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**national institute
of corrections**

**ANNUAL
PROGRAM
PLAN
FOR
FISCAL
YEAR
1978**

45501

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ANNUAL PROGRAM PLAN
FOR FISCAL YEAR
1978

"The NIC Description and Specification of Programs"

NCJRS

FEB 28 1978

ACQUISITIONS

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FOREWORD

This is the National Institute of Corrections' second Annual Program Plan.

In it, we have attempted to reflect thoughts, ideas, and suggestions shared with us by the participants in our programs and in our Board-conducted "hearings," as well as by those who have sought the Institute's assistance over the past several months. To all, we express our sincere appreciation.

This Plan is the basis for Institute funding activities in Fiscal Year 1978 and represents the important next step in NIC's concerted effort to fulfill its mandate to improve corrections.

JOHN A. WALLACE
Acting Director



The National Institute of Corrections (NIC) was created as a leadership resource for corrections. The goal of the agency is to aid in the development of a more effective, more humane correctional system.

First proposed in 1971 at the National Conference on Corrections in Williamsburg, Virginia, NIC was created in 1972 as a joint project sponsored by the Law Enforcement Assistance Administration and the Federal Bureau of Prisons.

In September 1974, an Act of Congress established NIC as a separate federal agency within the Bureau of Prisons. The Institute received its first appropriation for FY '77.

NIC's policy is determined by a 16-member Advisory Board comprised of six federal officials serving ex-officio, five correctional practitioners, and five individuals from the private sector.

Program Activities for Fiscal Year 1978

For FY '78, NIC has approximately \$8.5 million available for grants and contracts to be awarded for correctional projects in its five legislatively mandated activity areas:

- Training
- Research and Evaluation
- Policy Formulation and Implementation
- Technical Assistance
- Clearinghouse Services.

The basic objective of NIC's program is to strengthen state and local correctional agencies. Resources are targeted to the above activities in the areas of Staff Development, Field Services, Jails, and Screening for Risk—the four program priorities, or thrusts, established by the NIC Advisory Board.

The Board determined these priorities in 1975 after careful review of the needs of corrections. Practitioners, academicians, and reformers, as well as NIC staff, contributed to the selection of these priorities. The number of thrusts was limited in order to utilize the funds available to best advantage.

In 1976 and 1977, committees of the NIC Advisory Board held series of "hearings" to identify the program emphasis and direction within each thrust area. At these "hearings," individuals in corrections provided verbal and written assessment of the needs and priorities that NIC could address. Testimony at the "hearings" helped shape the Annual Program Plan for the National Institute of Corrections for FY '78.

Grants and Contracts

Those eligible for grants and contracts from the National Institute of Corrections are state agencies, general units of local government, educational institutions, public and private agencies, federal agencies, organizations, and individuals. Grants and contracts are awarded in accordance with prescribed federal regulations.

Concept Papers Invited

For FY '78, NIC is interested in receiving concept papers on the projects given on the following pages under the heading "New Projects Available for Funding."

Those projects listed under "Continuation Funding" have been funded previously, and it is anticipated that the grant or contract will be renewed with the same awardee.

Programs listed under "Projects under Development" are currently in the developmental stage (i.e., preliminary review of concept papers has been completed and formal applications for these projects have been developed).

A deadline date is given for each new project; this is the date by which concept papers for that project must reach NIC.

Preparation of Concept Papers

Potential grantees should submit a brief concept paper describing the proposed project, the objectives, and an outline of the plan for implementing the proposal. Cost estimates and a description of the qualifications of the applicant(s) should be included. Specifically, concept papers should be:

- Concisely written and reference the project by the title and number (code in parentheses following the title) given in this program plan
- Typed double spaced
- Limited to a maximum of 10 pages (preferably 5), one of which contains the budget information
- Sent in six copies.

All concept papers should be sent to the:

National Institute of Corrections
320 First Street, N.W.
Washington, D.C. 20534

Phone: 202-724-3106

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Prior to submitting a concept paper, potential grantees may call or write NIC for more information.

Action on Concept Papers

Grant proposals are first reviewed by NIC staff. Among the criteria used to evaluate the concept papers are:

- Relatedness to NIC's program priorities
- Clear definition of realistic and feasible objectives
- Work plan
- Introduction of new ideas and/or techniques
- Estimated cost
- Capability or resources appropriate to tasks involved
- Compatibility with other NIC programs.

