

A SELECTED, ANNOTATED GUIDE TO CRIMINAL JUSTICE PROGRAMS
AND REPORTS: EXEMPLARY PROJECTS, PRESCRIPTIVE PACKAGES,
AND DISCRETIONARY GRANTS

Compiled by
George Smith

With the Special Assistance of
Steve Squire

DIVISION OF JUSTICE AND CRIME PREVENTION
RICHMOND, VIRGINIA

July 1978

48784

INTRODUCTION

The purpose of this manual is to provide a quick reference source of selected government programs for DJCP staff, State Planning District staff, and other state and local criminal justice agencies. The programs that are summarized include:

Exemplary Projects: Projects in the criminal justice field that have demonstrated their ability to reduce crime or to improve the quality of the criminal justice system. They have also demonstrated their cost effectiveness, adaptability, and measurability.

Prescriptive Packages: Composite views of particular criminal justice issues or programs, along with the latest operating methods, background research, model guidelines and bibliographies.

Discretionary Grant Programs: Experimental and special emphasis project grants which have been awarded by LEAA to state planning agencies, units of local government, or private non-profit organizations.

This manual's goal is to enable Virginia's criminal justice agencies to take full advantage of Federal technical and financial assistance, create awareness of available resource materials, and serve as an aid to better coordination of the state's Criminal Justice System.

In compiling this document extensive use was made of the program descriptions contained in "Exemplary Projects," LEAA, 1977; "Prescriptive Packages," LEAA, 1976; and "Guide for Discretionary Grant Programs," LEAA, 1977.

USER'S GUIDE

The exemplary projects, prescriptive packages, and discretionary grant programs have been separated into six categories or chapters that should be most useful to the intended users- the DJCP staff, State Planning District staffs, and state and local criminal justice agencies. Each chapter is divided into sections for easier location of topics of special interest.

Summaries and the DJCP library call number of the full project manual are given for each exemplary project and prescriptive package. Summary booklets are also available for most projects. Additional copies of project manuals and booklets may be obtained, free of charge, by contacting:

National Criminal Justice Reference Service
Box 6000
Rockville, MD 20850
(202) 862-2900

Each discretionary grant program includes a summary, the name and phone number of the LEAA Contact officer in charge of the program, and the project's deadline and eligibility requirements. Only those discretionary programs with an application deadline of September 1, 1978, or later are included in this document.

CONTENTS

	page no.
INTRODUCTION _____	ii
USER'S GUIDE _____	iii
I. ADJUDICATION PROGRAMS _____	1
A. DEFENDER SERVICES PROGRAMS _____	2
The Public Defender Service of the District of Columbia _____	3
Paralegals in Public Defender Offices and Inmate Legal Services Programs _____	4
Defender Services Improvement _____	5
B. INFORMATION SYSTEMS PROGRAMS _____	6
Creighton Legal Information Center, Omaha, Nebraska ____	7
General Courts Technical Assistance _____	8
Court Improvement Through Applied Technology _____	9
Comprehensive Data Systems _____	10
National Clearinghouse for Criminal Justice In- formation Systems _____	11
Automated Criminal Justice Information Systems _____	12
C. PRE-TRIAL AND POST-TRIAL DIVERSION AND TREATMENT PROGRAMS _____	13
The Night Prosecutor Program of Columbus, Ohio _____	14
Community-Based Corrections in Des Moines _____	15
Juvenile Diversion Through Family Counseling: A Program for the Diversion of Status Offenders in Sacramento County, California _____	16
Montgomery County Work Release/Pre-Release Program ____	16-a
New York State Department of Motor Vehicles Admin- istrative Bureau _____	17

I. ADJUCIATION PROGRAMS (continued)

Project New Pride Denver, Colorado _____	18
Providence Educational Center _____	19
A University's Approach to Delinquency Prevention: The Adolescent Diversion Project, Urbana and Champaign, Illinois _____	20
The Volunteer Probation Counselor Program: Lincoln, Nebraska _____	21
Diversion of the Public Inebriate From the Criminal Justice System _____	21-a
A Guide to Improved Handling of Misdemeanant Of- fenders _____	22
Job Training and Placement for Offenders and Ex-Offenders _____	23
Methadone Treatment Manual _____	24
Treatment Programs for Sex Offenders _____	25
De-institutionalization and Diversion _____	26
D. TRAINING PROGRAMS _____	27
Pre-Trial Services Assistance _____	28
Court Management _____	29
Judicial Training _____	30
Trial Attorney Training _____	31
Public Defender Training _____	32
Pre-trial Services Training _____	33
Training for Judges of Limited Jurisdiction _____	34
Appellate Judges Training _____	35
Prosecutor Training _____	36
Privacy and Security _____	37

I. ADJUDICATION PROGRAMS (continued)

E. MISCELLANEOUS PROGRAMS _____	38
One Day/One Trial Jury System _____	39
Presentence Report Handbook _____	40
Court Delay Reduction Assistance _____	41
State Court Planning _____	42
Planning, Evaluation, and Analysis Training _____	43

II. COMMUNITY AND VOLUNTEER PROGRAMS _____ 44

A. CRIME PREVENTION PROGRAMS _____	-
Community Crime Prevention Program Seattle, Washington _____	46
Police Burglary Prevention Programs _____	47
Community Anti-Crime Program _____	48
Family Violence Program Technical Assistance _____	49
B. DIVERSION AND TREATMENT PROGRAMS _____	50
A Community Response to Rape Polk County Rape/Sexual Assault Care Center, Des Moines, Iowa _____	51
Juvenile Diversion Through Family Counseling: A Program for the Diversion of Status Offenders in Sacramento County, California _____	52
The Neighborhood Youth Resources Center _____	53
Project New Pride Denver, Colorado _____	54
Providence Educational Center _____	55
A University's Approach to Delinquency Prevention: The Adolescent Diversion Project, Urbana and Champaign, Illinois _____	56
The Volunteer Probation Counselor Program: Lincoln, Nebraska _____	57
A Guide to Improved Handling of Misdemeanant Offenders _____	58

II. COMMUNITY AND VOLUNTEER PROGRAMS (continued)

Job Training and Placement for Offenders and Ex-Offenders	59
Rape and Its Victims: A Report for Citizens, Health Facilities, and Criminal Justice Agencies	60
Treatment Programs for Sex Offenders	61
Pre-Trial Services Assistance	62
Pre-trial Services Training	63
De-institutionalization and Diversion	64
C. SUBSTANCE ABUSE PROGRAMS	65
Montgomery County Emergency Service	66
Diversion of the Public Inebriate from the Criminal Justice System	67
Methadone Treatment Manual	68
D. MISCELLANEOUS PROGRAMS	69
Physical Child Abuse	70
III. CORRECTIONS PROGRAMS	71
A. GRIEVANCE RESOLUTION PROGRAMS	72
Controlled Confrontation: The Ward Grievance Procedure of the California Youth Authority	73
Grievance Mechanisms in Correctional Institutions	74
B. JOB TRAINING, WORK AND EDUCATIONAL RELEASE PROGRAMS	75
Community-Based Corrections in Des Moines	76
Montgomery County Work Release/Pre-release Program	77
The Ohio Parole Officer Aide Program	78
A Guide to Improved Handling of Misdemeanant Offenders	79
Job Training and Placement for Offenders and Ex-offenders	80
Prison Industries Assistance	81

III. CORRECTIONS PROGRAMS (continued)

Prison Industries Assistance _____	81
De-institutionalization and Diversion _____	82
C. PHYSICAL AND MENTAL HEALTH PROGRAMS _____	83
Correctional Health Care Manual _____	84
The Mentally Retarded Offender and Corrections _____	85
D. SUBSTANCE ABUSE PROGRAMS _____	86
Drug Problems in Correctional Institutions _____	87
Methadone Treatment Manual _____	88
Treatment Alternatives to Street Crime Assistance _____	89
Treatment and Rehabilitation for Addicted Prisoners Assistance _____	90
TASC _____	91
E. MISCELLANEOUS PROGRAMS _____	92
Evaluative Research in Corrections: A Practical Guide _____	93
Management by Objectives: A Corrections Perspective _____	94
Paralegals in Public Defender Offices and Inmate Legal Services Programs _____	95
Treatment Programs for Sex Offenders _____	96
General Corrections Technical Assistance _____	97
Offender Restitution Assistance _____	98
Corrections Standards Implementation Assistance _____	99
Privacy and Security _____	100
IV. JUVENILE PROGRAMS _____	101
A. COUNSELING, TREATMENT, AND DIVERSION PROGRAMS _____	102
Juvenile Diversion Through Family Counseling: A program for the Diversion of Status Offenders in Sacramento County, California _____	103

IV. JUVENILE PROGRAMS (continued)

The Neighborhood Youth Resources Center	104
Project New Pride Denver, Colorado	105
Providence Educational Center	106
A University's Approach to Delinquency Prevention: The Adolescent Diversion Project, Urbana and Champaign, Illinois	107
The Volunteer Probation Counselor Program: Lincoln, Nebraska	108
De-institutionalization and Diversion	109
B. DOMESTIC VIOLENCE PROGRAMS	110
Physical Child Abuse	111
Family Violence Program Technical Assistance	112
C. YOUTH CORRECTIONAL PROGRAMS	113
Controlled Confrontation: The Ward Grievance Procedure of the California Youth Authority	114
Separation of Adults and Juveniles	115
D. MISCELLANEOUS PROGRAMS	116
Privacy and Security	117
Capacity Building and Concentration of Federal Efforts	118
V. POLICE AND PROSECUTION PROGRAMS	119
A. COMMUNITY RELATIONS PROGRAMS	120
Improving Police/Community Relations	121
B. CRIME PREVENTION PROGRAMS	122
Community Crime Prevention Program Seattle, Washington	123
Police Burglary Prevention Programs	124
Police Robbery Control Manual	125

V. POLICE AND PROSECUTION PROGRAMS (continued)

Family Violence Program Technical Assistance* _____	126
C. INFORMATION AND COMMUNICATION SYSTEMS PROGRAMS _____	127
Central Police Dispatch	
Division of Central Operations for Police Services	
Muskegon, Michigan _____	128
Communications Operations _____	129
Comprehensive Data Systems _____	130
National Clearinghouse for Criminal Justice Inform- ation Systems _____	131
Prosecution of Economic Crime _____	132
Automated Criminal Justice Information Systems _____	133
Rural Legal Research: Creighton Legal Information Center, Omaha, Nebraska _____	134
D. INVESTIGATION AND PROSECUTION PROGRAMS _____	135
A Community Response to Rape	
Polk County Rape/Sexual Assault Care Center,	
Des Moines, Iowa _____	136
Major Offense Bureau: Bronx County District Attorney's Office New York _____	137
Legal Liaison Division of the Dallas Police Department: Dallas, Texas _____	138
New York City Police Department Street Crime Unit ____	139
Prosecutor Management Information System _____	140
Rackets Bureaus: Investigation and Prosecution of Organized Crime _____	141
Crime Scene Search and Physical Evidence Handbook ____	142
Police Crime Analysis Unit Handbook _____	143
Managing Criminal Investigations _____	144
Rape and Its Victims: A report for Citizens, Health Facilities, and Criminal Justice Agencies _____	145

V. POLICE AND PROSECUTION PROGRAMS (continued)

Prosecution Technical Assistance _____	146
Integrated Police and Prosecution Witness Assistance Program. Technical Assistance. _____	147
Career Criminal Prosecution Assistance _____	148
PROMIS, The Prosecutors and Court Administration Information System. _____	149
Career Criminal Program Technical Assistance _____	150
Economic Crime Prosecution _____	151
Crime Analysis/Case Mangement Information Systems _____	152
E. PATROLS PROGRAMS _____	153
Neighborhood Team Policing _____	154
Improving Patrol Productivity, Volume I _____	155
Improving Patrol Productivity, Volume II _____	156
F. SUBSTANCE ABUSE PROGRAMS _____	157
Montgomery County Emergency Service _____	158
Multi-Agency Narcotics (MAN) Units _____	159
Diversion of the Public Inebriate From the Criminal Justice System _____	160
G. TRAINING PROGRAMS _____	161
Prosecutor Training _____	162
Hazardous Devices Course _____	163
Bomb Scene Investigation Training _____	164
Management Seminars on Terrorism _____	165
Citizen Protection Training _____	166
Police Executive Program _____	167
Privacy and Security _____	168

