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ACQUISITIONS

VOLUNTEER PROGRAMS



CORRECTIONAL VOLUNTEER PROGRAM INFORMATION SERVICE
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CATALOG

DEPARTMENT OF THE YOUTH AUTHORITY
Parole Services Branch

CITIZEN'S INITIATIVE PAROLE RE-ENTRY PROJECT
Office of Criminal Justice Planning
Grant No. 2982-2

Catalog compiled by Lynda Lea Thorp, Resource Librarian

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INTRODUCTION

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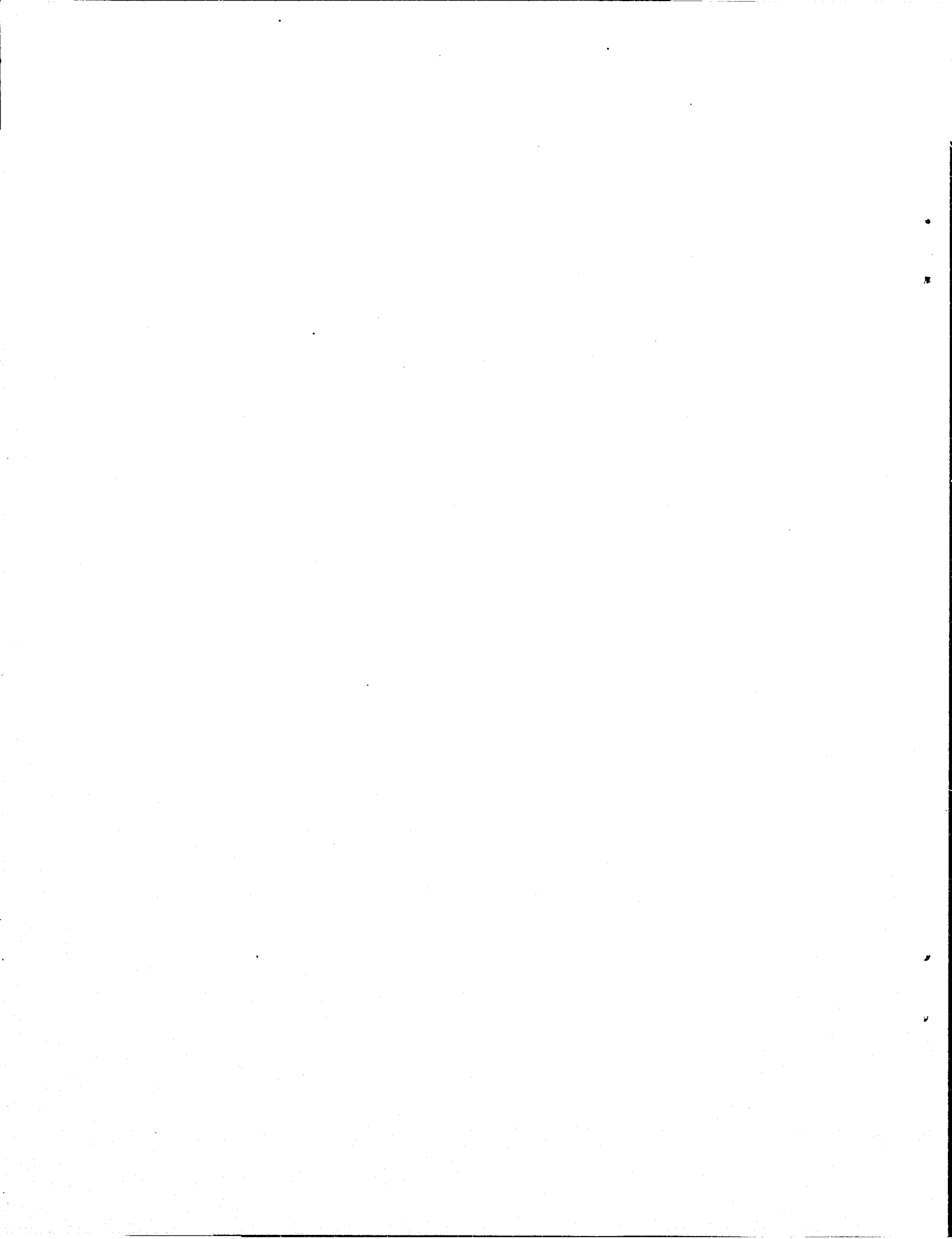
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All correspondence and orders should be addressed to:

Volunteer Services Resource Library
Department of the Youth Authority
2222 Sierra Boulevard, Building D, Suite 16
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VOLUNTEER PROGRAMS

I. CALIFORNIA

California. Department of the Youth Authority.

Be a Person to a Person; the Volunteer Program at the Southern Reception Center and Clinic. Los Angeles, 1972. 7p. FREE

Cites examples of persons or groups volunteering their time and talents to help "normalize the environment of an institutional setting" for the wards in the Southern Reception Center and Clinic.

California. Department of the Youth Authority.

A Descriptive Study of Man to Man Job Therapy. Preliminary Report by Roy V. Lewis. Sacramento, November, 1973. 56p. LOAN

Gives M-2 program objectives, evaluation and criteria.

California. Department of the Youth Authority.

Man to Man Job Therapy; An Evaluation of a Volunteer Program with Youth Authority Wards. Sacramento, April, 1974. 86p. LOAN

Gives program description, goals and objectives, volunteer commitment, recruiting, screening and training of volunteers. Also evaluation of the program.

California. Department of the Youth Authority.

The Peer Influencer Program--Volunteers in Corrections. Sacramento, April, 1972. 20p. LOAN

Selection, orientation and program development. Group counseling, group activities and crisis intervention.

California. Model Volunteer Project.

Directory of Volunteer Programs in California Correctional Agencies. Sacramento, 1974. lv. FREE

California. Model Volunteer Project.

Program Models for Volunteer Services Development. Informational Series #2. Sacramento, January, 1975. 36p. FREE

Three models for the development of volunteer programs in youth institutions, probation and community based projects.

California. Model Volunteer Project.

Services and Regional Offices. Sacramento, 1974. 4p. FREE

A summary of the Model Volunteer Project's services available, listing its state consultants and the counties they serve.

Duxbury, Elaine.

Youth Services Bureaus California Style. Reprinted from YOUTH AUTHORITY QUARTERLY, Summer, 1971, pgs. 11-17. 7p. FREE

Friends Outside.

San Jose, n.d. 4p.

History of Friends Outside, programs available.

VOLUNTEER PROGRAMS

I. CALIFORNIA

Get Involved.

A special section of the PACIFIC SUN, published in cooperation with the Volunteer Bureau and devoted to Marin County's thousands of volunteers and volunteer opportunities. PACIFIC SUN, January 25-31, 1973. 24p. LOAN

Hunsicker, Patricia Ann.

Police Help Youth. Delinquency Prevention Report. n.pub., n.p., n.d. 5p. LOAN

New program aids youth in needed employment counseling and making adjustment.

Hunsicker, Patricia Ann.

Probation: Los Angeles County's Progressive Ventures on Treatment. Delinquency Prevention Report. n.pub., n.p., n.d. 4p. LOAN

Discussion of probation programs, time, energy and involvement.

Job Therapy of California, Inc. Man to Man.

n.pub., n.p., n.d. 10p. LOAN

Citizens show man to man commitment helps prisoners become self-respecting citizens.

Lassiter, Anne and Tubbd, Douglas C.

Opening the Institution to the Community. A Synopsis of "Beat the Odds" volunteer program at the California Youth Authority's Youth Training School, Chino. CYA, 1971. 2p. FREE

On Youth's Behalf.

California Teachers Association. Burlingame, California, n.d. 42p. LOAN

Handbook, designed to help set up and run a Youth Rights and Responsibilities Committee.

San Diego County Probation Department.

Annual Report 1972. Volunteers in Probation. San Diego, California, 1972. 10p. FREE

1972 annual report and evaluation of the Volunteers in Probation program of San Diego County Probation Department including: services "donated" and provided by volunteers; selection, orientation, training and recognition of volunteers; etc.

San Diego County Probation Department.

Annual Report 1973. Volunteers in Probation. San Diego, California, 1973. 10p. FREE

1973 annual report and evaluation of the Volunteers in Probation program of San Diego County Probation Department including: services "donated" and provided by volunteers; selection, orientation, training and recognition of volunteers; etc.

VOLUNTEER PROGRAMS

I. CALIFORNIA

San Diego County Probation Department.

Articles of Incorporation of Volunteers in Probation, Inc. A Non-Profit Corporation. n.pub., n.p., September, 1972. 6p.

LOAN

Purpose for incorporation. Laws, amendments and functions of the corporation.

San Diego County Probation Department.

Delinquency Prevention: Truancy Diversion Project. Volunteers in Probation. San Joaquin County Probation Department. March, 1973. 5p.

FREE

Services for young people with school problems. Community awareness with the probation department.

Schindler-Rainman, Eva.

We Hung Loose in a Tight Situation. Reprint from PASADENA JUNIOR LEAGUE MAGAZINE, Vol. 42, No. 8, June, 1968. Community Planning Council, Pasadena, California, 1968. 6p.

FREE

Describes Junior League Program of Pasadena, California.

Third Annual Workshop for Supervisors of Volunteer Programs.

Northern California Council of Volunteer Bureaus/Action Centers. San Francisco, California, July, 1974. 29p.

FREE

Summaries of the workshops. Useful for both staff and volunteers. Some of the topics covered are: Recruiting Volunteers and Interviewing Techniques, Orientation and Training, Staff Volunteer Relationships, New Uses of Voluntarism, New Program Ideas.

VOLUNTEER PROGRAMS

II. UNITED STATES

Gordon, Arthur.

They To to Prison on Purpose. Reprinted from READER'S DIGEST, FREE
August, 1970. Condensed from THE ROTARIAN, August, 1970. 1p.

" . . . a reprint from the Reader's Digest describing the original Job Therapy Program in Washington State."

Guidelines for Volunteer Programs.

Arkansas Office of Volunteer Action. n.d. 20p. LOAN

Outlines for staff the techniques for motivating and supervising volunteers.

Guidelines to Volunteer Services.

New York State Department of Correctional Services. n.d. 51p. LOAN

Who is the offender? What are his needs? Why should I become involved in correctional volunteer services? These questions are looked at in this book.

Hargadine, John E., Holmes, Horace B. and Scheier, Ivan H.

Attention Versus Detention. Reprinted from JUVENILE COURT JUDGES FREE
JOURNAL, Vol. 19, No. 2, Summer, 1968. 5p.

" . . . a brief description of volunteer group foster homes in Boulder, Colorado."

Information Volunteer Clearinghouse.

Youth Services, Department of Health and Rehabilitative Services. LOAN
State of Florida. n.d. 34p.

Types of volunteer programs, matching, recruiting and training.

Juvenile Court Volunteer Programs.

Washington State Office of Volunteer Programs, Washington State. LOAN
August, 1973. 5p.

The evolution of volunteer programs. Opportunities, needs and purpose of the programs.

Kiessling, Jerry J.

The Ottawa Juvenile Court Volunteer Project. Ottawa, Canada, LOAN
Canadian Congress of Criminology and Corrections, 1971. 19p.

A report on the usefulness of volunteers in the Ottawa Juvenile Court and the model designed for the use of volunteers in Canadian Juvenile Courts.

LEAA Focus on Citizens' Initiative.

Law Enforcement Assistance Administration. U.S. Department of LOAN
Justice. Washington, D.C., n.d. 8p.

The citizens' role in criminal justice and crime prevention. How to participate.

VOLUNTEER PROGRAMS

II. UNITED STATES

Morris, Joe Alex.

First Offender. A Volunteer Program for Youth in Trouble with the Law. New York, 1970. 214p. LOAN

Vital data on how criminal and delinquent behavior is being profoundly altered.

National Federation of Settlements and Neighborhood Center.

Neighborhood Centers Serve the Troubled Family. New York, 1964. 112p. LOAN

Includes major papers presented at a NFS conference (Chicago, 1964), a brief inventory of other programs undertaken by settlement and neighborhood centers, and a summary of major points brought out in discussion periods.

National Information Center on Volunteerism.

Cost Analysis of Volunteer Programs in Courts and Correctional Settings. by Robert D. Hamm. Boulder, Colorado, July, 1973. 15p. LOAN

Analysis of volunteer programs from the perspective of cost, in order to demonstrate cost efficient management of resources.

National Information Center on Volunteerism.

Resource People and Programs in Short-Term Correctional Institutions, Juvenile and Adult. Boulder, Colorado, 1972. 1p. FREE

Program Locator #2, a series of program listings designed to identify some of the meaningful programs in various areas of court-correctional volunteer service.

National Information Center on Volunteerism.

Volunteer Programs in Prevention and Diversion. Boulder, Colorado, 1973. 53p. LOAN

" . . . a directory and locator of volunteer programs and resources involved specifically in the area of prevention of juvenile delinquency and the diversion of children from the criminal justice system."

National Information Center on Volunteerism.

Volunteers With Traffic Offenders. December, 1973. Reprinted from VOLUNTEERS FOR SOCIAL JUSTICE NEWSLETTER, April, 1973. 1p. FREE

Program Locator #4, a series of program listings designed to identify some of the meaningful programs in various areas of court volunteer service.

National Information Center on Volunteerism.

Volunteers Working With or As the Family. September, 1971. 2p. FREE

Program Locator #1 deals with a highly significant and rapidly developing area--volunteers involved in family matters. The first in a series of program listings.

VOLUNTEER PROGRAMS

II. UNITED STATES

National Information Center on Volunteerism.

Write On. Boulder, Colorado, n.d. 8p.

FREE

A description of a program whose aim is to coordinate a plan whereby persons of all ages are put in contact with institutionalized youth through correspondence.

National Student Volunteer Program.

Community Development Kit. ACTION, Washington, D.C., n.d. 1v.

LOAN

Effect of volunteerism on the community. How to help.

National Student Volunteer Program.

Corrections Kit. ACTION, Washington, D.C., 1v.

LOAN

Covers topics such as: Legal Assistance for Inmates, Volunteers in Juvenile Court Services, Social Advocates for Youth, and Prison Volunteering.

National Student Volunteer Program.

Cultural Awareness Kit. ACTION, Washington, D.C., n.d. 1v.

LOAN

An overview of the minorities plight.

National Student Volunteer Program.

Directory of College Student Volunteer Programs. Academic Year 1973-1974. ACTION, Washington, D.C., n.d. 184p.

LOAN

Bibliography.

National Student Volunteer Program.

Funding Kit: A Guide for Funding Resource Development. ACTION, Washington, D.C., n.d. 57p.

LOAN

Where to begin and what are the priorities for getting funding. Also looks at funding through federal and state governments.

National Student Volunteer Program.

Legal Assistance Kit. ACTION, Washington, D.C., n.d. 1v.

LOAN

Talks about legal services for inmates and alternatives to bail. Also the public defender. Bibliography included.

National Student Volunteer Program.

A Manual for Students Volunteering. Volunteers in Service to America, ACTION, Washington, D.C., n.d. 72p.

LOAN

What are student volunteers aims, goals and attitudes? Why go into a student volunteer program?

National Student Volunteer Program.

Public Service Kit. ACTION, Washington, D.C., n.d. 1v.

LOAN

Matching volunteers and community needs.

VOLUNTEER PROGRAMS

II. UNITED STATES

Oregon. Lane County Juvenile Department.

The Volunteer Service Program of the Lane County Juvenile Department. Eugene, Oregon, n.d. 4p.

FREE

. . . brief program description; why established, services provided, etc.

Raue, Nancy and Meyers, Gary.

Voluntarism in State Government. Human resources Division, Department of Intergovernmental Relations, Helena, Montana, September, 1974. 6p.

LOAN

How volunteers are used within state government. How they might be used in the future. What are the states that need volunteers and what are some of the barriers.

Voluntary Action in the State of Washington.

n.pub., n.p., n.d. 4p.

LOAN

Volunteerism -- the philosophy, goals and objectives with it.

Volunteer Programs in Parole--A Call for Permanence.

National Volunteer Parole Aid Program. Washington, D.C. American Bar Association, n.d. 20p.

LOAN

The Volunteer Parole Aid assists with counseling and adjustment to life out of the institutions.

Volunteering in the '70's.

Prepared by the Governor's Ad Hoc Committee on Volunteer Programs, Washington, April, 1974. 31p.

LOAN

How to develop and utilize volunteers. Volunteer programs, management and training.

Volunteers Help Youth.

U.S. Youth Development and Delinquency Prevention Administration. Washington, D.C., Government Printing Office, 1971. 53p.

FREE

Illustrates a wide variety of programs using volunteers to aid in the development of young people.

Volunteers! And the Rehabilitation of Criminal Offenders.

Report of a conference sponsored by Volunteers in Probation, Inc., Detroit, Michigan, October 4-7, 1970. Royal Oak, Michigan, 1971. 90p.

LOAN

Contains descriptions of volunteer programs throughout the United States.

Volunteers! And the Rehabilitation of Criminal and Juvenile Offenders.

The Second National Conference, Memphis, Tennessee, April, 12-15, 1972. Who's Who and What's What in Volunteer Court-Corrections Program. 72p.

LOAN

A pre-conference report in volunteer court-corrections.

VOLUNTEER PROGRAMS

II. UNITED STATES

Washington State Juvenile Parole Services Volunteer Programs.

Washington State Office of Volunteer Programs. by Dan Hunt.
n.d. 6p.

LOAN

The history of the programs, where they have been, where they are now, and where they expect to go.

Williams, Polly Franklin.

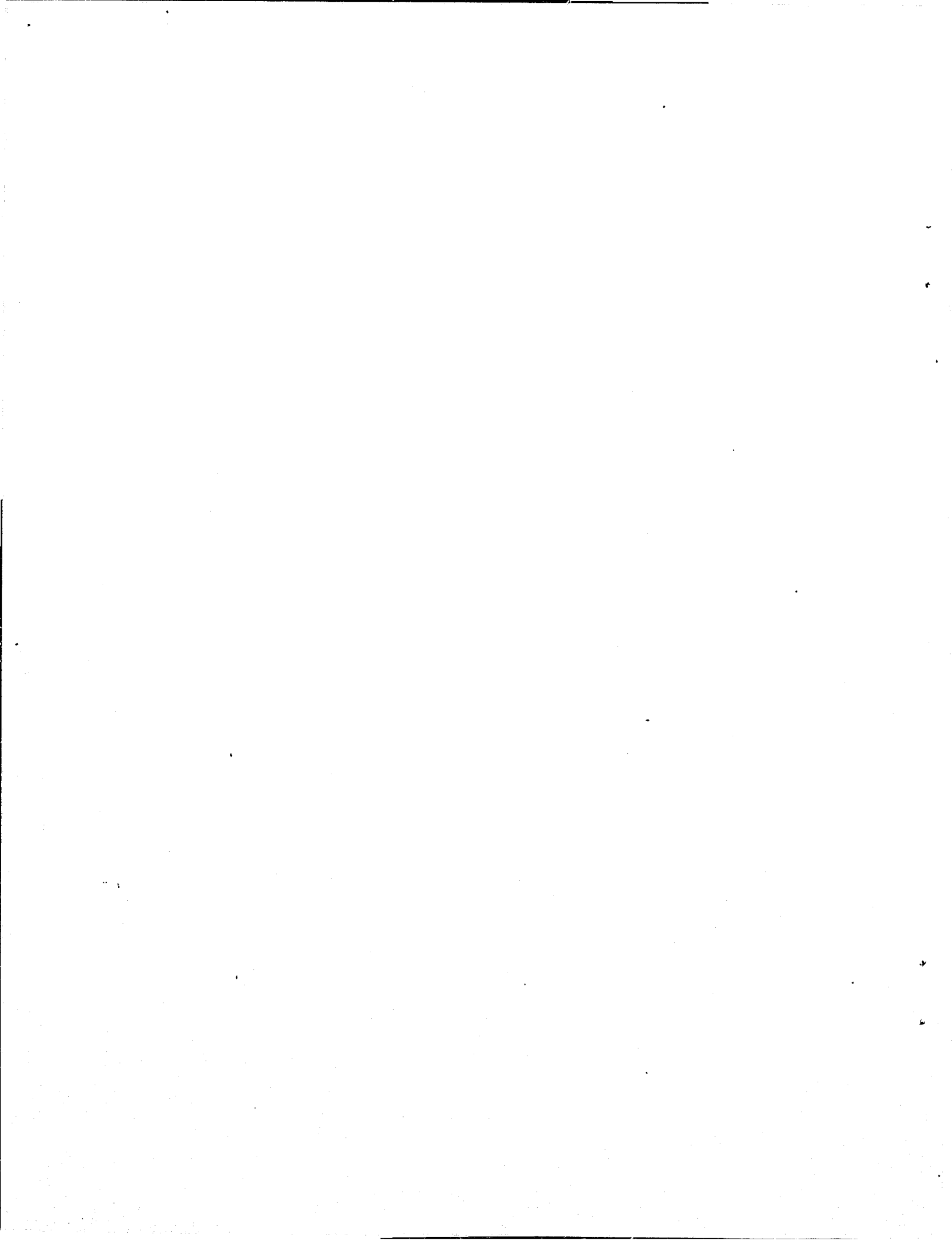
A Philosophical Approach for Volunteers. Project Upswing. The University of Mississippi, n.d. 94p.

LOAN

Story of commitment, success and failure with human relationships.

VOLUNTEER PROGRAM
ADMINISTRATION





VOLUNTEER PROGRAM ADMINISTRATION

Anderson, John C. and Moore, Larry F.
Volunteerism and Volunteer Administration. Volunteer Action
Resource Centre, Vancouver, British Columbia, June, 1974. 111p. LOAN

An annotated bibliography with 700 books and articles included.

Baker, John K. and Schaffer, Robert H.
Making Staff Consulting More Effective. Reprint of the HARVARD
BUSINESS REVIEW, Jan.-Feb., 1969, Vol. 47, No. 1. 10p. LOAN

"(Outlines) procedures based on considerable practical
experience, including failures as well as successes, and should
be applicable to many companies and organizations."

Burke, W. Warner and Beckhard, Richard, Ed.
Conference Planning. 2nd. ed. Washington, D.C., NTL Institute
for Applied Behavioral Science, 1970. 174p. LOAN

Discusses planning of a conference, evaluating effectiveness
of a meeting, variations in conference formats, and training of
group discussion leaders.

California.. Department of the Youth Authority.
Citizens Guide to Community Organization. Sacramento, n.d. 20p. LOAN

Delinquency prevention through community action.

California. Department of the Youth Authority.
Volunteer Program Model; Community Based Programs. Model Volunteer
Project. Sacramento, July, 1974. 10p. LOAN

Coming together and re-evaluation of the group process.
Definition of volunteers and volunteer involvement.

California Hospital Association. Volunteer Services Division.
Keys to Volunteer Leadership. Sacramento, 1969. 23p. LOAN

Based on time tested and dependable general principles of
leadership, . . . this booklet contains guidelines to effective
leadership for hospital volunteers at all levels of responsibility
and examples of practical applications of the guidelines, taking
into account possible obstacles to effective leadership. Includes
suggestions for successful operation of hospital volunteer
programs. Helpful for all volunteer programs.

California. Legislature. Joint Committee on Educational Goals and
Evaluation.
Education for the People. Sacramento, California, 1972. Intro-
duction; Volume I; & Volume II. LOAN

" . . . guidelines for total community participation in
setting goals, objectives and priorities for community action.
Also helpful in community planning and decision-making."

VOLUNTEER PROGRAM ADMINISTRATION

California. Ontario-Montclair School District.

A Cross-Age Teaching Resource Manual. Ontario, California, 1971. LOAN
126p.

Guidelines, developed over a three year period, whose primary purpose is "to help those who have the desire and responsibility to establish and maintain a Cross-Age Teaching Program. Each section . . . represents actual material which was used in the Ontario-Montclair project and found to be of significant value."

California Parent Teachers Association.

P.T.A. School Volunteers: Guidelines for Implementing a Program. FREE
Los Angeles, California, 1972. 10p.

Includes brief sections on such topics as starting and developing a project, recruitment, orientation training, chair-man activities, and several suggested volunteer areas.

California Probation, Parole and Correctional Association.

Corrections Needs Citizen Volunteers. 1972l 2lp. FREE

Discusses important factors in the implementation of volunteer programs: budgeting, staff allocations and classification, staff training, and volunteer recruitment and training.

California Probation, Parole and Corrections Association.

Developing Community Resources. Sacramento, California, Model FREE
Volunteer Project, 1973. 38p.

"Contains three task force reports: 'The Utilization of Community Resources'; 'The Use of New Careerists in Corrections'; and 'The Use of Volunteers in Corrections'. . . . Intended to stimulate interest and offer some suggestions regarding the utilization of new resources by correctional staff.

Chamber of Commerce of the United States.

Developing Voluntary Leadership; A Manual with Case Studies and Program Outlines. n.pub., n.p., n.d. lv. LOAN

Seeks to assist corporate or non-profit organization executives who perceive a need to augment or replenish the current supply of community leaders. Presents guidelines for implementing programs whereby volunteer leadership is promoted. Also has extensive reference section.

Chamber of Commerce of the United States.

Forward Thrust; Guidelines for Mobilizing Total Community Resources. LOAN
Washington, D.C., 1968. 29p.

"(This manual) suggests that people can pool their strengths to reach common objectives. It contains guidelines which describe in detail how community leaders can create the vehicle for mobilizing resources and set it into motion."

VOLUNTEER PROGRAM ADMINISTRATION

Chamber of Commerce of the United States.

Marshaling Citizen Power Against Crime. Washington, D.C.
1970. 133p.

LOAN

Discusses the three basic components of the nation's criminal justice system, police, courts and corrections, their interrelatedness and their problems. Presents guidelines for citizen action, and details many citizen-run or citizen-sponsored programs now operating in various sections of the country.

Colorado. Judicial Department Volunteer Services Coordination Project.

Volunteer Program Development Manual. Prepared by Susan K. Bashant.
Denver, Colorado, 1973. 86p. + Appendixes + "Available Resources".

LOAN

Containing general guidelines, strategies and suggestions, this manual was prepared for "courts in Colorado interested in planning and developing a volunteer program" and "designed to increase knowledge and expertise as a planner or manager of a court volunteer program -- whether you are just starting or are a veteran.

Conference Methods.

n.pub., n.p., n.d. 73p.

FREE

Complete guidelines and methods to be considered for persons interested in conducting staff meetings, conferences or group work efforts.

A Conversation on the Future of Education for Volunteer Coordinators.

State of Washington, Office of the Governor, May, 1972. 31p.

LOAN

Tells of the need to improve the quality of volunteer programs; the change, methodology, evaluation.

Dell'Apa, Frank and Weller, Charles D.

Lay Men, Lay Boards, Corrections. n.pub., n.p., n.d. 54p. +
Annotated Bibliography.

LOAN

The trends of crime, who commits crime, lack of correctional organization. The gap between institutions and the community.

Dering, Bill.

Management of Volunteer Programs. Washington, n.d. 1v.

FREE

Delves into the aspects of management common to all volunteer programs, such as planning, recruiting, screening, training, supervision, and evaluation.

Diehl, Rita.

Meeting With People in Group Situations Without Getting Tired, Going Broke, or Losing Sight of Your Objectives. Reprinted from
SYNERGIST, Vol. 2, No. 2, Fall, 1973. pgs. 53-57. 5p.

FREE

Suggests changes in the traditional student volunteer conferences, such as ways to make meetings more rewarding while at the same time less expensive and time-consuming.

VOLUNTEER PROGRAM ADMINISTRATION

Fox, Vernon.

A Handbook for Volunteers in Juvenile Court. Special Issue: FREE
JUVENILE JUSTICE, Vol. 23, No. 4, February, 1973. 46p.

Chapters on the philosophy of volunteers, what volunteers can do, recruitment and assignment of volunteers, and coordination of volunteer programs.

Getting Involved -- Your Guide to General Revenue Sharing.

Department of the Treasury, Office of Revenue Sharing, Washington, D.C., n.d. 23p. LOAN

Revenue sharing and your government's budget. Information sources in your community.

Glover, E. Elizabeth.

Guide for Board Organization and Administrative Structure. New LOAN
York, Child Welfare League of America, Inc., 1963. 34p.

A guide "to give child welfare agencies a frame-work within which they can study their operations and hopefully develop constructive solutions to their problems."

Goter, Leroy P., Hamm, Robert B. and Osterberg, Mary N.

A Home Away From Home: Community Volunteers Empty the Jail. LOAN
2nd. ed. Boulder, Colorado, NICOV, 1969. 41p.

This manual concentrates on the use of volunteers to provide foster care for probationers.

Grantsmanship -- Money and How To Get It.

Academic Media, Orange, New Jersey, 1973. 27p. LOAN

Guide for fund raising. Principles for effective funding of the situation.

Hanson, Pauline L. and Marmaduke, Carolyn T.

The Board Member, Decision Maker for the Non-Profit Corporation. LOAN
Sacramento, California, Han/Mar Publications, 1972. 40p.

A guidebook for the newly appointed board member.

Holmes, Horace B., Hargardine, John E. and Scheier, Ivan H.

The Volunteer Returns to Court. Reprinted from JUVENILE COURT LOAN
JUDGES JOURNAL, Vol. 18, No. 4, Winter, 1968. 6p.

" . . . tried to draw from our Boulder experience what might be useful and applicable to other courts planning volunteer programs . . . very much aware that each court will have its own approach, objectives, and community background situation."

How To Use Volunteers in Courts.

Texas Woman's University, Denton, Texas, September, 1970. 50p. FREE

Tells about volunteer program methods and techniques used.

VOLUNTEER PROGRAM ADMINISTRATION

Kaufman, Roger.

Identifying and Solving Problems; A System Approach. University Associates, Inc., La Jolla, California, 1976. 212p.

LOAN

Concepts necessary for successful planning and doing.

Institute for Community Service.

Final Report of the Institute for Community Service. June 1, 1970 to May 30, 1973. Minneapolis, Minnesota, Lutheran Social Service of Minnesota, 1973. 64p.