The author(s) of concept papers will be notified of the results of the review. When a concept paper receives favorable review, the author(s) will be invited to submit a formal application. Application procedures are contained in the *NIC Guidelines Manual: Instructions for Applying for Federal Assistance*. This document can be obtained by writing to the National Institute of Corrections at 320 First Street, N.W., Washington, D.C., 20534.

Action on Formal Applications

Formal applications for a grant or contract are first reviewed by NIC staff. When the projected cost exceeds \$50,000, a panel of reviewers (drawn from academicians, practitioners, and private citizens) is also used. All members of this review panel are approved by the NIC Advisory Board.

Applicants will be notified of the decision reached.

NIC's Staff Development activities include executive and management programs, specialty skills training, special-issue seminars, training of correctional trainers, and the development of materials for staff training. Eligible to participate in these programs are local, state, and federal correctional employees from both adult and juvenile agencies (institutions, probation, parole, jails, and community programs).

New Projects Available for Funding

TRAINING

Training for Mid-Level Managers (SD-1)

The objective is to design and present a program to develop the management skills of high potential, mid-level correctional managers. Emphasis will be on expanding the management knowledge of program participants by providing skill-building experiences. One grant is available; a maximum of \$200,000 has been reserved for this grant.

Deadline for concept papers: February 1, 1978.

Training for Correctional Agency Trainers (SD-2)

The objective is to design and present a series of seminars to improve the training skills of 100 employees responsible for staff development and training in correctional agencies. One grant is available; a maximum of \$150,000 has been reserved for this grant.

Deadline for concept papers: March 1, 1978.

Development of Management Training Materials for Agency Use (SD-3)

The objective is to develop or adapt management training materials for use by correctional agencies in their own staff development efforts. A maximum of \$150,000 has been reserved for this program; a maximum of \$50,000 may be awarded for any single grant.

Deadline for concept papers: April 1, 1978.

**Training for Correctional Managers of
Volunteer Programs (SD-4)**

The objective is to design and present workshops for 100 correctional employees who coordinate or supervise volunteer programs. Emphasis will be on assessment of needs and resources; program planning, implementation, evaluation, and modification; and training of volunteers and correctional staff. One grant is available; a maximum of \$125,000 has been reserved for this grant.

Deadline for concept papers: May 1, 1978.

Training for Staff Working with Female Clients (SD-5)

The objective is to design and present a program for 50 correctional employees who manage or supervise programs for female detainees and/or offenders. Emphasis will be on assessing the needs of the clients, evaluating current programs, and developing program management skills. One grant is available; a maximum of \$125,000 has been reserved for this grant.

Deadline for concept papers: May 1, 1978.

Issues Seminars for Correctional Managers (SD-6)

Each award will provide for the development and presentation of a seminar on a timely correctional issue. A maximum of \$125,000 has been reserved for this program; a maximum of \$40,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

RESEARCH AND EVALUATION

Follow-Up of NIC Management Program Participants (SD-7)

This project will provide an aggregate view of participants in past NIC-sponsored training programs by examining their career patterns and job-related activities. One grant is available; a maximum of \$100,000 has been reserved for this grant.

Deadline for concept papers: March 1, 1978.

Evaluation of Agency-Based Training (SD-8)

This program will provide assistance to state and local correctional agencies that desire to evaluate their training programs or components of those programs. A maximum of \$50,000 has been reserved for this program; a maximum of \$7,500 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

TECHNICAL ASSISTANCE

Volunteer Program Assistance (SD-9)

These grants are available to state and local correctional agencies to assist them in implementing volunteer programs. The grants will enable the agencies to secure technical assistance in designing, managing, and supervising such programs. A maximum of \$50,000 has been reserved for this program; a maximum of \$7,500 may be awarded for any single grant.

Deadline for concept papers: February 1, 1978.

Agency-Based Management Development Programs (SD-10)

These grants are available to state and local correctional agencies to assist them in developing and implementing internal management development activities. A maximum of \$75,000 has been reserved for this program; a maximum of \$7,500 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

Individualized Management Development (SD-11)

The objective is to improve organizational effectiveness by enabling individual correctional employees in management or executive positions to design their own self-development program and participate in appropriate training activities. Awards will be made to the individual's correctional agency, not to the employee. *Requests for training that will further the individual's personal pursuits through the gain of academic credit toward a degree will not be considered.* Concept papers should include speci-

STAFF DEVELOPMENT

tics on the training program desired (what, where, cost), who is conducting the training, the rationale for requesting assistance, and an indication of the agency's interest in the applicant's participation. A maximum of \$75,000 has been reserved for this program; a maximum of \$1,500 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

CLEARINGHOUSE

Volunteer Information Center (SD-12)

The objective is to provide information to correctional agencies in response to inquiries on planning, implementation, and evaluation of volunteer programs and activities. One grant is available; a maximum of \$25,000 has been reserved for this grant.