V.	POLICE AND PROSECUTION PROGRAMS (continued)	
H.	MISCELLANEOUS PROGRAMS _____	169
	Law Enforcement Emergency Technical Assistance _____	170
	Bombing and Bomb Threat Response _____	171
	Terrorist Incidents _____	172
VI.	SUBSTANCE ABUSE PROGRAMS _____	173
A.	DIVERSION AND TREATMENT PROGRAMS _____	174
	Montgomery County Emergency Service _____	175
	Diversion of the Public Inebriate From the Criminal Justice System _____	176
	Drug Problems in Correctional Institutions _____	177
	Methadone Treatment Manual _____	178
	Treatment Alternatives to Street Crime Assistance ____	179
	Treatment and Rehabilitation for Addicted Prisoners Assistance _____	180
	TASC _____	181
B.	NARCOTICS INVESTIGATION PROGRAMS _____	182
	Multi-Agency Narcotics (MAN) Units _____	183

I. ADJUDICATION PROGRAMS

	page no.
A. Defender Services Programs _____	2
B. Information Systems Programs _____	6
C. Pre-Trial and Post-Trial Diversion and Treatment Programs _____	13
D. Training Programs _____	27
E. Miscellaneous Programs _____	38

I. ADJUDICATION PROGRAMS

A. Defender Services Programs

EXEMPLARY PROJECT

THE PUBLIC DEFENDER SERVICE OF THE DISTRICT OF COLUMBIA

No Author, 1975

DJCP Library Call No. 27/D1

This program has successfully overcome the traditional barriers faced by public defender services--high caseloads and poorly paid and inadequately trained attorneys.

P.D.S. provides quality representation to the indigent defendant from arrest to release through:

- * Limited caseloads
- * Individualized and continuous client representation
- * An ongoing training program beginning with a special six-week program for new staff attorneys
- * Use of supportive services, such as psychiatric evaluations, counseling, and other rehabilitation services
- * Service to the legal profession and the justice system by sponsoring practice institutes and encouraging law reform
- * Effective management and administration patterned after large law firms

PREScriptive PACKAGE

PARALEGALS IN PUBLIC DEFENDER OFFICES AND INMATE LEGAL SERVICES PROGRAMS

John Hollister Stein,
Blackstone Institute
DJCP Library Call No. 27/P

This Prescriptive Package is directed at officials in public defender agencies and inmate assistance programs. It offers practical suggestions on how to improve services to clients through the employment of paralegals. Paralegals are defined as all non-lawyer assistants who can perform responsible, less-than-professional work traditionally performed by lawyers. The manual provides specific job descriptions and examples of dozens of practical tasks that paralegals are actually performing in defender offices and inmate legal services programs throughout the country. It offers sound advice on how to recruit, train, and supervise paralegals.

DISCRETIONARY GRANT

Paragraph #25
TECHNICAL ASSISTANCE IN ADJUDICATION
C. Defender Services Improvement

Consultants to assist in feasibility studies of defense delivery systems and management evaluations of existing defender agencies.

Contact: Greg Brady (202) 376-3615

I. ADJUDICATION PROGRAMS

B. Information Systems Programs

EXEMPLARY PROJECT

RURAL LEGAL RESEARCH:

CREIGHTON LEGAL INFORMATION CENTER, OMAHA, NEBRASKA

Lorrie Stuart, H. Lake Wise
DJCP Library Call No. 39/R

This program provides a central library research facility for judges, prosecutors, defense counsel, and police. Law student researchers compile legal memoranda on requested topics at no cost to the users. The findings are summarized in a newsletter, published by the Center, and the complete document filed for future reference. The project also has prepared a deskbook for Nebraska judges on criminal procedure and sentencing alternatives.

Users report that C.L.I.C. services have significantly improved the quality of cases argued before Nebraska's rural courts. During the first 14 months of C.L.I.C.'s operation, 66 per cent of the judges from the eligible rural counties had used its services at least once and all said they would use them again.

DISCRETIONARY GRANT

Paragraph #25

TECHNICAL ASSISTANCE IN ADJUDICATION

A. General Courts Technical Assistance

Emphasizing statewide system reform in court planning, administration, management, and court delay reduction.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #25

TECHNICAL ASSISTANCE IN ADJUDICATION

I. Court Improvement Through Applied Technology

Technical assistance in areas of microfilm, business equipment audio/visuals, and electronic data processing hardware.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #50
COMPREHENSIVE DATA SYSTEMS

To assist in the development of state level capacity for collection, utilization, dissemination and evaluation of criminal justice statistics and information from all agencies in state.

Date: Any time FY 78

Eligibility: Grants will be awarded at state level only.

Contact: Paul Silvester (202) 376-2621

DISCRETIONARY GRANT

Paragraph #54

TECHNICAL ASSISTANCE IN SYSTEM SUPPORT

A. National Clearinghouse for Criminal Justice Information
Systems

Technical assistance to any governmental agency with criminal justice responsibilities interested in transferring operational systems.

Contact: Landgren (916) 392-2550

DISCRETIONARY GRANT

Paragraph #54

TECHNICAL ASSISTANCE IN SYSTEM SUPPORT

B. Automated Criminal Justice Information Systems

Assistance provided to state level agencies involved with computerized criminal history systems and/or automated systems NCJISS considers high priority.

Contact: Lane (202) 872-9380



I. ADJUDICATION PROGRAMS

C. Pre-Trial and Post-Trial Diversion and Treatment Programs

EXEMPLARY PROJECT

CITIZEN DISPUTE SETTLEMENT:
THE NIGHT PROSECUTOR PROGRAM OF COLUMBUS, OHIO

No Author, 1974
DJCP Library Call No. 15/034

This program provides an out-of-court method of resolving neighborhood and family disputes through mediation and counseling. Cases are screened and referred by the local prosecutor's office for a hearing within a week after the case is filed. Law students trained as mediators meet with the disputants during convenient evening and weekend hours to help them solve their problems. Counseling is provided by social work graduate students.

The program's emphasis is on a lasting solution rather than a judgment of right or wrong. It also serves as a forum for bad check cases and spares prosecutors, police, judges, and courtroom staff the workload of minor cases. The average cost per case handled by the program is about \$20, compared to about \$100 for prosecution and trial.

EXEMPLARY PROJECT

COMMUNITY-BASED CORRECTIONS IN DES MOINES

David Boorkman, Ernest J. Fazio, Jr., Noel Day, David Weinstein, 1976
DJCP Library Call No. 12/C

This program coordinates pretrial release on own recognizance, pretrial supervised release, probation, and work and educational release.

Of 246 clients who completed the work or educational release program, only 21 per cent were charged with indictable offenses during an average 19-month period following release. Recidivism data shows that the correctional facility deals effectively with high risk clients.

In 1973, the project saved the county and state correctional system an estimated \$454,000. The pretrial components also saved defendants an estimated \$154,000 for the cost of bail bonds, and enabled many of them to retain jobs and support their families.

EXEMPLARY PROJECT

JUVENILE DIVERSION THROUGH FAMILY COUNSELING:
A PROGRAM FOR THE DIVERSION OF STATUS OFFENDERS IN SACRAMENTO COUNTY,
CALIFORNIA

Roger Baron, Floyd Feeney, 1976
DJCP Library Call No. 40/J

This project provides short-term family crisis counseling in lieu of juvenile court processing of status offenders and youth charged with minor criminal offenses. Graduate student volunteers or regular probation officers meet with youth and their families, usually within two hours of referral, to work out their problems together. If the youth cannot reasonably return home at once, temporary accommodations are found.

This project has resulted in fewer petitions being filed, fewer repeat offenses, less time spent in detention, less time spent handling each case, and lower cost.

EXEMPLARY PROJECT

MONTGOMERY COUNTY WORK RELEASE/PRE-RELEASE PROGRAM
Montgomery County, Maryland
Robert Rosenblum, Debra Whitcomb, 1978
DJCP Library Call No. 12/M

This is a coeducational, residential, community-based correctional program serving: sentenced offenders within six months of their release or parole hearing; pretrial detainees; and selected probationers and parolees. The program involves extensive supervision, counseling services, social awareness instruction, and work or education release from the center. The goal is to help ease the transition from incarceration to freedom by assuring that its clients have employment, housing, and cash savings at the time of release.

With the assistance of a Work Release Coordinator, all P.R.C. residents obtain jobs or enroll in a full-time academic or vocational training program. All employed residents pay up to \$200 a month for their room and board. Many residents also pay fines, restitution, legal fees, and family support.

P.R.C. has had significant impact on the recidivism rates of its clients. A one-year follow-up study of 407 residents who successfully passed through the program shows that under 20 per cent were re-arrested. Less than one per cent were arrested for new crimes while assigned to the center.

This program received wide community acceptance and its funding was completely assumed by the county government upon termination of its LEAA grant.

EXEMPLARY PROJECT

NEW YORK STATE DEPARTMENT OF MOTOR VEHICLES ADMINISTRATIVE BUREAU

Andrew Halper, John McDonnell, 1976
DJCP Library Call No. 53/A

This program streamlines the traffic and criminal adjudication process by removing most traffic offenses from the criminal courts. Three elements were combined to accomplish this: (1) the traffic offense adjudication agency merged with the motor vehicle licensing agency; (2) the services of highly-trained adjudicators; and (3) the use of computerized information.

Besides removing the unsafe drivers from the streets more promptly, the bureau's direct and fast disposition of traffic cases has meant:

- * significant reduction in the criminal court case backlog: 20 judges and 9 courtrooms relieved of traffic cases
- * time spent by police at traffic hearings cut in half
- * more uniform application of sanctions
- * discouragement of scofflaws
- * 25% increase in returns compared to the previous system

EXEMPLARY PROJECT

PROJECT NEW PRIDE
DENVER, COLORADO

Carol Holliday Blew, Daniel McGillis, Gerald Bryant, 1977
DJCP Library Call No. 13/P

This project is aimed at youths, 14-17 years of age, with lengthy criminal records. It provides three months of intensive services and a nine-month follow-up period during which treatment is geared to the youth's needs and interests. Services offered include alternative schooling, correction of learning disabilities, vocational training, job placement, counseling, recreation, and cultural activities.

The cost of Project New Pride is approximately \$4,000 per year as compared to an estimated \$12,000 per year to incarcerate a youth in Colorado.

The non-status offense re-arrest rate for New Pride clients during a twelve-month period in the community was 27 per cent while the rate for a control group was 32 per cent.

EXEMPLARY PROJECT

PROVIDENCE EDUCATIONAL CENTER

No Author, 1975

DJCP Library Call No. 17/P7

This is a diversion program which allows most youth to remain home while participating in intensive education and counseling in an "alternative school" setting. Teams of professionally trained counselors, educators, and social workers devise an individual program for each child, who graduates when he or she has achieved the eighth-grade reading level required for high school admission in St. Louis and/or demonstrates adequate social functioning --usually after nine months from referral. Each youth spends three hours studying at P.E.C. and three hours working in the community each day.

EXEMPLARY PROJECT

A UNIVERSITY'S APPROACH TO DELINQUENCY PREVENTION:
THE ADOLESCENT DIVERSION PROJECT, URBANA AND CHAMPAIGN, ILLINOIS

Richard Ku, Carol Holliday Blew, 1977
DJCP Library Call No. 41/O

This project diverts youth from juvenile court and into a four and one half month program designed to reduce delinquency. The program consists of assigning each youth to a student volunteer. After assessing his problems and needs, the juvenile is placed in either a contract program where his obligations such as curfew hours and household chores are spelled out, or a child advocacy program where he is introduced to educational, welfare, health, mental health, and vocational resources in the community and is encouraged to use them.

EXEMPLARY PROJECT

THE VOLUNTEER PROBATION COUNSELOR PROGRAM: LINCOLN, NEBRASKA

Richard Ku,
DJCP Library Call No. 55/V3

This program successfully deals with high risk probationers--misdemeanants of ages 16-25 with an average of 7.3 previous arrests and convictions.