LOAN

This report identifies and describes the various learning experiences which have led to the conviction that social welfare agencies need to make better use of trained volunteer staff.

Institute for Community Service.

A Process for Developing Agency-Based Volunteer Social Work Staff. A Manual. Minneapolis, Minnesota, Lutheran Social Service of Minnesota, 1973. 122p.

LOAN

"Designed to provide an effective process of planning and implementing a volunteer program, this manual will help the reader evaluate his agency's readiness and ability to use volunteer social work staff and then provides a step-by-step process for developing a volunteer social work staff program. Also, includes a bibliography and compilation of selected resources on volunteerism."

Koestler, Frances A.

Creative Annual Reports; A Step-By-Step Guide. n.pub., n.p., n.d.

LOAN

Discusses the "role of the annual report". Suggests different techniques and presents new ideas.

Leibert, Edwin R. and Sheldon, Bernice E.

Handbook of Special Events for Non-Profit Organizations. Associated Press, New York, 1972. 224p.

LOAN

Gives creative ideas and "experienced reports" of fund raising and public relations. Broad coverage, e.g.; fairs, bazaars, fashion shows, annual meetings, open houses, award dinners, and kick-offs for annual and capital fund raising, etc.

Leonard, Betsy.

A Court Action Handbook. Media, Pennsylvania, Friends Suburban Project, 1971. 29p.

LOAN

Using the work of the "Court Action Program" as a model, this manual "is designed as a guide for individuals, working together as groups, seeking new and constructive ways of changing our court system as it now functions, beginning with the lower courts in our own neighborhoods."

VOLUNTEER PROGRAM ADMINISTRATION

Mahoney, Stanley C.
The Art of Helping People Effectively. Association Press, New York, 1973. 156p. LOAN

"Giving practicable and intelligent guidance for the professional and layman alike, this book presents a clear picture of the basic aspects of helping relationships."

Mager, Robert F.
Goal Analysis. Lear Siegler, Inc., Education Division, Belmont, California, 1972. 136p. LOAN

Why do it? When to do it? How to do it? Goal Analysis will help you find the answers.

Manser, Gordon.
Implications of Purchase of Service for Voluntary Agencies. FREE
Reprint from SOCIAL CASEWORK, June, 1972. 5p.

"Study of future trends reveals the potential for profound changes in traditional public and voluntary relationships and for the operation of agencies." . . . implicates need for national service program and its impacts on voluntary and funding agencies.

A Manual for Field Services Volunteer Programs.
Department of Health and Rehabilitative Services, Division of Youth Services, Florida, n.d. 73p. LOAN

The role of the volunteer. Rules and guidelines of program planning.

Manual on Volunteer Services in Public Welfare.
Department of Health, Education and Welfare, Social and Rehabilitation Service, Washington, D.C., n.d. 46p. LOAN

Discusses the question: Why a voluntary program in Public Welfare?

Michigan. Royal Oak Municipal Court Probation Department.
Concerned Citizens and a City Criminal Court. Royal Oak, Michigan, 1969. 53p. LOAN

. . . on mobilizing effective community action using concerned and dedicated citizens. Also lists various consultant and resource services available to support your efforts.

Minnesota. Hennepin County. Department of Court Services.
A Team Approach. Predisposition Report: An Innovative Delivery Perspective. Minneapolis, n.d. 60p. LOAN

Describes Hennepin County's administrative and training processes in utilizing volunteers to conduct predisposition court investigations and reports.

VOLUNTEER PROGRAM ADMINISTRATION

Modesto Community Services.

Recreation 1973. Keyed for Locked Areas. by Doss Sims, Kathy Roberts and Len Ralston. Modesto, California, 1973. 1v. LOAN

" . . . ideas for a recreation program in the institutional setting."

Montana. Volunteer Services to Courts Project.

Using Volunteers in Court Settings: An Overview with Adaptions for Montana Correctional Programs. Helena, Montana, 1971. 1v. LOAN

" . . . a folder containing collected papers on recruitment, screening, selection, job placement, training, evaluation, financing, the role of the volunteer and a job description for the volunteer program coordinator."

National Center for Voluntary Action.

Helping the Volunteer Get Started: The Role of the Volunteer Center. by Ruby Sills Miller, Washington, D.C., NCVA, 1972. 90p. LOAN

"A manual to assist communities set up volunteer centers. Also to stimulate new ideas in communities that are looking for ways to increase the effectiveness of existing referral programs."

National Conference of State Coordinators and Planners of Volunteer Programs in Prevention, Courts, and Corrections.

Memphis, Tennessee, April 11-12, 1972. REPORT. Boulder, Colorado, NICOV, 1972. 25p. (State Desk 7). FREE

Discussions dealing primarily with "organizing and conducting state resource centers to assist local programs", focusing on issues relevant to a state operation.

National Education-Training Program for Colleges-Professionals-Citizens.

VIP-National Council on Crime and Delinquency, Royal Oak, Michigan, n.d. 104p. LOAN

To inform, train and give workers and professional an understanding of volunteers.

National Federation of Settlements and Neighborhood Centers.

Know Your Neighborhood. A Guide to Program Development in Neighborhood Centers. New York, 1968. 7p. LOAN

"Details for staff and program committees on how to analyze program needs and keep program up to date."

National Federation of Settlements and Neighborhood Centers.

People, Places and Participation. by Arthur Hillman. New York, n.d. 1v. LOAN

Deals with such questions as: "What are the different categories of neighborhoods in flux; the factors to watch for; why civic participation, how much really exists; what is a community, and what good is a community?"

VOLUNTEER PROGRAM ADMINISTRATION

National Federation of Settlements and Neighborhood Centers.
100,000 Hours a Week. Volunteers in Service to Youth and Families. LOAN
New York, NFSNC, 1965. 128p.

"The report on the Conference on Volunteers held at the NFS Training Center under a grant from the President's Committee on Juvenile Delinquency. The conference aimed at stating a number of principles that might help settlements to develop guidelines for the teamwork of professional and volunteer workers in such programs of delinquency prevention as tutoring and study centers, and services to families. Also contains 'well-composed remarks exposing myths about the volunteer'".

National Information Center on Volunteerism.
The Church as Volunteer in Courts and Corrections. Boulder, Colorado, FREE
NICOV, 1972. 8p. FRONTIER #10.

. . . a special publication of NICOV discussing the role of the church in prison reform, outlining some specific things the individual church layman and the institutional church can do. Also contains a list of national church groups interested in the Criminal Justice System.

National Information Center on Volunteerism.
Growing Points and Sore Points in Court - Correctional Volunteerism. FREE
Boulder, Colorado, NICOV, 1972. 1p.

Major points to consider in evaluating the effectiveness of your volunteer program and the services it provides.

National Information Center on Volunteerism.
Scorecard on Your Volunteer Program. Reprinted from Scheier, Ivan, FREE
"Everyone Should Evaluate Their Court Volunteer Program . . . And Everyone Can", 1971. 1p.

National Information Center on Volunteerism.
Two Years in Twenty Minutes. Boulder, Colorado, NICOV, n.d. 1p. FREE

A brief outline of major considerations in organizing a volunteer program.

National Student Volunteer Program.
High School Student Volunteers. Washington, D.C., 1972. 60p. LOAN

Written for school officials and any program administrator who wants to learn more about the high school volunteer movement, this manual shows in detail how to conceive and implement a school-sponsored volunteer effort on a large or small scale.

National Student Volunteer Program.
Planning By Objectives. ACTION, Washington, D.C., n.d. 70p. + APPENDIXES. LOAN

Manual for people who work with student volunteer programs.

VOLUNTEER PROGRAM ADMINISTRATION

National Student Volunteer Program.

Student Volunteers-A Manual for Communities. ACTION, Washington, D.C., n.d. 69p. LOAN

Guide to those groups or agencies who use student volunteers.

Naylor, Harriet H.

Volunteer Service Coordinators: Catalysts in Urban Areas. n.pub., n.d. 4p. LOAN

Material for thought. Useful as role definition for the coordinator.

Naylor, Harriet H.

Volunteers Today - Finding, Training and Working With Them. Association Press, New York, 1967. 192p. LOAN

Based on more than 25 years of international volunteer work, this book presents modern principles and practices for administrators, executives, professionals, board members and students who are involved with increasing volunteer effectiveness and satisfaction. A how-to-do-it book filled with helpful charts, diagrams, outlines and examples.

O'Connell, Brian

Effective Leadership in Voluntary Organizations. How To Make the Greatest Use of Citizen Service and Influence. New York, 1976. 202p. LOAN

Handbook for making voluntary associations effective instruments for citizen service and influence, whether it be temporary, or ongoing with a professional staff.

Office of Volunteer Programs.

Scorecard for Washington State Volunteer Programs. Olympia, Washington, n.d. 2p. FREE

"Scorecard" questions to point up areas where your volunteer program is strong, and areas where you need work.

Partners Administrative Manual.

Partners, n.p., n.d. 28p. + Appendixs. LOAN

Preparing volunteers to serve the court.

Probationer Diagnosis Without Money; The Use of Professional and Non-Professional Volunteers in a Court Testing Program.

Ivan H. Scheier, Mary Osterberg, Marleen Martin and George P. Taylor. Boulder, Colorado, County Juvenile Court, 1968. 53p. LOAN

Offers guidelines for using local volunteers in strengthening court diagnostic services. Includes "references and general readings".

VOLUNTEER PROGRAM ADMINISTRATION

Reigel, Bobette W.

Basic Feedback System. A Self-Assessment Process for Volunteer Programs. Boulder, Colorado, NICOV, April, 1977. 53p.

LOAN

A structured self-assessment process designed especially for volunteer programs.

Resource Design Specialists, Inc.

Local Fundraising and Resource Development. Champaign, Illinois, 1972. 29p. RESOURCE MONOGRAPH #2.

LOAN

"The purpose of this monograph is to look at potential ways of raising funds and finding resources, appropriate techniques to be used, and means of building an on-going process to maintain these functions." Focus is on fundraising, but principles established are applicable to non-monetary contributions, as well.

Rowas, Joseph R.

The Role of Lay Citizens on a Juvenile Court Advisory Council. (Speech to the Oregon Juvenile Advisory Council Institute, Salem, Oregon. October, 1960). 8p.

FREE

Expresses the need for public interest and participation to develop "more economically sound and effective methods for prevention, control, and treatment of delinquency and crime . . . "

Runaway Crime . . . The Chamber Zeros In!

Chamber of Commerce, New Orleans Area, n.d. 103p.

LOAN

Discusses the juvenile problems, liquor laws, and handgun control. Overview of crime in America.

Scheier, Ivan H.

Everyone Should Evaluate Their Court Volunteer Program . . . And Everyone Can. Boulder, Colorado, NICOV, 1971. 10p. FRONTIER #7.

FREE

Presents methods for evaluation, including "Scorecard on Your Volunteer Program".

Scheier, Ivan H.

Incorporating Volunteer in Courts; Suggested Administrative Structures, and the Reorganization of Roles. (Including "The New Professional"). Boulder, Colorado, NICOV, 1970. 28p.

FREE

Addresses such topics as: "To Delegate or Not Delegate Program Management; Casework, Administrative, and 'Lead-In' Functions; The Economics of Organization; Communication; Role Reorganization: The Traditional, the Two-Function, and 'The New Professional'".

VOLUNTEER PROGRAM ADMINISTRATION

Scheier, Ivan H.

Suggestions Toward a Curriculum in the Management of Volunteer Programs in Courts. A Draft. Boulder, Colorado, NICOV, 1969. 8p. NCVTP PRELIMINARY REPORT #1.

FREE

. . . includes rationale and need for a curriculum, resources, curriculum outline-draft, varieties of volunteer usage, and suggested readings. "With relevance to volunteer program administration, regardless of field."

Scheier, Ivan H. and Allen, Louise H.

Volunteer Courts in America: The New Decade. Boulder, Colorado, NICOV, 1970. 44p.

LOAN

" . . . a directory and information guide for courts using local volunteers to provide probation services for juveniles or young adults." Lists court volunteer programs in the United States, consultants, state planners and coordinators, and visitation courts. Briefly describes sources of information and assistance in such categories as financing court volunteer programs, retired volunteers, etc.

Scheier, Ivan H. and Berry Judith A., Editors.

College Curricula for the Leadership of Human Service Volunteer Programs: A Report of a Conference. Boulder, Colorado, NICOV, 1971. 22p. FRONTIER #3.

FREE

"Deliberations and conclusions: (1) for those considering planning, or implementing their own courses in the leadership of volunteer programs and/or (2) for those planning or conducting conferences or workshops of a similar type."

Schindler-Rainman, Eva.

Harnessing the Community for Planned Change. Taken from: Teacher Corps - University of Southern California Cooperative Teachers Workshop, Spring, 1969. 7p.

FREE

. . . on community organization.

Schindler-Rainman, Eva.

The Poor and the PTA. n.pub., n.d. 6p.

FREE

Penetrates the complex barriers which impede the vital communications between the classes of American society. Useful in obtaining effective community participation.

Schindler-Rainman, Eva and Lippitt, Ronald.

The Volunteer Community; Creative Use of Human Resources. Washington, D.C., NTL Institute for Applied Behavioral Science, 1971. 148p.

LOAN

Thoughts about voluntarism present and future: the skills of leadership, trainership and administration; ideas and guidelines on program design; suggestions on training materials; new practices. Includes a useful annotated bibliography.

VOLUNTEER PROGRAM ADMINISTRATION

Schwartz, Ira M. and Yost, Elizabeth.

One Way to Achieve Agency Objectives. (The Honeymoon Is Over). FREE
n.pub., January, 1975. 9p.

The publics' challenge to correctional agencies types of volunteer programs, and their needs. Keeping the public involved with corrections.

Shiono, Yasuyoshi.

Use of Volunteers in the Non-Institutional Treatment of Offenders in Japan. Extract from INTERNATIONAL JOURNAL OF CRIMINAL POLICY, LOAN
No. 27, 1969, United Nations. 24p.

Tells of the use, problems, training and activities of the volunteers in Japan.

Sidman, Jack and Leona Kay.

Community Volunteers As Discussion Group Leaders for Juvenile Probationers. Boulder, Colorado. May, 1968. 45p. FREE

Requires general knowledge background in volunteer program management, obtainable in Ivan Scheier's publication entitled "The Use of Volunteers in Court Settings: A Manual for Volunteer Probation Programs". Contains sections on: program organization, including selection, relationships and matching of volunteer group discussion leaders; discusses the role of the volunteer and probationer; complete listing for reference and general readings materials.

Social Advocates for Youth.

Grant Application. n.d. 137p. LOAN

First year grant application for the program.

Social Advocates for Youth--A Program of the Haigh-Scatena Foundation.

n.pub., September, 1971. 2p. LOAN

Developed and services a statewide network of volunteer-based, community controlled youth service agencies.

Speigel, Hans B. C., Ed.

Citizen Participation in Urban Development. Washington, D.C., LOAN
NTL Institute for Applied Behavioral Science, 1968. 2 Volumes:
Volume I: Concepts and Issues, 291p. Volume 2: Cases and Programs, 348p.

VOLUME I: Stresses the participation of low-income and moderate-income urban residents in planning the neighborhood and cities in which they live, and social programs which affect them.

VOLUME II: Deals with patterns of citizen participation, examines crisis situations that catalyze citizen action, and describes how external agents are useful to indigenous citizen groups.

VOLUNTEER PROGRAM ADMINISTRATION

A Systematic Approach to Organization and Operation Improvement.

Management Services Company, Sacramento, California, n.d. 18p.

LOAN

Organizational structure analysis, program and performance evaluation, operations research.

Tanck, James.

College Volunteers. A Guide to Action: Helping Students to Help Others. Washington, D.C., National Program for Voluntary Action, 1969. 73p.

LOAN

Valuable to any administrator who is interested in the student volunteer movement, no matter what kind of program now running, this manual explores a number of approaches that a school might take to supporting student volunteers, describing in detail one approach that has been highly successful.

U. S. Law Enforcement Assistance Administration.

Guidelines and Standards for the Use of Volunteer in Correctional Programs. by Ivan H. Scheier, Judith Lake Berry, Mary Louise Cox, Ernest L. V. Shelley, Richard Simmons and Dian Callaghan. 1972. 296p.

FREE

" . . . a practical field guide for planning and leadership of volunteer programs in court or correctional settings." Included are: "A report and an analysis of a national survey of volunteer programs in the criminal justice system; General principles and guidelines for program development and management; A selection of a range of model programs; A resource section, describing where further assistance may be obtained in the implementation of effective programs."

U. S. Social and Rehabilitation Service.

Manual on Volunteer Services in Public Welfare Social Services. Washington, D.C., 1972. 44p.

LOAN

"This manual will enable state and local public welfare agencies to expand and deepen the involvement of the public in public welfare. Therefore, the purpose is to promote the development of volunteer programs which deliver services to clients."

U. S. Youth Development and Delinquency Prevention Administration.

Volunteers in Court: A Manual. by Ivan H. Scheier. Washington, D.C., Government Printing Office. 1971. 227p.

LOAN

A "how-to-do-it" manual on developing court volunteer programs, designed for the training of volunteer program developers and administrators. Ideas on recruitment, selection and training of volunteers, program evaluation, record-keeping, public relations, and financing.

VOLUNTEER PROGRAM ADMINISTRATION

U. S. Youth Development and Delinquency Prevention Administration.
Volunteers in Court: Collected Papers. Washington, D.C., U. S. Government Printing Office, 1971. 268p. LOAN

" . . . a manual that presents collected papers detailing major program areas in utilizing volunteers . . . a companion piece to Using Volunteers in Court Settings." Information useful to the establishment and operation of volunteer probation programs.

Volunteer Program Management.

California Community Colleges, Chancellor's Office, Sacramento, California, n.d. 64p. LOAN

Its goals, objectives, why people volunteer, recruiting and training. Historical development and social change.

Volunteer for People in Need.

Report of Knowledge Utilization Conference on the use of volunteers in vocational rehabilitation and public welfare agencies, Washington, D.C., June 4-6, 1972. Washington, D.C., International Association of Rehabilitation Facilities, 1972. 159p. LOAN

Wettergrem, David, Thompson, Margaret and Olson, Russell.

Port Handbook; A Manual for Effective Community Action With The Criminal Offender. Rochester, Minnesota, Port of Olmstead County, 1972. 42p. LOAN

Presents in summary fashion a statement of the need for community-based corrections programs, procedures or guidelines to be followed in establishing such a program, and comments on how such programs may function once established. Also includes references for further readings.

Wilson, Marlene.

The Effective Management of Volunteer Programs. Volunteer Management Associates, Boulder, Colorado, 1976. 197p. LOAN

Sharing basic philosophy about people and how to deal with them.

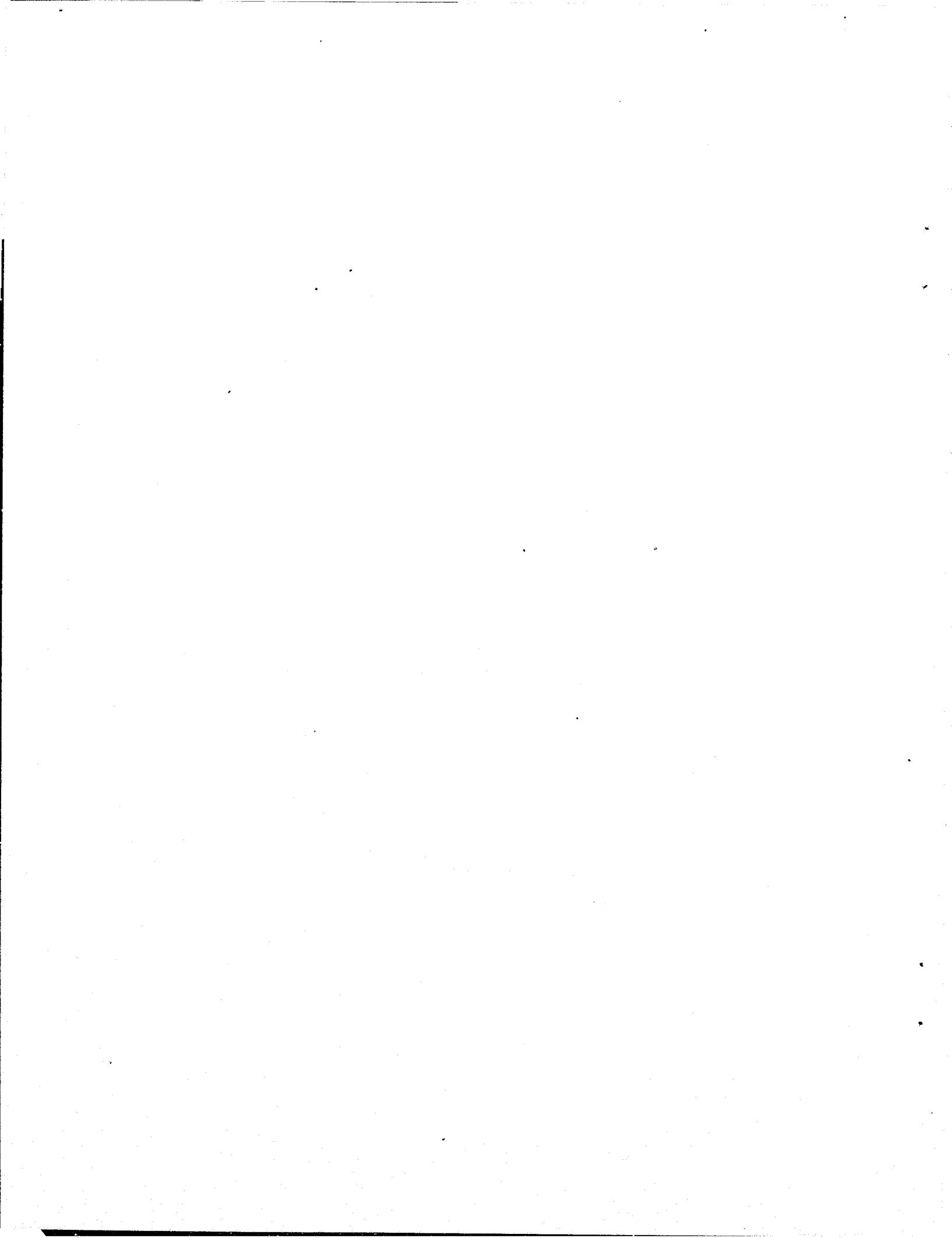
Writing a Proposal--Worksheet.

Public Systems Research Institute, Los Angeles, California, n.d. 9p. FREE

Helps answer questions such as: Do you really want to do this? Why do you want to? Who wants it?

VOLUNTEER PROGRAM
PUBLIC RELATIONS





VOLUNTEER PROGRAM PUBLIC RELATIONS

Church, David M.

So You're Going to Raise Funds. New York National Public Relations Council of Health and Welfare Services, Inc., 1957, Rev. 1964. 55p. FREE

The objective of this booklet is to render help to everyone concerned with fund raising; including basic procedures and fundamental factors involved.

Crosby, Alexander L.

Pamphlets; How to Write and Print Them. New York, N. Y., National Public Relations Council, 1969. 32p. LOAN

Discusses the fundamentals, layouts, and relative cost of composing pamphlets.

Hamilton, Janet.

Publicity and Public Relations. Washington State Office of Volunteer Programs, Washington, n.d. 1v. FREE

Explains the preparation and means of disseminating information about one's organization. Also discusses the needs and problems of public relations personnel.

Moran, Sherrie.

Impress the Press. Boulder, Colorado, NICOV, 1971. 5p. FRONTIER REPORT #5. FREE

Notes the importance of public relations for volunteer programs.

National Federation of Settlements and Neighborhood Centers.

Settlement Public Relations. New York, N. Y., n.d. 7p. FREE

"How-to guides for settlement executives and program directors, including: organization and administration of your public relations, how to deal with newsmedia, and how to involve artists, writers, photographers and other professionals in the field in volunteer work with your agency. A kit of three papers by Mary Palmer, Anne Perkins and John Daley."

Occidental Life Insurance Company of California.

So, You've Been Elected Publicity Chairman! n.d. 25p. FREE

Organization and how to get it.

A Primer.

DNR Publications, Rock Island, Illinois, 1972. 45p. LOAN

Layman's guide to publicity tricks, the mass media, press releases, tours, techniques for civic organizations.

VOLUNTEER PROGRAM PUBLIC RELATIONS

Resource Design Specialists, Inc.

Publicity and Public Relations in Volunteer Service Organizations.
Champaign, Illinois, 1972. 39p. RESOURCE MONOGRAPH NO. 1.

LOAN

" . . . a constructive discussion of the basics -- covering not only the general media of newspapers, radio and television, but personal contact, flyers, brochures, information packets, displays, and other potential university resources."

Rowan, Joseph R. and Baker, John G.

Public Relations and Citizen Action in the Delinquency and Crime Field: Our Greatest Need. Chicago, John Howard Association of Illinois, n.d. 10p.

LOAN

"The greatest single need in the delinquency and crime field is for a better informed and more understanding public which will support sound policies and provide adequate machinery to 'do the job'. This booklet suggests principles for developing public relations programs which will meet this need."

Schwartz, Alvin.

Evaluating Your Public Relations. New York, National Public Relations Council of Health and Welfare Services, 1965. 52p.

LOAN

Introduces the reader to a range of approaches and procedures which could provide a surer sense of direction for organizing a systematic evaluation program.

RESEARCH AND EVALUATION



RESEARCH AND EVALUATION

Adams, Stuart.

Evaluative Research in Corrections. National Institute of Law Enforcement and Criminal Justice, U. S. Department of Justice, March, 1975. 131p. LOAN

Traditional and contemporary approaches to evaluation, surveys and controlled experiments.

Americans Volunteer -- 1974.

ACTION, Washington, D.C., February, 1975. 36p. LOAN

Volunteer trends, who are volunteers, and the profiles of past and present volunteers.

Burnett, William H.

The Volunteer Probation Counselor. Reprint from JUDICATURE, Vol. 52, No. 7, February, 1969, p. 285-289. 5p. FREE

Summarizes various research and evaluation studies conducted in Denver, Colorado and Royal Oak, Michigan on the use of the volunteer probation counselor.

California Department of Mental and Public Health.

Voluntary Resources Utilization. A management review and report. 1972. 15p. LOAN

Findings of Government Intern, Andrea Alfred, on a state-wide survey of volunteer services in the Mental Health system.

California. Department of the Youth Authority.

Citizens in Corrections; An Evaluation of 13 Correctional Volunteer Programs. Sacramento, California, May, 1976. 168p. FREE

" . . . the information contained in this report covers a wide spectrum of issues related to correctional volunteer programs."

California. Department of the Youth Authority.

Correctional Volunteer Programs in California. Survey, 1974. Sacramento, California, June, 1975. 62p. LOAN

Number of volunteer programs planned, growth and organizational structure.

California. Department of the Youth Authority.

Evaluation of Youth Service Bureaus. by Elaine Duxbury. Sacramento, California, 1973. 207p. LOAN

Included in this report are: "an overall evaluation of bureaus established pursuant to California's Youth Service Bureaus Act of 1968; separate analyses of ten Youth Service Bureaus"; the main findings of these evaluations.

California. Department of the Youth Authority.

M-2 Project Evaluation: Final Parole Follow-Up of Wards in the M-2 Program. by Roy V. Lewis, Sacramento, California, June, 1976. 73p. LOAN

Provides administrators with data useful in making decisions concerning M-2 programs.

RESEARCH AND EVALUATION

California. Department of the Youth Authority. Division of Research and Development.

Delinquency Causes and Remedies: Working Assumptions. RESEARCH REPORT #61, February, 1972.. 163p. LOAN

. . . working assumptions of the Youth Authority staff.

Cochran, Robert T.

Volunteer Parole Aide Program. Final Report and Evaluation, First Funding Period. American Bar Association, n.p., n.d. lv. LOAN

Evaluation of funding activities of volunteer parole aide programs.

Cook, Thomas J. and Scioli, Frank P., Jr.

The Effectiveness of Volunteer Programs in Courts and Corrections: An Evaluation of Policy Related Research. University of Illinois at Chicago Circle, Chicago, Illinois, April, 1975. 149p. LOAN

Evaluation of research on the effectiveness of volunteer programs.

Cost Analysis of Community Correctional Centers.

A Case Study: Indiana. Correctional Economics Center, American Bar Association, n.p., January, 1975. 42p. LOAN

Analysis and study of the need for community correction centers.

Cull, John G. and Hardy, Richard E.

Volunteerism; An Emerging Profession. Thomas Books, Springfield, Illinois, 1974. 199p. LOAN

Synthesis of knowledge of volunteerism. Opportunities, federal programs and the future.

Explorations in Applied Behavioral Science 1967.

NTE Institute of Applied Behavioral Science, Associated with the National Education Association, n.p., n.d. 71p. LOAN

1. Problems in the Design and Interpretation of Research on Human Relations Training by Roger Harrison.
2. A Bibliography of Research: 1947-1960 by Lewis E. Durham and Jack R. Gibb.
1960-1967 by Eric S. Knowles.

Federal Court Structure--California.

Chart. Bancroft-Whitney Co., n.p., n.d. lp. FREE

Cartographic division of the federal judicial system.

RESEARCH AND EVALUATION

Forward, John R.

Research and Evaluation of Partners, Inc. Department of Psychology, LOAN
University of Colorado, Boulder, Colorado, December, 1973. 76p.

Volunteer intervention program for court-referred youths in
Denver, Colorado.

Hamm, Robert D.

Cost Analysis of Volunteer Programs in Courts and Correctional FREE
Settings. Boulder, Colorado, NICOV, 1973. 16p.

"This paper is an attempt to view volunteer programs from
the perspective of cost analysis in order to demonstrate cost
efficient management of resources to groups responsible for
funding volunteer programs. However, cost analysis is only one
aspect of program assessment. It is not to be considered as a
replacement for other types of program evaluation but as another
tool to be used in creating a multi-assessment approach to vol-
unteer program evaluation."

Heller, Frank.