Deadline for concept papers: January 1, 1978.

Policy Seminars Resulting in White Papers (SD-13)

Each award will result in a seminar/white-paper package on a timely correctional issue. The program can be conducted in one of two ways: 1) a seminar can be held and a white paper produced, or 2) a white paper can be developed for presentation to the seminar. A maximum of \$100,000 has been reserved for this program; a maximum of \$40,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

Continuation Funding

TRAINING

Executive Training

The objective is to give correctional executives and their co-participants a broad perspective of management concepts and the environment in which management takes place. One grant is available; a maximum of \$275,000 has been reserved for this grant.

Management Training

The target group will be administrators and managers of large correctional agencies. Emphasis will be on advancement of management philosophy and skills. One grant is available; a maximum of \$225,000 has been reserved for this grant.

Management Development in a Single Agency

This grant is for the design and presentation of a program to enhance a single agency's effort to improve and refine its management development capabilities. One grant is available; a maximum of \$125,000 has been reserved for this grant.

Labor-Management Relations

The objective is to train correctional management personnel who are responsible for labor-management relations. Programs will be presented on collective bargaining, contract administration, and grievance arbitration. One grant is available; a maximum of \$250,000 has been reserved for this grant.

Legal Issues in Corrections

Of national scope, this program will provide training, resource documents, and follow-up support in the area of correctional law. One grant is available; a maximum of \$150,000 has been reserved for this grant.

Interdisciplinary Sentencing Seminars

These seminars are intended for state and local judiciary, court administrators, prosecution and defense counsels, correctional managers, and legislators. The training will present information on sentencing alternatives and the intent, purpose, and realistic expectations of those alternatives. One grant is available; a maximum of \$250,000 has been reserved for this grant.

Seminars for State Attorneys General

Seminars on legal issues in corrections will be conducted for

STAFF DEVELOPMENT

legal personnel who represent state and local correctional agencies in litigation. One grant is available; a maximum of \$75,000 has been reserved for this grant.

Training for Managers of Community-Based Programs

Through regional seminars, management training will be provided for managers and supervisors of community-based programs. One grant is available; a maximum of \$250,000 has been reserved for this grant.

Projects Under Development

TRAINING

Development of Minorities and Women for Management Positions

The target group will be correctional managers and supervisors who are viewed as high-potential, future decision-makers. In the selection of participants for the program, emphasis will be on minorities and women. One grant is available; a maximum of \$125,000 has been reserved for this grant.

Affirmative Action Implementation

The objective is to assist state and local correctional agencies in further implementation and modernization of personnel policies with respect to affirmative action. One grant is available; a maximum of \$175,000 has been reserved for this grant.

Activity in the Field Services area is directed to the improvement of probation and parole services, programs, and service delivery techniques, and the advancement of research and evaluation.

New Projects Available for Funding

TRAINING

Management Seminars for Probation (FS-1)

The target group will be managers selected from city, county, and state probation agencies throughout the nation. The purpose of the seminars is to increase the administrators' awareness of critical management issues they can expect to confront. It is anticipated that each seminar will focus on a select number of topics, and that topics for a seminar in one sector of the country may not be applicable to other sectors. One grant is available; a maximum of \$75,000 has been reserved for this grant.

Deadline for concept papers: March 15, 1978.

Topical Seminars for Improving Probation and Parole (FS-2)

The target group will be managers selected from city, county, and state probation and/or parole agencies. The purpose of the seminars is to provide information on developments and trends that could impact probation and/or parole practice. One grant is available; a maximum of \$75,000 has been reserved for this grant.

Deadline for concept papers: May 15, 1978.

Training in Caseload Management (FS-3)

The purpose of this grant is to aid—through training—probation and/or parole agencies in improving service delivery and caseload management. Training could be by state or region. One grant is available; a maximum of \$100,000 has been reserved for this grant.

Deadline for concept papers: April 15, 1978.

RESEARCH AND EVALUATION

Survey of Research in Probation and Parole (FS-4)

The objective is to accumulate descriptive information about research on probation and parole practices for dissemination to administrators seeking to improve their own probation and/or parole systems. A secondary purpose is to produce information for possible utilization in the topical issues seminars for probation and/or parole administrators. One grant is available; a maximum of \$25,000 has been reserved for this grant.