The volunteer program has three main features that contribute to its success:

- * Screening: only those volunteers with appropriate motivations and resources are selected
- * Training: an extensive program emphasizes both general skills and crisis intervention techniques
- * Matching: the ability of a volunteer to respond to the particular needs and interests of the individual probationer determines assignments.

The volunteer serves as a friend, role model, supervisor, and/or counselor as the probationer's needs dictate.

A one-year comparative analysis of the volunteer counselor program and a control regular probation program showed a vast improvement in recidivism by the volunteer counselor program.

PRESCRIPTIVE PACKAGE

DIVERSION OF THE PUBLIC INEBRIATE FROM THE CRIMINAL JUSTICE SYSTEM

Charles W. Weis,
Governor's Justice Commission (Pennsylvania), 1973
DJCP Library Call No. 46/W4

This report presents practical guidelines for diverting the public inebriate from the criminal justice system into community institutions such as health or social service agencies. The intent is to suggest diversionary programs that will not only relieve the burden on law enforcement agencies but will also enhance the inebriate's well being. Guidelines on staffing, budget requirements, possible funding sources, and plans for facilities are discussed.

PRESRIPTIVE PACKAGE

A GUIDE TO IMPROVED HANDLING OF MISDEMEANANT OFFENDERS

Tully C. McCrea and Don M. Gottfredson,
National Council on Crime and Delinquency, 1974
DJCP Library Call No. 46/M35

To help reduce the resistance to change in the lower courts, this report identifies and describes promising new programs than can be readily adopted. Step-by-step procedures for establishing and operating the programs are presented. The range of programs includes: pretrial diversion, pretrial release, jail counseling, and work release and education release for committed misdemeanants. The use of presentence investigations is discussed and alternative sentencing options are presented such as the use of fines, restitution, and suspended sentences. Suggestions for implementing volunteer and recreational programs are also presented.

PREScriptive PACKAGE

JOB TRAINING AND PLACEMENT FOR OFFENDERS AND EX-OFFENDERS

Phyllis McCreary and John McCreary,
American Correctional Association, 1975
DJCP Library Call No. 65/J

This sourcebook offers background information and operational guidelines relating to job placement and training programs for offenders and ex-offenders. It builds on the experience of a wide range of programs throughout the country and presents proven techniques and procedures that can be adopted by program directors and staff. The scope of the report encompasses both institutional and community-based programs--from pre-trial intervention to residential and non-residential post-custody programs.

PRESRIPTIVE PACKAGE

METHADONE TREATMENT MANUAL

Edward Brecher,
National Association for the Prevention of Addiction to Narcotics, 1973
DJCP Library Call No. 30/M

The existing knowledge and experience about methadone as a treatment method is brought together in this Prescriptive Package. Included are a summary of major reports, a list of guidelines developed by Federal agencies for administration of programs, a summary of the experiences of major program efforts in different parts of the nation, and guidelines for staffing, costs, and data requirements.

PRESCRIPTIVE PACKAGE

TREATMENT PROGRAMS FOR SEX OFFENDERS

Edward M. Brecher,
American Correctional Association, 1978
DJCP Library Call No. 68/T

This package presents information on 20 treatment programs which are directly concerned with the existing sexual problems and future behavior of correctional inmates, probationers, and parolees. These programs fall into two broad categories: institutions, mental hospitals, or special institutions for sex offenders; and community-based programs for offenders living in the community. Planning and evaluation are also highlighted.

DISCRETIONARY GRANT

Paragraph #71

TECHNICAL ASSISTANCE IN JUVENILE JUSTICE AND DELINQUENCY PREVENTION

C. De-institutionalization and Diversion

Assistance is provided to special emphasis grantees and formula grantees in the areas of de-institutionalization of status offenders and diversion.

Contact: Emily Martin (202) 376-3774





I. ADJUDICATION PROGRAMS

D. Training Programs

DISCRETIONARY GRANT

Paragraph #25

TECHNICAL ASSISTANCE IN ADJUDICATION

D. Pre-Trial Services Assistance

Assistance in evaluation designs, training, research,
and standards for pre-trial service agencies.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #26
TRAINING IN ADJUDICATION
A. Court Management

Three to five day sessions in caseflow, record-keeping, personnel, financial management, and work load forecasting.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #26
TRAINING IN ADJUDICATION
B. Judicial Training

Training for state and local trial court judges in a wide variety of substantive and procedural topics. Sessions will run from several days to four weeks.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #26
TRAINING IN ADJUDICATION
C. Trial Attorney Training

One three week session and several three to five day sessions in trial advocacy skills.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #26
TRAINING IN ADJUDICATION
D. Public Defender Training

Training sessions, ranging from three to five days, to two to three weeks, in the areas of investigation, office management, substantive and procedural law, and the role of defense counsel. Eligibility limited to Public Defenders or private bar handling indigent defense business.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #26
TRAINING IN ADJUDICATION
E. Pre-trial Services Training

Training in pre-trial release and diversion issues, office management, legal and operational problems, etc. For program directors of pre-trial service agencies and court personnel.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #26

TRAINING IN ADJUDICATION

F. Training for Judges of Limited Jurisdiction

Three day to two week training sessions in pre-bench organization, substantive law, procedural law, judicial demeanor, and speciality subjects.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #26
TRAINING IN ADJUDICATION
G. Appellate Judges Training

Four day seminars covering impact decisions, recent developments in court administration, opinion writing, selected topics in substantive law, and the role of the judiciary.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #26
TRAINING IN ADJUDICATION
H. Prosecutor Training

Three to five day seminars and three to four week courses are offered in prosecution management techniques, consumer and other fraud investigation, and trial and pre-trial techniques.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #55
TRAINING IN SYSTEM SUPPORT
A. Privacy and Security

Training sessions held to provide policy guidance to criminal justice agencies in the implementation of LEAA'S privacy and security regulations. A privacy and security cost analysis model will be available by the end of FY 78.

Contact: Kaplan (202) 376-3828

I. ADJUDICATION PROGRAMS

E. Miscellaneous Programs

EXEMPLARY PROJECT

ONE DAY/ONE TRIAL JURY SYSTEM WAYNE COUNTY, MICHIGAN

Kenneth Carlson, Andrew Halper, Debra Whitcomb, 1977
DJCP Library Call No. 39/0

This program is an alternative to lengthy jury duty. In the One Day/One Trial System, jurors are eligible for service for only one day per year. If they are chosen, they serve for the duration of the trial. If they are not selected, they have fulfilled their obligation.

Computers are used to maintain a current list of all registered voters from which jury pools are drawn. A Personal History Questionnaire sent to all prospective jurors pre-qualifies them. A 16-minute slide program is shown to acquaint new jurors with the legal process and their roles as jurors.

This system has increased the efficiency of the jury process, cut the cost of the jury trial, and increased the number of people who are sharing both the duties and benefits of jury duty.

PRESCRIPTIVE PACKAGE

PRESENTENCE REPORT HANDBOOK

Robert M. Carter,
University Justice Associates, Los Angeles, California, 1978
DJCP Library Call No. 39/P

The focus of this Prescriptive Package is the presentence investigation and report, including the organizational environment in which presentence activities are conducted. The package is based on a comprehensive state of the art survey which included a complete review of the literature and a review of the operational procedures and presentence formats used by 735 state and local probation agencies.

The principle product of this research effort is a series of 64 recommendations designed to assist the courts and probation administrators in developing a more systematic and analytical approach to presentence report design and utilization. The recommendations address such issues as: report format and content; conditions for probation; development of probation supervision plans as part of the presentence investigation; resource allocation including the general organization and management of presentence report activities; scheduling; use of nonprofessional personnel; case record management including the issue of confidentiality; and the development of standard operating procedures.

DISCRETIONARY GRANT

Paragraph #25
TECHNICAL ASSISTANCE IN ADJUDICATION
B. Court Delay Reduction Assistance

Emphasizes transfer of successful delay reduction techniques from one jurisdiction to another.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #25
TECHNICAL ASSISTANCE IN ADJUDICATION
F. State Court Planning

Technical Assistance to development of effective and independent judicial planning capabilities.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #55

TRAINING IN SYSTEM SUPPORT

B. Planning, Evaluation, and Analysis Training

- (1) Criminal Justice Planning- one week course.
- (2) Evaluation and Monitoring.
- (3) Analysis of Crime and the Criminal Justice System

Contact: Richard Ulrich (202) 376-3665



II. COMMUNITY AND VOLUNTEER PROGRAMS

	page no.
A. Crime Prevention Programs _____	45
B. Diversion and Treatment Programs _____	50
C. Substance Abuse Programs _____	65
D. Miscellaneous Programs _____	69

II. COMMUNITY AND VOLUNTEER PROGRAMS

A. Crime Prevention Programs

EXEMPLARY PROJECT

COMMUNITY CRIME PREVENTION PROGRAM SEATTLE, WASHINGTON

Paul Cirel, Patricia Evans, Daniel McGillis, Debra Whitcomb, 1977
DJCP Library Call No. 22/C

This program combines residential security inspection, property marking, block watches, and informative materials to significantly reduce the incidence of residential burglary. The program's successful use of these tactics has come from: careful coordination; the commitment of full-time staff; the cooperation of local police; and the cultivation of a sense of community in target neighborhoods.

Specific results include a reduction in burglary rate in participating households and an increase in the per cent of actual burglaries reported. This was accomplished without displacing crime to other areas or to non-participants of the program.

PREScriptive PACKAGE

POLICE BURGLARY PREVENTION PROGRAMS

Thomas W. White, Katryna J. Regan, John D. Waller & Joseph S. Wholey,
The Urban Institute, 1975
DJCP Library Call No. 52/P

This Prescriptive Package can help local communities plan and carry out effective burglary prevention programs. The document outlines options available, provides guidance on selecting and coordinating alternative actions, and presents techniques for managing and evaluating programs. Based on the actual experience of a number of police departments, the report would be useful to departments launching burglary control projects or modifying and improving existing efforts.

DISCRETIONARY GRANT

Paragraph #4

TECHNICAL ASSISTANCE IN CRIME PREVENTION

A. Community Anti-Crime Program

Provides assistance to community and neighborhood groups in implementing anti-crime programs. Assistance ranges from orientation on the Community Anti-Crime program (including application preparation) through substantive project development to assistance in the administration and programmatic aspects of implementation.

Contact: C. Cooper (202) 376-3985

DISCRETIONARY GRANT

Paragraph #54

TECHNICAL ASSISTANCE IN SYSTEM SUPPORT

D. Family Violence Program Technical Assistance

Assistance to community groups and government agencies for developing programs to prevent and reduce family violence.

Contact: Jeane Neidermeyer (202) 376-3550

II. COMMUNITY AND VOLUNTEER PROGRAMS

B. Diversion and Treatment Programs



EXEMPLARY PROJECT

A COMMUNITY RESPONSE TO RAPE
POLK COUNTY RAPE/SEXUAL ASSAULT CARE CENTER, DES MOINES, IOWA

Gerald Bryant and Paul Cirel, 1976
DJCP Library Call No. 22/C

This is a comprehensive program to deal with the special problems that are associated with sexual assault, i.e., lack of reporting and pursuing the case through the legal process due to the victim's fear and humiliation, irrational laws, incomplete physical evidence, and uninformed public attitudes.

The program's activities include:

- * 24-hour telephone and personal contact service including assistance to the victim during the medical examination and prosecutor's interview
- * referral service to a wide network of community agencies that can give specialized help to the victim
- * in-service training for medical and criminal justice professionals who deal with rape victims
- * public education to replace existing ignorance and misinformation with the facts about sex crimes

Results of the program include an increase in rape cases cleared by arrest, the number of victims willing to press charges, and the conviction rate.