Volunteering for Public Service. Reprinted from SYNERGIST, Vol. 2, FREE
No. 2, Fall, 1973, p. 9-13. 5p.

Evaluative report on current stance of volunteers and vol-
untarism in public service, i.e., federal, state and local special
purpose governments. Gives information on: policy constraints;
the targets of opportunity; community agencies' aide; volunteering
for governmental programs.

Hillman, Arthur.

Neighborhood Centers Today. National Federation of Settlements and LOAN
Neighborhood Centers, New York, N.Y., 1960. 239p.

Neighborhood goals in a rapidly changing world.

Horejsi, Charles R.

Unhappy Experiences With Court Volunteers: A Source of Learning. FREE
Reprint from VOLUNTEER ADMINISTRATION, Vol. 6, No. 1, March, 1972.
5p.

"Reports selected findings derived for a larger study on
volunteer activity in juvenile court probation. In particular,
it focuses on the complaints and criticisms expressed by some
parents whose children were involved with court volunteers."

Institute on Research With Volunteers in Juvenile Delinquency.

Convened May 13 and 14, 1970 at Fayetteville, Arkansas. Arkansas LOAN
Rehabilitation Research and Training Center, University of Arkansas.
Paul F. Zelhart, Ph.D. and Jack M. Plummer, Ph.D., Editors, n.d.
61p. FRONTIER #4.

A report of the conference and an exchange of research infor-
mation on volunteer programs, this booklet contains useful informa-
tion on: "volunteers, training and training needs; matching vol-
unteers and juvenile offenders; needs of a research and volunteer pro-
grams; annotated bibliography of a project using volunteers in
court.

RESEARCH AND EVALUATION

Jorgensen, James D.

John Augustus Revisited: The Volunteer Probation Counselor in a Misdemeanor Court. Boulder, Colorado, NICOV, 1970. 1v. FREE

The results of a proposal submitted in 1966 to the Office of Law Enforcement, whose features were: the use of a diagnostic clinic to provide rapid presentence reports and of volunteers to provide supervisory probation services.

Junior League of San Francisco, Inc.

San Francisco's Future: A Study of Youth Resources. San Francisco, California, 1976. 288p. LOAN

Discusses the efforts to prevent delinquency, how to get community involvement.

Ku, Richard.

The Volunteer Probation Counselor Program, Lincoln, Nebraska. U.S. Department of Justice, Washington, D.C., n.d. 114p. LOAN

Examines effectiveness of crime reduction, achievement and cost of citizen participation.

Lewis, Roy V.

First Year Evaluation of the Model Volunteer Program. California Department of the Youth Authority, Sacramento, California, January, 1974. 23p. LOAN

Distributes basic information on the extent and nature of delinquency.

Levy, Leonard W., Ed.

The Challenge of Crime in a Free Society. DaCapo Press, New York, 1971. 206p. LOAN

Views of the President's Commission of Law Enforcement on topics such as: "The Effect of Social Change on Crime and Law Enforcement; The Limits and Implications of a Federal Grant Program; and The Limits and Possibilities of the Criminal Law." Also contains: "Additional Supplement on the Legal Implications of Mass Urban Disorder."

Michigan. Royal Oak, Municipal Court.

Community Participation in Misdemeanor Probation. National Institute of Mental Health and Royal Oak Municipal Court Research Study. Royal Oak, Michigan, Volunteers in Probation, n.d. 62p. LOAN

A careful research study comparing the different juvenile probation services provided between a "Comparison Court" and Royal Oak Municipal Court, with the conclusions thereof promoting the use of "intensive probation" in court volunteer programs.

RESEARCH AND EVALUATION

Minnesota. Department of Corrections. Volunteer Service Unit.
Volunteers in the Correctional System. Minneapolis, Minnesota, LOAN
1973. Appendixes.

A report prepared for the Minnesota Department of Corrections, the text is a collection of reliable data on volunteers in the correctional system, containing: a discussion of the Committee's methods, recommendations, conclusions; general readings.

National Information Center on Volunteerism.
As Others See Us; Perspectives on the Court Volunteer in America FREE
From Japan, Holland, Canada and England. Boulder, Colorado, NICOV,
1971. 21p. FRONTIER #6.

Essays on American voluntarism by four persons involved with volunteer programs outside the United States.

National Information Center on Volunteerism.
Effects and Side Effects: The Impact of Volunteer Programs. FREE
Boulder, Colorado, NICOV, 1970. 2p.

Summarizes research studies on the impact of volunteer programs on probationers, the community, court, professional staff and volunteers.

National Information Center on Volunteerism.
Vital Statistics on Volunteers in Courts. Boulder, Colorado, FREE
NICOV, 1971. 1p.

Status report of volunteer courts in 1971. Although the statistics are now considered outdated, the paper offers insight into the dimensions and justifications of court volunteer contributors.

Neal, Adolph R.
Performance Evaluation of Volunteers. Veterans Administration FREE
Center, Temple, Texas, n.d. 3p.

Determines what impact, supervision and training has in the performance of volunteers.

Peters, Candace.
Research in the Field of Volunteers in Courts and Corrections; What FREE
Exists and What is Needed. Boulder, Colorado, NICOV, 1973. 23p.

"(This article) shows in what areas studies have been done, and summarizes the major results where significant numbers of research projects have been carried out. It also attempts to point up possible gap areas where future research could be of benefit to the field."

Program Evaluation Guidelines.
n.p., n.pub., n.d. 10p. FREE

Gives an outline of how to evaluate volunteer programs.

RESEARCH AND EVALUATION

Second Year Evaluation Report of the Court Referral Program.

Alameda Regional Criminal Justice Planning Board, Office of Criminal Justice Planning, Oakland, California, December, 1974. 47p. LOAN

" . . . intended to provide written documentation and analysis of [the] project status and progress, to identify problem areas, and to offer suggestions to improve project performance."

Shelley, Ernest L. V.

Volunteers in the Correctional Spectrum; An Overview of Evaluation, Research and Surveys. Boulder, Colorado, NICOV, 1971. 51p. FRONTIER #8. FREE

Volunteers in the Correctional Spectrum; An Overview of Evaluation, Research and Surveys. Boulder, Colorado, NICOV, 1972. 14p. FRONTIER #8A. (update and addendum to FRONTIER #8). FREE

Abstracts of 35 completed studies of the effectiveness of volunteer programs, with information on quality and availability. Notes on 33 studies in progress.

Smith, David Horton.

Voluntary Action Research: 1972. Massachusetts, Lexington Books, 1972. 373p. LOAN

Voluntary Action Research: 1973. Massachusetts, Lexington Books, 1973. 409p. LOAN

Voluntary Action Research: 1974. Massachusetts, Lexington Books, 1974. 323p. LOAN

An attempt is made to present an up-to-date overview of two broad subfields (space and time variations, and the impact of voluntary action) of the larger field of voluntary action theory and research.

Volunteer Probation Officers Program: An Evaluation.

Louisville/Jefferson County, Kentucky, January, 1975. 34p. LOAN

An analysis of volunteer programs. Their history, methodology and treatment.

Volunteers in Rehabilitation.

The State of the Art of Volunteering in Rehabilitation Facilities. Sponsored by Goodwill Industries of America, Inc., National Auxiliary to Goodwill Industries, October, 1971. 59p. LOAN

The use, recruitment and training of volunteers in rehabilitation facilities.

Watson, Nancy Lee.

Community Volunteers As Agents of Rehabilitation. California State University, Northridge, June, 1973. 65p. LOAN

Research providing ideas about directions to take in volunteering.

RESEARCH AND EVALUATION

Wells, Kathleen and Davies, Ursula.

Professionals Eye Volunteers: A Look at the System. Boulder, Colorado, NICOV, 1970. 7p. NCVTP PRELIMINARY REPORT #2B.

FREE

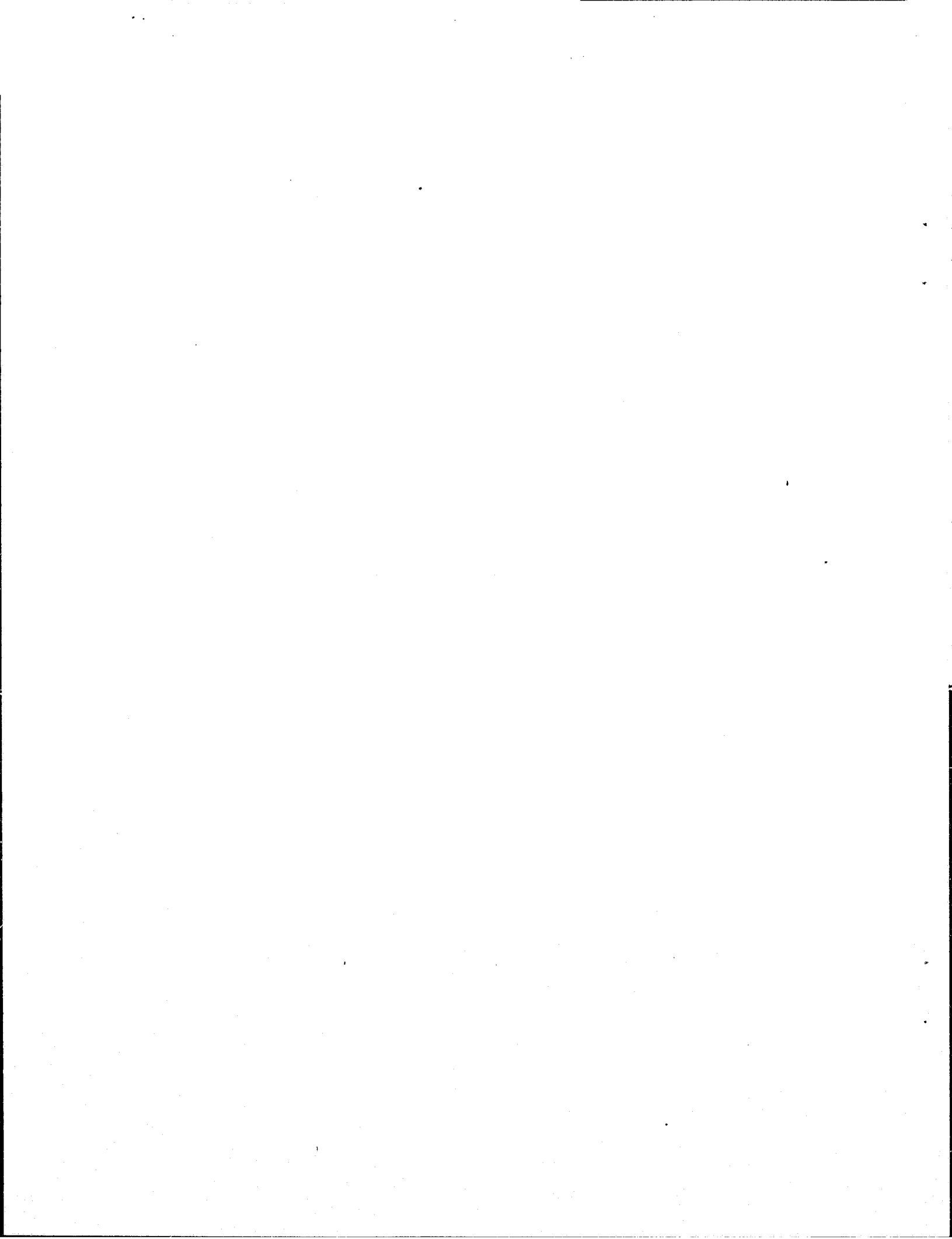
Results of a study of professional juvenile probation officers' attitudes concerning the use of volunteers in courts.

Winogron, Iris R., Ed.

Purchase of Care and Services in the Health and Welfare Fields. Proceedings of the first Milwaukee Institute on a Social Welfare Issue of the Day. University of Wisconsin, 1970. 21p.

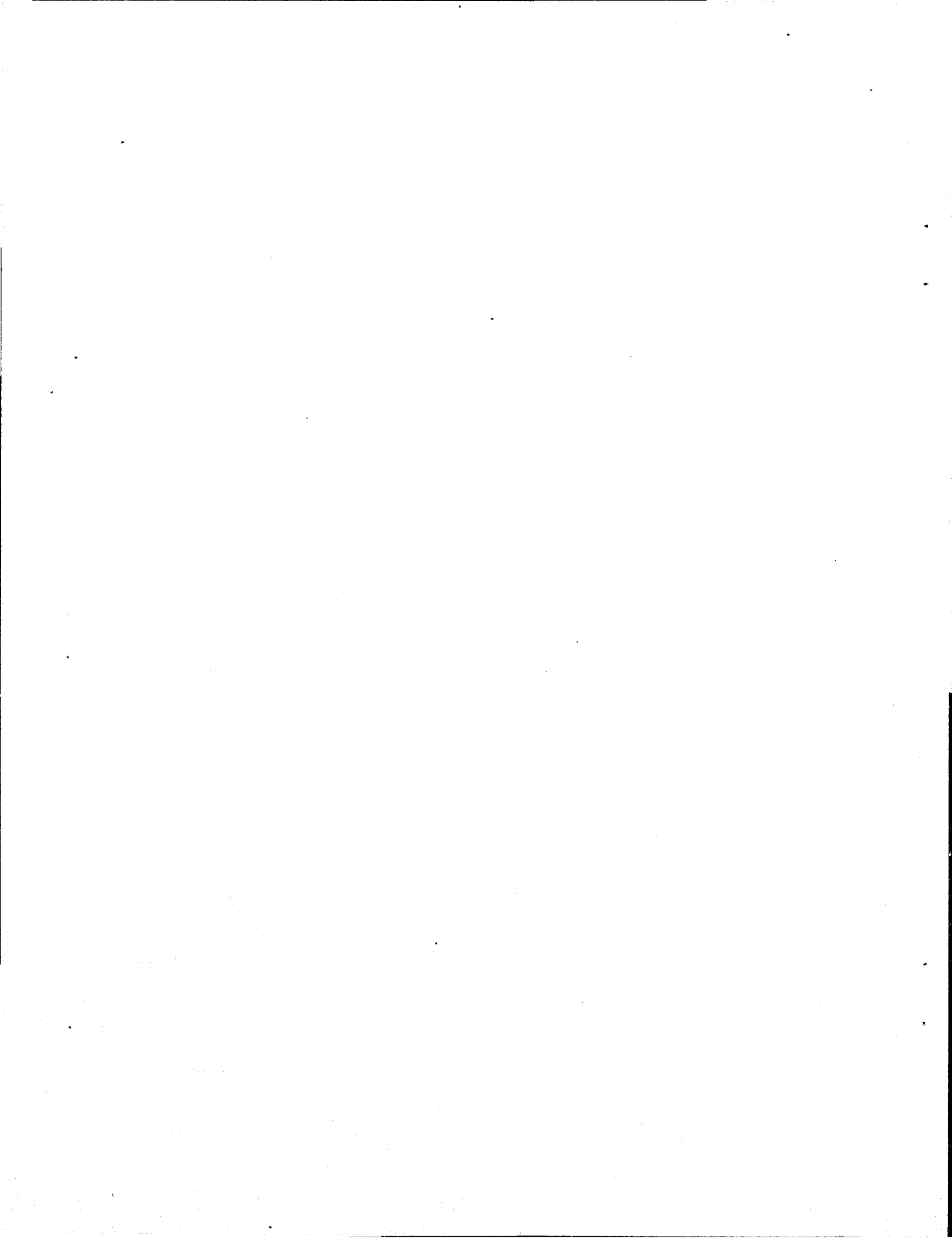
LOAN

Cited in SOCIAL CASEWORK, June, 1972, p. 340. This report includes two papers: Purchase of Care and Services: Effect on Voluntary Agencies, by Elizabeth Wickenden, Part II, p. 39-48, 10p.; Emerging Roles of Non-Profit Voluntary Agencies in the Purchase of Care and Services in the Health and Welfare Field, by Elma Phillipson Cole, Part II, p. 49-58, 10p. They discuss the effect of purchase of care and services on voluntary agencies.



RECRUITMENT, SELECTION
AND PLACEMENT





RECRUITMENT, SELECTION AND PLACEMENT

Allen, Ken.

What Motivates Volunteers. University of Illinois, Illinois, n.d. LOAN
6p.

Motivation study for volunteerism.

Allen, Kerry Kenn.

Recruiting College Volunteers. Facilitator Manual. n.pub., n.p., LOAN
1974. 6p.

Structured learning experiences designed for group participation.
Administrators tool to gain better understanding of the task before
them.

Allen, Kerry Kenn.

Recruiting College Volunteers. Participant Manual. n.pub., n.p., LOAN
1974. 29p.

Structured learning experiences for group participation.

Available Assignments.

San Joaquin County Volunteers in Probation, San Joaquin County, FREE
California, n.d. 3p.

Volunteer job descriptions.

Budkley, Marie.

Breaking Into Prison. A Guide to Volunteer Action. Beacon Press, LOAN
Boston, Massachusetts, 1974. 194p.

An overview of what volunteers can expect to find inside
prison walls.

California. Department of the Youth Authority.

Volunteers Provide a Helping Hand for Youngsters in Trouble. Sac- FREE
ramento, 1970. Pamphlet.

A brochure describing how volunteers can provide help to
Youth Authority wards. Useful for Youth Authority staff in
recruiting volunteers.

California. Department of the Youth Authority. Model Volunteer Project.
Interviewing the Potential Volunteer. Sacramento, 1972. 17p. FREE

Describes various problems, situations and persons facing
the interviewer and coordinator and gives suggestions on approaches
and tactics to use.

Cauley, John H., Jr.

Job Descriptions; Matching Volunteer Skills With Agency Needs. FREE
Michigan State University, East Lansing, Michigan, Fall, 1974. 7p.

Definitions of a persons' duties and responsibilities within
an organization.

RECRUITMENT, SELECTION AND PLACEMENT

Dickinson, Toby W.

VISA Project, Evaluation Reports and Procedural Manual. Orange County Probation Department, Orange County, California, February, 1975. 146p. LOAN

Presents in summary the activities of the VISA (Volunteers Influencing Student Achievement) Project which operated in the Placentia Unified School District under the direction of the Orange County Probation Department from November, 1971 to November, 1974.

Hall, Harvey, Capt. USN Ret. and DeGregorio, Beverly.

Recruiting Professionals As Volunteers. n.pub., n.p., n.d. 4p. FREE

Describes how San Diego County assembled professional volunteers to help with offenders.

Hartman, Henry L.

Interviewing Techniques in Probation and Parole. Part 1, 1963; Part 2, June, 1963; Part 3, September, 1963; Part 4, December, 1963. Reprints from FEDERAL PROBATION QUARTERLY, 1963. 25p. LOAN

"Four part series of articles appearing in Vol. 27, Nos. 1-4 of FEDERAL PROBATION QUARTERLY, 1963, entitled 'Building the Relationship', 'The Art of Listening' and 'The Initial Interview', Part I & II."

Jorgensen, James D.

A Planning Guide for Volunteer Training. Boulder, Colorado, NICOV, Spring, 1975. 2p. LOAN

Ways of designing a training program for volunteers.

Loeser, Herta.

Women, Work & Volunteering. Beacon Press, Boston, Massachusetts, 1974. 254p. LOAN

An aid for American women, to help them decide whether they should do volunteer work.

A Manual for Field Services Volunteer Programs.

Division of Youth Services, Tallahassee, Florida, n.d. 70p. LOAN

Guide for planning, implementation and operation of probation and parole volunteer programs.

National Center for Voluntary Action.

Recruiting Low-Income Volunteers. Experiences for Five Voluntary Action Centers. Washington, D.C., December, 1973. 23p. LOAN

Gives ideas and examples of recruiting, training and placement of volunteers from low-income communities.

National Forum of Volunteers in the Criminal Justice System.

The Volunteering Process and It's Context. n.p., n.d. 50p. FREE

Provides concepts related to the volunteering process.

RECRUITMENT, SELECTION AND PLACEMENT

- National Information Center on Volunteerism.
Court Volunteers as a Symphony of Job Dimensions. The Professional as Conductor. Boulder, Colorado, NICOV, 1971. 2p. FREE
- Lists roles volunteers can fill and actual jobs volunteers have filled.
- National Information Center on Volunteerism.
Fourteen General Roles Volunteers Can Fill. Boulder, Colorado, NICOV, n.d. 1p. FREE
- National Information Center on Volunteeriam.
Recruiting Minorities As Volunteers in Court, Correctional and Pre-ventional Settings. Report of a Workshop. Boulder, Colorado, NICOV, January, 1972. 42p. LOAN
- The goal of the workshop was to produce some practical solutions for recruiting minorities as volunteers.
- National Institute of Mental Health.
Volunteers in Community Mental Health. Washington, D.C., Government Printing Office, 1970. 45p. LOAN
- Suggests, for both the coordinator and the potential volunteer, ways in which the volunteer can make a stimulating and rewarding contribution to the community.
- Orange County Probation Department.
Volunteers in Probation Staff Information Manual. Orange, California, n.d. 1v. LOAN
- A manual on the volunteer in probation by the Orange County Probation Department, includes interview guidelines, assignment notification and other related information for the staff person responsible for the volunteers.
- Palmer, Ted B.
Matching Workier and Client in Corrections. Reprinted from SOCIAL WORK, Vol. 18, No. 2, March, 1973, pgs. 95-103. 9p. FREE
- Based on research findings from a California community treatment program for youth on parole, is suggests that "matching does enhance work-client interaction."
- Pederson, Gordon and Meeks, Tom.
Volunteer Roles and Duties. n.pub., n.p., December, 1973. 7p. LOAN
- Volunteer job descriptions.
- Probation Service Institute.
Guidebook Materials for Personality Screening Service. Boulder, Colorado, PSI, 1971. 1v. LOAN
- "The particular services offered by the Institute are presently concentrated in the area of diagnosis of delinquency and designation of likely effective rehabilitation approaches; on individual cases." (Includes paper on matching volunteers to juveniles.)

RECRUITMENT, SELECTION AND PLACEMENT

Scheier, Ivan H., Fautosko, Timothy F. and Callaghan, Dian.
Matching Volunteers to Clients. A How-To-Do-It Aid in Matching. FREE
Boulder, Colorado, NICOV, 1973. 82p. FRONTIER #12.

Has chapters on : "project goals and rationale; review of previous research; data analysis and findings; a first how-to-do-it on objective aids to matching; suggestions for the future."

Scheier, Ivan H., Davies, Ursula, Jorrie, Marilyn and Matson, Ronald.
National Register of Volunteer Jobs in Court Settings-1967. Boulder, LOAN
Colorado, NICOV, 1967. 73p.

Descriptions of court volunteer jobs.

Sunderland, Celeste.
Observations and Guidelines for the Use of Public Assistance Client LOAN
Volunteers. Washington, n.d. lv.

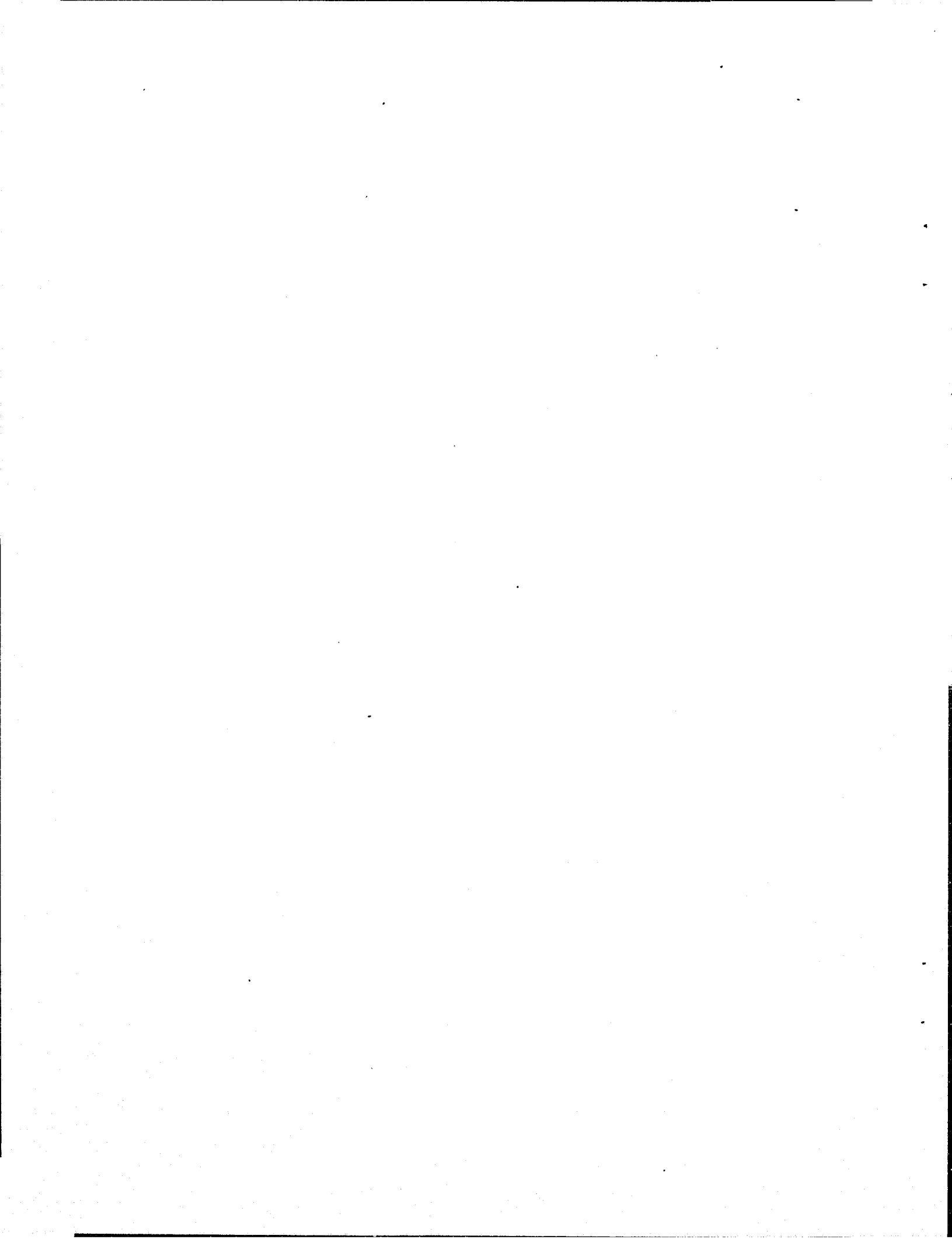
Discusses the attitude and motivation of the public assistance client and guidelines such as: staff and agency participation; selection of volunteers for program development.

Yancy, Theresa, McFeeley, Sandra, Lake, Phyllis and Scheier, Ivan H.
Recruiting Minority Group and Low Income People as Court Volunteers; FREE
A Selection of Topical Readings. Boulder, Colorado, NICOV, 1971.
11p. FRONTIER #2.

Four short papers outlining techniques for recruiting minority and low income volunteers.

TRAINING, SUPERVISION AND
VOLUNTEER-STAFF RELATIONSHIPS





INTERNATIONAL ORGANIZATIONS AND MOVEMENTS

California - Consultants

California -

California -

The California International
Organization of Women

Members of the California
International Organization of Women

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TRAINING, SUPERVISION AND VOLUNTEER-STAFF RELATIONSHIPS

Fraizer, Janice.

Training of Volunteers in Corrections. Los Angeles County Probation FREE
Department, Los Angeles, California, February, 1973. 12p.

Coordinator/trainers' concepts and experiences in training
volunteers for work in probation.

Hamm, Robert D. and Wells, Kathleen.

Volunteer Examination: A Tool for Volunteer Training Programs. FREE
Boulder, Colorado, NICOV, 1970. 11p. NCVTP PRELIMINARY REPORT
#6.

Text of the Boulder Juvenile Court Volunteer Examination
and thoughts of how such an examination can be useful.

Haskell, Martin R.

The Psychodramatic Method. California Institute of Socioanalysis, LOAN
Long Beach, California, 1967. 106p. Bibliography: p.104-106.

"The techniques described are particularly applicable to
Socioanalysis which the author defines as an exploration in
depth of the relationships people have with other people and
the problems encountered in the course of such relationships."

Havelock, Ronald G. and Mary C.

Training for Change Agents. A Guide to the Design of Training LOAN
Programs in Education and Other Fields. Institute for Social
Research, University of Michigan, Ann Arbor, Michigan, 1973. 249p.

Framework for the design of programs: orientation, principles,
goals, alternatives.

Horejsi, Charles R.

Training for the Direct-Service Volunteer in Probation. Reprinted FREE
from FEDERAL PROBATION, Vol. 37, No. 3, September, 1973. 4p.

"The term 'direct-service volunteer' refers to the volunteer
who utilizes the one-to-one small group approach in direct work
with probationers and their families."

Hunt, Dan.

Washington State Juvenile Parole Services Volunteer Programs. LOAN
Office of Volunteer Programs, Washington, n.d. 6p.

Summary of parole volunteer services.

Issues in Training.

Selected Readings Series Five. National Training Laboratories, LOAN
Washington, D.C., 1962. 121p.

Synthesis of papers published concerning human relations
training.

TRAINING, SUPERVISION AND VOLUNTEER-STAFF RELATIONSHIPS

Jorgensen, James D.

Training the Court Volunteer. One Model. Boulder Colorado, NICOV, 1969. 11p. NCVTP PRELIMINARY REPORT #3. FREE

Description of a training course designed specifically for trainees preparing to become volunteer counselors at the juvenile court level. Relevant, however, for volunteers preparing to serve in juvenile institutional programs and may be modified for use in training people to work in adult courts.

Jorgensen, James D. and Scheier, Ivan H.

Volunteer Training for Courts and Corrections. Scarecrow Press, Metuchen, New Jersey, 1973. 385p. LOAN

To assist the volunteer trainer in developing an effective training program. Discussed are: opportunities for training, formal and informal, training materials (tapes, slide shows, films and readings); evaluation of training.

Jorgensen, James D. and Wells, Kathleen.

