELEASE PROGRAM

STANDARDS

DATE _____

DOCKET NO. _____ NAME _____ COURT _____ COUNTY _____

To be recommended a defendant needs:

- (1) An area address where he can be reached, and
- (2) A total of four (4) points from the following categories:

<u>INT.</u>	<u>VER.</u>	<u>RESIDENCE</u> (In Delaware area; not on and off.)
3	3	Present residence 1 year OR present and prior 1½ years.
2	2	Present residence 6 months OR present and prior 1 year.
1	1	Present residence 4 months OR present and prior 6 months.
<u>TIME IN AREA</u>		
1	1	Five years or more.
<u>FAMILY TIES</u> (In area)		
4	4	Living with family in area for 1 year or more AND has contact with other family member(s).
3	3	Lives with family.
2	2	Lives with nonfamily friend whom he gives as a reference AND has contact with other family member(s).
1	1	Lives with nonfamily friend whom he gives as a reference OR has contact with family member(s).
<u>EMPLOYMENT OR SUBSTITUTES</u>		
4	4	Present job 1 year or more where employer will take back.
3	3	Present job 1 year or more.
2	2	Present job 4 months where employer will take back, OR present and prior job 6 months where employer will take back, OR full-time student.
1	1	(a) Present job 4 months OR present and prior job 6 months OR (b) Current job where employer will take back OR (c) Unemployed 3 months or less with 9 months or more single prior job from which not fired for disciplinary reasons OR (d) Receiving unemployment compensation, welfare, etc. OR (e) In poor health.
<u>CHARACTER</u>		
-2	-2	Prior Capias Arrest within last 2 years OR definite knowledge of drug addiction or alcoholism.

TOTAL INTERVIEW POINTS

TOTAL VERIFIED POINTS

LIST OF MAGISTRATE (JP) COURTS

<u>Court No.</u>	<u>City</u>	<u>County</u>
1	Dagsboro	Sussex
1A	Bethany Beach (summer only)	Sussex
2	Lewes	Sussex
3	Georgetown	Sussex
4	Seaford	Sussex
5	Milford	Sussex
6	Harrington	Kent
7	Dover	Kent
8	Smyrna	Kent
9	Middletown	New Castle
10	(Between Wilmington and Newark)	New Castle
11	Wilmington	New Castle
13	Wilmington	New Castle
14	Wilmington	New Castle
15	Wilmington	New Castle

PRE-TRIAL RELEASE QUESTIONNAIRE

FOR _____

Interviewer _____ Arr. Date _____
 Present Bail _____ Adjusted Bail _____

RECOMMENDED BOND	CONDITIONS	Cont. Date	Adj. Bail
Personal Recognizance		/	
Unsecured		/	
Secured		/	
Bail Reduction			

CHARGE(S) _____

NAME (Last) (First) (Middle) (Nee)
 AGE Date of Birth Sex Race

PRESENT ADDRESS
 Duration With Whom, relation
 Phone Alternate Residence?
 Dwelling: House Apt Room Trailer Type of Payment

PREVIOUS ADDRESS
 Duration With Whom, Relation
 Phone Reason Left
 BIRTHPLACE Time in Dela.

MARITAL STATUS: S M SEP DIV COM-LAW WID
 Time at Present Status Children Ages
 Spouse's Name Address Tel

PRESENT EMPLOYER FOREMAN
 Address Tel Days/Wk
 Length of Emp Type of Work Weekly Pay
 UNEMPLOYED How Long How Supported
 Support Others Family Receive Welfare

PRIOR EMPLOYER Boss Tel
 Length of Emp Type of Work Why Left
 Remarks

MILITARY SERVICE How Long Date/Type of Disc

STUDENT STATUS: Where How Long Field
 PRIOR EDUCATION: Grade Finished Educa., or Trng., program Yes No
 Where How Long Field

ASSETS: Checking or Savings Acct Yes No Both Where
 Car, Yr Make Property owned, What Value

LIABILITIES: Debts/Bills owed, amt
 Ever had personally retained lawyer Yes No Name

IN HOSPITAL Past Yr (Ment-phys) Where Time
 Why

END