EXEMPLARY PROJECT

JUVENILE DIVERSION THROUGH FAMILY COUNSELING:
A PROGRAM FOR THE DIVERSION OF STATUS OFFENDERS IN SACRAMENTO COUNTY,
CALIFORNIA

Roger Baron, Floyd Feeney, 1976
DJCP Library Call No. 40/J

This project provides short-term family crisis counseling in lieu of juvenile court processing of status offenders and youth charged with minor criminal offenses. Graduate student volunteers or regular probation officers meet with youth and their families, usually within two hours of referral, to work out their problems together. If the youth cannot reasonably return home at once, temporary accommodations are found.

This project has resulted in fewer petitions being filed, fewer repeat offenses, less time spent in detention, less time spent handling each case, and lower cost.

EXEMPLARY PROJECT

THE NEIGHBORHOOD YOUTH RESOURCES CENTER

No Author, 1974

DJCP Library Call No. 13/N4

This program provides a wide range of services for youth living in high crime, inner city areas of Philadelphia. Open twelve hours a day, N.Y.R.C. offers:

- * crisis intervention
- * counseling and educational assistance to groups of youngsters
- * referrals to cooperating agencies and careful monitoring and follow-up
- * legal representation

Emphasizing its role as a community center, N.Y.R.C. also sponsors recreational and cultural programs, counseling for youth on probation, and legal education for neighborhood residents.

The arrest rates for boys in the program are significantly lower than for boys not in the program.

EXEMPLARY PROJECT

PROJECT NEW PRIDE
DENVER, COLORADO

Carol Holliday Blew, Daniel McGillis, Gerald Bryant, 1977
DJCP Library Call No. 13/P

This project is aimed at youths, 14-17 years of age, with lengthy criminal records. It provides three months of intensive services and a nine-month follow-up period during which treatment is geared to the youth's needs and interests. Services offered include alternative schooling, correction of learning disabilities, vocational training, job placement, counseling, recreation, and cultural activities.

The cost of Project New Pride is approximately \$4,000 per year as compared to an estimated \$12,000 per year to incarcerate a youth in Colorado.

The non-status offense re-arrest rate for New Pride clients during a twelve-month period in the community was 27 per cent while the rate for a control group was 32 per cent.

EXEMPLARY PROJECT

PROVIDENCE EDUCATIONAL CENTER

No Author, 1975

DJCP Library Call No. 17/P7

This is a diversion program which allows most youth to remain home while participating in intensive education and counseling in an "alternative school" setting. Teams of professionally trained counselors, educators, and social workers devise an individual program for each child, who graduates when he or she has achieved the eighth-grade reading level required for high school admission in St. Louis and/or demonstrates adequate social functioning --usually after nine months from referral. Each youth spends three hours studying at P.E.C. and three hours working in the community each day.

EXEMPLARY PROJECT

A UNIVERSITY'S APPROACH TO DELINQUENCY PREVENTION:
THE ADOLESCENT DIVERSION PROJECT, URBANA AND CHAMPAIGN, ILLINOIS

Richard Ku, Carol Holliday Blew, 1977
DJCP Library Call No. 41/O

This project diverts youth from juvenile court and into a four and one half month program designed to reduce delinquency. The program consists of assigning each youth to a student volunteer. After assessing his problems and needs, the juvenile is placed in either a contract program where his obligations such as curfew hours and household chores are spelled out, or a child advocacy program where he is introduced to educational, welfare, health, mental health, and vocational resources in the community and is encouraged to use them.

EXEMPLARY PROJECT

THE VOLUNTEER PROBATION COUNSELOR PROGRAM: LINCOLN, NEBRASKA

Richard Ku,
DJCP Library Call No. 55/V3

This program successfully deals with high risk probationers--misdemeanants of ages 16-25 with an average of 7.3 previous arrests and convictions.

The volunteer program has three main features that contribute to its success:

- * Screening: only those volunteers with appropriate motivations and resources are selected
- * Training: an extensive program emphasizes both general skills and crisis intervention techniques
- * Matching: the ability of a volunteer to respond to the particular needs and interests of the individual probationer determines assignments.

The volunteer serves as a friend, role model, supervisor, and/or counselor as the probationer's needs dictate.

A one-year comparative analysis of the volunteer counselor program and a control regular probation program showed a vast improvement in recidivism by the volunteer counselor program.

PREScriptive PACKAGE

A GUIDE TO IMPROVED HANDLING OF MISDEMEANANT OFFENDERS

Tully C. McCrea and Don M. Gottfredson,
National Council on Crime and Delinquency, 1974
DJCP Library Call No. 46/M35

To help reduce the resistance to change in the lower courts, this report identifies and describes promising new programs that can be readily adopted. Step-by-step procedures for establishing and operating the programs are presented. The range of programs includes: pretrial diversion, pretrial release, jail counseling, and work release and education release for committed misdemeanants. The use of presentence investigations is discussed and alternative sentencing options are presented such as the use of fines, restitution, and suspended sentences. Suggestions for implementing volunteer and recreational programs are also presented.

PREScriptive PACKAGE

JOB TRAINING AND PLACEMENT FOR OFFENDERS AND EX-OFFENDERS

Phyllis McCreary and John McCreary,
American Correctional Association, 1975
DJCP Library Call No. 65/J

This sourcebook offers background information and operational guidelines relating to job placement and training programs for offenders and ex-offenders. It builds on the experience of a wide range of programs throughout the country and presents proven techniques and procedures that can be adopted by program directors and staff. The scope of the report encompasses both institutional and community-based programs--from pre-trial intervention to residential and non-residential post-custody programs.

PRESCRIPTIVE PACKAGE

RAPE AND ITS VICTIMS: A REPORT FOR CITIZENS, HEALTH FACILITIES, AND
CRIMINAL JUSTICE AGENCIES

Ellen Barnett, Jane Roberts Chapman and Margaret J. Gates,
Center for Women Policy Studies
DJCP Library Call No. 22/R

The report is addressed to police administrators, hospital administrators, prosecutors, and citizens involved in community action. It provides information and suggestions for coping with problems that commonly hinder change. Guidelines are presented based on programs, techniques, procedures, and policies that appear to be especially effective in treating rape victims and suitable for transfer to other jurisdictions. Sample forms for police and hospital procedures are included along with materials on such topics as the police interview of a rape victim, counseling for rape victims, and legal issues raised by rape law reformists.

PREScriptive PACKAGE

TREATMENT PROGRAMS FOR SEX OFFENDERS

Edward M. Brecher,
American Correctional Association, 1978
DJCP Library Call No. 68/T

This package presents information on 20 treatment programs which are directly concerned with the existing sexual problems and future behavior of correctional inmates, probationers, and parolees. These programs fall into two broad categories: institutions, mental hospitals, or special institutions for sex offenders; and community-based programs for offenders living in the community. Planning and evaluation are also highlighted.

DISCRETIONARY GRANT

Paragraph #25

TECHNICAL ASSISTANCE IN ADJUDICATION

D. Pre-Trial Services Assistance

Assistance in evaluation designs, training, research,
and standards for pre-trial service agencies.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #26
TRAINING IN ADJUDICATION
E. Pre-trial Services Training

Training in pre-trial release and diversion issues, office management, legal and operational problems, etc. For program directors of pre-trial service agencies and court personnel.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #71

TECHNICAL ASSISTANCE IN JUVENILE JUSTICE AND DELINQUENCY PREVENTION

C. De-institutionalization and Diversion

Assistance is provided to special emphasis grantees and formula grantees in the areas of de-institutionalization of status offenders and diversion.

Contact: Emily Martin (202) 376-3774

II. COMMUNITY AND VOLUNTEER PROGRAMS

C. Substance Abuse Programs



EXEMPLARY PROJECT

MONTGOMERY COUNTY EMERGENCY SERVICE

Carol Holliday Blew, Paul Cirel,
Norristown, Pennsylvania, 1978
DJCP Library Call No. 64/M

Montgomery County Emergency Service is a private, non-profit corporation and a fully-licensed and accredited psychiatric hospital which supplements police services by assuming the burden of psychiatric and drug/alcohol emergencies. They offer a comprehensive 24-hour placement alternative for police by providing:

- * telephone hot-line assistance
- * specially equipped emergency vehicle
- * Crisis Intervention Outreach Team
- * psychiatric evaluation
- * detoxification
- * short-term hospitalization
- * referral to other agencies for continuing care

To further assist police in handling their emergencies, M.C.E.S. formed a Criminal Justice Liaison Network by placing trained mental health workers in selected police departments.

PREScriptive PACKAGE

DIVERSION OF THE PUBLIC INEBRIATE FROM THE CRIMINAL JUSTICE SYSTEM

Charles W. Weis,
Governor's Justice Commission (Pennsylvania), 1973
DJCP Library Call No. 46/W4

This report presents practical guidelines for diverting the public inebriate from the criminal justice system into community institutions such as health or social service agencies. The intent is to suggest diversionary programs that will not only relieve the burden on law enforcement agencies but will also enhance the inebriate's well being. Guidelines on staffing, budget requirements, possible funding sources, and plans for facilities are discussed.

PREScriptive PACKAGE

METHADONE TREATMENT MANUAL

Edward Brecher,
National Association for the Prevention of Addiction to Narcotics, 1973
DJCP Library Call No. 30/M

The existing knowledge and experience about methadone as a treatment method is brought together in this Prescriptive Package. Included are a summary of major reports, a list of guidelines developed by Federal agencies for administration of programs, a summary of the experiences of major program efforts in different parts of the nation, and guidelines for staffing, costs, and data requirements.



II. COMMUNITY AND VOLUNTEER PROGRAMS

D. Miscellaneous Programs



CONTINUED

1 OF 3

PREScriptive PACKAGE

PHYSICAL CHILD ABUSE

Arnold Schuchter,
Center for Community Resource Development, Boston University
DJCP Library Call No. 28/C

This Prescriptive Package offers a model system for coordinating the efforts of those community agencies that deal with physical child abuse. Designed for use by criminal justice, social service, academic, and medical personnel, the manual provides detailed model program guidelines, methods, and practices for handling child abuse. The primary emphasis in the model system, which can be implemented by any interested community, is giving immediate medical attention to the abused child, followed by appropriate judicial and social service intervention. Its goal is the protection of the child from further abuse and the identification and delivery of needed services to the child's family.

III. CORRECTIONS PROGRAMS

	page no.
A. Grievance Resolution Programs _____	72
B. Job Training, Work and Educational Release Programs _____	75
C. Physical and Mental Health Programs _____	83
D. Substance Abuse Programs _____	86
E. Miscellaneous Programs _____	92

III. CORRECTIONS PROGRAMS

A. Grievance Resolution Programs

EXEMPLARY PROJECT

CONTROLLED CONFRONTATION:

THE WARD GRIEVANCE PROCEDURE OF THE CALIFORNIA YOUTH AUTHORITY

Daniel McGillin, Joan Mullen, Laura Studen, 1976
DJCP Library Call No. 17/C

This project is designed to alleviate problems between wards and staff before they reach the point of open hostility. Any inmate with a grievance is entitled to an open hearing conducted by ward and staff representatives. If the decision is unsatisfactory, the grievant may appeal to higher levels within the Youth Authority, and ultimately to an outside review panel. At each level, grievances are responded to in writing, within strict time limits. Only two per cent of the grievances have required outside arbitration.

Training--for wards, staff, and management--and ward participation are the keys to the project's success. The program's collaborative approach to resolving problems has paid off in terms of effectiveness and acceptance of the grievance procedures. The process has recently been expanded to include parolee as well as inmate grievances.

PREScriptive PACKAGE

GRIEVANCE MECHANISMS IN CORRECTIONAL INSTITUTIONS

J. Michael Keating, Jr., Virginia A. McArthur, Michael K. Lewis,
Kathleen G. Sebelius and Linda R. Singer,
Center for Correctional Justice
DJCP Library Call No. 05/G

Based on a survey of 17 state and Federal correctional institutions in 14 states, this study is the first effort to evaluate and compare the impact of inmate grievance mechanisms. At each institution, the authors interviewed administrators, staff, and inmates. They administered questionnaires to inmates, observed grievance proceedings and, where available, examined records. The result: a comprehensive guide for designing and implementing equitable grievance procedures.