Court Volunteers Knowledge of Courts Prior to Training: A Survey. FREE
Boulder, Colorado, NICOV, 1970. 6p. NCVTP PRELIMINARY REPORT #2C.

"It is essential that the trainer have cognizance of the familiarity of the court volunteer with the court and the correctional process in order the training objectives can be developed and individualized for each volunteer." This report provides a model written test for this purpose.

Kindelsperger, Kenneth W.

Consultation and Consultative Techniques in Providing Consultation at the State Level for Delinquency Control. LOAN
Training Center on Delinquency and Youth Crime, University of North Carolina, Chapel Hill, North Carolina, September, 1973. 33p.

Differences between consultation, supervision and administration. Techniques on consultation.

Lall, Jean.

Training More Effective Volunteers; A Mini Manual. SYNERGIST MAGAZINE, n.d. 1v. LOAN

Discusses some of the problems and solutions in training volunteers.

Learning To Listen.

n.pub., n.p., n.d. 23p. LOAN

Material for the trainer, useful in introducing trainees to nondirective interviewing; to develop skills related to the counseling process. Includes a lesson plan and suggested procedures to follow.

TRAINING, SUPERVISION AND VOLUNTEER-STAFF RELATIONSHIPS

Magoon, Elizabeth.

Volunteer-Staff Relationships: A Team Approach. Washington, D.C., LOAN
State Office on Volunteer Programs, n.d. 1v.

A discussion centered around two subjects necessary for a successful volunteer program -- "how to deal with the resistance expressed by staff to the use of volunteers and the skills necessary for staff to work with volunteers effectively."

Mill, Cyril R.

Selections from Human Relations Training News. National Training LOAN
Laboratories, Washington, D.C., 1969. 100p.

Reference of outstanding papers written. To preserve theoretical contributions in this area.

Miller, Ruby Sills.

Responsibilities and Rights In Volunteer Relationships. Excerpted FREE
from: "Helping the Volunteer Get Started: The Role of the Volunteer Center", by Ruby Sills Miller, September, 1972. n.pub., n.p., n.d. 6p.

Staff and volunteer rights.

National Center for Voluntary Action.

College-University Resources in Education and Training for Voluntary LOAN
Action. Washington, D.C., August, 1973. 11p.

List of colleges and universities that are presenting or planning programs in volunteerism.

National Information Center on Volunteerism.

Printed Resources and Training Aids. Reprinted from: "Guidelines FREE
and Standards for the Use of Volunteers in Correctional Programs". NICOV/Law Enforcement Assistance Administration. Boulder, Colorado, NICOV, n.d. 1v.

Bibliography of publications, films and tapes on volunteerism.

National Information Center on Volunteerism.

Topics and Techniques Currently Covered in Training of Court Vol- FREE
unteers. by Judith A. Berry and Ivan H. Scheier. Boulder, Colorado, 1969. 9p. NCVTP PRELIMINARY REPORT #5.

A review and analysis of files on 350 volunteer courts.

National Student Volunteer Program.

Training Student Volunteers. ACTION, Washington, D.C., n.d. 103p. LOAN
+ Appendixs.

To help student volunteer leaders to plan training activities for student volunteers.

TRAINING, SUPERVISION AND VOLUNTEER-STAFF RELATIONSHIPS

Orange County Probation Department.

Volunteers in Probation; Orientation and Training Meeting Format. LOAN
Orange, California, 1971. 1v.

A compilation of orientation and training handbooks for volunteers from the Orange County Probation Department.

Palmatier, Dr. Robert A.

A Guide to Tutor Training. Reprinted from SYNERGIST, Vol. 2, No. 2, FREE
Fall, 1973, p. 35-41. 7p.

A suggested guide for the trainer in training the volunteer as a tutor.

Pfeiffer, J. William and Jones, John E.

Structured Experiences for Human Relation Training. A Handbook. LOAN
Iowa University Association Press, 1969. 122p. VOLUME I.

Designed to acquaint the reader with a variety of techniques and ideas that may be used in human relations training, including sections on fantasies, awareness expansion, and non-verbal communication.

Pfeiffer, J. William and Jones, John E.

Structured Experiences for Human Relations Training. A Handbook. LOAN
Iowa University Association Press, 1970. 133p. VOLUME II.

"Presents additional effort to compile ideas, forms, exercises and designs that are part of the repertoire of human relations workers. Includes material supplementary to the earlier work as well as new structured experiences."

Pfeiffer, J. William and Jones, John E.

Structured Experiences for Human Relation Training. A Handbook. LOAN
Iowa University Association Press, 1971. 122p. VOLUME III.

"This third handbook contains material supplementary to the structured experiences contained in the first two. In addition, new ideas are included."

San Diego County Probation Department.

Everything You Want to Know About Volunteers in Probation; A Guide for Staff. San Diego, California, n.d. 10p. FREE

Includes chapters concerning philosophy, staff-volunteer relationships, volunteer status and procedures, and administration of volunteers in probation.

San Diego County Probation Department.

Task Force on Volunteer Management. Workshop. San Diego, California, 1972. 30p. LOAN

Explains how the San Diego Probation Department successfully dealt with the apathy and cynicism its staff members had toward the VIP.

TRAINING, SUPERVISION AND VOLUNTEER-STAFF RELATIONSHIPS

San Mateo County Probation Department

Group Counseling. by Robert M. Harrison. San Mateo, California, LOAN
n.d. 13p.

A model for the trainer to provide a tentative hypothetical framework for group counseling to be used in research and counselor training.

Scheier, Ivan H.

Orienting Staff to Volunteers: A Guidebook. Boulder, Colorado, FREE
NICOV, 1972. 54p. FRONTIER #11.

Presentation of objectives and methods of training staff in volunteer programs. "The objective of this training is the formation of a positive partnership between line staff and volunteers."

Scheier, Ivan H.

People Approach; 9 New Strategies for Citizen Volunteer Involvement. LOAN
Boulder, Colorado, NICOV, 1977. 116p.

"Describes three years of model development at the National Information Center, yielding nine People-Approach strategies of volunteer involvement. Discusses, for the first time, implications for basic directions and values in the volunteer field.

Scheier, Ivan H.

Professionals and Volunteers Working Together. Boulder, Colorado, FREE
NICOV, 1971. 8p.

Gives "the professional's role in working with the volunteer and the volunteer's role in working with the professional." Recognizes the basic need for the volunteer to understand the professional's viewpoint, and vice-versa, to open the lines for communication.

Scheier, Ivan H.

Training Locales for Court Volunteers: Nine Opportunities Over Time. Boulder, Colorado, NICOV, 1969. 4p. NCVTP PRELIMINARY REPORT #4. FREE

Outlines eight alternatives to the class room approach for reaching court volunteers with orientation and training experiences.

Scheier, Ivan H. and Wells, Kathleen.

Resources to Tap in Training Court Volunteers; Using What You Have. FREE
Boulder, Colorado, NICOV, 1970. 7p. NCVTP PRELIMINARY REPORT #9.

Offers suggestions on how to utilize free or low-cost training resources available locally and nationally to develop effective volunteer training programs.

TRAINING, SUPERVISION AND VOLUNTEER-STAFF RELATIONSHIPS

Schindler-Rainman, Eva.

Leadership Training In Underdeveloped Neighborhoods. Reprinted FREE
from ADULT LEADERSHIP, June, 1963. 2p.

Discusses the purpose of recruiting and training such volunteers, the plan devised, teaching methods used and results of this project.

Schindler-Rainman, Eva and Lippitt, Ronald.

Team Training for Community Change: Concepts, Goals, Strategies and Skills. University of California Extension, Riverside, California, 1972. 75p. LOAN

"[Attempts] to provide skilled resources to people involved in helping systems, groups, organizations, institutions and communities, to help them become more productive and efficient in their change efforts."

Solomon, Stephen J. and Horenstein, David.

Training Volunteers to Assist in an Urban Juvenile Court System. n.pub., n.p., n.d. 5p. LOAN

Summary of the process of involvement in volunteer assignments.

Stenzel, Anne K. and Feeney, Helen M.

Volunteer Training Development. A Manual for Community Groups. LOAN
Seabury Press, New York, 1968. 223p.

"A comprehensive and concise manual written to meet the present and future needs of community groups, membership organizations, and voluntary associations in the training and development of volunteers."

Stoeckel, John.

Case Load of One Presents a Critical Problem. n.d. 2p. FREE

Presents problems facing the volunteer assigned only one client; "cautions the volunteers against loss of self with the client."

Tilles, Seymore.

Understanding the Consultant's Role. Reprinted with special permission from the Harvard Business Review, November-December, 1961, pgs. 87-99. 13p. LOAN

Goals and responsibilities of consultants.

Training and Development.

Segment B for Training the Trainers. n.d. 76p. LOAN

Includes information such as: "determining training needs; a lesson plan; tips for instructors; how to start orientation programs; how to measure the results of supervisory training; and several evaluation sheets."

TRAINING, SUPERVISION AND VOLUNTEER-STAFF RELATIONSHIPS

Training Staff for Volunteers.

Check List for Top Administrators. n.pub., n.p., n.d. 3p.

LOAN

Series of questions concerning planning, participation and leadership of volunteer programs.

Weiser, Betty H. and Snipes, Emerson H.

Guidelines for the Volunteer Coordinator. Urban Affairs Community Services Center, North Carolina State University, Raleigh, North Carolina, September, 1972. 29p.

LOAN

A manual to be used by coordinators of volunteer programs.

Wells, Kathleen.

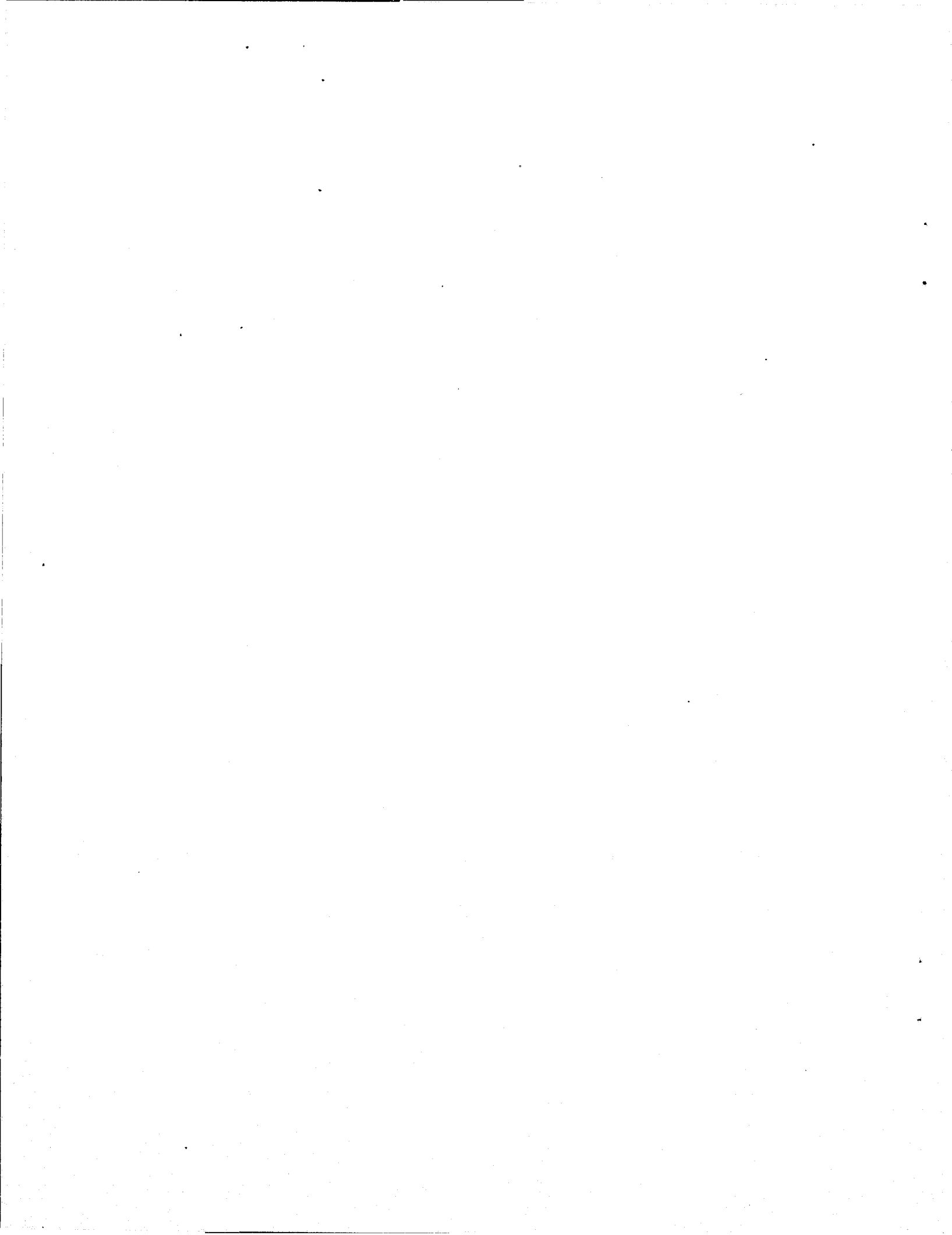
An Overview: Volunteer Training in Courts. Boulder, Colorado, NICOV, November, 1969. 15p. NCVTP PRELIMINARY PUBLICATION #2.

FREE

Summary of available evidence and observations relating to volunteer training.

AIDS FOR
THE VOLUNTEER WORKER





AIDS FOR THE VOLUNTEER WORKER

American Bar Association.

Volunteer Parole Aide Resource and Information Manual. Washington, LOAN
D.C., National Volunteer Parole Aide Program, 1973. 1v.

" . . . manuals have been revised to include more extensive readings on parole and corrections, plus a bibliography for suggested additional readings." Contains information about the volunteer parole aide program, selected articles on corrections, volunteerism, and parole and probation, and a guide for volunteers working with parolees.

Berry, Judith A.

Thou Shalt and Thou Shalt Not: Guidelines for Volunteers. Boulder, FREE
Colorado, NICOV, 1970. 25p. NCVTP PRELIMINARY REPORT #1.

"General guidelines to help get the volunteer started on the road to rehabilitation." Includes excerpts from volunteer orientation materials used by courts throughout the United States, and "Some Things to Think About in Working with Juveniles", from the Boulder, Colorado, Juvenile Court program.

California. San Francisco Police Department. Project Diversion.

Community Resource Manual for San Francisco, California. Taraval LOAN
Police District, California, n.d. 1v. Small spiral binder notebook.

Contains addresses, hours, telephone numbers and services of community agencies providing services for drug abuse, psychiatric and counseling, health and dental services, etc., for San Francisco.

Carney, Frank J., Mattick, Hans W. and Callaway, John D.

Action on the Street. A Handbook for Inner City Youth Work. LOAN
Association Press, New York, 1969. 160p.

" . . . a how-to-do-it manual drawn from the authors' actual experience in inner city youth work, describing the full range of problems faced by street workers. Those who do the actual work will discover fresh insights and new approaches to their problems in this down-to-earth and easy to read manual."

Colorado, Boulder County. Juvenile Probation Department.

Boulder Juvenile Court Volunteer Orientation Materials. Boulder, LOAN
Colorado, n.d. 36p.

Originally for the Boulder County volunteer, this manual contains such useful information as: a glossary of commonly used terms; typical probation rules; some things to think about in working with juveniles; case histories.

Davies, Ursula and Scheier, Ivan H.

Casebook for Court Volunteers. Boulder, Colorado, NICOV, 1970. FREE
40p. NCVTP PRELIMINARY REPORT #10.

Designed to familiarize the new volunteer working directly with a juvenile or young adult probationer or parolee with (1) typical kinds of probationers and conditions under which they live; (2) problems volunteers encounter, and some solutions; and to encourage in the volunteer more realistic attitudes about his work.

AIDS FOR THE VOLUNTEER WORKER

Davis, Sarah A. and Maguire, Jack.

Tutoring Tips. Los Angeles City Unified School District Volunteer and Tutorial Programs, Los Angeles, California, 1971. 5p. FREE

"Summary of suggestions which other tutors have found helpful. Intended to serve as a guide for you in your work."

EDPA Volunteer Coordinators Training Program.

Guidelines for the Volunteer Tutor. Des Moines, Iowa, Des Moines Area Community College, n.d. 25p. LOAN

Intended to serve as a guide to the tutor in his or her work, this booklet contains a summary of suggestions which other tutors have found helpful.

Florida. Parole and Probation Commission.

The Volunteer Handbook. Tallahassee, Florida, 1971. 29p. LOAN

"This handbook is designed to provide the parole and probation officer and the citizen volunteer with some practical suggestions in effectively implementing the 'team approach' in the process of rehabilitating parolees, probationers and mandatory conditional releases."

Georgia. Board of Pardons and Parolees.

Handbook for Volunteers in Parole. n.p., n.d. 16p. LOAN

"The purpose of this booklet is to provide the volunteer with some insight, guidance, and information regarding the professional field of parole."

Jorgensen, James D.

Guide for Volunteers in Correctional Settings. Boulder, Colorado, NICOV, 1970. 15p. NCVTP PRELIMINARY REPORT #11A. FREE

Provides a "philosophy under which volunteers working in correctional settings can find purpose and direction . . . general enough to cover volunteer activities with juveniles and adults in institutions, as well as in community programs."

Kern County Probation Office.

Volunteers in Probation Handbook. Bakersfield, California, n.d. 25p. LOAN

Includes guidelines directed to the volunteer in Kern County, information, such as procedures and philosophies for the volunteer in probation, seems applicable to any person volunteering in the probation field.

Lehner, George F. J.

Aids for Giving and Receiving Feedback. University of California, Los Angeles, California, n.d. 4p. LOAN

Techniques of feedback for personal growth.

AIDS FOR THE VOLUNTEER WORKER

Los Angeles City School District.

How Can I Help Children Learn Mathematics? Division of Instructional Services and Office of Urban Affairs, Los Angeles, California, 1967. 15p.

Helps answer some questions for volunteer tutors.

Los Angeles City School District.

How Can I Help Children Learn to Read? Division of Instructional Services and Office of Urban Affairs, Los Angeles, California, August, 1964. 16p. LOAN

Helps answer some questions for volunteer tutors.

Minnesota. Hennepin County. Department of Court Services.

Volunteer Manual. Volunteer Program, Hennepin County, Minneapolis, Minnesota, n.d. 37p. LOAN

Directed to the Hennepin County volunteer, it serves as a resource guide to orient the new volunteer to his task ahead. Its contents have general application, regardless of the area in which the volunteer works.

National Federation of Settlements and Neighborhood Centers.

Neighborhood Gangs. A Case Book for Youth Workers. New York, 1967. 1v. LOAN

" . . . records furnished by street workers themselves, they help workers gain a better understanding of the behavior of youth groups and the culture patterns contributing to it. They also clarify the workers' opportunities and responsibilities."

Orange County Probation Department.

Volunteers in Probation: Information About the Probation Department and Probation Law. Orange, California, n.d. 1v. LOAN

Provides general information about the probation department and probation law, including a definition of probation, goal of the probation department and purpose of a juvenile court. Useful to volunteers in probation.

Oregon. Lane County Juvenile Department.

Volunteer Orientation Manual. Lane County Juvenile Department, Eugene, Oregon, n.d. 46p. LOAN

"The purpose of this manual is to acquaint the volunteers with the Lane County Juvenile Department and provide basic information that the volunteer will find necessary to begin his role in relating to juveniles."

San Diego County Probation Department.

Volunteers in Probation Case Studies 1972. San Diego, California, 1972. 25p. LOAN

Has actual case studies on the VIP with adult probationers, juvenile probationers, in the institution, as tutors, and with the dependent child.

AIDS FOR THE VOLUNTEER WORKER

San Joaquin County Probation Department.

Volunteer Manual. Stockton, California, 1971. 32p.

LOAN

Directed toward the San Joaquin Probation Department volunteer. Contains useful information, such as: guidelines for volunteers; philosophy and code for volunteers; suggested reading list.

Scheier, Ivan H.

A Bill of Rights for Volunteers. Reprinted from "Serving Youth As Volunteers", by Ivan H. Scheier and Judith A. Berry, p. 19-20, 1972. 1p.

FREE

Scheier, Ivan H. and Berry, Judith A.

Serving Youth As Volunteers. Boulder, Colorado, NICOV, 1972. 36p.

LOAN

Addresses such topics as: the juvenile court as a prime place to meet youth with problems; the impact of court volunteers; responsibilities of the court and other agencies; what volunteers can do for youth. Written for the "concerned citizen".

Shelley, D. L. V.

The Counselor and Confidentiality. Reprint from SYNERGIST, Vol. 2, No. 1, Winter, 1973, p. 71-73. 3p.

FREE

Points out the responsibilities and obligations a volunteer counselor has for the client, oneself, and society.

Small Group Discussions Can Be Awful or Awful Good Depends on You.

n.pub., n.p., n.d. 1p.

FREE

Directions for handling small group discussions.

Tips for Volunteers.

Reprinted from JUVENILE DETENTION NEWSLETTER, Vol. 19, No. 1, Jan., 1969. 3p.

FREE

"Tips for volunteers" working as a juvenile probation counselor or in any one-to-one relationship.

United Planning Organization. Voluntary Resource Division.

The Tutors Handbook. Washington, D.C., n.d. 30p.

LOAN

The result of ideas and suggestions of experienced volunteers; aimed at establishing and humanizing the learning process, while at the same time helping people learn the simple basics of reading, writing and arithmetic; illustrative of what the tutoring process is actually all about.

U. S. Department of Agriculture. Extension Service.

Homemaking Handbook. Washington, D.C., 1971. 237p.

LOAN

" . . . a handbook and guide for peace corps village workers, which can also act as a handbook for volunteers working in rural or underdeveloped California neighborhoods."

AIDS FOR THE VOLUNTEER WORKER

Volunteers with Delinquents.

Journal of Volunteers with Delinquents. Vol. I, No. 2, Spring, 1972.. Department of Communication, Ohio University, Lancaster, Ohio. 72p. + Tables.

LOAN

Effects of social attention on recidivism. Impact on volunteers in probation programs.

Washington Office of Probation and Parole.

Manual for Volunteers in Adult Corrections. 2nd. ed. Olympia, Washington, 1971. 44p.

LOAN

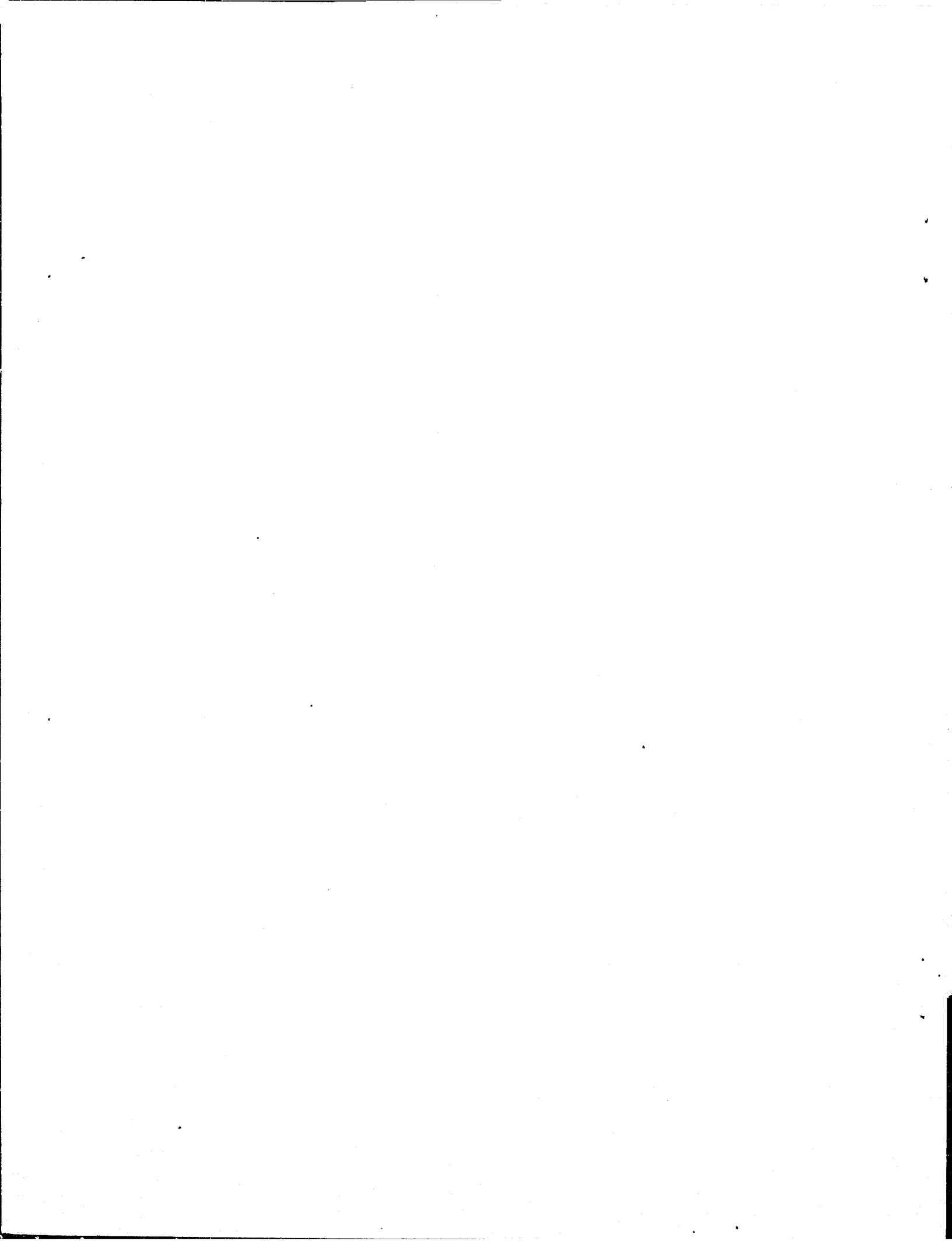
" . . . not intended to provide specific answers to all situations that might arise, but it will answer many of the questions citizen volunteers may have about working with offenders and will serve as a practical guide for both professional and lay workers in the field."

Watters, Frank T.

Chapin Hall for Children and Ridge Farm: Volunteer Handbook. Chicago, Illinois, 5th printing, 1970. 1v.

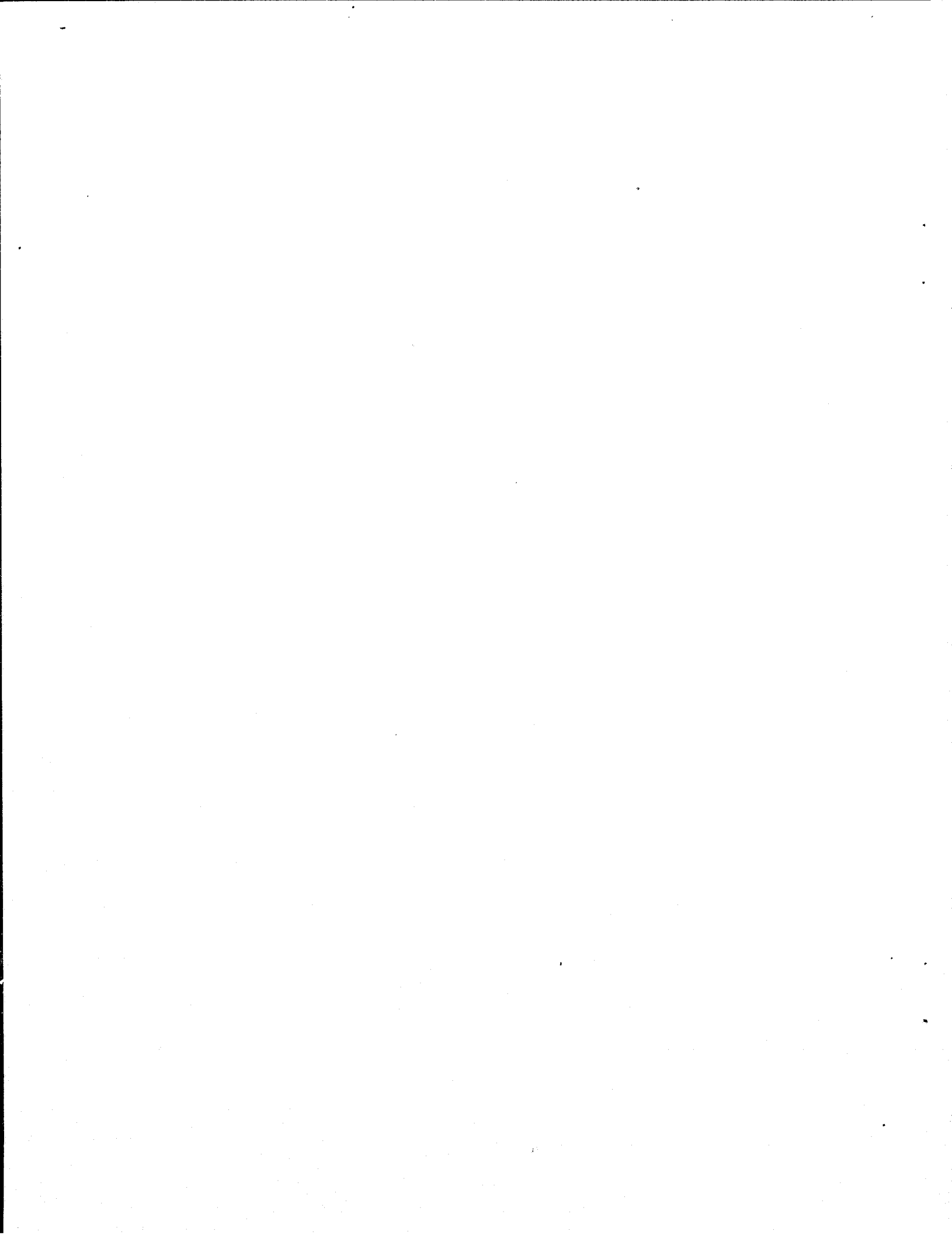
LOAN

Contains useful information on what volunteers are doing for this specific program, with chapters on getting started as a volunteer; the responsibilities of a volunteer, and a code of ethics for the volunteer.