Deadline for concept papers: January 15, 1978.

Agency-Based Evaluation (FS-5)

These grants are available only to state and local correctional agencies to enable them to evaluate their probation and/or parole systems and processes. A maximum of \$100,000 has been reserved for this program; a maximum of \$40,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

Development of Outcome Measures in Probation and Parole (FS-6)

The objective is to develop measures that administrators of probation and/or parole agencies can use to assess the success and failure rates of clients. One grant is available; a maximum of \$50,000 has been reserved for this grant.

Deadline for concept papers: May 15, 1978.

Development of Risk Classification Instruments for Probation (FS-7)

The purpose is to produce instruments for use in probation systems. For example, these instruments could be for selection of probation as a disposition, caseload classification, etc. Evaluation of the instruments will be part of the grant. One grant is available; a maximum of \$50,000 has been reserved for this grant.

Deadline for concept papers: March 15, 1978.

Research Interns (FS-8)

These grants are available to state and local correctional agencies. Funds will be provided for the 3-month employment of graduate students interested in correctional research as a career. A special announcement of this program is being distributed to state and local correctional agencies. Persons interested in obtaining a copy of the announcement should contact NIC. A maximum of \$100,000 has been reserved for this program; a maximum of \$3,000 is available for each intern.

Deadline for concept papers: January 1, 1978.

POLICY FORMULATION AND IMPLEMENTATION**Multi-Jurisdictional Policy Development (FS-9)**

These grants are available primarily to state and local correctional agencies. The purpose is to enable two or more agencies to collaborate on policy or program changes (that relate to the program priorities of NIC) prior to actual implementation of changes in their operations. A maximum of \$40,000 has been reserved for this program; a maximum of \$10,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

TECHNICAL ASSISTANCE**Implementation of New Approaches to Service Delivery (FS-10)**

These grants are available primarily to state and local probation and/or parole agencies to assist them in implementing changes in their processes. The grants will enable agencies to secure technical assistance (for a period of up to one year) in introducing and implementing such changes. A maximum of \$50,000 has been reserved for this program; a maximum of \$20,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

Follow-Up on Training Activities (FS-11)

These grants are available primarily to state and local correctional agencies to enable them to continue, and reinforce, training to which their probation and/or parole staff have been exposed. A maximum of \$25,000 has been reserved for this program; a maximum of \$10,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

Projects Under Development

TRAINING

Training for Managers of Mid-Sized Agencies

The target group will be administrators of probation and/or parole systems employing from 10 to 100 probation/parole officers. One grant is available; a maximum of \$100,000 has been reserved for this grant.

Staff Training for Small Probation Agencies

The target group will be probation officers in agencies employing from one to six probation officers and primarily concerned with adult offenders. One grant is available; a maximum of \$100,000 has been reserved for this grant.

Training for Hearing Officers

The target group will be hearing officers for parole boards and hearing officers involved in disciplinary actions in correctional institutions. The purpose is to increase their awareness of due process procedures at administrative hearings. One grant is available; a maximum of \$150,000 has been reserved for this grant.

Activity in the Screening for Risk area is directed to advancement of the current body of knowledge on screening systems, as well as assisting state and local correctional agencies in implementing or evaluating screening systems. Screening at all levels of the criminal justice system will be addressed.

New Projects Available for Funding

RESEARCH AND EVALUATION

Evaluation of Existing Screening Systems (SR-1)

These grants are available primarily to state and local correctional agencies to assist them in evaluating the strengths and weaknesses of their screening/classification systems. A maximum of \$400,000 has been reserved for this program; a maximum of \$75,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

Design and Implementation of Screening Systems (SR-2)

These grants are available primarily to state and local correctional agencies that desire to design and implement a screening system. A maximum of \$400,000 has been reserved for this program; a maximum of \$75,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

Evaluation of Parole Decision Guidelines (SR-3)

These grants are available to state or local correctional agencies that desire to evaluate the guidelines being used by their parole board in its decision making. A variety of techniques could be included, such as salient factor screening, seriousness-of-crime scales, etc. A maximum of \$200,000 has been reserved for this program; a maximum of \$100,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

SCREENING FOR RISK

POLICY FORMULATION AND IMPLEMENTATION

Policy Seminars on Screening (SR-4)

A series of seminars will be conducted to examine the type and quality of screening systems currently being used by correctional agencies. The intent is to promote an exchange of information on this topic. One grant is available; a maximum of \$50,000 has been reserved for this grant.