III. CORRECTIONS PROGRAMS

B. Job Training, Work and Educational Release Programs



EXEMPLARY PROJECT

COMMUNITY-BASED CORRECTIONS IN DES MOINES

David Boorkman, Ernest J. Fazio, Jr., Noel Day, David Weinstein, 1976
DJCP Library Call No. 12/C

This program coordinates pretrial release on own recognizance, pretrial supervised release, probation, and work and educational release.

Of 246 clients who completed the work or educational release program, only 21 per cent were charged with indictable offenses during an average 19-month period following release. Recidivism data shows that the correctional facility deals effectively with high risk clients.

In 1973, the project saved the county and state correctional system an estimated \$454,000. The pretrial components also saved defendants an estimated \$154,000 for the cost of bail bonds, and enabled many of them to retain jobs and support their families.

EXEMPLARY PROJECT

MONTGOMERY COUNTY WORK RELEASE/PRE-RELEASE PROGRAM
Montgomery County, Maryland
Robert Rosenblum, Debra Whitcomb, 1978
DJCP Library Call No. 12/M

This is a coeducational, residential, community-based correctional program serving: sentenced offenders within six months of their release or parole hearing; pretrial detainees; and selected probationers and parolees. The program involves extensive supervision, counseling services, social awareness instruction, and work or education release from the center. The goal is to help ease the transition from incarceration to freedom by assuring that its clients have employment, housing, and cash savings at the time of release.

With the assistance of a Work Release Coordinator, all P.R.C. residents obtain jobs or enroll in a full-time academic or vocational training program. All employed residents pay up to \$200 a month for their room and board. Many residents also pay fines, restitution, legal fees, and family support.

P.R.C. has had significant impact on the recidivism rates of its clients. A one-year follow-up study of 407 residents who successfully passed through the program shows that under 20 per cent were re-arrested. Less than one per cent were arrested for new crimes while assigned to the center.

This program received wide community acceptance and its funding was completely assumed by the county government upon termination of its LEAA grant.

EXEMPLARY PROJECT

THE OHIO PAROLE OFFICER AIDE PROGRAM

Carol Holliday Blew, Kenneth Carlson, 1976
DJCP Library Call No. 12/C

This program is designed to use the special rapport that ex-offenders often have in dealing with parolees. Carefully screened and trained ex-offenders work under the supervision of a Senior Parole Officer, handling caseloads and developing job opportunities. Their performance to date has met professional standards.

The added manpower permits more individualized attention to parolees and provides an employment opportunity for ex-offenders.

PREScriptive PACKAGE

A GUIDE TO IMPROVED HANDLING OF MISDEMEANANT OFFENDERS

Tully C. McCrea and Don M. Gottfredson,
National Council on Crime and Delinquency, 1974
DJCP Library Call No. 46/M35

To help reduce the resistance to change in the lower courts, this report identifies and describes promising new programs that can be readily adopted. Step-by-step procedures for establishing and operating the programs are presented. The range of programs includes: pretrial diversion, pretrial release, jail counseling, and work release and education release for committed misdemeanants. The use of presentence investigations is discussed and alternative sentencing options are presented such as the use of fines, restitution, and suspended sentences. Suggestions for implementing volunteer and recreational programs are also presented.

PRESRIPTIVE PACKAGE

JOB TRAINING AND PLACEMENT FOR OFFENDERS AND EX-OFFENDERS

Phyllis McCreary and John McCreary,
American Correctional Association, 1975
DJCP Library Call No. 65/J

This sourcebook offers background information and operational guidelines relating to job placement and training programs for offenders and ex-offenders. It builds on the experience of a wide range of programs throughout the country and presents proven techniques and procedures that can be adopted by program directors and staff. The scope of the report encompasses both institutional and community-based programs--from pre-trial intervention to residential and non-residential post-custody programs.

DISCRETIONARY GRANT

Paragraph #42
TECHNICAL ASSISTANCE IN CORRECTIONS
E. Prison Industries Assistance

Assistance is available for the development of prison industries. Eligibility: Institutions with existing prison industries programs and institutions wishing to establish such programs.

Contact: Paul Wahlberg (202) 376-3647

DISCRETIONARY GRANT

Paragraph #71

TECHNICAL ASSISTANCE IN JUVENILE JUSTICE AND DELINQUENCY PREVENTION

C. De-institutionalization and Diversion

Assistance is provided to special emphasis grantees and formula grantees in the areas of de-institutionalization of status offenders and diversion.

Contact: Emily Martin (202) 376-3774



III. CORRECTIONS PROGRAMS

C. Physical and Mental Health Programs



PRESRIPTIVE PACKAGE

CORRECTIONAL HEALTH CARE MANUAL

Edward B. Brecher and Richard D. DellaPenna, M. D.,
American Correction Association
DJCP Library Call No. 16/H

This Prescriptive Package addresses several critical issues concerning health care in the correctional setting such as:

- * What services must be included if "adequate care" is to be provided?
- * How can health service components be organized into an effective delivery system?
- * How can wasteful duplication be avoided?
- * How can appropriations or other sources of funds be secured to cover the rising costs of adequate health care?

This manual does not seek to set minimum standards for correctional health care. It is a "how to" guide, based on the assumption that correctional officials want to improve the quality and efficiency of health care currently available to inmates.

PRESRIPTIVE PACKAGE

THE MENTALLY RETARDED OFFENDER AND CORRECTIONS

Miles Santamous, Bernadette West,
American Correctional Association, 1977
DJCP Library Call No. 07/M

This report sets forth a system of correctional services for the retarded offender and offers guidance in the procedures for implementing these services. It seeks to broaden the understanding of the correctional personnel with regard to the retarded offender and to help the offender to develop the skills necessary for an adequate adjustment to prison and later to community life.

This Prescriptive Package provides certain benefits for the retarded offender including:

- * Assistance in obtaining equal protection and equal rights in the correctional system
- * Comprehensive assessment of his developmental skills
- * Training directed at meaningful goals that are appropriate to his needs and abilities
- * Programs facilitating transition from prison to the community

III. CORRECTIONS PROGRAMS

D. Substance Abuse Programs



PREScriptive PACKAGE

DRUG PROBLEMS IN CORRECTIONAL INSTITUTIONS

Roger Smith,
American Correctional Association, 1977
DJCP Library Call No. 30/D

This Prescriptive Package is intended to be a practical and useful resource for a variety of actors in the correctional process--corrections and drug abuse planners and administrators, as well as those on the firing line--clinicians, para-professionals, correctional counselors, and custodial personnel. The primary concern is with adult offenders, both male and female, in correctional institutions and pre-release programs.

The package deals extensively with: goal setting for institutional drug treatment programs; the social environment of institutional drug programs; treatment approaches; the screening of participants; staffing; continuity of treatment; and evaluation planning, coordination, and funding.

PRESRIPTIVE PACKAGE

METHADONE TREATMENT MANUAL

Edward Brecher,
National Association for the Prevention of Addiction to Narcotics, 1973
DJCP Library Call No. 30/M

The existing knowledge and experience about methadone as a treatment method is brought together in this Prescriptive Package. Included are a summary of major reports, a list of guidelines developed by Federal agencies for administration of programs, a summary of the experiences of major program efforts in different parts of the nation, and guidelines for staffing, costs, and data requirements.

DISCRETIONARY GRANT

Paragraph #42

TECHNICAL ASSISTANCE IN CORRECTIONS

C. Treatment Alternatives to Street Crime Assistance

Assistance is available for the development, implementation, and management of programs for the diversion of drug abusing offenders. Eligibility: TASC projects and agencies serving other communities of 200,000 population.

Contact: Karen McFadden (202) 376-3647

DISCRETIONARY GRANT

Paragraph #42

TECHNICAL ASSISTANCE IN CORRECTIONS

D. Treatment and Rehabilitation for Addicted Prisoners Assistance

Assistance is available for the development, implementation, and management of programs for treatment of substance abusing inmates. Eligibility: TRAP projects and correctional agencies interested in the programs for the treatment of substance abusing inmates.

Contact: Karen McFadden (202) 376-3647

DISCRETIONARY GRANT

Paragraph #43
TRAINING IN CORRECTIONS
A. TASC

Three day sessions will be conducted for TASC project personnel and other professionals interested in learning the TASC approach to drug diversion programs.

Contact: Karen McFadden (202) 376-3647

III. CORRECTIONS PROGRAMS

E. Miscellaneous programs



PRESCRIPTIVE PACKAGE

EVALUATIVE RESEARCH IN CORRECTIONS: A PRACTICAL GUIDE

Stuart Adams,
American University, 1975
DJCP Library Call No. 09-A31

Using basic evaluative research principles and the experiences of individuals who have been and are conducting evaluations in the field, this guide can be used by administrators, practitioners, and evaluators. The focus is on the development of basic evaluation efforts, but the principles set forth have general application. Correctional officials with relatively little research experience should find the guide especially useful, although sufficient methodological detail is included to make it meaningful for experienced researchers. Emphasizing the practical, the report covers staff efforts, data elements, and general approaches to evaluation based on a variety of operational experiences.

PREScriptive PACKAGE

MANAGEMENT BY OBJECTIVES: A CORRECTIONS PERSPECTIVE

Mark L. McConkie,
Institute of Government, University of Georgia, 1975
DJCP Library Call No. 09/M

- * What is Management by Objectives?
- * How can it be implemented in corrections?

One of the few "how-to" manuals dealing with Management by Objectives as it applies to corrections, this Prescriptive Package blends the resources of the academic world with those of correctional administrators. It draws upon correctional examples, applies its principles to correctional situations, was edited and critiqued by correctional managers, and bears the mark of "correctional thinking."

PREScriptive PACKAGE

PARALEGALS IN PUBLIC DEFENDER OFFICES AND INMATE LEGAL SERVICES PROGRAMS

John Hollister Stein,
Blackstone Institute
DJCP Library Call No. 27/P

This Prescriptive Package is directed at officials in public defender agencies and inmate assistance programs. It offers practical suggestions on how to improve services to clients through the employment of paralegals. Paralegals are defined as all non-lawyer assistants who can perform responsible, less-than-professional work traditionally performed by lawyers. The manual provides specific job descriptions and examples of dozens of practical tasks that paralegals are actually performing in defender offices and inmate legal services programs throughout the country. It offers sound advice on how to recruit, train, and supervise paralegals.

PRESCRIPTIVE PACKAGE

TREATMENT PROGRAMS FOR SEX OFFENDERS

Edward M. Brecher,
American Correctional Association, 1978
DJCP Library Call No. 68/T

This package presents information on 20 treatment programs which are directly concerned with the existing sexual problems and future behavior of correctional inmates, probationers, and parolees. These programs fall into two broad categories: institutions, mental hospitals, or special institutions for sex offenders; and community-based programs for offenders living in the community. Planning and evaluation are also highlighted.

DISCRETIONARY GRANT

Paragraph #42

TECHNICAL ASSISTANCE IN CORRECTIONS

A. General Corrections Technical Assistance

Assistance is available relating to: relieving factors affecting overcrowding; improving community probation control of offenders; jails and alternatives; and minority recruitment. Eligibility: State correctional institutions and other interested agencies.

Contact: Warren Rawles (202) 376-3647

DISCRETIONARY GRANT

Paragraph #42

TECHNICAL ASSISTANCE IN CORRECTIONS

B. Offender Restitution Assistance

Assistance is available in the development, implementation, and management of programs involving offender restitution. Eligibility: Agencies and organizations participating in restitution projects.

Contact: Marilyn Jackson (202) 376-3647

DISCRETIONARY GRANT

Paragraph #42

TECHNICAL ASSISTANCE IN CORRECTIONS

F. Corrections Standards Implementation Assistance

Technical assistance is available through the review of architectural plans and program plans. Assistance is also available for prison and jail health care programs and standards implementation. Eligibility: State and local corrections facilities.

Contact: Nick Pappas (202) 376-2279

DISCRETIONARY GRANT

Paragraph #55
TRAINING IN SYSTEM SUPPORT
A. Privacy and Security

Training sessions held to provide policy guidance to criminal justice agencies in the implementation of LEAA's privacy and security regulations. A privacy and security cost analysis model will be available by the end of FY 78.