VOLUNTEER BENEFITS





VOLUNTEER BENEFITS

American National Red Cross.

Insurance Manual. Washington, D.C., n.d. 120p.

LOAN

"The purpose of this manual is to describe the insurance program of the American National Red Cross, to define the information and reports that are required by the insurance and indemnity companies, to set forth the procedures for reporting and handling losses and claims for losses, and to give other information pertinent to the various types of insurance and fidelity bond coverage.

Berry, Judith and Scheier, Ivan H.

Insurance Coverage for Court Volunteers. Boulder, Colorado, NICOV, 1971. 10p. FRONTIER #9.

FREE

Insurance Coverage for Court Volunteers. Boulder, Colorado, NICOV, 1973. 3p. FRONTIER #9A. (Update and addendum to FRONTIER #9.)

FREE

California. Department of the Youth Authority.

Tax Deductions Pertaining to Volunteers. Citizen's Initiative Parole Re-Entry Project, n.d. 2p.

FREE

Frankel, Tobi.

You Can Use Your Volunteer Experience to Get a Paying Job. Reprinted from FAMILY CIRCLE, September, 1975. 2p.

LOAN

Shows how you can translate unpaid work into marketable skills on a job resume.

Kennedy, Eugene.

On Becoming A Counselor: A Basic Guide for Non-Professional Counselors. Seabury Press, New York, 1977. 337p.

LOAN

Provides insights and practical applications of basic psychological knowledge.

National Assembly for Social Policy and Development, Inc.

Voluntary Giving and Tax Policy; Charity is Not a Loophole. New York, 1972. 14p. Pamphlet.

LOAN

"An official position statement which attempts to articulate the time tested values of voluntary philanthropy and proposes public policies which will serve to strengthen voluntary effort."

National Volunteer Parole Aide Program.

Volunteers in the Criminal Justice System: Rights and Legal Liability. American Bar Association, n.d. 9p. + Appendixes.

LOAN

Attempts to define the state of existing law relevant to volunteerism and to consider areas in which the law might be amended to allow for full utilization of this growing community resource.

Tax Laws Allow Some Volunteer Deductions.

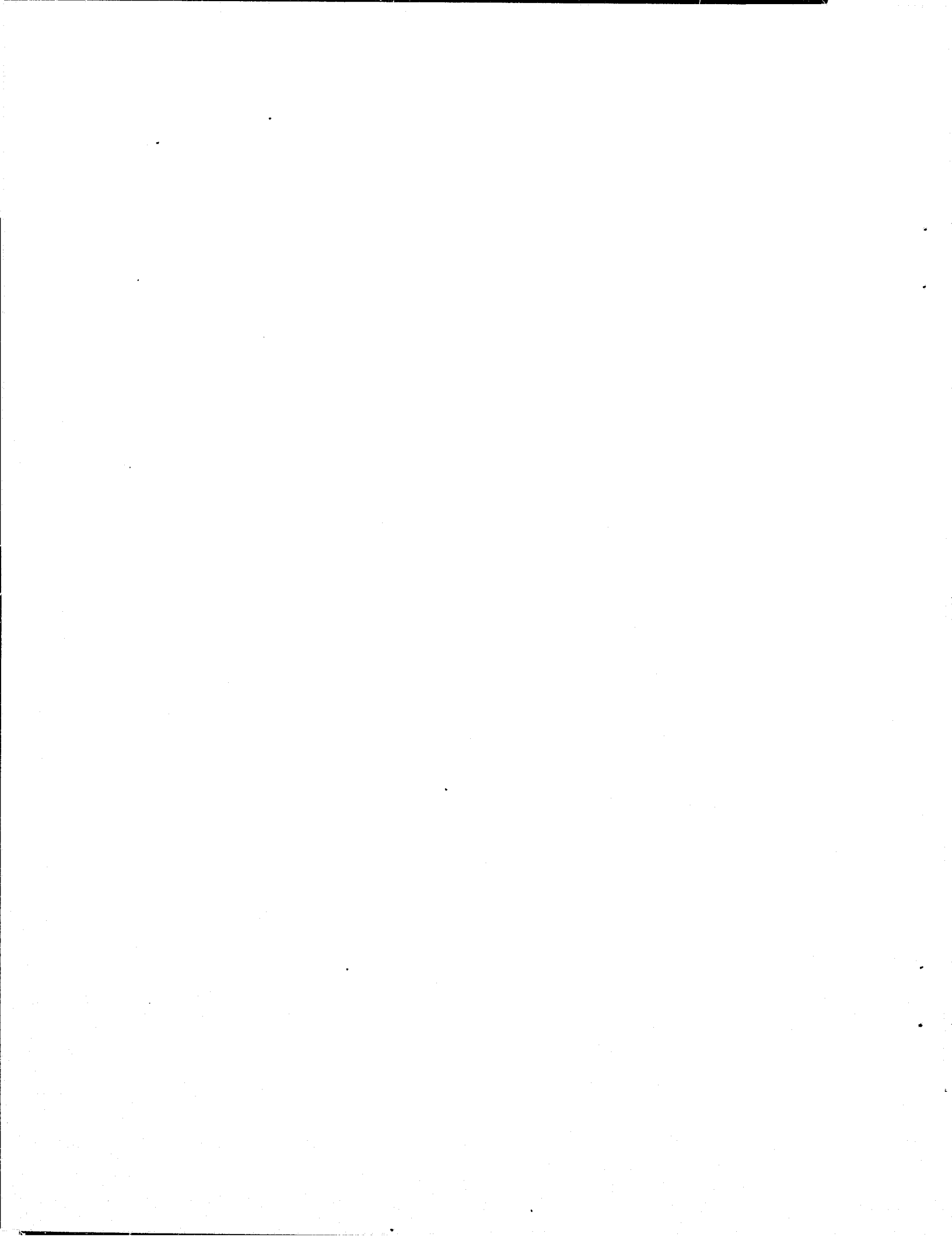
Reprinted from VOLUNTARY ACTION NEWS, June/July, 1973. 1p.

FREE



GENERAL READINGS





GENERAL READINGS

American Friends Service Committee.

Struggle for Justice. A Report on Crime and Punishment in America, 1971. 179p. LOAN

"This is a most timely and thoughtful probing of the state of criminal justice and penal institutions in our country, prepared by a 17-member working party, several of whom have served time in jail themselves. It demolishes the myths of 'treatment' and 'rehabilitation', as well as the concept of 'preventive detention' and shows how too much discretionary power has corrupted the system in the hands of judges and parole officers. Admitting no easy solutions to the mammoth problems, the book does suggest some viable new approaches." ---- PUBLISHERS' WEEKLY.

Bolles, Richard Nelson.

What Color Is Your Parachute? Ten Speed Press, Berkeley, California, 1972. Revised Edition, 1977. 233p. LOAN

A practical manual for job hunters and career changers. Attempts to empower the job hunter.

Bradford, Leland P.

Making Meetings Work; A Guide for Leaders and Group Members. LOAN
University Associates, La Jolla, California, 1976. 121p.

" . . . a treasury of helpful ideas for those who find themselves in positions of leadership, or who want to be helpful members of the groups in which they participate." Practical suggestions and clear explanations.

Brown, Ruth E.

Community Action Programs: An Annotated Bibliography. Department of Sociology, University of Illinois, Illinois, April, 1972. 37p. LOAN

California. Department of Justice.

Juvenile Justice Booklet. Crime Prevention Division, n.d. 1v. LOAN

Explains the Juvenile Justice System, who the people are, what they do, and how the System works.

California. Department of the Youth Authority. Advisory Committee on Volunteer Services and Model Volunteer Project.

Conference on Volunteers in the Criminal Justice System. Final Report. April, 17-19, 1974 in Fresno, California. 115p. FREE

The theme: "Volunteers in the Criminal Justice System -- a conference devoted to the enhancement of cooperation between volunteers and the criminal justice system in order to deliver quality services to the community." The first statewide conference for volunteers in the California criminal justice system.

California. Department of the Youth Authority. Division of Community Services.

Mandatory and Permissive Statutory Duties of Delinquency Prevention Commissions. Extracts from the Welfare and Institutions Code. Sacramento, 1974. 4p. LOAN

GENERAL READINGS

Chamber of Commerce of the United States.
Marshaling Citizen Power to Modernize Corrections. 1972. 23p. FREE
Pamphlet.

"(One) in a series of . . . publications designed to stimulate business and other citizen action to improve the components of our criminal justice system."

Criminal Court Process.
Chart. n.pub., n.p., n.d. 1p. FREE

Juvenile Court Process.
Chart. n.pub., n.p., n.d. 1p. FREE

Lathrop, Richard.
Who's Hiring Who. Ten Speed Press, Berkeley, California, 1977. LOAN
264p.

Aims to provide sound guidance in choosing your career field and dealing successfully with job-finding problems.

Lippitt, Gordon L.
Visualizing Change. Model Building and the Change Process. NTL LOAN
Learning Resources Corporation, Inc., Fairfax, Virginia, 1973. 370p.

" . . . the subject at hand is models -- models that further the conceptualization of a problem or situations through the use of abstract symbols, and more particularly models of human behavior in a very restricted area of concern -- planned change."

Mager, Robert F.
Preparing Instructional Objectives. 2nd ed., Fearon Publishers, Inc., LOAN
Belmont, California, 1975. 136p.

How to make a clear statement of objectives that will provide a sound basis for choosing methods and materials and for selecting the means for assessing whether the instruction has been successful.

National Association of Social Workers.
Directory of Agencies -- U. S. Voluntary, International Voluntary, LOAN
Intergovernmental. Washington, D.C., 1973. 96p.

Provides information on membership, purposes and programs of more than three hundred agencies.

National Student Volunteer Program.
Academic Credit Kit. ACTION, Washington, D.C., n.d. 1v. LOAN

Explores the question: "Should a student be given academic credit for working in a community hospital or legal aid office?"

National Student Volunteer Program.
High School Courses with Volunteer Components. ACTION, Washington, LOAN
D.C., n.d. 1v.

A collection of 12 case histories describing high school courses that use volunteer activities to complement classroom learning.

GENERAL READINGS

Scheier, Ivan H. and Hunter, Robert.
Issues and Ethics of Volunteerism. University of Colorado, FREE
Colorado, February, 1975. 3p.

Discusses the economic impact, the non-economic impact, ethical implications and gives comments on the values and justification of volunteerism.

Scheier, Ivan H.
The Professional and the Volunteer in Probation: An Emerging Relationship. Reprinted from FEDERAL PROBATION QUARTERLY, June, FREE
1970. 7p.

Discusses the re-emergence of volunteers on the court scene, it's adaptability to various communities, impact, contributions, management and the accompanying changes in the professional's role.

Scheier, Ivan H.
Professionals and Volunteers Working Together. Boulder, Colorado, LOAN
NICOV, n.d. 8p.

Points out that both professionals and volunteers are one and the same, and the need for communication. Understanding each other's roles.

Schindler-Rainman, Eva.

Many of Eva Schindler-Rainman's papers are general thoughts on volunteer program administration, orientation, training, and motivation. They are helpful for gaining insight, ideas, understanding and general information.

The Day of the Volunteer is Really Here! Volunteer Conference, FREE
October, 14, 1968, Seattle, Washington. 12p.

" . . . We are slowly moving from an unequal volunteer opportunity system to an equal volunteer system." This paper discusses the changes and trends in volunteerism and the possibility of fuller and more creative utilization of this vast voluntary manpower.

Deciding Whether of Not to Use Volunteers. FREE
Reprinted from The Volunteer Community; Creative Use of Human Resources, 1971. 1p:

A diagram of both the positive and negative - internal and external forces influencing the professional's decision of whether and how to use volunteers.

The Decision to Volunteer or Not to Volunteer. FREE
Reprinted from The Volunteer Community; Creative Use of Human Resources, 1971. 2p.

A diagram of both the positive and negative - internal and external forces influencing the volunteer's decision to volunteer or not to volunteer.

GENERAL READINGS

Schindler-Rainman, Eva. (con't)

Motivation of Me and Others. Fifteenth Air Force Workshop for Craft and Youth Directors, Monte Corona Conference Center, September 16-20, 1968. 7p. FREE

Discusses the factors and forces needed to cause motivation in ourselves and others.

Turn on to Intergenerational Communication. Speech, 1969. 6p. FREE

Discusses obstacles to communication between generations and narrowing the communication gap.

Schindler-Rainman, Eva and Lippitt, Ronald.

Making Your Meetings Out of the Doldrums. In collaboration with Jack Cole. University Associates, Inc., La Jolla, California, 1977. 100p. LOAN

New model, tools and procedures for making meetings more participative. Resources containing principles to stimulate innovations and optional strategies to adapt to your own style.

Schwartz, Ira M.

Volunteers and Professionals: A Team in the Correctional Process. Reprinted from FEDERAL PROBATION QUARTERLY, September, 1971. 5p. FREE

Steinem, Gloria.

Volunteerism; Your Money or Your Life. Reprinted from "Ms." Magazine, February, 1975. 11p. LOAN

A four-part feature which looks into such questions as: "What do we volunteer for?; Use volunteerism only for training?; If we can afford to volunteer, should we pledge to make it into a paying job -- and leave it to someone else?"

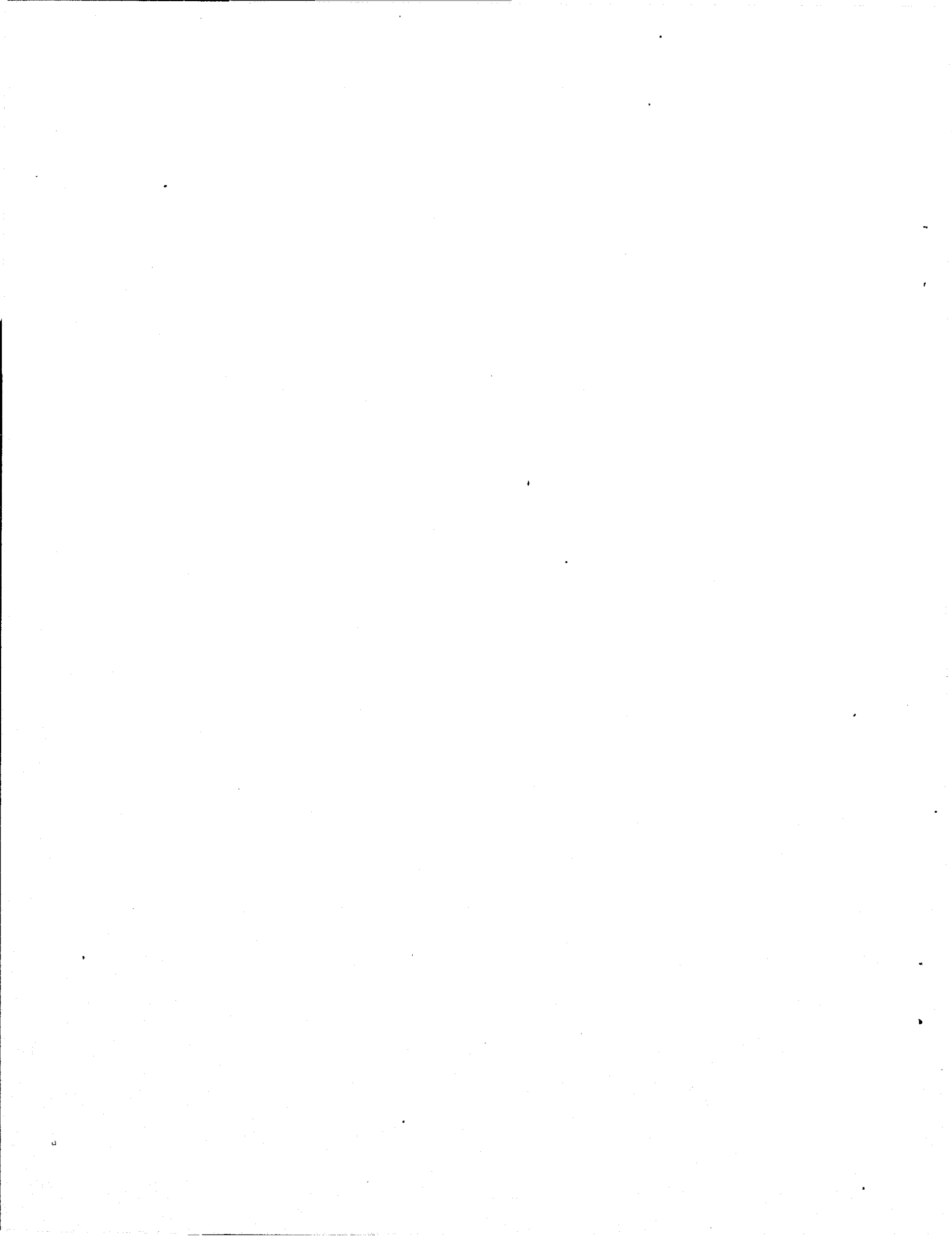
Watson, Goodwin, ed.

Concepts for Social Change. NTL Institute for Applied Behavioral Science, Newark State College, Union, New Jersey, 1967. 88p. LOAN

Working papers presented develop the core ideas about planned change.

CRIMINAL JUSTICE
GENERAL READINGS





CRIMINAL JUSTICE GENERAL READINGS

American Bar Association.

Diversion from the Criminal Justice System. National Pretrial Intervention Service Center, Washington, D.C., August, 1973. 68p. LOAN

Contains descriptive materials on the promising correctional technique of pretrial intervention as an alternative to criminal prosecution for early or non-serious offenders.

Bagwell, Steve, ed.

Depopulating the Prison. Urban Studies Center, Portland State University, Oregon, 1972. 65p. LOAN

Report of the First National Prisoners' Conference which was held in Portland, Oregon, June 12-14, 1972.

California.

A Model State Act for Criminal Offender Record Information. Project SEARCH. Crime Technological Research Foundation, Sacramento, May, 1971. 46p. LOAN

Designed to serve as a reference and as the medium of A Model State Act for Criminal Offender Record Information. The primary purpose of the Model State Act is to provide security and privacy protection.

California. Council on Criminal Justice.

The California Criminal Justice System. Sacramento, January, 1971. 150p. LOAN

Gives a comprehensive description of the criminal justice system in California.

California. Council on Criminal Justice.

Comprehensive Criminal Justice Planning in California. n.p., December, 1970. lv. LOAN

Describes the founding, organization, and operation of the California Council on Criminal Justice. Also includes a compilation of policies and procedures of the Council.

California. Council on Criminal Justice.

Evaluation of Crime Control Programs in California: A Review. Sacramento, April, 1973. 205p. LOAN

A technical report giving critical review of evaluations of the projects.

California. Council on Criminal Justice.

1971 Annual Report. Sacramento, January, 1972. 74p. LOAN

"(To report) on the significance of the Council's 1971 program for the prevention and control of crime and improvement of California's criminal justice system."

CRIMINAL JUSTICE GENERAL READINGS

California. Council on Criminal Justice.

Plan for: Action! appendix B Evaluation Guide. n.p., n.d. 86p. LOAN

Sets forth initial framework and philosophy for program evaluation.

California. Council on Criminal Justice.

Synopsis of the 1973 Comprehensive Plan for Criminal Justice. LOAN
Sacramento, n.d. 32p.

Was prepared to give lawmakers, local governing bodies, criminal justice agency officials, and the public a picture of California's crime and criminal justice system problems and of the Council's efforts to alleviate them.

California. Department of Corrections.

Community Correctional Centers 1969. Parole and Community Services LOAN
Division, December, 1969. 45p.

Tells about the different programs, backgrounds, cost factors to operate, types of clients served, program evaluation and future planning, etc.

California. Department of Corrections.

The Work and Training Furlough Program 1969. Parole and Community LOAN
Services Division, December, 1969. 16p.

Describes the program, what its objectives are, the major results and future planning.

California. Department of Corrections.

The Work Unit Parole Program. Parole and Community Services Division, LOAN
December, 1968. 30p. + Appendix.

A report to the California legislature.

California. Department of Justice.

Offender-Based Criminal Statistics in 12 California Counties. n.p., LOAN
n.d. 70p.

Presents information collected and analyzed for a three year period in the early '70's with the SEARCH program.

California. Department of the Youth Authority.

Institutional Experience Summary - 1970 Parole Releases. Sacramento, LOAN
September, 1972. 31p.

Presents data obtained from the Institutional Experience Summary form, relates the data to 15 months parole exposure. Organized in three sections, Part I presents the percentage distribution for the IES data by institution. Part II presents the violation rates by institution. Part III presents the violation rates by living unit for each institution. Also contains a copy of the IES form.

CRIMINAL JUSTICE GENERAL READINGS

California. Department of the Youth Authority.
Manager Assessment Selection and Training Project. Sacramento, LOAN
February, 1975. 54p.

Reports on the project; sets specific objectives for the project and how they went about assessing the results and evaluation of.

California. Department of the Youth Authority.
A Review of Accumulated Research in the California Youth Authority. LOAN
Sacramento, May, 1974. 174p.

Brings together the findings of research projects in which the department has been involved in since 1958. Summarizes the research knowledge that has been acquired. Tentative and preliminary.

California. Department of the Youth Authority.
The Status of Current Research in the California Youth Authority. LOAN
Annual Report. Sacramento, July, 1972. 132p.

This report summarizes projects currently [1972] underway or recently completed in which the Division of Research and Development has had a research role.

California. Department of the Youth Authority.
The Treatment Team Concept in 1970: Findings and Recommendations. LOAN
Final Report of the Treatment Team Task Force, Sacramento, April, 1970. 1v.

Observations and recommendations from a task force looking into the inner workings of Treatment Teams.

California. Human Relations Agency.
California Correctional System Study. Final Report. Sacramento, LOAN
July, 1971. 116p.

A report on the investigation of the entire spectrum of corrections. Describes the correctional system in California from adjudication or sentence to dismissal. Also prescribes and evaluates alternate routes from the current system to the model, including recommendations for legislative and organizational change.

California. Office of Criminal Justice Planning.
California Correctional System Intake Study. Sacramento, July, LOAN
1974. 229p.

Broad objectives of this study were to document the many facets of the process through which offenders pass prior to entering the correctional system, to evaluate the potential for increased diversion programs, and to make recommendations for the improvement of the intake process.

CRIMINAL JUSTICE GENERAL READINGS

California. Office of Criminal Justice Planning.
Data and Usage Required for Effective Crime Reduction and Criminal Justice. by Ronald F. Bykowski. Monterey, April, 1974. 1v. LOAN

Gives steps of planning and problem identification for crime reduction and system improvement planning of the criminal justice system.

Carter, Robert M.
The Evaluation of Criminal Justice Programs. n.pub., n.p., 1972. 22p. LOAN

Firsts examines a typical criminal justice system to illustrate the interrelationships between its parts. Secondly examines the process of evaluation by focusing upon its component parts and creating a model.

Cieslikowski, Carl J.
A Study of the Criminal Justice System in Monterey County--Vol. II. Monterey, November, 1974. 152p. LOAN

Further analysis of four areas of major concern; burglary, drug abuse, juvenile delinquency, and alcohol abuse. Recommends specific policy or procedural changes in an effort to better accomplish the goals of the Criminal Justice System in Monterey, California.

District of Columbia.
Report of the Committee on Alternatives to Incarceration. Washington, D.C., September, 1971. 49p. LOAN

A report developing recommendations concerning the utilization of several alternatives to incarceration.

Florida. Dade County.
Juvenile Delinquency; Youth Aid Section. Public Safety Department, Miami, n.d. 37p. LOAN

Gives definitions of delinquency, the Florida Juvenile Court statutes, detention laws and procedures and police work with juveniles in Dade County, Florida.

Fogel, David.
Corrections and Social Work in the Year 2000 -- Some Directions. World Correctional Service Center for Community and Social Concerns, Inc., January, 1973. 29p. + Appendix. LOAN

Represents an attempt to analyze trends in correctional practices. It points to problems, internal and external, which hinder orderly modernization and sustain change in corrections. Describes and proposes the adoption of the justice model to replace the treatment or medical model as a basis for future social work practice in corrections.

Georgia.
Creation of Georgia Department for Youth. 40p. LOAN

Session of the General Assembly, 1963.

CRIMINAL JUSTICE GENERAL READINGS

Human Services Systems.

Youth Involvement Program Children's Hospital of Los Angeles for the California Youth Authority, July, 1973. 101p. LOAN

Addresses a number of theoretical and practical issues essential to the development of human service systems concerned with community crime prevention.

Innovations in Corrections.

A Working Symposium. Sacramento, California, June, 1975. 1v. LOAN

Compiles several articles in the area of criminal justice and corrections.

Kansas. Division of Institutional Management.

A Comprehensive Plan for the Prevention and Control of Juvenile Delinquency in Kansas. IV Volumes. Governor's Committee on Criminal Administration, June, 1972. LOAN

Vol. I -- Introduction, 206p.

Vol. II -- Prevention, 178p.

Vol. III -- Control, 242p.

Vol. IV -- Organization, 212p.

Martinson, Robert.

What Works? -- Questions and Answers about Prison Reform. n.pub., n.p., n.d. 1v. LOAN

National Advisory Commission on Criminal Justice Standards and Goals.

A Call for Citizen Action: Crime Prevention and the Citizen. Washington, D.C., April, 1974. 51p. LOAN

A general overview of the need for citizen involvement in the prevention of crime and an appendix listing several existing citizen action programs.

National Advisory Commission on Criminal Justice Standards and Goals.

Community Crime Prevention. Washington, D.C., n.d. 364p. LOAN

Describes a crime and delinquency prevention role for the community.

National Advisory Commission on Criminal Justice Standards and Goals.

Corrections. Washington, D.C., n.d. 636p. LOAN

Goes farther than any previous study in examining the interrelationships between corrections and the other elements of the criminal justice system.

CRIMINAL JUSTICE GENERAL READINGS

National Advisory Commission on Criminal Justice Standards and Goals.
Courts. Washington, D.C., n.d. 358p. LOAN

One of the main priorities of this volume is to encourage and facilitate cooperation among all the elements of the criminal justice system and with the communities they serve. Addresses both the formal litigation of a criminal prosecution and the informal processes that determine most criminal prosecutions: screening, diversion, and plea negotiation.

National Advisory Commission on Criminal Justice Standards and Goals.
Criminal Justice System. Washington, D.C., n.d. 286p. LOAN

Provides specific and quantitative recommendations that will have an immediate practical value for those charged with planning, resource allocation, and initiation and maintenance of information systems.

National Advisory Commission on Criminal Justice Standards and Goals.
A National Strategy to Reduce Crime. Washington, D.C., 1973. 195p. LOAN

Presents a broad picture of the Commission's work and its strategy for the reduction of crime in America.

National Advisory Commission on Criminal Justice Standards and Goals.
Police. Washington, D.C., n.d. 668p. LOAN

Provides standards designed for police administrators, other criminal justice practitioners, political figures, and interested readers seeking a clearer insight into the "real" world of the American police service.

National Council on Crime and Delinquency.
Impact. Houston, Texas, December, 1973. 14p. + Appendix. LOAN

A significant citizen effort to promote more effective criminal justice systems and services.

National Institute of Law Enforcement and Criminal Justice.
Health Care in Correctional Institutions. by Edward M. Brecher and Richard D. Della Penna, M.D. Washington, D.C., September, 1975. 98p. Prescriptive Package. LOAN

Concerned with adequate health care, and questions related to that topic, in correctional institutions. Addressed in part to people actually delivering health care in correctional institutions and to legislators and state and local officials who are responsible for organizing, planning, administering, and funding correctional health care services.

National Institute of Law Enforcement and Criminal Justice.
Monitoring for Criminal Justice Planning Agencies. by John D. Weller, Dona MacNeil, John W. Scanlon, Francine L. Tolson and Joseph S. Wholey. Washington, D.C., March, 1975. 108p. LOAN

Analyzes effective systems for monitoring both the progress and performance of state and local criminal justice programs; designed to help agencies plan improvements in their monitoring techniques.

CRIMINAL JUSTICE GENERAL READINGS

National Institute for Mental Health.

Diversion From the Criminal Justice System. Center for Studies of Crime and Delinquency, Rockville, Maryland, 1971. 1v. LOAN

"Designed to inform . . . about significant findings to date which may be useful in the development and improvement of programs in the crime and delinquency area, and about research gaps and needs."

Norris, Robert.

Region B; Correctional Facility Study. Public Systems Incorporated, n.p., July, 1974. 1v. LOAN

Evaluates the facilities and ability to control and treat criminal offenders; develops statistical projections of crime and anticipated correctional workloads for the next ten years; determines the types of facilities and/or programs that should be developed for the correctional system; summarizes laws affecting prisoners' sentencing, county parole and probation; and develops a comprehensive nationwide classification system of inmates sentenced to the Region's jails.

North Carolina. Office of Youth Development.

Tomorrow in Youth Development. n.d. 6p. LOAN

Discusses budget, student population trends, cost of maintaining a student in that state's Juvenile Justice System. Also shows reorganization of Youth Development Office.

Ohio. Youth Commission.

The Ohio Youth Commission--Annual Report 1970. n.d. 58p. LOAN

Shows statistical data for budget, average daily population, comparisons of commitments, placement summary, etc. Also tells about Ohio Youth Commission's programs in the divisions of Correctional Services and Community Services.

Oklahoma. Department of Institutions.

Summary of Recommendations by the Oklahoma Council on Juvenile Delinquency Planning. 1970-1971. Social and Rehabilitative Services, n.d. 18p. LOAN

A list of recommendations for preventing and controlling juvenile delinquency in Oklahoma.

Oklahoma. Council on Juvenile Delinquency Planning.

Youth in Trouble . . . A Shared Concern. 1970-1971. 231p. LOAN

Addresses to the areas of prevention and control of juvenile delinquency and offers some new alternatives to traditional approaches to the problem. Also speaks of prevention. Calls attention to the need for a continuum of services to children and youth.