Deadline for concept papers: May 15, 1978.

CLEARINGHOUSE

Information Center on Screening Systems (SR-5)

The grantee will collect information about screening systems and processes used in corrections for the purpose of making such information available for dissemination. One grant is available; a maximum of \$25,000 has been reserved for this grant.

Deadline for concept papers: June 15, 1978.

NIC's activity in the Jail area focuses on training, technical assistance, and information services. Training will be conducted for sheriffs, jail administrators, jail inspectors, and staff trainers, and materials will be developed for line staff training. Special issue seminars will be held to address timely topics. Technical assistance and information services will be provided to jails throughout the country upon request.

New Projects Available for Funding

TRAINING

Management Development (J-1)

The target group will be managers of jail systems with capacities of over 500 prisoners. The project will entail design and presentation of a series of three institutes, of which one will be conducted in the west, one in the midwest, and one in the east—at locations accessible to a representative cross-section of managers from large jail systems. Training will address problems common to many large public sector enterprises, such as labor relations, organization of a large work force to effectively accomplish a mission, communications, public and media relations in a metropolitan environment, etc. In addition, follow-up technical assistance will be provided to program participants after they have returned to their agencies. One grant is available; a maximum of \$100,000 has been reserved for this grant.

Deadline for concept papers: February 15, 1978.

Supervisory Training (J-2)

Funds have been reserved for the development and testing of training curriculum for first- and second-line jail supervisors. The intent is to make such materials available for distribution to jail agencies. Emphasis will be on building supervisory skills and knowledge (e.g., communications, personnel evaluation, employee/management relations, manpower planning and utilization, budget preparation, and leadership styles). A maximum of

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\$150,000 has been reserved for this program; a maximum of \$100,000 may be awarded for any single grant.

Deadline for concept papers: March 15, 1978.

Jail Standards and Inspection (J-3)

The purpose is to support development and presentation of a series of workshops that address the major issues and problems in jail standards implementation and inspection systems. A maximum of \$100,000 has been reserved for this program; a maximum of \$50,000 may be awarded for any single grant.

Deadline for concept papers: January 1, 1978.

Community Involvement in Jails (J-4)

The objective is to develop the jail system's capability to identify, mobilize, and effectively utilize existing community resources. Emphasis will be on development of such capability in counties where jail resources and services are limited. Jail agencies will be given first priority for these grants. A maximum of \$100,000 has been reserved for this program; a maximum of \$30,000 may be awarded for any single grant.

Deadline for concept papers: January 15, 1978.

Development of Resources for Training and Technical Assistance (J-5)

The objective is to establish regional resource centers, i.e., jails willing to provide training and technical assistance to other jail systems within their geographic region as an extension of the NIC Jail Center. Grant funds are available to support activities directly related to the delivery of such services (i.e., development of training and technical assistance capabilities within the jails serving as the resource centers). One center will be supported in each of the following areas: northeast, southeast, midwest, northwest, and southwest. A maximum of \$50,000 has been reserved for this program; a maximum of \$10,000 may be awarded for any single grant.

Deadline for concept papers: March 15, 1978.

Correspondence Training Course (J-6)

The objective is to determine the format and presentation of the jail operations correspondence course administered by NIC. This grant will provide for redesign of the testing process and will provide techniques for reinforcing the students' learning. One grant is available; a maximum of \$150,000 has been reserved for this grant.

Deadline for concept papers: August 1, 1978.

RESEARCH AND EVALUATION

Evaluation of Jail Programs (J-7)

Small grants are available to jail agencies to support evaluation of programs or services operating in those jails. Evaluation studies could be done on cost/benefit, program or service effectiveness, etc. A maximum of \$75,000 has been reserved for this program; a maximum of \$10,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

Evaluation of Jail Diversion Programs (J-8)

The objective is to evaluate the efforts of local agencies that have implemented programs to divert people from jail confinement. The grants are available to agencies responsible for the administration of such programs, with first priority given to jail agencies. A maximum of \$75,000 has been reserved for this program; a maximum of \$25,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

Evaluation of the Impact of Jail Standards (J-9)

This grant will support a study of the impact of standards implementation on local jail systems in a representative sampling of states that have set standards and established inspection systems. Concept papers should indicate the focus of the impact study (e.g., economical impact; expansion of services; physical

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conditions; jail policies, programs, and practices, etc.). One grant is available; a maximum of \$150,000 has been reserved for this grant.