Contact: Kaplan (202) 376-3828

IV. JUVENILE PROGRAMS

	page no.
A. Counseling, Treatment, and Diversion Programs _____	102
B. Domestic Violence Programs _____	110
C. Youth Correctional Programs _____	113
D. Miscellaneous Programs _____	116

IV. JUVENILE PROGRAMS

A. Counseling, Treatment, and Diversion Programs

EXEMPLARY PROJECT

JUVENILE DIVERSION THROUGH FAMILY COUNSELING:
A PROGRAM FOR THE DIVERSION OF STATUS OFFENDERS IN SACRAMENTO COUNTY,
CALIFORNIA

Roger Baron, Floyd Feeney, 1976
DJCP Library Call No. 40/J

This project provides short-term family crisis counseling in lieu of juvenile court processing of status offenders and youth charged with minor criminal offenses. Graduate student volunteers or regular probation officers meet with youth and their families, usually within two hours of referral, to work out their problems together. If the youth cannot reasonably return home at once, temporary accommodations are found.

This project has resulted in fewer petitions being filed, fewer repeat offenses, less time spent in detention, less time spent handling each case, and lower cost.

EXEMPLARY PROJECT

THE NEIGHBORHOOD YOUTH RESOURCES CENTER

No Author, 1974

DJCP Library Call No. 13/N4

This program provides a wide range of services for youth living in high crime, inner city areas of Philadelphia. Open twelve hours a day, N.Y.R.C. offers:

- * crisis intervention
- * counseling and educational assistance to groups of youngsters
- * referrals to cooperating agencies and careful monitoring and follow-up
- * legal representation

Emphasizing its role as a community center, N.Y.R.C. also sponsors recreational and cultural programs, counseling for youth on probation, and legal education for neighborhood residents.

The arrest rates for boys in the program are significantly lower than for boys not in the program.

EXEMPLARY PROJECT

PROJECT NEW PRIDE
DENVER, COLORADO

Carol Holliday Blew, Daniel McGillis, Gerald Bryant, 1977
DJCP Library Call No. 13/P

This project is aimed at youths, 14-17 years of age, with lengthy criminal records. It provides three months of intensive services and a nine-month follow-up period during which treatment is geared to the youth's needs and interests. Services offered include alternative schooling, correction of learning disabilities, vocational training, job placement, counseling, recreation, and cultural activities.

The cost of Project New Pride is approximately \$4,000 per year as compared to an estimated \$12,000 per year to incarcerate a youth in Colorado.

The non-status offense re-arrest rate for New Pride clients during a twelve-month period in the community was 27 per cent while the rate for a control group was 32 per cent.

EXEMPLARY PROJECT

PROVIDENCE EDUCATIONAL CENTER

No Author, 1975

DJCP Library Call No. 17/P7

This is a diversion program which allows most youth to remain home while participating in intensive education and counseling in an "alternative school" setting. Teams of professionally trained counselors, educators, and social workers devise an individual program for each child, who graduates when he or she has achieved the eighth-grade reading level required for high school admission in St. Louis and/or demonstrates adequate social functioning --usually after nine months from referral. Each youth spends three hours studying at P.E.C. and three hours working in the community each day.

EXEMPLARY PROJECT

A UNIVERSITY'S APPROACH TO DELINQUENCY PREVENTION:
THE ADOLESCENT DIVERSION PROJECT, URBANA AND CHAMPAIGN, ILLINOIS

Richard Ku, Carol Holliday Blew, 1977
DJCP Library Call No. 41/O

This project diverts youth from juvenile court and into a four and one half month program designed to reduce delinquency. The program consists of assigning each youth to a student volunteer. After assessing his problems and needs, the juvenile is placed in either a contract program where his obligations such as curfew hours and household chores are spelled out, or a child advocacy program where he is introduced to educational, welfare, health, mental health, and vocational resources in the community and is encouraged to use them.

EXEMPLARY PROJECT

THE VOLUNTEER PROBATION COUNSELOR PROGRAM: LINCOLN, NEBRASKA

Richard Ku,
DJCP Library Call No. 55/V3

This program successfully deals with high risk probationers--misdemeanants of ages 16-25 with an average of 7.3 previous arrests and convictions.

The volunteer program has three main features that contribute to its success:

- * Screening: only those volunteers with appropriate motivations and resources are selected
- * Training: an extensive program emphasizes both general skills and crisis intervention techniques
- * Matching: the ability of a volunteer to respond to the particular needs and interests of the individual probationer determines assignments.

The volunteer serves as a friend, role model, supervisor, and/or counselor as the probationer's needs dictate.

A one-year comparative analysis of the volunteer counselor program and a control regular probation program showed a vast improvement in recidivism by the volunteer counselor program.

DISCRETIONARY GRANT

Paragraph #71

TECHNICAL ASSISTANCE IN JUVENILE JUSTICE AND DELINQUENCY PREVENTION

C. De-institutionalization and Diversion

Assistance is provided to special emphasis grantees and formula grantees in the areas of de-institutionalization of status offenders and diversion.

Contact: Emily Martin (202) 376-3774



IV. JUVENILE PROGRAMS

B. Domestic Violence Programs



PRESRIPTIVE PACKAGE

PHYSICAL CHILD ABUSE

Arnold Schuchter,
Center for Community Resource Development, Boston University
DJCP Library Call No. 28/C

This Prescriptive Package offers a model system for coordinating the efforts of those community agencies that deal with physical child abuse. Designed for use by criminal justice, social service, academic, and medical personnel, the manual provides detailed model program guidelines, methods, and practices for handling child abuse. The primary emphasis in the model system, which can be implemented by any interested community, is giving immediate medical attention to the abused child, followed by appropriate judicial and social service intervention. Its goal is the protection of the child from further abuse and the identification and delivery of needed services to the child's family.

DISCRETIONARY GRANT

Paragraph #54

TECHNICAL ASSISTANCE IN SYSTEM SUPPORT

D. Family Violence Program Technical Assistance

Assistance to community groups and government agencies for developing programs to prevent and reduce family violence.

Contact: Jeane Neidermeyer (202) 376-3550

IV. JUVENILE PROGRAMS

C. Youth Correctional Programs



EXEMPLARY PROJECT

CONTROLLED CONFRONTATION:

THE WARD GRIEVANCE PROCEDURE OF THE CALIFORNIA YOUTH AUTHORITY

Daniel McGillin, Joan Mullen, Laura Studen, 1976
DJCP Library Call No. 17/C

This project is designed to alleviate problems between wards and staff before they reach the point of open hostility. Any inmate with a grievance is entitled to an open hearing conducted by ward and staff representatives. If the decision is unsatisfactory, the grievant may appeal to higher levels within the Youth Authority, and ultimately to an outside review panel. At each level, grievances are responded to in writing, within strict time limits. Only two per cent of the grievances have required outside arbitration.

Training—for wards, staff, and management—and ward participation are the keys to the project's success. The program's collaborative approach to resolving problems has paid off in terms of effectiveness and acceptance of the grievance procedures. The process has recently been expanded to include parolee as well as inmate grievances.

DISCRETIONARY GRANT

Paragraph #71

TECHNICAL ASSISTANCE IN JUVENILE JUSTICE AND DELINQUENCY PREVENTION

B. Separation of Adults and Juveniles

Technical assistance is provided to formula grantees around the issue of separation of adults and juveniles.

Contact: Terence Donahue (202) 376-2214

IV. JUVENILE PROGRAMS

D. Miscellaneous Programs



DISCRETIONARY GRANT

Paragraph #55
TRAINING IN SYSTEM SUPPORT
A. Privacy and Security

Training sessions held to provide policy guidance to criminal justice agencies in the implementation of LEAA's privacy and security regulations. A privacy and security cost analysis model will be available by the end of FY 78.

Contact: Kaplan (202) 376-3828

DISCRETIONARY GRANT

Paragraph #71

TECHNICAL ASSISTANCE IN JUVENILE JUSTICE AND DELINQUENCY PREVENTION

A. Capacity Building and Concentration of Federal Efforts

Assistance is provided relating to objectives of the formula grants program. Addresses programs delivered at state and local level as well as delivery systems.

Contact: Russ Miller (202) 376-5185

V. POLICE AND PROSECUTION PROGRAMS

	page no.
A. Community Relations Programs _____	120
B. Crime Prevention Programs _____	122
C. Information and Communication Systems Programs _____	127
D. Investigation and Prosecution Programs _____	135
E. Patrol Programs _____	153
F. Substance Abuse Programs _____	157
G. Training Programs _____	161
H. Miscellaneous Programs _____	169

V. POLICE AND PROSECUTION PROGRAMS

A. Community Relations Programs

PREScriptive PACKAGE

IMPROVING POLICE/COMMUNITY RELATIONS

Robert Wasserman, Michael Paul Gardner, Alana S. Cohen,
Governor's Public Safety Commission (Boston, Massachusetts), 1973
DJCP Library Call No. 15/W3

This Prescriptive Package presents standards and guidelines for a model police-community relations program, based on the many innovative and experimental programs currently under way. It sets forth clear-cut steps for police administrators and line personnel to follow in improving relations with the community. Areas addressed include training, programming, administrative procedures, and handling of citizen complaints.

V. POLICE AND PROSECUTION PROGRAMS

B. Crime Prevention Programs



EXEMPLARY PROJECT

COMMUNITY CRIME PREVENTION PROGRAM
SEATTLE, WASHINGTON

Paul Cirel, Patricia Evans, Daniel McGillis, Debra Whitcomb, 1977
DJCP Library Call No. 22/C

This program combines residential security inspection, property marking, block watches, and informative materials to significantly reduce the incidence of residential burglary. The program's successful use of these tactics has come from: careful coordination; the commitment of full-time staff; the cooperation of local police; and the cultivation of a sense of community in target neighborhoods.

Specific results include a reduction in burglary rate in participating households and an increase in the per cent of actual burglaries reported. This was accomplished without displacing crime to other areas or to non-participants of the program.

PREScriptive PACKAGE

POLICE BURGLARY PREVENTION PROGRAMS

Thomas W. White, Katryna J. Regan, John D. Waller & Joseph S. Wholey,
The Urban Institute, 1975
DJCP Library Call No. 52/P

This Prescriptive Package can help local communities plan and carry out effective burglary prevention programs. The document outlines options available, provides guidance on selecting and coordinating alternative actions, and presents techniques for managing and evaluating programs. Based on the actual experience of a number of police departments, the report would be useful to departments launching burglary control projects or modifying and improving existing efforts.

PREScriptive PACKAGE

POLICE ROBBERY CONTROL MANUAL

Richard H. Ward, Thomas J. Ward and Jayne Feeley,
John Jay College of Criminal Justice, 1975
DJCP Library Call No. 23/P2

This manual describes in detail robbery control projects in five cities and summarizes operations of projects in another 30 cities. An entire chapter is devoted to the step-by-step process of analyzing the pattern of robberies in a community and fashioning action plans to combat the crime. A number of different types of robberies--from the visible street variety to the planned commercial robbery--are examined and control strategies suggested. New techniques are presented that with minor adaptation can be used by small, medium, and large police departments.

DISCRETIONARY GRANT

Paragraph #54

TECHNICAL ASSISTANCE IN SYSTEM SUPPORT

D. Family Violence Program Technical Assistance

Assistance to community groups and government agencies for developing programs to prevent and reduce family violence.

Contact: Jeane Neidermeyer (202) 376-3550

V. POLICE AND PROSECUTION PROGRAMS

C. Information and Communication Systems Programs



EXEMPLARY PROJECT

CENTRAL POLICE DISPATCH
DIVISION OF CENTRAL OPERATIONS FOR POLICE SERVICES
MUSKEGON, MICHIGAN

John J. McDonnell, 1976
DJCP Library Call No. 47/C4

This program consolidated the radio dispatch services of nine law enforcement agencies. By pooling resources, C.P.D. provided all nine departments with around-the-clock, seven day service, eliminated confusion and duplication, and reduced the number of dispatched personnel required. The centralized services also helped implement the 911 emergency system in sparsely populated areas.

The success of this cooperative effort has increased the pooling of resources in other areas.