CRIMINAL JUSTICE GENERAL READINGS

- Southeastern Correctional Management Training Council.
Behavior Modification and Corrections. by Charles H. Bishop, Jr. LOAN
and Edward B. Blanchard. Corrections Division, Institute of Govern-
ment, University of Georgia, November, 1971. 67p. + Appendixes.
- Provides correctional administrators, program planners, and
practitioners with an understanding of the philosophy, techniques
and methods pertaining to behavioral theory--behavior modification.
- Southeastern Correctional Management Training Council.
Case Studies for Correctional Staff Development Training. by LOAN
Charles Hartness and Charles H. Bishop, Jr. Corrections Division,
Institute of Government, University of Georgia, December, 1971. 114p.
- Presents several examples of cases written for use in correctional
staff development programs. Each case is preceded by a brief commentary
or a learning design describing one possible approach to the study of
the case material.
- Southeastern Correctional Management Training Council.
Readings in Public Employee/Management Relations for Correctional LOAN
Administrators. edited by Joann B. Morton, Kirkwood M Callahan
and Nicholas A. Beadles. Corrections Division, Institute of Govern-
ment, University of Georgia, November, 1973. 154p.
- To assist correctional administrators in understanding develop-
ments in collective activity by employees in their field.
- Southeastern Correctional Management Training Council.
Selected Readings from SCJ Seminars. edited by Mark L. McConkie LOAN
and Joann B. Morton. Corrections Division, Institute of Government,
University of Georgia, April, 1975. 91p.
- Designed to assist correctional managers answer particular
concerns which touch their managerial lives. Readings deal with
planning, organizing, understanding the client, and utilizing vol-
unteers.
- Trudel, Robert J., Marcus, Marvin and Wheaton, Robert J.
Recidivism -- A Selected Bibliography. National Criminal Justice LOAN
Reference Service, Washington, D.C., April, 1976. 26p.
- U.S. Department of Health, Education and Welfare.
Intake Screening Guides; Improving Justice for Juveniles. by Jay LOAN
Olson and George H. Shepard. Washington, D.C., February, 1975. 30p.
- Provides criteria for the screening and referral of youth
coming to the attention of law enforcement and juvenile court
intake. Suggests screening processes at intake levels and pro-
vides criteria for dispositional practices by law enforcement and
juvenile court intake units.

CRIMINAL JUSTICE GENERAL READINGS

- U.S. Department of Health, Education and Welfare.
Strategies for Restructuring the State Department of Youth Services. LOAN
by Yitzhak Bakal. Office of Youth Development, Washington, D.C.,
n.d. 23p.

This article presents an example of one state's almost revolutionary effort to better serve youth in trouble, by closing large training schools and using the community as the site for the processes necessary to effective rehabilitation.

- U.S. Department of Health, Education and Welfare. Social and Rehabilitation Service.
Pros and Cons: New Roles for Nonprofessionals in Corrections. LOAN
Office of Juvenile Delinquency and Youth Development, Washington, D.C.,
1966. 127p.

Explores experimentation with non-professional personnel in correctional institutions and the community. It is further concerned with the development of new human service jobs which can provide new career opportunities for youth. Provides guidelines for agencies interested in such experimentation and job development.

- U.S. Department of Justice.
The Judicial Processing of Assault and Burglary Offenders in Selected California Counties. Analytic Report 7. by Carl E. Pope. LOAN
Criminal Justice Research Center, Washington, D.C., 1975. 43p.

An analysis of sentence outcome with respect to two specific offense groups, assault and burglary offenders.

- U.S. Department of Justice.
Offender-Based Transaction Statistics: New Directions in Data Collection and Reporting. Analytic Report 5. by Carl E. Pope. LOAN
Criminal Justice Research Center, Washington, D.C., n.d. 1v.

Explores the problems and prospects inherent in the application of various sources of criminal justice statistical data to issues of interest and concern to agency personnel, planners, researchers and the public alike.

- U.S. Department of Justice. Law Enforcement Assistance Administration.
The Law Enforcement Assistance Administration: A Partnership for Crime Control. Washington, D.C., n.d. 1v. LOAN

Tells about LEAA, who they sponsor, major achievements, legislation, funding history, programs, etc. Also a section on special services they offer.

- U.S. Department of Justice. National Criminal Justice Information and Statistical Service.
Criminal Victimization in the United States. A Comparison of 1973 and 1974 Findings. Washington, D.C., May, 1976. 74p. LOAN

" . . . the first report from the National Crime Panel program to discuss changes in the rates of selected crimes of violence and theft."

CRIMINAL JUSTICE GENERAL READINGS

U.S. Department of Justice. National Criminal Justice Information and Statistical Service.
Public Opinion Regarding Crime, Criminal Justice and Related Topics. LOAN
Analytic Report 1. by Michael J. Hindelang. Washington, D.C., 1975.
20p.

The primary purpose is to present the results of some national surveys on criminal justice related topics, e.g., the death penalty, marijuana, gun control.

U.S. Department of Justice. National Criminal Justice Information and Statistical Service.
Sentencing of California Felony Offenders. Analytic Report 6. by LOAN
Carl E. Pope. Criminal Justice Research Center, Albany, New York,
1975. 30p.

Examines type and length of sentence with respect to age, sex, race and previous criminal histories of California felony defendants. Differences in sentencing patterns across urban and rural areas are analyzed at lower and superior court levels.

U.S. Department of Justice. National Criminal Justice Information and Statistical Service.
Survey of Inmates of State Correctional Facilities 1974--Advance LOAN
Report. National Prisoner Statistics Special Report, March, 1976.
39p.

Surveys elicited from a representative sample of inmates in State correctional systems extensive information on their social and economic characteristics, criminal and correctional background, adjudication experience, and prison routine. Within these broad areas, particularly detailed information was obtained on preincarceration employment and income, frequency of drug use, offense, length of sentence, and parole patterns of repeat offenders.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Central Police Dispatch. by John J. McDonnell. Office of LOAN
Technology Transfer, Washington, D.C., n.d. 40p. Exemplary
Project.

Provides a detailed description of this project in Muskegon County, Michigan.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Citizen Dispute Settlement. Washington, D.C., December, 1974. LOAN
86p. Exemplary Project.

Offers a constructive answer to a troubling problem: how to provide better service to the public without further burdening an already overloaded system.

CRIMINAL JUSTICE GENERAL READINGS

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Employing Civilians for Police Work. Washington, D.C., July, 1975. LOAN
57p.

Serves as a basis for developing civilian employment programs in police departments.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Ethnic Succession in Organized Crime. Summary Report. by Francis A. J. Ianni. Washington, D.C., December, 1973. LOAN
17p.

Examines the process of ethnic succession in organized crime syndicates. Develops a model of how new member groups organize themselves to achieve the goals shared by members and how these groups develop and enforce rules to maximize their criminal efforts.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Grievance Mechanisms in Correctional Institutions. by Michael Keating, Jr., Virginia A. McArthur, Michael K. Lewis, Kathleen Gilligan Sebelius and Linda R. Singer. Washington, D.C., September, 1975. LOAN
61p.

Evaluates and compares the impact of correctional grievance mechanisms. Administrators, staff and inmates were interviewed, questionnaires given to inmates, and records were examined. The result is a comprehensive guide for designing and implementing equitable grievance procedures which should aid correctional administrators in fashioning an improved grievance process.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

A Guide to Improved Handling of Misdemeanant Offenders. by Tully L. McCrea and Don M. Gottfredson. Washington, D.C., January, 1974. LOAN
122p.

Offers concrete suggestions for improved misdemeanor correctional and lower court practices. Recommendations are based on research and experience of programs across the country. Explores topics such as court delay, pretrial jail detention, use of presentence reports, etc. Alternatives to incarceration are also explored.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Management By Objectives: A Corrections Perspective. by Mark L. McConkie. Washington, D.C., July, 1975. LOAN
45p.

Examines goal setting in the corrections field. Suggests ways of assessing whether managers are accomplishing what they want. Addresses two basic questions: What is management by objectives? How, in step-by-step fashion, can it be implemented in corrections? Provides useful guidance.

CRIMINAL JUSTICE GENERAL READINGS

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

The National Evaluation of the Pilot Cities Program. Executive Summary. by Charles A. Murray and Robert E. Krug. Washington, D.C., November, 1975. 27p. LOAN

Summary report of a new approach to improving criminal justice. Eight cities in the U.S. were selected to demonstrate and evaluate promising ideas and technologies. A small team of criminal justice experts was established in each city to stimulate change, provide technical assistance, and conduct research. The findings are reported here.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

New Environments for the Incarcerated. Washington, D.C., August, 1972. 32p. LOAN

Contains reprints of three articles on correctional architecture which discuss the effects of surroundings on inmates in correctional institutions.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Police Burglary Prevention Programs. by Thomas W. White, Katryna J. Regan, John D. Waller and Joseph S. Wholey. Washington, D.C., September, 1975. 66p. LOAN

Outlines the options available, provides guidance on selecting and coordinating alternative actions, and presents techniques for managing and evaluating operating programs----for carrying out effective prevention programs.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Prisoners in State and Federal Institutions on December 31, 1974. Washington, D.C., June, 1975. 43p. LOAN

Presents information on the number and movement of inmates in Federal and State correctional institutions for 1974 and comparisons of the prison population at the end of each of the years 1971-1974. Also examines the size and distributions of the prison population at national, regional and state levels, the ratio of male to female prisoners, and year-to-year change in the size of the prison population.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Providence Educational Center. Washington, D.C., n.d. 1v. LOAN

Handbook has been prepared to assist local criminal justice administrators, public officials, and other civic leaders interested in proven methods for helping delinquent youths. Provides detailed information needed to design and operate similar programs.

CRIMINAL JUSTICE GENERAL READINGS

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Research . . . Evaluation . . . Technology Transfer. Washington, D.C., LOAN
n.d. 16p.

Booklet is designed to explain how the National Institute of Law Enforcement and Criminal Justice works, describes some areas of investigation and highlights the link between research and action.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

The Right to Counsel in Criminal Cases. The Mandate of Argersinger vs. Hamlin. Executive Summary. by Sheldon Krantz, Paul Froyd, Janis Hoffman, David Rossman and Charles Smith. Washington, D.C., March, 1976. 30p. LOAN

The summary report presents a detailed picture of how indigent defense programs are working. Some suggestions for improvement.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

The Utilization of Experience in Parole Decision-Making. Summary Report. by Don M. Gottfredson, Lislle T. Wilkins, Peter B. Hoffman and Susan M. Singer. Washington, D.C., November, 1974. 22p. LOAN

In collaboration with the U.S. Board of Parole, a study of parole decision-making was completed. This report summarizes that effort and its results, including supplemental reports on various separate but interrelated studies.

U.S. President's Commission on Law Enforcement and Administration of Justice.

Task Force Report: Corrections. Washington, D.C., 1967. 222p. LOAN

Intended to supplement and amplify the discussion of corrections in the general report of the Commission to the President.



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American Bar Association.

Report on Massachusetts Division of Youth Services. by Joseph Adams. LOAN
Juvenile Justice Standards Project, n.p., n.d. 59p.

Survey of a network of programs that provide services to the youth, operated by private agencies.

California.

Juvenile Violence: What It Is, Why It Is, How It Stops. Assembly LOAN
Select Committee on Juvenile Violence, California Legislature, Sacramento, November, 1974. 153p.

Report brings together findings and recommendations, which involve a study and subsequent reform of juvenile law, the establishment of juvenile justice centers, delinquency prevention projects, a study of the rights of young people, alternative community schools and additional supportive legislation.

California.

Riders With a Future. National Youth Project Using Minibikes, Los Angeles, 1974. 24p. LOAN

Annual report, program description and summary.

California.

You and the Establishment. Juvenile Justice Commission and Delinquency Prevention Commission of Placer County, 1970. 20p. LOAN

Provides a guideline and reference.

California. Bureau of Criminal Statistics.

Crime and Delinquency in California -- 1970. Division of Criminal Investigation and Information, n.d. 147p. LOAN

Gives statistics on Juvenile and Adult Corrections, general trends, etc., for the year 1970.

California. Bureau of Criminal Statistics.

Crime and Delinquency in California -- 1971. Division of Criminal Investigation and Information, n.d. 45p. LOAN

Gives statistics on Juvenile and Adult Corrections, general trends, etc., for the year 1971.

California. Bureau of Criminal Statistics.

Crime and Delinquency in California -- 1972. Division of Criminal Investigation and Information, n.d. 66p. LOAN

Gives statistics on Juvenile and Adult Corrections, general trends, etc., for the year 1972.

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California. Bureau of Criminal Statistics.

Juvenile Probation and Detention -- 1971 Reference Tables. Sacramento, LOAN
n.d. 57p.

Contains detailed county statistical data and statewide trends on juvenile delinquency and the administration of juvenile justice in California.

California. Council on Criminal Justice.

Juvenile Delinquency -- The Core Problem. Juvenile Delinquency Task Force, July, 1970. 432p. LOAN

Undertakes to define the dimensions of the delinquency problem in the state, to describe in an evaluative way the organized efforts to cope with the problem, and to suggest intervention strategies for public monies invested.

California. Council on Criminal Justice.

Recent Changes in Juvenile Court Law and the Likely Trends of Further Change. by Arthur Rosett and Sara Adler. n.p., January, 1970. 26p. LOAN

Reviews briefly some significant changes in the juvenile court brought about by court decisions and legislative code revision. Attempts to suggest ways in which this change is likely to proceed in the years ahead.

California. Department of Justice.

Final Report of the Ad Hoc Committee on the Prevention and Management of Conflict and Crime in the Schools. n.p., March, 1975. 32p. LOAN

Findings and key recommendations from the Ad Hoc Committee.

California. Department of the Youth Authority.

California Laws Relating to Youthful Offenders - 1973. Sacramento, 1974. 229p. LOAN

A ready reference to the laws affecting the work of thoes in the criminal justice, delinquency prevention and correctional rehabilitation fields.

California. Department of the Youth Authority.

California Laws Relating to Youthful Offenders - 1974. Sacramento, 1975. 216p. LOAN

A ready reference to the laws affecting the work of thoes in the criminal justice, delinquency prevention and correctional rehabilitation fields.

California. Department of the Youth Authority.

A California Strategy for Preventing Crime and Delinquency. by Doug Knight. Sacramento, January, 1975. 28p. LOAN

Road map providing direction for the development of California programs for crime and delinquency prevention. Outlines the theoretical framework for future planning and program efforts carried out under the auspices of the California Youth Authority.

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California. Department of the Youth Authority.
Characteristics of California Youth Authority Wards. Sacramento, LOAN
June, 1972. 48p.

California. Department of the Youth Authority.
Characteristics of California Youth Authority Wards. Sacramento, LOAN
June, 1974. 42p.

California. Department of the Youth Authority.
Comparative Effectiveness of Behavior Modification and Transactional LOAN
Analysis Programs for Delinquents. by Carl F. Jesness. Sacramento,
December, 1974. 69p.

Presents an updated summary of the Youth Center Research Project.

California. Department of the Youth Authority.
A Comparative Study of the Community Parole Center Program. Sac- LOAN
ramento, January, 1973. 79p. Research Report No. 63.

Describes this program and compares the seven centers which are in highly concentrated delinquency areas.

California. Department of the Youth Authority.
A Comparison of Admission Characteristics of Youth Authority Wards LOAN
1970-1976. Sacramento, April, 1977. 19p.

California. Department of the Youth Authority.
A Comparison of Characteristics of Youth Authority Wards in Institu- LOAN
tions and on Parole; June 30 each year, 1966-1974. Sacramento,
September, 1975. 21p.

California. Department of the Youth Authority.
Compensatory Education 1970-71. Program Description and Evaluation. LOAN
Sacramento, December, 1971. 49p.

Summary and evaluation of Compensatory Education projects. Places emphasis on evaluating whether projects are accomplishing the intent of guidelines set forth by the Department of Education of California.

California. Department of the Youth Authority.
Compensatory Education 1974-75. Program Description and Evaluation. LOAN
Sacramento, March, 1976. 94p.

Has general program information, program description and evaluation of individual school projects, and summary and recommendations of each California Youth Authority school.

California. Department of the Youth Authority.
The Cooperative Behavior Demonstration Project. by Carl F. Jesness, LOAN
Tom S. Allison, Paul M. McCormick, Robert F. Wedge and Mary Lynn Young.
Sacramento, April, 1975. 207p.

Final report, presents findings on the project for the three year period.

JUVENILE JUSTICE

California. Department of the Youth Authority.

The Cooperative Behavior Demonstration Project--Part II. A Training Manual in Contingency Contracting. by Mary Lynn Young, Tom S. Allison, Paul McCormick and Carl F. Jesness. Sacramento, n.d. 1v. LOAN

A manual in juvenile-corrections casework.

California. Department of the Youth Authority.

A Demonstration Project: Differential Treatment Environments for Delinquents. 2nd Year Progress Report. by John W. Pearson, Sharlene E. Haire and Ted B. Palmer. Sacramento, August, 1968. 135p. LOAN

An overview of the program and major project developments, a summary of the operation and development of the group homes, general discussion in regard to research goals.

California. Department of the Youth Authority.

Differential Education Project--2nd Year Report. Sacramento, n.d. 53p. LOAN

Focuses on facilitating the inclusion of an affective dimension into the school experience of YA wards. This report presents the performance objectives and data which has been accumulated since the initiation of the project.

California. Department of the Youth Authority.

Directory of Juvenile Justice and Delinquency Prevention Commissions. Sacramento, 1974. 38p. LOAN

A breakdown county by county of these commissions.

California. Department of the Youth Authority.

Employment and Employability Among California Youth Authority Wards: A Survey. by Joachim P. Seckel. Sacramento, August, 1962. 49p. LOAN

Results of a survey designed to shed lights on the employment problems of Youth Authority parolees and to delineate some crucial factors related to parolee job success.

California. Department of the Youth Authority.

Increased Parole Effectiveness Program. Progress Report #1. Sacramento, July, 1971. 15p. + Appendixes. LOAN

Progress Report #2. October, 1971. 16p. + Appendixes.

Progress Report #3. February, 1972. 20p. + Appendixes.

Progress Report #4. May, 1972. 19p.

Final Report. February, 1974. 74p.

California. Department of the Youth Authority.

Increased Parole Effectiveness--2nd Year Project Proposal. Sacramento, n.d. 1v. LOAN

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California. Department of the Youth Authority.
An Evaluation of the Correctional Management and Justice System Project -- O.H. Close School. Sacramento, n.d. 36p. LOAN

Presents preliminary data relative to the evaluation of the Integrated Correctional Management and Justice System at O.H. Close.

California. Department of the Youth Authority.
Proposal for an Evaluation of Diversion Within Selected Youth Services Systems. Sacramento, June, 1972. 19p. + Appendixes. LOAN

California. Department of the Youth Authority.
The Evaluation of Juvenile Diversion Programs. Sacramento, November, 1975. 134p. LOAN

Describes the programs and provides data for the selection of a sub-sample of projects for intensive evaluation.

California. Department of the Youth Authority.
The Evaluation of Juvenile Diversion Programs; Survey of Diversion Programs. Sacramento, November, 1975. 134p. LOAN

Describes programs and provides data on the same.

California. Department of the Youth Authority.
An Evaluation of the Youth Conservation Camp Basic Employability Skills Program. Sacramento, August, 1975. 47p. LOAN

California. Department of the Youth Authority.
Final Evaluation of Ward Grievance Procedure at Karl Holton School. Sacramento, November, 1974. 161p. LOAN

Presents information gathered during the first year's operation of Ward Grievance Procedure Project at Karl Holton School.

California. Department of the Youth Authority.
Follow-Up of Wards Discharged From CYA During 1965. Sacramento, February, 1973. 16p. LOAN

Shows what has happened to wards that were paroled in 1965.

California. Department of the Youth Authority.
The Group Home Project: An Exploration into the Use of Group Homes for Delinquents in a Differential Treatment Setting. by John W. Pearson. Sacramento, February, 1970. 24p. LOAN

Presents an overview of the Group Home Project, shares selected experiences, offers some tentative conclusions.

California. Department of the Youth Authority.
A Guide To Treatment Programs. Sacramento, August, 1972. 49p. LOAN

Highlights and describes the kinds of programs the CYA has.

JUVENILE JUSTICE

California. Department of the Youth Authority.
The Impact of Living-Unit Size in Youth Training Schools; A Review of Selected Evidence. by Doug Knight. Sacramento, April, 1971. 52p. LOAN

Evidence is presented regarding the effects of living-unit size (living-unit population) in youth corrections institutions and psychiatric institutions.

California. Department of the Youth Authority.
Institutional Experience Summary--1971 Parole Releases. Sacramento, August, 1973. 27p. LOAN

Presents data obtained from the IES form during the calendar year 1971, and relates this data to 15 months parole exposure.

California. Department of the Youth Authority.
The Jesness Inventory: Development and Validation. by Carl F. Jesness. Sacramento, March, 1962. 63p. LOAN

Describes the construction and validation of an inventory developed as part of the Fricot Ranch School Project.

California. Department of the Youth Authority.
Juvenile Detention and Placement in Region L. Sacramento, August, 1974. 92p. LOAN

Report of a study of juvenile detention and placement in Alpine, Amador, Calaveras and Tuolumne Counties. Contains specific recommendations derived from an analysis of past and present practices in the counties and considers real and potential resources.

California. Department of the Youth Authority.
Law Libraries in California Youth Authority; The Right to Legal Assistance. Sacramento, September, 1975. 29p. LOAN

Provides information relative to the use of law libraries within the California Youth Authority's institutions and furnishes data useful to administrators in supervising present operations and in planning for future needs.

California. Department of the Youth Authority.
List of Recruitment Resources for Spanish Surnamed Persons, Blacks, Native Americans, Filipino Americans and Asian Americans. Sacramento, February, 1975. 27p. LOAN

California. Department of the Youth Authority.
The Los Angeles Community Delinquency Control Project: An Experiment in the Rehabilitation of Delinquents in an Urban Community. by Esther M. Pond. Sacramento, September, 1970. 51p. + Appendixes. LOAN

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- California. Department of the Youth Authority.
The Marshall Program--Assessment of a Short-Term Institutional Treatment Program, Part II: Amenability to Confrontive Peer-Group Treatment. by Doug Knight. Sacramento, August, 1970. 92p. LOAN
- Assesses amenability to Marshall Program's short-term, intensive group treatment which operates at the Youth Authority's Southern Reception Center-Clinic, Norwalk, California.
- California. Department of the Youth Authority.
Model Parole Workload System Project. Sacramento, January, 1973. 91p. LOAN
- The final report of this project, based on several bodies of data accumulated during the operational phase, is a comprehensive assessment of the Bakersfield parole workload system.
- California. Department of the Youth Authority.
The Offender Data File; A System Overview. Sacramento, September, 1975. 65p. LOAN
- Provides a general description of the Offender Data File System in operation at the California Youth Authority as of June 30, 1975.
- California. Department of the Youth Authority.
Operation Recreation; A Demonstration Project at Two California Youth Authority Institutions. by Robert E. Meyers, Jr. and Cleveland Williams. Sacramento, April, 1970. 40p. + Appendixes. LOAN
- California. Department of the Youth Authority.
An Overview of Issues Central to the Use of Group Homes for Youthful Offenders. by Sharlene Haire and Ted Palmer. Sacramento, November, 1969. 47p. LOAN
- Contains a brief review of the nature and scope of the Group Home Project and of the larger experiments of which it is a part.
- California. Department of the Youth Authority.
Philosophy and Procedures in Juvenile Court. Sacramento, n.d. 40p. LOAN
- Prepared to facilitate a better understanding of the juvenile court under the California code sections and case law.
- California. Department of the Youth Authority.
Procedures and Criteria for Referral of Juvenile Court Cases to the Youth Authority. Sacramento, October, 1975. 1v. LOAN
- California. Department of the Youth Authority.
Procedures and Criteria for Referral of Young Adults to the Youth Authority. Sacramento, October, 1974. 9p. + Appendixes. LOAN

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California. Department of the Youth Authority.
Program Evaluation Report On: Community Parole Center Program. LOAN
Sacramento, July, 1975. 88p. + Appendixes.

An evaluation of the Community Parole Center Program which includes program description, major findings and recommendations.

California. Department of the Youth Authority.
Program Evaluation Report On: Vocational Rehabilitation Program (Parole Phase). LOAN
Sacramento, June, 1975. 48p.

Contains the evaluation of the cooperative program between the Department of Youth Authority and the Department of Rehabilitation to provide vocational rehabilitation services to parolees.

California. Department of the Youth Authority.
A Program Monitoring and Evaluation System: A Plan for the CYA. LOAN
Sacramento, July, 1975. 169p.

"A working paper to serve as the basis for implementing a broader program monitoring and evaluation system . . . to determine which individual programs or program activities are efficient and effective, and how they can be improved."

California. Department of the Youth Authority.
Reading and Recidivism. LOAN
Sacramento, September, 1971. 19p.

Raises the question, "Does improving the reading skills of 14 to 20 year old CYA wards help them to become less delinquent?"

California. Department of the Youth Authority.
Report to the Criminal Law Institute for Superior Court Judges. LOAN
Sacramento, February, 1976. 50p.

Provides a narrative report of Departmental activities during 1975 and separate articles on key issues, studies and projects upon which the Youth Authority especially focused during the year.

California. Department of the Youth Authority.
Report to the Institute for Juvenile Court Judges and Referees. LOAN
Sacramento, March, 1976. 50p.

Provides a narrative report of Departmental activities during 1975 and separate articles on key issues, studies and projects upon which the Youth Authority especially focused during the year.

California. Department of the Youth Authority.
Right To Be Heard. Evaluation of the Ward Grievance Procedure in LOAN
the Youth Authority. Sacramento, July, 1975. 155p.

Shows statistics on how many ward grievances have been filed in break downs by institutions, subjects, how many filed by month, etc.

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California. Department of the Youth Authority.
School Attendance and Recidivism for the Santa Clara Liaison Project. LOAN
by Lynne Guttman and Gareth S. Ferdun. Sacramento, May, 1972. 16p.

California. Department of the Youth Authority.
Some Statistical Facts on the California Youth Authority. Sacra- LOAN
mento, November, 1973. 30p.

Some Statistical Facts on the California Youth Authority. Sacra- LOAN
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Some Statistical Facts on the California Youth Authority. Sacra- LOAN
mento, December, 1975. 30p.

California. Department of the Youth Authority.
Stance and Techniques of Matched NX, NA, MP-CFC, CFM and I₂ Workers. LOAN
by Ted B. Palmer and Guy W. Grenny. Sacramento, Fall, 1971.
35p.

A self-description of the treatment methods used as well as rejected by five groups of low caseload parole agents at California's Community Treatment Project.

California. Department of the Youth Authority.
Standards for Juvenile Homes, Ranches and Camps. Sacramento, May, LOAN
1972. 57p.

Presents minimum standards for juvenile homes, ranches and camps. Should not be regarded as the ultimate objective in developing effective rehabilitation programs.

California. Department of the Youth Authority.
Subsidy; Criminal and Juvenile Court Probation Caseloads--Fiscal LOAN
Years 1972-73, 1973-74. Sacramento, n.d. 33p.

Describes movements and characteristics of the probation caseloads of "special supervision programs" in operation throughout the state during the fiscal years 1972-73 and 1973-74. Compares this data with comparable data describing regular probation caseloads during the same time.

California. Department of the Youth Authority.
Survey of Delinquency Prevention Commissions-1974. Sacramento, n.d. LOAN
2p. + Appendix.

California. Department of the Youth Authority.
Survey of Juvenile Justice Commissions-1974. Sacramento, n.d. LOAN
4p. + Appendix.

California. Department of the Youth Authority.
A Synopsis of California's Group Home Project Final Report. (Differ- LOAN
ential Placement of Delinquents in Group Homes) by Ted Palmer.
Sacramento, Spring, 1972. 14p.

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California. Department of the Youth Authority.
Ward Programing and Clinic Services Study. Sacramento, February, 1975. 113p. LOAN

Designed to examine the acceptance, reception, case planning, and program assignment functions carried out by the Parole and Institutions Branch of the Youth Authority.

California. Department of the Youth Authority.
Youth Service Bureaus in California; A Progress Report. by Elaine B. Duxbury. Sacramento, January, 1971. 62p. + Appendixes. LOAN

California. Department of the Youth Authority.
Youth Service Bureaus--A First Year Report to the California Legislature. Sacramento, January, 1970. 1v. LOAN

Evaluation of the effectiveness of the Youth Service Bureaus.

California. Department of the Youth Authority.
Youth Service Bureaus--A National Study. Sacramento, n.d. 359p. LOAN

Final report on the study of Youth Service Bureaus, useful in developing priorities and policies for similar programs.

California. Department of the Youth Authority.
Youth Service Bureaus; Stnadards and Guidelines. Draft. Sacramento, February, 1975. 59p. LOAN

Colorado.
The Integration of Services for the Prevention of Delinquency. by Rex Ageton. Center for Action Research, University of Colorado, October, 1971. 8p. LOAN

Presents a model of the needs of youth. Attempts to bring into focus the necessity of coordinating available resources at the community level in order to provide alternatives to incarceration.

Colorado.
National Strategy for Youth Development and Delinquency Prevention and Conceptual Issues. Center for Action Research, University of Colorado, October, 1971. 100p. LOAN

A preliminary statement that represents a positive approach to present day youth unrest.

Colorado.
A Selected Bibliography: Youth Development and Delinquency Prevention. Center for Action Research, University of Colorado, October, 1971. 9p. LOAN

Selection of standard works and current writing on youth and delinquency.

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Colorado.

Theories of Deviant Behavior. by Patrick Jobes, Ph.D. Center for Action Research, University of Colorado, October, 1971. 26p. LOAN

Colorado. Department of Health, Education and Welfare.

Youth Development Workshops. Boulder, Colorado, June, 1976. 212p. LOAN

Darrow, Frank M.

Stop Crime As Soon As Possible. n.pub., n.p., 1975. 36p. LOAN

Talks about delinquency and when it starts, diversion programs. Bibliography included.