Deadline for concept papers: March 15, 1978.

Evaluation of Jail Center Training Activities (J-10)

The objective is to evaluate the training programs being conducted at the NIC Jail Center in Boulder, Colorado. These programs include management development, training of trainers, and special-issue seminars. One grant is available; a maximum of \$80,000 has been reserved for this grant.

Deadline for concept papers: January 1, 1978.

POLICY FORMULATION AND IMPLEMENTATION

State Implementation of Jail Standards (J-11)

Funds have been reserved to assist state correctional agencies in developing and implementing jail standards. A maximum of \$250,000 has been reserved for this program; a maximum of \$50,000 may be awarded for any single grant.

Deadline for concept papers: None, open all year.

Policy Seminars on Jail Issues (J-12)

This grant will provide for the development and presentation of a series of seminars to examine current jail policy and generate new directions. The target group for the seminars will include jail administrators, elected county officials, members of the judiciary, prosecutors, public defenders, members of volunteer groups working in jails, and reform group members. Groups will be convened by individual state. One grant is available; a maximum of \$75,000 has been reserved for this grant.

Deadline for concept papers: March 15, 1978.

TECHNICAL ASSISTANCE

Training of Technical Assistance Teams (J-13)

To more systematically and comprehensively respond to jail requests for technical assistance, NIC will organize and mobilize six technical assistance teams, each in a specific region of the country. This grant will support the training of these teams. Team members will be correctional practitioners and educators and, as a minimum, will have skills and knowledge in the areas of training, jail operations and programs, management, legal issues, and health services. The grantee will train team members in team development and consultation skills. One grant is available; a maximum of \$40,000 has been reserved for this grant.

Deadline for concept papers: February 15, 1978.

CLEARINGHOUSE

Jail Center Information Services (J-14)

It is anticipated that the need will arise for the development of information packages as the training and technical assistance activities of the NIC Jail Center expand. Announcements soliciting concept papers will be issued when the need for such a package is identified. Persons interested in receiving these announcements should contact NIC. A maximum of \$200,000 has been reserved for this program; a maximum of \$10,000 may be awarded for any single grant.

Deadline for concept papers: Will be given in announcements.

Continuation Funding

TRAINING

Institutes for Sheriffs and County Commissioners

A series of workshops for sheriffs and county commissioners will be designed and conducted. The objective is to aid them in understanding each other's individual roles, tasks, and problems. One

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grant is available; a maximum of \$100,000 has been reserved for this grant.

Training Package for Use by Line Staff in Jails

This is a continuation of a project that involves training jailers in specific skills and teaching them how to train other jail staff in the same skills. One grant is available; a maximum of \$160,000 has been reserved for this grant.

Institutes for Managers of Jail Agencies

The target group will be sheriffs and administrators of jail systems with capacities of 100 to 500 prisoners. A series of five seminars will be conducted at the NIC Jail Center in Boulder, Colorado. One grant is available; a maximum of \$125,000 has been reserved for this grant.

Institutes for Managers of Small Jail Agencies

Eight institutes will be conducted at the NIC Jail Center in Boulder, Colorado, for managers of jail systems with capacities of less than 100 prisoners. One grant is available; a maximum of \$125,000 has been reserved for this grant.

Training for Jail Trainers

Eight institutes will be conducted at the NIC Jail Center in Boulder, Colorado, for persons responsible for staff development and training in jails. Program emphasis will be on improving the skills needed to plan, develop, operate, and evaluate staff training programs. One grant is available; a maximum of \$150,000 has been reserved for this grant.

Special Grants

NIC invites concept papers suggesting other efforts in training, research and evaluation, policy formulation and implementation, clearinghouse, or technical assistance that are related to NIC's four program priorities, or thrusts. A maximum of \$100,000 is available for any single grant in this category. Concept papers will be accepted all year.

NIC and Direct Technical Assistance

The National Institute of Corrections provides direct technical assistance to correctional agencies to support and reinforce activities and progress in NIC's program priority areas: Jails, Field Services, Screening for Risk, and Staff Development.

Correctional agencies should request technical assistance in writing on agency letterhead. NIC can be contacted by telephone to discuss a problem and the possibility of receiving technical assistance, but a letter from the agency is required before technical assistance can be provided.

The written request should contain:

- A description of the problem area
- What the technical assistance would be expected to accomplish
- The anticipated number of days technical assistance would be required
- The time (if any) by which technical assistance is needed.

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