DISCRETIONARY GRANT

Paragraph #16

TECHNICAL ASSISTANCE

E. Communications Operations

Technical assistance to improve the communications operations of criminal justice agencies.

Contact: William Bailey (202) 376-2617 or David Powell (202) 376-2103 or -6387

DISCRETIONARY GRANT

Paragraph #50
COMPREHENSIVE DATA SYSTEMS

To assist in the development of state level capacity for collection, utilization, dissemination and evaluation of criminal justice statistics and information from all agencies in state.

Date: Any time FY 78

Eligibility: Grants will be awarded at state level only.

Contact: Paul Silvester (202) 376-2621

DISCRETIONARY GRANT

Paragraph #54

TECHNICAL ASSISTANCE IN SYSTEM SUPPORT

A. National Clearinghouse for Criminal Justice Information
Systems

Technical assistance to any governmental agency with criminal justice responsibilities interested in transferring operational systems.

Contact: Landgren (916) 392-2550

EXEMPLARY PROJECT

PROSECUTION OF ECONOMIC CRIME

Peter Finn, Alan R. Hoffman, 1976
DJCP Library Call No. 06/P7

In this project two separate programs, both aimed at prosecuting and preventing economic crime, are studied.

In the Seattle project, special emphasis is placed on the investigation of fraudulent activities, typically brought to its attention by other agencies. Individual victim complaints are not solicited and when they are received they are generally referred to other agencies. In its first two and one-half years of operation, 95.5 per cent of its cases were successfully prosecuted, representing more than \$3.4 million in economic losses.

The San Diego project deals with all citizen complaints (15,251 during 1974) concerning fraud. A vast number of cases were settled outside the courts.

Both fraud divisions have achieved recognition equal to other divisions within the prosecutor's office. Cases which have a high probability for successful prosecution--those which involve large economic losses, and those which may have a high deterrent value--are given top priority in both programs.

DISCRETIONARY GRANTS

Paragraph #54

TECHNICAL ASSISTANCE IN SYSTEM SUPPORT

B. Automated Criminal Justice Information Systems

Assistance provided to state level agencies involved with computerized criminal history systems and/or automated systems NCJISS considers high priority.

Contact: Lane (202) 872-9380

EXEMPLARY PROJECT

RURAL LEGAL RESEARCH:

CREIGHTON LEGAL INFORMATION CENTER, OMAHA, NEBRASKA

Lorrie Stuart, H. Lake Wise
DJCP Library Call No. 39/R

This program provides a central library research facility for judges, prosecutors, defense counsel, and police. Law student researchers compile legal memoranda on requested topics at no cost to the users. The findings are summarized in a newsletter, published by the Center, and the complete document filed for future reference. The project also has prepared a deskbook for Nebraska judges on criminal procedure and sentencing alternatives.

Users report that C.L.I.C. services have significantly improved the quality of cases argued before Nebraska's rural courts. During the first 14 months of C.L.I.C.'s operation, 66 per cent of the judges from the eligible rural counties had used its services at least once and all said they would use them again.



V. POLICE AND PROSECUTION PROGRAMS

D. Investigation and Prosecution Programs



EXEMPLARY PROJECT

A COMMUNITY RESPONSE TO RAPE
POLK COUNTY RAPE/SEXUAL ASSAULT CARE CENTER, DES MOINES, IOWA

Gerald Bryant and Paul Cirel, 1976
DJCP Library Call No. 22/C

This is a comprehensive program to deal with the special problems that are associated with sexual assault, i.e., lack of reporting and pursuing the case through the legal process due to the victim's fear and humiliation, irrational laws, incomplete physical evidence, and uninformed public attitudes.

The program's activities include:

- * 24-hour telephone and personal contact service including assistance to the victim during the medical examination and prosecutor's interview
- * referral service to a wide network of community agencies that can give specialized help to the victim
- * in-service training for medical and criminal justice professionals who deal with rape victims
- * public education to replace existing ignorance and misinformation with the facts about sex crimes

Results of the program include an increase in rape cases cleared by arrest, the number of victims willing to press charges, and the conviction rate.

EXEMPLARY PROJECT

MAJOR OFFENSE BUREAU:
BRONX COUNTY DISTRICT ATTORNEY'S OFFICE, NEW YORK

Daniel McGillis, 1977
DJCP Library Call No. 39/M

This program is designed to deal with the most serious felony cases in the most efficient manner in respect to time spent on cases by the prosecution, time that potentially dangerous criminals remain free in the community, and indictment and conviction rates. This is accomplished by screening cases that deserve priority and assigning high priority cases to a special prosecutor who handles a given case throughout the judicial process. Also utilized are special trial sessions that hear only M.O.B. cases.

In its first 30 months, M.O.B. successfully demonstrated its ability to speed up case processing while developing complete, well-prepared cases, as the following statistics show:

- * 99% of the indictments were voted and presented to the Supreme Court within three days of arrest compared to the usual time lapse of several weeks.
- * 92% of those indicted were convicted.
- * 94% of those convicted were sentenced to prison, compared to less than half of a group whose cases were processed traditionally.

EXEMPLARY PROJECT

LEGAL LIAISON DIVISION OF THE DALLAS POLICE DEPARTMENT:
DALLAS, TEXAS

H. Lake Wise, 1976
DJCP Library Call No. 52/D

This program successfully integrates two parts of the criminal justice system--police and prosecutor. Assistant City Attorneys are on call 24 hours a day to advise Dallas police officers on case preparation. In addition, the attorneys provide regular training for police in the elements of various offenses, proper search and seizure procedures, and other aspects of the law.

To reduce the number of cases dismissed due to police error, project attorneys have established a case review system. All prosecution reports are reviewed for legal sufficiency before they are submitted to the District Attorney's office, resulting in greater police and court efficiency.

EXEMPLARY PROJECT

NEW YORK CITY POLICE DEPARTMENT STREET CRIME UNIT

Andrew Halper, Richard Ku, 1975
DJCP Library Call No. 51/N4

This program is designed to fill the gap between routine police patrol and after the fact criminal investigation. The primary strategy employs officers disguised as potential crime victims and placed in an area where they are likely to be victimized.

Careful screening of applicants, extensive training and close liaison with precinct commanders are important factors in the unit's success. In 1974, the S.C.U. made 4,423 arrests, of which 90 per cent were felonies.

EXEMPLARY PROJECT
PROSECUTOR MANAGEMENT INFORMATION SYSTEM (PROMIS)

PROMIS uses an automated management information system to select high priority cases for intensified preparation by a special team of attorneys. Pending cases are ranked according to four criteria:

- (1) seriousness of offense; (2) defendant's criminal record;
- (3) strength of evidence; and (4) age of case or number of continuances.

During its first 19 months of operation, the conviction rate for cases receiving special preparation was 25% higher than that for cases routinely processed.

PROMIS also helps the prosecutor's office to:

- * spot scheduling and logistical impediments
- * maintain evenhandedness in using prosecutor discretion
- * analyze and research the problems of screening and prosecuting criminal cases.

This project is explained in detail in the six volume "PROMIS Documentation." A manual entitled "PROMIS For The Non-Automated of Semi-automated Office" (now in DJCP library) and a non-technical guide called "PROMIS Briefing Paper Series" are also available. All PROMIS material must be ordered from:

Institute for Law and Social Research
1125 15th St., N.W.
Washington, D.C. 20005
(202) 872-9380

PRESCRIPTIVE PACKAGE

RACKETS BUREAUS: INVESTIGATION AND PROSECUTION OF ORGANIZED CRIME

G. Robert Blakey, Ronald Goldstock, Charles H. Rogovin,
Cornell Institute on Organized Crime, 1978
DJCP Library Call No. 44/R

This study surveys the organization of present efforts directed at the investigation and prosecution of organized crime on the state and local level. Political corruption and white collar crime control programs are examined.

Aspects of organized crime control units considered include: scope of targeted activity, attorney assignment, investigative resources, support services, attorney-investigator relations, and training. Standards are then proposed for the establishment, organization, and operation of specialized units in the organized crime field. The standards reflect the views of the researchers which were critically reviewed by a knowledgeable and experienced panel of independent evaluators.

PREScriptive PACKAGE

CRIME SCENE SEARCH AND PHYSICAL EVIDENCE HANDBOOK

Richard H. Fox and Carl L. Cunningham,
Northwest Missouri Law Enforcement Assistance Council, 1973
DJCP Library Call No. 23/F61

Targeted primarily toward a police audience, this Prescriptive Package provides a review of basic crime laboratory functions and detailed guidelines for the collection, preservation, and use of physical evidence in criminal investigations.

PRESRIPTIVE PACKAGE

POLICE CRIME ANALYSIS UNIT HANDBOOK

George A. Buck,
California Crime Technological Foundation, 1973
DJCP Library Call No. 47/P3

This Prescriptive Package responds to the need for a manual setting forth the type of information on crimes and offenders that police should collect and the best method for analyzing such information. Based upon work already done by the LEAA-funded "Project Search" and other crime information studies, the manual provides detailed guidelines for establishing or modifying police crime analysis units and procedures. The Prescriptive Package:

- *summarizes and highlights major studies of police crime analysis;
- *examines significant ongoing crime analysis programs;
- *sets forth a model police crime analysis unit and procedural methods;
- *provides guidelines for establishing and maintaining the model;
- *indicates data requirements and approximate costs of establishing the unit.

PREScriptive PACKAGE

MANAGING CRIMINAL INVESTIGATIONS

Peter B. Bloch and Donald R. Weidman,
The Urban Institute, 1975
DJCP Library Call No. 23/M

Although there is no shortage of books on how to conduct criminal investigations, scant attention has been given to the techniques and benefits of sound management of the investigative process. This report views investigations as a series of activities involving many police employees (detective, patrol, civilian) who are part of a coherent management structure. It presents basic management tools that can improve the overall effectiveness of the investigative process. The recommendations are based on the experiences of six police departments which have combined various new ideas with more traditional methods.

PRESCRIPTIVE PACKAGE

RAPE AND ITS VICTIMS: A REPORT FOR CITIZENS, HEALTH FACILITIES, AND
CRIMINAL JUSTICE AGENCIES

Ellen Barnett, Jane Roberts Chapman and Margaret J. Gates,
Center for Women Policy Studies
DJCP Library Call No. 22/R

The report is addressed to police administrators, hospital administrators, prosecutors, and citizens involved in community action. It provides information and suggestions for coping with problems that commonly hinder change. Guidelines are presented based on programs, techniques, procedures, and policies that appear to be especially effective in treating rape victims and suitable for transfer to other jurisdictions. Sample forms for police and hospital procedures are included along with materials on such topics as the police interview of a rape victim, counseling for rape victims, and legal issues raised by rape law reformists.

DISCRETIONARY GRANT

Paragraph #25
TECHNICAL ASSISTANCE IN ADJUDICATION
E. Prosecution Technical Assistance

Management and Operations studies for offices that employ five or more full-time attorneys.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #54

TECHNICAL ASSISTANCE IN SYSTEM SUPPORT

C. Integrated Police and Prosecution Witness Assistance Program.
Technical Assistance.

Assistance to develop local training programs, to improve witness notification and management systems, and to facilitate communication among witness projects.

Contact: Jan Kerby (202) 376-3550

DISCRETIONARY GRANT

Paragraph #25

TECHNICAL ASSISTANCE IN ADJUDICATION

H. Career Criminal Prosecution Assistance

Assistance in determining prosecutor office capability to replicate a career criminal project on a non-funded basis. Eligibility is limited to prosecutors with a staff of at least six full-time attorneys.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #25

TECHNICAL ASSISTANCE IN ADJUDICATION

J. PROMIS, The Prosecutors and Court Administration Information System.

Technical Assistance is provided for the transfer and installation of PROMIS.

Contact: Greg Brady (202) 376-3615

CONTINUED

2 OF 3

DISCRETIONARY GRANT

Paragraph #54

TECHNICAL ASSISTANCE IN SYSTEM SUPPORT

E. Career Criminal Program Technical Assistance

Periodic technical assistance assessments are made of each project in the comprehensive career criminal program.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragrapg #25
TECHNICAL ASSISTANCE IN ADJUDICATION
G. Economic Crime Prosecution

Assistance is available to state and local prosecutors
for training and organization for prosecution of white collar
crime.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #16

TECHNICAL ASSISTANCE

A. Crime Analysis/Case Management Information Systems

Assistance in organizing police records for crime analysis unit-- including offense reporting systems, early suspect and crime series identification, methods of increased arrest and case clearance information. SPA's will select participants.