Discretionary Disposition of Juvenile Offenders: A Training Exercise.

COMEX Research Project, University of Southern California, March, 1972. 66p. LOAN

A decision making simulation for training police patrol and juvenile officers.

Empey, LaMar and Lubeck, Steven G.

A Framework for the Construction of Prevention Strategies. n.pub., n.p., February, 1970. 31p. + References. LOAN

A review that will provide a useful preface to a discussion of prevention strategies.

Georgia.

Profile of Recidivism. by John R. Scanlon and Victor L. Harville. Division for Children and Youth, Department of Family and Children Services, August, 1966. 96p. LOAN

Report on a follow-up of 239 delinquents released from Georgia Training Schools -- fiscal year 1961-1962.

Goodwill Industries of America.

Volunteers in Rehabilitation Series. National Auxiliary to Goodwill Industries, 1973. LOAN

- #1 Why Involve Volunteers in a Rehabilitation Facility? 21p.
- #2 How Volunteers Can Help in a Rehabilitation Facility. 55p.
- #3 How to Organize a Volunteer Program in a Rehabilitation Facility. 23p.
- #4 How to Administer a Volunteer Program in a Rehabilitation Facility. 61p.
- #5 How to Recruit Volunteers in a Rehabilitation Facility. 29p.
- #6 How to Interview and Place Volunteers in a Rehabilitation Facility. 37p.
- #7 How to Prepare Volunteers to Help in a Rehabilitation Facility. 51p.
- #8 How to Supervise and Evaluate Volunteers in a Rehabilitation Facility. 36p.
- #9 How to Motivate Volunteers in a Rehabilitation Facility. 24p.
- #10 How to Incorporate Group Volunteering in a Rehabilitation Facility. 23p.
- #11 How to Assure Responsible Volunteering in a Rehabilitation Facility. 36p.
- #12 Catalog of Resources Volunteering in Rehabilitation Facilities. 44p.

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Grant, J. Douglas.

Delinquency Prevention Through Participation in Social Change. LOAN
Social Action Research Center, Inc., Oakland, California, February,
1970. 33p.

Presents new career models for delinquency prevention. The major thrust is to provide a means whereby youth can become participants in constructive approaches to social change through established institutions.

A Guide for Parents and Youth.

El Cerrito Police Department, California, n.d. 32p. LOAN

Written in simple to understand terms, this booklet is intended to help parents and their children understand the process of developing civic responsibility.

Hawaii.

Basketball 1975, A Delinquency Prevention Project. Honolulu, n.d. LOAN
59p. + Appendix.

Outlines program, gives description of program, and progress.

Jesness, Carl F., DeRisi, William J., McCormick, Paul M. and Wedge, Robert F.

The Youth Center Research Project. Part II. n.p., July, 1972. LOAN
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Appendixes.

Johnson, Thomas, Dr.

Guidelines for Discipline. The Youth Service Bureau and San Diego LOAN
County Probation Department.

A psychiatrists summary of helpful suggestions and guidelines for discipline.

Juvenile and Family Courts.

A legal bibliography. n.d. 110p. LOAN

Bibliography of subjects from Child Abuse to Waiver.

Karl Holton Behavior Modification Program and Contract Manual.

Reprinted from: The Youth Center Research Project, 1972. lv. LOAN

Describes program, how it works, why, etc.

Kentucky.

Alternatives to Detention; 1973-1974 Evaluation. Metropolitan LOAN
Social Services Department, Office of Research and Planning, Louis-
ville/Jefferson County, February, 1975. 19p.

Designed to provide short-term emergency shelter care facilities to those children who have committed a delinquent act and are in need of care and supervision, but do not require secure detention.

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Kentucky.

Kentucky Juvenile Defender Program. Lesington, n.d. 8p. LOAN

Gives basic outline of the program, which provides legal representation and treatment alternatives for indigent children in the Bluegrass Region of Central Kentucky.

Kentucky.

MSSO--Juvenile Court 1972. Office of Research and Planning. Metro- LOAN
politan Social Services Department, Louisville, 1972. 75p.

1971 Annual Report deals with juveniles referred to the Jefferson County Juvenile Court and represents only a portion of the clients served by the Metropolitan Social Services Department (MSSO).

Larson, Charles.

Guided Group Interaction; Theory and Method. Department of Court LOAN
Services, Hennepin County, Minneapolis, Minnesota, July, 1970. 71p.

Describes the Family Group Program at the Hennepin County Home School in Glen Lake, Minnesota.

Law Enforcement Program Summaries; Diversion and Intervention.

n.p., n.d. 5p. LOAN

Summaries of California Law Enforcement programs.

Laws for Youth.

Long Beach Police Department, California, n.d. 23p. LOAN

Summaries and interpretations of laws of major concern to youth and their parents living in the city of Long Beach.

Lisle, James D. and O'Connor, Patrick D.

Diversion Counseling Manual. n.p., 1975. 69p. LOAN

Attempts to provide a prespective of diversion.

Michigan.

Delinquency Prevention in Focus. Oakland County Youth Assistance LOAN
Program, Pontiac, n.d. 25p.

Gives program description of Youth Assistance Program. A citizen involvement action plan on the local level--citizens who are interested and concerned and who are willing to give of their time and skills.

National Advisory Commission on Criminal Justice Standards and Goals.

Changing Youth Values and Roles. Community Crime Prevention Task LOAN
Force, n.p., October, 1972. 59p. + References.

JUVENILE JUSTICE

National Science Foundation.

Juvenile Delinquency Prevention Programs. Research Applied to National Needs, Division of Social Systems and Human Resources, Washington, D.C., October, 1974. 86p. LOAN

Gives an overview of the state of the literature on juvenile delinquency prevention programs. Also specifies program areas which show promise for providing some degree of success and those areas which have clearly failed to make any progress toward the goal of prevention.

Ohio.

Open Doors: An Inventory of Social Services for Youth in Franklin County. The Academy for Contemporary Problems, League of Women Voters of Ohio, 1975. 76p. LOAN

An inventory of non-judicial services available to troubled youth in metropolitan Central Ohio.

Ohmart, Howard.

An Exercise in Rationality or Nine Ways to Prevent Delinquency. California Youth Authority Quarterly, Summer, 1970. 11p. LOAN

Offers a kind of "thumbnail" summary of the concepts and proposals advanced by nine social scientists on delinquency prevention.

Palmer, Ted B.

The Community Treatment Project in Perspective: 1961-1973. Youth Authority Quarterly, Winter, 1973. 22p. LOAN

Describes the main features of the Community Treatment Project, then reviews the basic research findings.

Phillips, Elery L., Wolf, Montrose M., Bailey, Jon S. and Fixsen, Dean L. The Achievement Place Model: Community Based, Family Style, Behavior Modification Programs for Pre-Delinquents. University of Kansas, February, 1970. 68p. LOAN

Describes the Achievement Place model, an educational environment designed to overcome the behavioral deficiencies of the pre-delinquent in his community.

President's Commission on Law Enforcement and Administration of Justice. Juvenile Delinquency and Youth Crime. Task Force Report. Washington, D.C., 1967. 428p. LOAN

Contains several papers written on the title subjects.

Thresholds, A Place To Get It Together.

Oakland, California, n.d. 1v. LOAN

A community based Juvenile Delinquency Prevention and Control project designed to reduce the high rate of delinquency in the East Oakland area. Gives brief program description.

JUVENILE JUSTICE

Turner, Estelle J. and Palmer, Ted B.

The Utility of Community-Based Group Homes for Delinquent Adolescent Girls. Journal of the American Academy of Child Psychiatry, Cambridge, Massachusetts, 1971. 22p. LOAN

U.S. Department of Health, Education and Welfare.

Helping Youth. by Charles F. Grosser. Social and Rehabilitation Service, n.d. 72p. LOAN

In-depth study of six projects that were designed to develop comprehensive community action programs to deal with basic causes of juvenile delinquency, and received support from the Office of Juvenile Delinquency and Youth Development.

U.S. Department of Health, Education and Welfare.

Law As An Agent of Delinquency Prevention. by Ted Rubin. Youth Development and Delinquency Prevention Administration, 1971. 60p. LOAN

Presents a blueprint for utilizing the law as a primary agent to help prevent delinquency.

U.S. Department of Health, Education and Welfare.

Legislative Guide for Drafting State-Local Programs on Juvenile Delinquency. Youth Development and Delinquency Prevention Administration, n.d. 40p. LOAN

Intended to provide suggestions for the development of legislation for programs of delinquency prevention and treatment administered by State and local public agencies.

U.S. Department of Health, Education and Welfare.

A Situational Approach to Delinquency Prevention. by Lloyd E. Ohlin. Youth Development and Delinquency Prevention Administration, 1970. 17p. LOAN

Comments on the broad subject of delinquency prevention strategies.

U.S. Department of Health, Education and Welfare.

Toward a Political Definition of Juvenile Delinquency. by John M. Martin. Youth Development and Delinquency Prevention Administration, 1970. 17p. LOAN

Examines the juvenile justice system, especially the relationship between that system and those most affected by its decisions.

U.S. Department of Health, Education and Welfare.

Youth and Violence. by Marvin E. Wolfgang. Youth Development and Delinquency Prevention Administration, 1970. 91p. LOAN

A comprehensive study of the relationship of young people to violence.

JUVENILE JUSTICE

U.S. Department of Justice.
Diversion of Youth From the Juvenile Justice System. Program Announcement. Law Enforcement Assistance Administration, Office of Juvenile Justice and Prevention, April, 1976. 1v. LOAN

Contains all the necessary information pertaining to the preliminary application for Federal assistance under this national program.

U.S. Department of Justice.
Office of Juvenile Justice and Delinquency Prevention -- First Annual Report. Vol. I. Law Enforcement Assistance Administration, September, 1975. 1v. LOAN

Outlines the activities of the Office of Juvenile Justice since it's creation. Also reports the entire Federal effort in delinquency prevention and juvenile justice.

U.S. Department of Justice. National Criminal Justice Information and Statistics Service.
Children in Custody. Washington, D.C., n.d. 69p. LOAN

A report on the Juvenile Detention and Correctional Facility Census of 1971.

U.S. Department of Justice. National Criminal Justice Information and Statistics Service.
New Directions in Processing of Juvenile Offenders: The Denver Model. by Lawrence E. Cohen. Washington, D.C., 1975. 21p. LOAN

Describes how the Denver Juvenile Court processes youthful offenders.

U.S. Department of Justice. National Institute of Law Enforcement and Statistics Service.
Central Police Dispatch. An Exemplary Project. Washington, D.C., n.d. 14p. LOAN

Provides a general description of the Central Police Dispatch system of Muskegon County, Michigan.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Community-Based Corrections in Des Moines. An Exemplary Project. by David Boorkman, Ernest J. Fazio, Jr., Noel Day and David Weinstein. Washington, D.C., November, 1976. 88p. + Appendix. LOAN

The Des Moines Community-Based Corrections program has achieved substantial economics while improving the delivery of corrections services. The background and operations are described in this book.

JUVENILE JUSTICE

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Controlled Confrontation. The Ward Grievance Procedure of the California Youth Authority. An Exemplary Project. Washington, D.C., February, 1976. 15p.

LOAN

Briefly describes the procedure, how well it works and if it can be used in other situations.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Cost Analysis of Correctional Standards: Alternatives to Arrest. Vol. II. by Susan Weisberg. Washington, D.C., October, 1975. 69p. + Appendix.

LOAN

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Cost Analysis of Correctional Standards: Halfway Houses. Vol. I. by Donald J. Thalheimer, Washington, D.C., November, 1975. 19p.

LOAN

Intended for use as a reference to the policy issues surrounding halfway houses, particularly those related to cost. Also designed as a companion reference to Volume II.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Cost Analysis of Correctional Standards: Halfway Houses. Vol. II. by Donald J. Thalheimer. Washington, D.C., October, 1975. 108p. + Appendixes.

LOAN

Provides detailed, technical description of estimation techniques applicable to estimating halfway house costs for a particular jurisdiction and presents detailed findings of the cost analysis.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Cost Analysis of Correctional Standards: Pretrial Diversion. Vol. I. by Ann M. Watkins. Washington, D.C., October, 1975. 22p.

LOAN

Provides a brief background on the corrections standard.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Cost Analysis of Correctional Standards: Pretrial Diversion. Vol. II. by Ann M. Watkins. Washington, D.C., October, 1975. 63p. + Appendixes.

LOAN

Provides a detailed technical description of estimation techniques applicable in analyzing the cost of diversion in any local jurisdiction.

JUVENILE JUSTICE

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Diversion from the Juvenile Justice System. by Donald R. Cressey and Robert A. McDermott. Washington, D.C., January, 1974. 36p. LOAN

" . . . presents a profile of diversion policies and practices in one state."

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Exemplary Projects. Office of Technology Transfer. Washington, D.C., September, 1976. 20p. LOAN

Shortly outlines exemplary projects that were designated in January, 1975 through June, 1976, and a few that were designated before January, 1975. Also outlines the eligibility standards for becoming an exemplary project.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Family Crisis Counseling: An Alternative to Juvenile Court. An Exemplary Project. Washington, D.C., n.d. 6p. LOAN

Provides a general description of the Sacramento Diversion Project.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Juvenile Diversion Through Family Counseling. An Exemplary Project. Washington, D.C., January, 1976. 7p. LOAN

The Sacramento Diversion Project presents an important new approach to a continuing problem: how to deal effectively with runaways, youth "beyond control" of their parents, unmanageable youths and other troubled adolescents.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

New Approaches to Diversion and Treatment of Juvenile Offenders. Criminal Justice Monograph, Washington, D.C., June, 1973. 202p. LOAN

Discusses a variety of approaches to the handling of juvenile offenders, with an emphasis on diverting the juvenile from the criminal justice system.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

The Philadelphia Neighborhood Youth Resources Center. An Exemplary Project. Washington, D.C., n.d. 130p. LOAN

Gives detailed description of the project.

JUVENILE JUSTICE

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Prosecution in the Juvenile Courts; Guidelines for the Future. LOAN
Monograph. by M. Marvin Finkelstein, Ellyn Weiss, Stuart Cohen and Stanley Z. Fisher. Washington, D.C., December, 1973. 109p.

Analyzes the functions of the prosecutor in the juvenile system. The prosecution system in the Boston Juvenile Court was examined and procedures surveyed in a number of other cities. Findings show a wide disparity in practice, and the authors believe, in the quality of justice dispensed. Study recommends that juvenile courts adopt a modified version of the prosecutor--defender structure which has long served the adult criminal justice system. Included are guidelines for such a juvenile prosecution system.

Vinter, Robert D., Downs, George and Hall, John.

Juvenile Corrections in the States: Residential Programs and Deinstitutionalization. A Preliminary Report. National Assessment of Juvenile Corrections, University of Michigan, November, 1975. 80p. LOAN

Presents analysis of the residential services provided by state agencies for young offenders in their care and custody.

Vinter, Robert D., Newcomb, Theodore M. and Kish, Rhea, eds.

Time Out; A National Study of Juvenile Correctional Programs. LOAN
National Assessment of Juvenile Corrections, University of Michigan, June, 1976. 250p.

Presents descriptive findings of these programs.

Warren, Marguerite Q.

A Differential Intervention Model Aimed At Pre-Delinquent and Other Vulnerable Children. n.pub., n.p., February, 1970. 46p. LOAN

Focuses on prevention strategies aimed at vulnerable individuals rather than on strategies aimed at improving society.

Woods, Joseph D.

Westminster Mountaineers. n.pub., n.p., 1972. 13p. LOAN

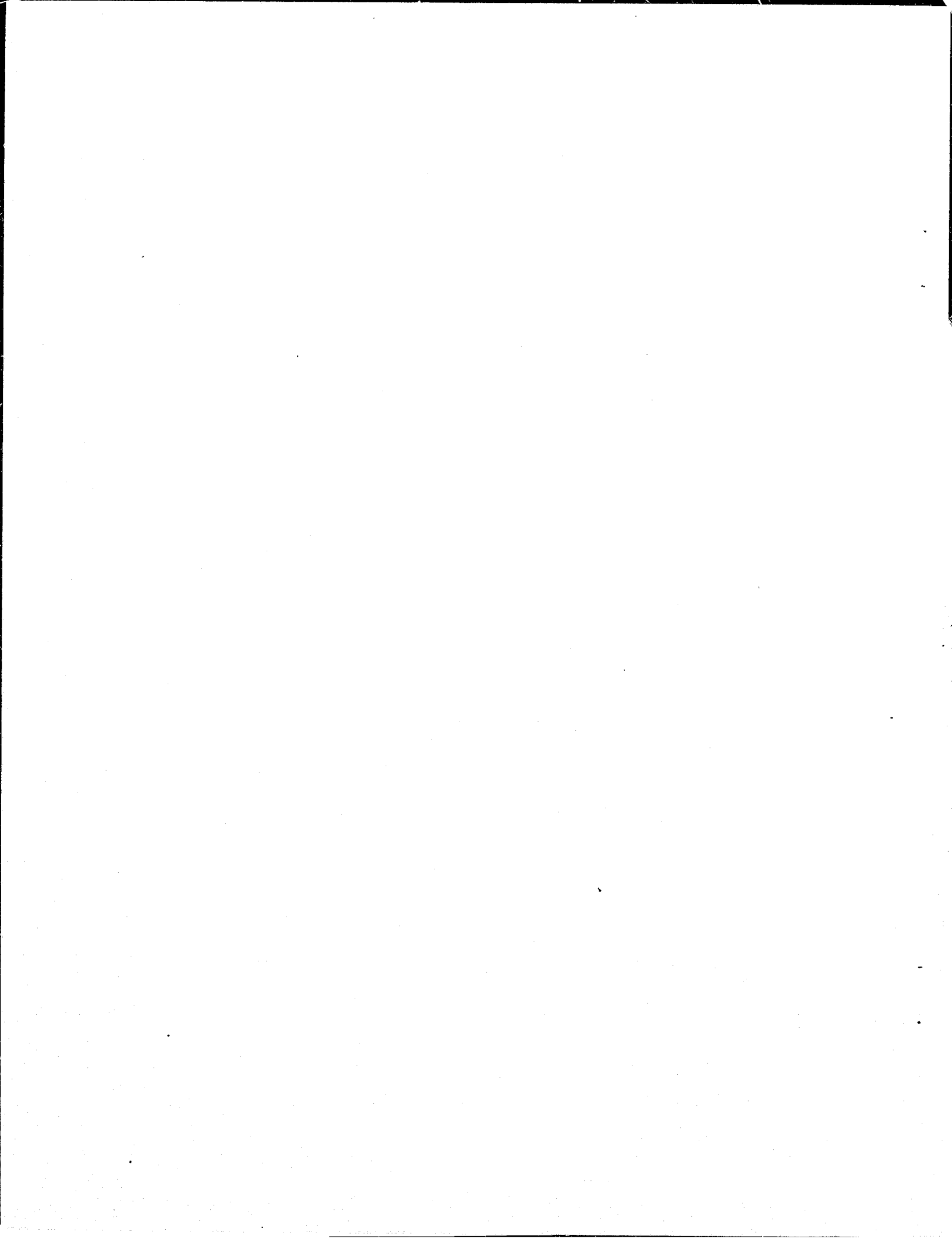
Program description and diary of backpacking trip on August 19-26, 1972.

Youth Development and Delinquency Prevention Administration.

Program Plan, Fiscal Year 1974-1978. 100p. LOAN

ADULT CORRECTIONS





ADULT CORRECTIONS

California. Department of Justice.

Adult Probation in California--1973. Bureau of Criminal Statistics, LOAN
Sacramento, n.d. 74p.

This report includes county reference information. An introduction and statistical summary are followed by detailed county reference tables showing various characteristics of probationers and their movement within the probation process.

Canada.

Native Peoples and Justice. Communication Division, Ministry of LOAN
the Solicitor General, 1975. 59p.

Reports on the National Conference and the Federal-Provincial Conference on Native People and the Criminal Justice System, held in Edmonton, February, 1975.

Illinois. Department of Corrections.

Population Analysis of the Illinois Adult Prison System. Division LOAN
of Research and Long Range Planning, December, 1972. 12p.

Statistical data i.e.; population by offense, ages when received, education, place of birth.

London.

Field Wing Bail Hostel: The First Nine Months. by Frances Simon LOAN
and Sheena Wilson. Her Majesty's Stationery Office, 1975. 55p.

Field Wing is an experiment in housing for men remanded on bail, particularly those who had not previously been in custody. This report presents findings on the way the courts used Field Wing, the type of men sent there and their response. Some problems encountered in administration are also examined.

McArthur, Virginia A.

From Convict to Citizen: Programs for the Woman Offender. District LOAN
of Columbia Commission on the Status of Women. Washington, D.C.,
June, 1974. 38p.

This booklet was designed to acquaint community groups across the country with the problems of women offenders and to describe some programs that can be duplicated by volunteer groups to assist women offenders at all stages of the criminal justice process.

Operation Pathfinder.

Mentec Corporation, Los Angeles, California, n.d. 29p. LOAN

Quarterly report for the period January 1, 1971 through March 31, 1971 on a special manpower project.

ADULT CORRECTIONS

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Intensive Evaluation for Criminal Justice Planning Agencies. by LOAN
Donald R. Weidman, John D. Waller, Dona MacNeil, Francine L. Tolson
and Joseph S. Wholey. Washington, D.C., July, 1975. 64p.

Based on recent experiences of criminal justice planning agencies and other state, local and federal agencies.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

The Major Offense Bureau; Bronx County District Attorney's Office, LOAN
New York. An Exemplary Project. Washington, D.C., November, 1976.
15p.

Summarizes the Bronx experience in organizing a special unit to prosecute the most serious felony cases.

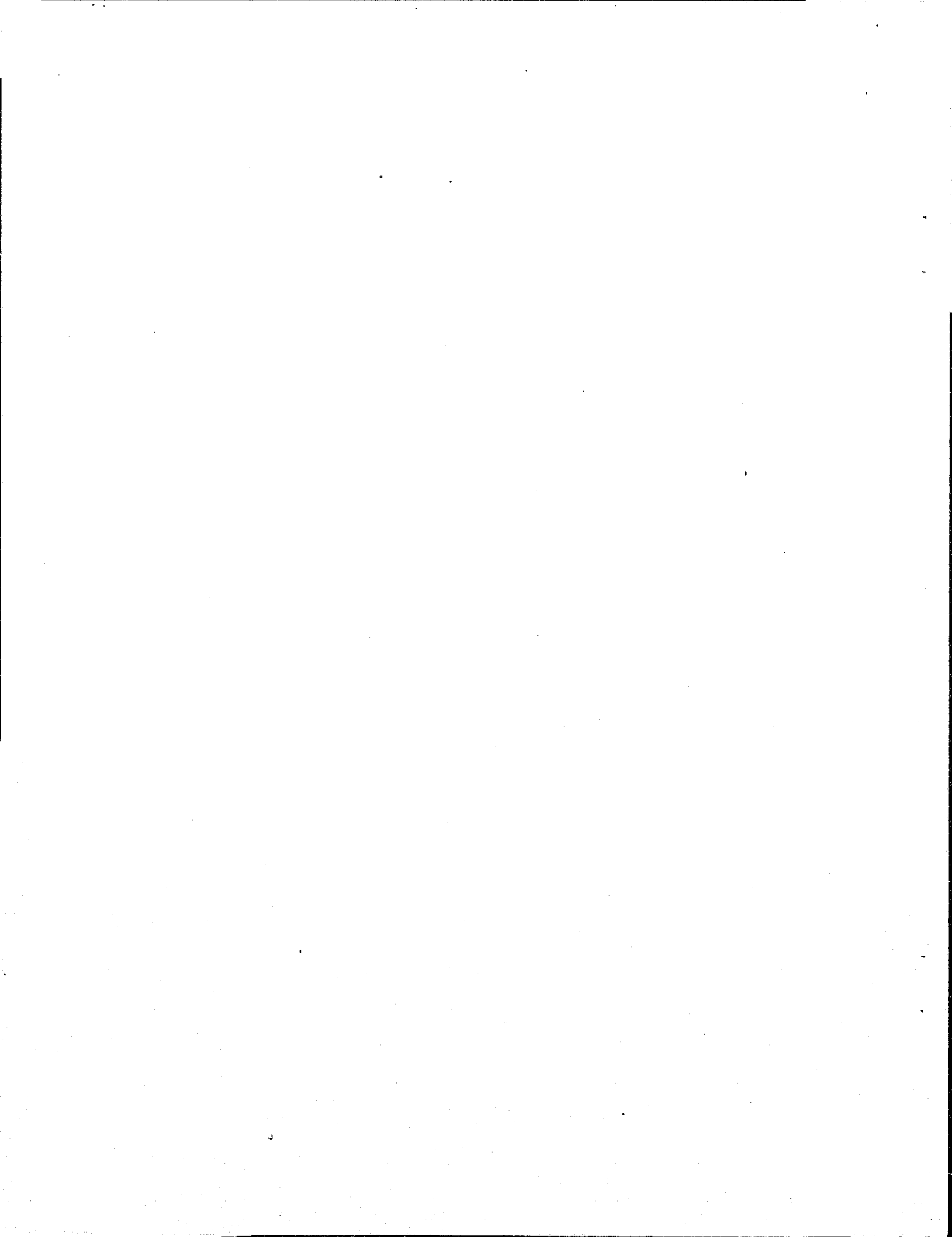
U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Prosecutorial Discretion: The Decision to Charge. An Annotated LOAN
Bibliography. by W. Randolph Teslik. Washington, D.C., October,
1975. 38p.

Presents articles, books, and other documents which examine the prosecutor's discretionary decision to charge a suspect with a crime.

PROBATION





PROBATION

California. Council on Criminal Justice and the California Youth Authority.
Education, Training and Deployment of Staff: A Survey of Probation LOAN
Departments and the California Youth Authority. Sacramento, May,
1973. 110p.

California. Council on Criminal Justice and the California Youth Authority.
Education, Training and Deployment of Staff: A Survey of Probation LOAN
Departments and the California Youth Authority. Supplemental Report.
Sacramento, September, 1973. 104p.

California. Department of Justice.
Adult Probation Reference Tables-1971. Sacramento, n.d. 35p. LOAN

California. Department of Justice.
Subsidy Caseload-Annual Report 1971. Sacramento, n.d. 110p. LOAN

Features 1971 caseload activity information at both the superior and juvenile court levels. Active caseload data from all subsidy counties is included.

California. Department of the Youth Authority.
Community Service: A Sentencing Alternative. Oakland, August, LOAN
1975. 39p.

Tells about the court referral programs in California.

California. Department of the Youth Authority.
An Evaluation of the Effectiveness of Contingency Contracting with LOAN
Delinquents. by Carl F. Jesness, Tom S. Allison, Paul M. McCormick,
Robert F. Wedge and May Lynn Young. Sacramento, November, 1975.
44p.

Presents the major findings of the Cooperative Behavior Demonstration Project.

California. Department of the Youth Authority.
Probation Subsidy Programs. Sacramento, May, 1973. 110p. LOAN

Provides a brief summary of each probation subsidy program operated by each of the 47 counties participating in subsidy. Gives a quick overview and a minimum of specific information about the program in each county.

California. Department of the Youth Authority.
Standards for the Performance of Probation Duties. Sacramento, LOAN
February, 1970. 28p.

California. Human Relations Agency.
Coordinated California Corrections: Field Services. Board of LOAN
Corrections, Sacramento, July, 1971. 134p. + Appendix.

A task force report on probation.

PROBATION

California. Juvenile Justice Commission and Delinquency Prevention Commission.

San Mateo County Probation Department 1974. Annual Report. San Mateo, n.d. 38p. LOAN

Includes a review of the year's activities, as well as reflecting the basis for decisions, programs and activities that will lead to the fulfillment of objectives established in the county probation development program.

National Council on Crime and Delinquency.

Saving People and Money; A Pioneer Michigan Experiment in Probation. LOAN
Hackensack, New Jersey, January, 1963. 10p.

Brief summary of the Saginaw Project.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Only Ex-Offenders Need Apply; The Ohio Parole Officer Aide Program. LOAN
An Exemplary Project. Washington, D.C., April, 1976. 15p.

Provides a brief description of the Ohio Parole Officer Aide Program.

LAW ENFORCEMENT



LAW ENFORCEMENT

California.

Delmann Heights/California Gardens Revitalization Study. Dukes-
Dukes and Associates, San Francisco, n.d. 82p. LOAN

The basic intent of this study is to establish a framework where the people of Delmann Heights and California Gardens can develop their own decision making processes for the well being of their community.

California. Department of Justice.

Crime and Delinquency in California 1975. Bureau of Criminal
Statistics, Sacramento, n.d. 66p. LOAN

Annual report, largely a consolidation of individual jurisdictional reports into a statewide perspective of crime and delinquency in California during 1975.

California. Department of the Youth Authority.

Law Enforcement Consultation Project; Programs and Models.
Sacramento, September, 1972. 118p. LOAN

A first year progress report on several project activities. Included in this report are several special programs in operation and several proposed model programs.

Education for Law and Justice: Whose Responsibility?

A Call for National Action. A National Project of the Constitutional
Rights Foundation, Los Angeles, California, 1975. 56p. LOAN

Nevada.

Central Resource Summaries of Pre-Official Court Delinquency Pre-
vention Programs. National Council of Juvenile Court Judges, Reno,
n.d. 50p. LOAN

Compiled to assist in developing or expanding community based programs to prevent juvenile delinquency.

National Association for Mental Health.

How to Recognize and Handle Abnormal People; A Manual for the Police
Officer. by Robert A. Matthews, M.D. and Loyd W. Rowland, Ph.D.
n.p. 1954. 48p. LOAN

The purpose of this manual is to help police officers understand that abnormal or mentally ill people are sick people.

Oregon.