Contact: Bob Heck (202) 376-3659

V. POLICE AND PROSECUTION PROGRAMS

E. Patrol Programs



PRESRIPTIVE PACKAGE

NEIGHBORHOOD TEAM POLICING

Peter B. Bloch,
The Urban Institute, 1973
DJCP Library Call No. 51/N3

A number of police departments are currently using team policing and many more are considering this approach. This Prescriptive Package summarizes the team policing experience and highlights both the advantages and disadvantages. The manual includes:

- * a summary of reports written on neighborhood team policing programs;
- * a review of the experiences of major team policing programs;
- * model programs and detailed implementation guidelines;
- * a review of the advantages and disadvantages of various elements of team policing;
- * suggestions for improving an existing team policing operation.

PRESCRIPTIVE PACKAGE

IMPROVING PATROL PRODUCTIVITY VOLUME I ROUTINE PATROL

William G. Gay and Stephen Schack,
University City Science Center,
Washington, D. C., 1977
DJCP Library Call No. 51/I

This report focuses upon the general patrol division, recommending specific steps which departments of all sizes can take to improve the efficiency and effectiveness of its operations. Included are: detailed discussions of patrol workload analysis as the basis for developing efficient and effective deployment schemes; the management of calls for service; workload and the prioritization of calls for service; the use of crime analysis in support of routine patrol operations; and the conduct of preplanned and directed prevention, deterrence, and apprehension activities. The volume concludes with the presentation of selected case studies of departments which have implemented many of the approaches outlined, and with a discussion of the major issues faced in planning, implementing, and evaluating changes in the patrol function.

PRESCRIPTIVE PACKAGE

IMPROVING PATROL PRODUCTIVITY
VOLUME II
SPECIALIZED PATROL

Stephen Schack,
University City Science Center,
Washington, D. C., 1977
DJCP Library Call No. 51/I

This report focuses upon the appropriate use and effective operation of specialized patrol units. It includes a thorough discussion of and presents specific recommendations regarding the planning, implementation, deployment, tactics, and evaluation of specialized patrol operations.



V. POLICE AND PROSECUTION PROGRAMS

F. Substance Abuse Programs



EXEMPLARY PROJECT

MONTGOMERY COUNTY EMERGENCY SERVICE

Carol Holliday Blew, Paul Cirel,
Norristown, Pennsylvania, 1978
DJCP Library Call No. 64/M

Montgomery County Emergency Service is a private, non-profit corporation and a fully-licensed and accredited psychiatric hospital which supplements police services by assuming the burden of psychiatric and drug/alcohol emergencies. They offer a comprehensive 24-hour placement alternative for police by providing:

- * telephone hot-line assistance
- * specially equipped emergency vehicle
- * Crisis Intervention Outreach Team
- * psychiatric evaluation
- * detoxification
- * short-term hospitalization
- * referral to other agencies for continuing care

To further assist police in handling their emergencies, M.C.E.S. formed a Criminal Justice Liaison Network by placing trained mental health workers in selected police departments.

PREScriptive PACKAGE

MULTI-AGENCY NARCOTICS (MAN) UNITS

Manuel Garza,
International Association of Chiefs of Police
DJCP Library Call No. 49/M

One response to the rise in illegal drug use has been the development of the Multi-Agency Narcotics (MAN) Unit. Composed of officers from cooperating jurisdictions, the MAN unit operates as a single tactical entity. To date approximately 150 such units have been established to consolidate and coordinate drug enforcement efforts in neighboring communities. This Prescriptive Package gives police administrators and line personnel the necessary information to implement, operate, and evaluate a MAN unit. Specific guidelines and recommendations are provided in such areas as staff selection and training, program operations, unit administration, the use of specialized surveillance equipment, and records management.

PREScriptive PACKAGE

DIVERSION OF THE PUBLIC INEBRIATE FROM THE CRIMINAL JUSTICE SYSTEM

Charles W. Weis,
Governor's Justice Commission (Pennsylvania), 1973
DJCP Library Call No. 46/W4

This report presents practical guidelines for diverting the public inebriate from the criminal justice system into community institutions such as health or social service agencies. The intent is to suggest diversionary programs that will not only relieve the burden on law enforcement agencies but will also enhance the inebriate's well being. Guidelines on staffing, budget requirements, possible funding sources, and plans for facilities are discussed.



V. POLICE AND PROSECUTION PROGRAMS

G. Training Programs



DISCRETIONARY GRANT

Paragraph #26
TRAINING IN ADJUDICATION
H. Prosecutor Training

Three to five day seminars and three to four week courses are offered in prosecution management techniques, consumer and other fraud investigation, and trial and pre-trial techniques.

Contact: Greg Brady (202) 376-3615

DISCRETIONARY GRANT

Paragraph #17

TRAINING IN ENFORCEMENT

A. Hazardous devices course

Three-week courses plus one week refresher courses--Alabama.

Contact: Jim Vetter (202) 376-3658

DISCRETIONARY GRANT

Paragraph #17

TRAINING IN ENFORCEMENT

B. Bomb Scene Investigation Training

4-1/2 day courses--Quantico.

Contact: Jim Vetter (202) 376-3658

DISCRETIONARY GRANT

Paragraph #17

TRAINING IN ENFORCEMENT

C. Management Seminars on Terrorism

Five day classes held regionally for command and supervisory personnel.

Contact: Jim Vetter (202) 376-3658

DISCRETIONARY GRANT

Paragraph #17

TRAINING IN ENFORCEMENT

D. Citizen Protection Training

Seven day classes for command level police officers—Washington, D. C.

Contact: Jim Vetter (202) 376-3658

DISCRETIONARY GRANT

Paragraph #17

TRAINING IN ENFORCEMENT

E. Police Executive Program

Four day classes in management training for law enforcement executives--held regionally.

Contact: Mr. Ed Schriver (202) 376-2246

DISCRETIONARY GRANT

Paragraph #55
TRAINING IN SYSTEM SUPPORT
A. Privacy and Security

Training sessions held to provide policy guidance to criminal justice agencies in the implementation of LEAA's privacy and security regulations. A privacy and security cost analysis model will be available by the end of FY 78.

Contact: Kaplan (202) 376-3828



V. POLICE AND PROSECUTION PROGRAMS

H. Miscellaneous Programs



DISCRETIONARY GRANT

Paragraph #16

TECHNICAL ASSISTANCE

B. Law Enforcement Emergency Technical Assistance

On-site consultation for operating agencies in operational and management areas where an extreme crisis exists or is expected. SPA's will screen and endorse requests.

Contact: Bob Heck (202) 376-3659

DISCRETIONARY GRANT

Paragraph #16

TECHNICAL ASSISTANCE

C. Bombing and Bomb Threat Response

Includes technical assistance in areas of training, utilization of equipment, procedures regarding bombings and bomb threats.

Contact: Jim Vetter (202) 376-3658

DISCRETIONARY GRANT

Paragraph #16
TECHNICAL ASSISTANCE
D. Terrorist Incidents

Technical assistance regarding response to terrorist incidents.

Contact: Jim Vetter (202) 376-3658

VI. SUBSTANCE ABUSE PROGRAMS

	page no.
A. Diversion and Treatment Programs _____	174
B. Narcotics Investigation Programs _____	182

VI. SUBSTANCE ABUSE PROGRAMS

A. Diversion and Treatment Programs

EXEMPLARY PROJECT

MONTGOMERY COUNTY EMERGENCY SERVICE

Carol Holliday Blew, Paul Cirel,
Norristown, Pennsylvania, 1978
DJCP Library Call No. 64/M

Montgomery County Emergency Service is a private, non-profit corporation and a fully-licensed and accredited psychiatric hospital which supplements police services by assuming the burden of psychiatric and drug/alcohol emergencies. They offer a comprehensive 24-hour placement alternative for police by providing:

- * telephone hot-line assistance
- * specially equipped emergency vehicle
- * Crisis Intervention Outreach Team
- * psychiatric evaluation
- * detoxification
- * short-term hospitalization
- * referral to other agencies for continuing care

To further assist police in handling their emergencies, M.C.E.S. formed a Criminal Justice Liaison Network by placing trained mental health workers in selected police departments.

PREScriptive PACKAGE

DIVERSION OF THE PUBLIC INEBRIATE FROM THE CRIMINAL JUSTICE SYSTEM

Charles W. Weis,
Governor's Justice Commission (Pennsylvania), 1973
DJCP Library Call No. 46/W4

This report presents practical guidelines for diverting the public inebriate from the criminal justice system into community institutions such as health or social service agencies. The intent is to suggest diversionary programs that will not only relieve the burden on law enforcement agencies but will also enhance the inebriate's well being. Guidelines on staffing, budget requirements, possible funding sources, and plans for facilities are discussed.

PRESRIPTIVE PACKAGE

DRUG PROBLEMS IN CORRECTIONAL INSTITUTIONS

Roger Smith,
American Correctional Association, 1977
DJCP Library Call No. 30/D

This Prescriptive Package is intended to be a practical and useful resource for a variety of actors in the correctional process--corrections and drug abuse planners and administrators, as well as those on the firing line--clinicians, para-professionals, correctional counselors, and custodial personnel. The primary concern is with adult offenders, both male and female, in correctional institutions and pre-release programs.

The package deals extensively with: goal setting for institutional drug treatment programs; the social environment of institutional drug programs; treatment approaches; the screening of participants; staffing; continuity of treatment; and evaluation planning, coordination, and funding.

PRESRIPTIVE PACKAGE

METHADONE TREATMENT MANUAL

Edward Brecher,
National Association for the Prevention of Addiction to Narcotics, 1973
DJCP Library Call No. 30/M

The existing knowledge and experience about methadone as a treatment method is brought together in this Prescriptive Package. Included are a summary of major reports, a list of guidelines developed by Federal agencies for administration of programs, a summary of the experiences of major program efforts in different parts of the nation, and guidelines for staffing, costs, and data requirements.

DISCRETIONARY GRANT

Paragraph #42

TECHNICAL ASSISTANCE IN CORRECTIONS

C. Treatment Alternatives to Street Crime Assistance

Assistance is available for the development, implementation, and management of programs for the diversion of drug abusing offenders. Eligibility: TASC projects and agencies serving other communities of 200,000 population.

Contact: Karen McFadden (202) 376-3647

DISCRETIONARY GRANT

Paragraph #42

TECHNICAL ASSISTANCE IN CORRECTIONS

D. Treatment and Rehabilitation for Addicted Prisoners Assistance

Assistance is available for the development, implementation, and management of programs for treatment of substance abusing inmates. Eligibility: TRAP projects and correctional agencies interested in the programs for the treatment of substance abusing inmates.

Contact: Karen McFadden (202) 376-3647

DISCRETIONARY GRANT

Paragraph #43
TRAINING IN CORRECTIONS
A. TASC

Three day sessions will be conducted for TASC project personnel and other professionals interested in learning the TASC approach to drug diversion programs.

Contact: Karen McFadden (202) 376-3647

VI. SUBSTANCE ABUSE PROGRAMS

B. Narcotics Investigation Programs

PREScriptive PACKAGE

MULTI-AGENCY NARCOTICS (MAN) UNITS

Manuel Garza,
International Association of Chiefs of Police
DJCP Library Call No. 49/M

One response to the rise in illegal drug use has been the development of the Multi-Agency Narcotics (MAN) Unit. Composed of officers from cooperating jurisdictions, the MAN unit operates as a single tactical entity. To date approximately 150 such units have been established to consolidate and coordinate drug enforcement efforts in neighboring communities. This Prescriptive Package gives police administrators and line personnel the necessary information to implement, operate, and evaluate a MAN unit. Specific guidelines and recommendations are provided in such areas as staff selection and training, program operations, unit administration, the use of specialized surveillance equipment, and records management.

END