Legislation Relating to Children's Services Division of the Depart-
ment of Human Resources. 1971-1973. n.d. 113p. LOAN

LAW ENFORCEMENT

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
A Community Response to Rape. Des Moines, Iowa. An Exemplary Project. Washington, D.C., September, 1976. 12p. LOAN

Gives a brief program outline and description of the Polk County Rape/Sexual Assault Care Center.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Improving Police/Community Relations. by Robert Wasserman, Michael Paul Gardner and Alana S. Cohen. Washington, D.C., June, 1973. 114p. LOAN

Designed as a guide for undertaking positive steps to improve the relationship between a police department and the community it serves.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Law Enforcement Standards Program; Active Night Vision Devices. Washington, D.C., June, 1975. 31p. LOAN

The purpose of this document is to establish performance requirements and methods of test for active night vision devices used for law enforcement.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Law Enforcement Standards Program; Crash Helmets. Washington, D.C., June, 1975. 9p. LOAN

The purpose of this booklet is to establish performance requirements and methods of test for helmets to be worn by drivers and passengers of surface vehicles.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Law Enforcement Standards Program; Mobile FM Receivers. Washington, D.C., June, 1975. 14p. LOAN

The purpose of the publication is to establish performance requirements and methods of test for frequency modulated mobile and vehicular receivers used by law enforcement agencies. This standard applies to voice-modulated, non-multiplex receivers which either do not have special subsystems such as selective signaling or voice privacy, or in which such subsystems are disabled or by-passed during testing for compliance with this standard.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Managing Criminal Investigations. Prescriptive Package. by Peter B. Bloch and Donald R. Weidman. Washington, D.C., June, 1975. 145p. LOAN

Discusses many ways for police managers to improve the success of their departments' criminal investigation efforts.

LAW ENFORCEMENT

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Neighborhood Team Policing. Prescriptive Package. by Peter B. Bloch LOAN and David Specht. Washington, D.C., December, 1973. 154p.

This manual presents guidelines for putting a team policing system into effect.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

New York City Police--Street Crime Unit. An Exemplary Project. LOAN by Andrew Halper and Richard Ku. Washington, D.C., n.d. 165p.

Program description and evaluation.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

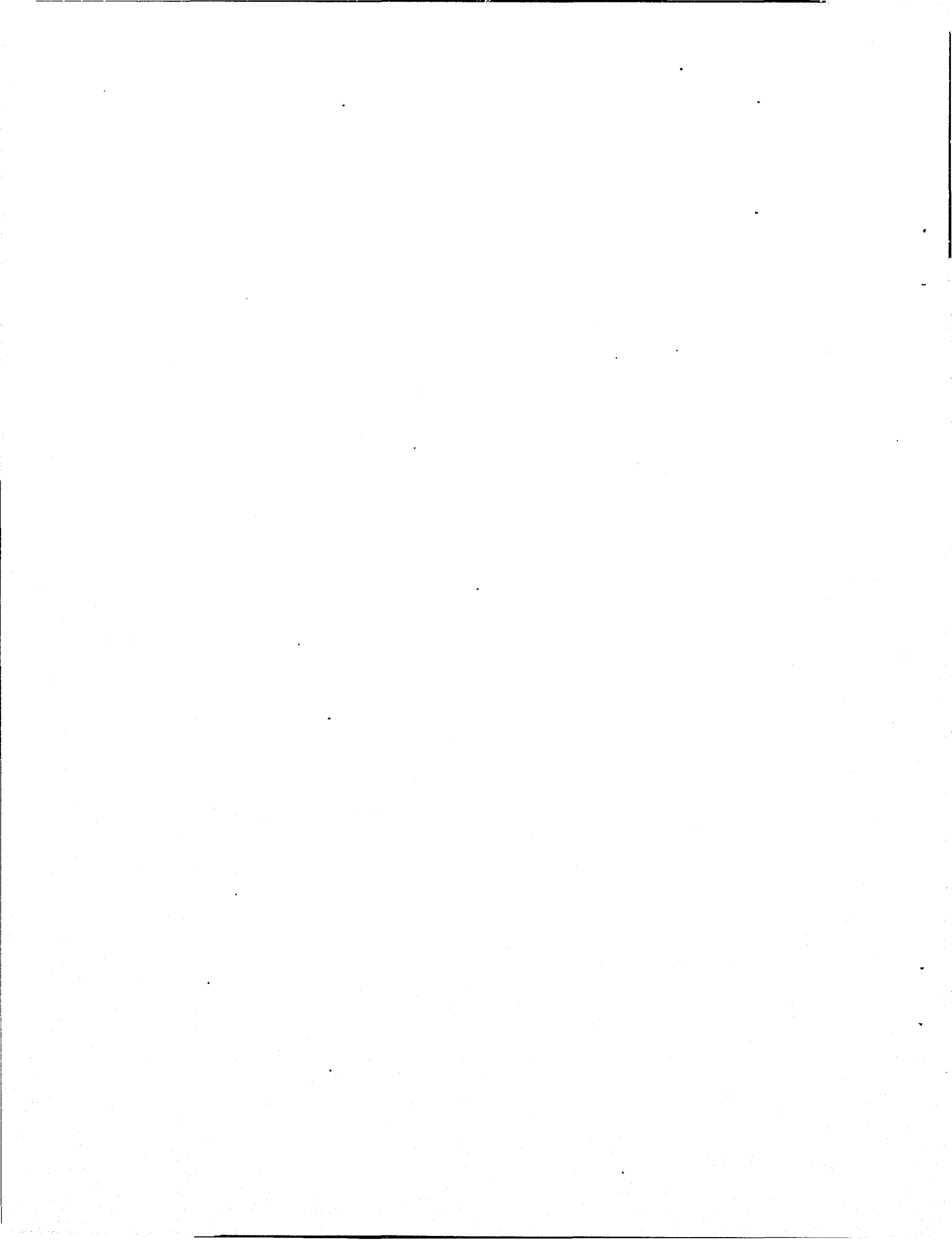
Police Consolidation. A Selected Bibliography. by Marvin Marcus, LOAN James M. Edgar, Robert J. Wheaton and Robert C. Hicox. Washington, D.C., April, 1976. 24p.

Designed to provide a cross-section of the literature available on the subject of police consolidation. The works cited discuss the advantages and disadvantages of both full and partial consolidation and provide examples of consolidation efforts that were successful as well as those that were not.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

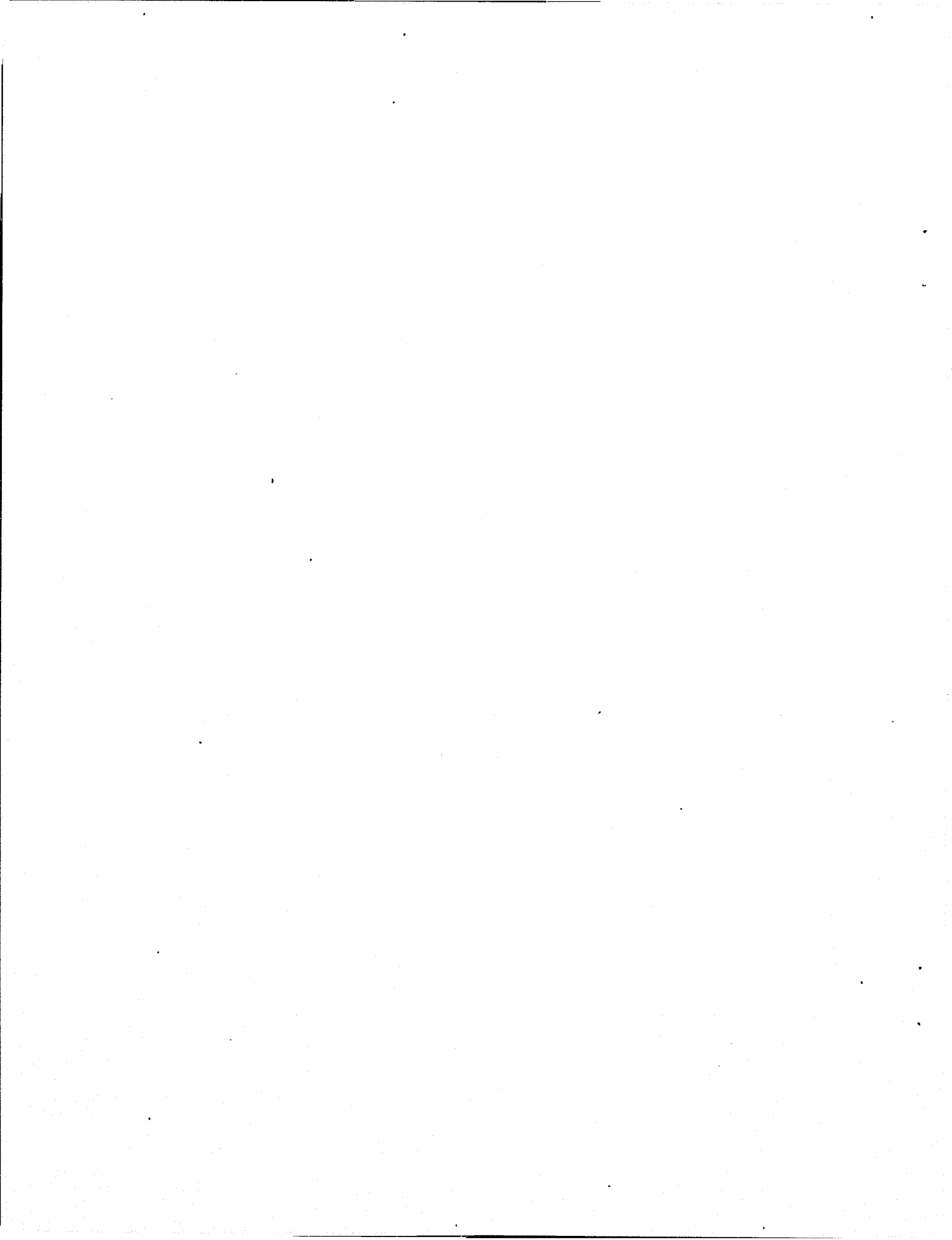
Victim Compensation and Offender Restitution. A Selected Bibliography. by Marvin Marcus, Robert J. Trudel and Robert J. Wheaton. LOAN Washington, D.C., December, 1975. 29p.

A selected portion of significant literature on victim compensation and offender restitution.



DRUG ABUSE





DRUG ABUSE

California. Department of the Youth Authority.
Antecedents of Drug Abuse; A Review of the Literature. by D. Faye Widmann. Sacramento, August, 1973. 103p. LOAN

California. Department of the Youth Authority.
Assessment of Preston Family Drug Treatment Project. Sacramento, June, 1975. 97p. LOAN

Program evaluation, which spans 3½ years of the drug treatment program.

California. Department of the Youth Authority.
Drug Abuse: A Directory of Community Services in California. Sacramento, 1972. 65p. LOAN

Reference listing of community resource agencies concerned with drug abuse treatment.

California. Department of the Youth Authority.
Drug Abuse and Interpersonal Values. by Chester F. Roberts, Jane Ward and Lee Krieg. Sacramento, April, 1974. 11p. LOAN

California. Department of the Youth Authority.
Lesson Plan for Drug Education Programs. Sacramento, n.d. 42p. + Appendix. LOAN

Gives lessons on detection of use, drug user, concealment of drugs.

California. Department of the Youth Authority.
Population Profiles; Youth Authority Drug Abusers. Sacramento, December, 1972. 6p. LOAN

California. Department of the Youth Authority.
The Preston Family Project, First Year: Program Development and Activities. by Alison M. Fager. Sacramento, March, 1972. 74p. LOAN

Provides a brief review of the development of the drug treatment program, a description of the various formal program elements and structuring, a comprehensive examination of the dynamics of the program in action, and a brief evaluation of problems concerned with institutional adjustment to the presence of the program itself. This descriptive analysis is presented from the point-of-view of a participant-observer experiencing the program successively as a candidate and active Family member.

California. Department of the Youth Authority.
Zenith House: An Alternative Drug Treatment Program. by Chester F. Roberts. Sacramento, February, 1975. 18p. LOAN

Gives preliminary evaluation of the program and also recommendations.

DRUG ABUSE

Drug Abuse: Escape to Nowhere.

A Guide for Educators. Smith Kline and French Laboratories. Philadelphia, 1967. 104p. LOAN

Designed to provide educators with reliable information concerning drugs and other chemical products subject to abuse--and to suggest ways in which young people from elementary school through college can be reached on this vital subject. An information resource.

U.S. Department of Health, Education and Welfare.

A Community Mental Health Approach to Drug Addiction. by Richard Brothman, Ph.D., and Alfred Freedman, M.D. Youth Development and Delinquency Prevention Administration, Washington, D.C., 1970. 137p. LOAN

" . . . issued as part of a training program which included providing materials that will stimulate provocative discussion in training courses."

U.S. Department of Health, Education and Welfare.

Resource Book for Drug Abuse Education. Public Health Service, Washington, D.C., October, 1969. 117p. LOAN

Contains summaries of factual information on the major drugs of abuse, and techniques and suggestions that experienced drug educators have found helpful in communicating with young people who are thinking about drugs or have already experimented with them.

U.S. Department of Justice. Bureau of Narcotics and Dangerous Drugs. Public Speaking on Drug Abuse Prevention: A Handbook for the Law Enforcement Officer. Washington, D.C., n.d. 40p. LOAN

Designed to assist law officers to speak knowledgeably and effective on the problems of drug abuse when asked to do so.

U.S. Department of Justice. Drug Enforcement Administration. Drug Enforcement; Ballistics--Science of Drug Identification. Vol. 2, No. 3. Washington, D.C., Summer, 1975. 41p. LOAN

U.S. Department of Justice. Drug Enforcement Administration. Drug Enforcement; Drugs of Abuse. Vol. 2, No. 2. Washington, D.C., Spring, 1975. 41p. LOAN

Summary description of controlled substances and their potential for danger to health and for abuse.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Multi-Agency Narcotics Unit Manual. Prescriptive Package. by Manuel R. Garza. Washington, D.C., August, 1976. 1v. LOAN

Collects and analyzes information about the experience of Multi-Agency Narcotics Units. Offers both a status report and guide for future programs to bridge jurisdictional boundaries and marshal law enforcement resources against a specific problem such as drug abuse.

MANAGEMENT





MANAGEMENT

Career Ladder and Curriculum Guide: Housing Management.

Center for Social Policy and Community Development, Temple University, Philadelphia, Pennsylvania, April, 1973. 70p. LOAN

Recognizes the importance of resident groups in assisting local housing authorities to offer better services to residents in public housing, prepare residents to become better citizens in public housing, to create para-professional jobs which offer career opportunities and increase the sense of community among the public housing residents such that a safer and more "secure" environment is created.

Community Crime Prevention--Summary Report.

n.pub., n.p., January, 1973. 37p. LOAN

Gives a brief overview of the Community Crime Prevention Task Force findings on Criminal Justice Standards and Goals who explored ways in which the community is and can be involved in reducing delinquency and crime.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Court Planning and Research; The Los Angeles Experience. Monograph. LOAN
by Daniel McGillis and Lake Wise. Washington, D.C., March, 1976. 74p.

Outlines the role that planning and research units can play in the improvement process of the courts.

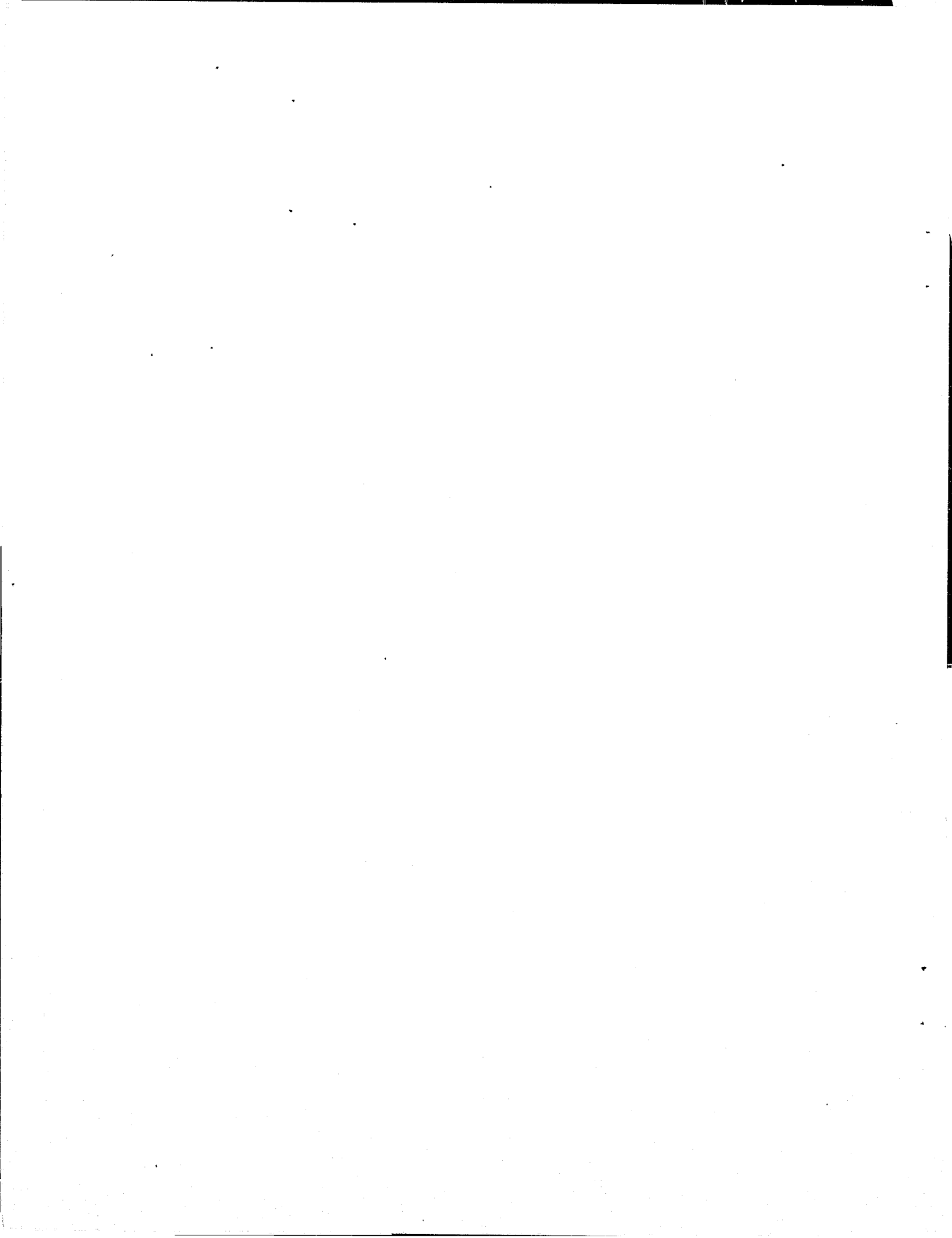
U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

The Dallas Police Legal Liaison Division. An Exemplary Project. LOAN
Washington, D.C., n.d. 11p.

Brief description of this program. Assistant City Attorneys are on call 24 hours a day to advise police officers on case preparation and to gather information about those cases that do not go forward to a guilty plea or conviction.

CRISIS INTERVENTION





CRISIS INTERVENTION

California.

Family Crisis Intervention Unit; Alameda County Probation Department. LOAN
n.d. 1v.

Gives a brief description of the program. Also includes sample forms that are filled out at the first interview with a family going through the crisis counseling.

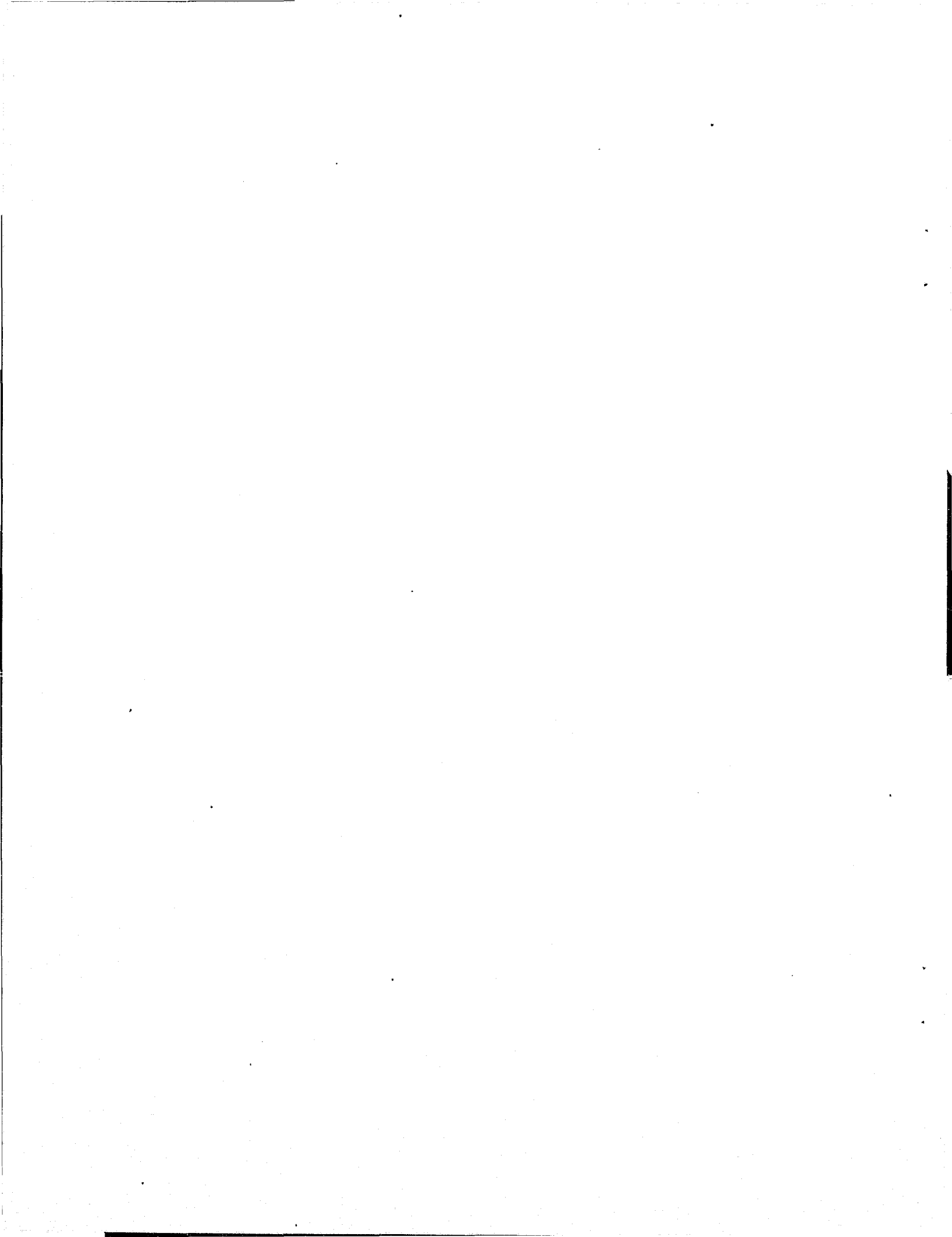
Lee, A. Russell, Dr.
Psychological 1st Aid. Emanuel Mental Health Center, Turlock, Calif- LOAN
ornia, n.d. 3p.

Gives definition of psychological 1st aid, how to deal with it, what to do and what not to do.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

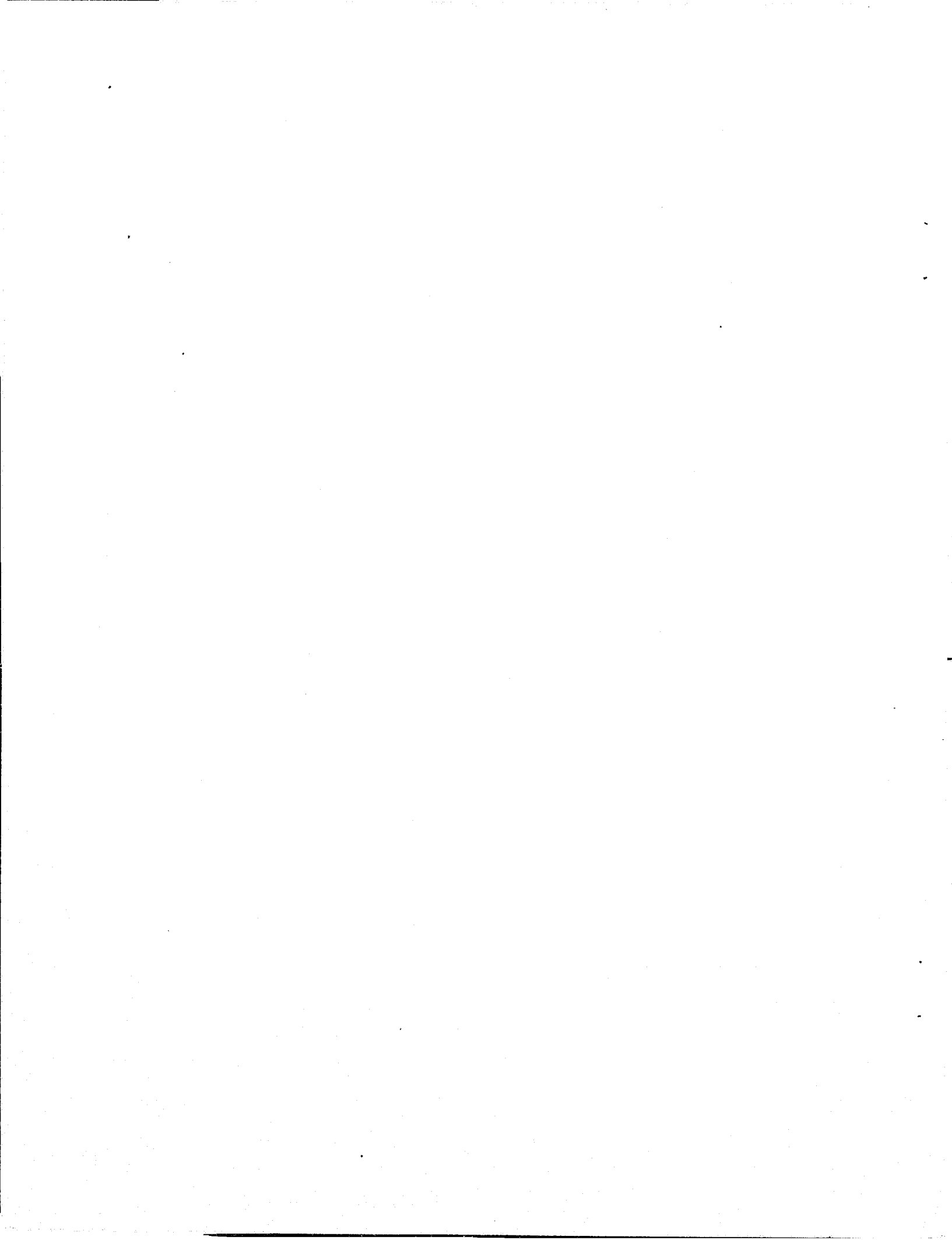
Family Crisis Intervention: From Concept to Implementation. Mono- LOAN
graph. by Morton Brad. Washington, D.C., December, 1973. 13p.

Explains the concept underlying the crisis intervention training and discusses some guidelines and problems in organizing such a program.



TOPICAL READINGS IN PUBLIC WELFARE
AND THE SOCIAL SCIENCES





TOPICAL READINGS IN PUBLIC WELFARE AND THE SOCIAL SCIENCES

American Humane Association.

A National Symposium on Child Abuse. Children's Division, Denver, LOAN
Colorado, 1972. 72p.

Special emphasis of the papers are the physically abused and the sexually abused child, with expressed concern for all neglected children.

California. Department of Justice.

The Problem of the Abused and Neglected Child. Sacramento, August, LOAN
1976. 25p. Information Pamphlet No. 8.

The purpose of this pamphlet is to heighten public awareness and understanding of the problem of the abused and neglected child. Should also serve as a practical aide to those persons who work in the field of child abuse.

Davoren, Elizabeth.

The Battered Child in California--A Survey. n.pub., n.p., March, LOAN
1973. 16p.

Every county in California was contacted, and responded to this survey done in December, 1972. It briefly describes what some counties are doing about the problem and some of the programs available.

Stephen, Beverly.

When Parents Hurt . . . And Hurt Their Children. Reprinted from LOAN
San Francisco Chronicle, February 1, 1973. 4p.

Outlines the program for Parental Stress Service, which is a private, non-profit agency in the Bay Area.

U.S. Department of Health, Education and Welfare.

Child Abuse and Neglect; The Problem and It's Management. Vol. I; LOAN
An Overview of the Problem. Children's Bureau/National Center on
Child Abuse and Neglect, n.d. 63p.

Presents an overview of the problem. Discusses child mal-treatment from various perspectives, including characteristics. Also examines the many problems that make the abuse and neglect of children so difficult to comprehend and manage.

U.S. Department of Health, Education and Welfare.

Child Abuse and Neglect; The Problem and It's Management. Vol. II; LOAN
The Roles and Responsibilities of Professionals. Children's Bureau/
National Center on Child Abuse and Neglect, n.d. 89p.

Discusses the roles of some of the many professionals and agencies involved in case management: those working with abusive parents, child protective service agencies, physicians and hospitals; the police and teachers and the schools.

TOPICAL READINGS IN PUBLIC WELFARE AND THE SOCIAL SCIENCES

- U.S. Department of Health, Education and Welfare.
Child Abuse and Neglect; The Problem and It's Management. Vol. III; LOAN
The Community Team, An Approach to Case Management and Prevention.
Children's Bureau/National Center on Child Abuse and Neglect, n.d.
208p.

Presents a description of community coordination for managing and preventing child abuse and neglect. Includes suggestions for developing a coordinated community program, examples of existing programs, and some current ideas on the prevention of child abuse and neglect.

- U.S. Department of Health, Education and Welfare.
Federally Funded Child Abuse and Neglect Projects 1975. Children's LOAN
Bureau/National Center on Child Abuse and Neglect, n.d. 56p.

Contains an annotated listing of grants and contracts funded under the auspices of the Intradepartmental Committee and National Center on Child Abuse and Neglect and by the Department of Justice and it's Law Enforcement Assistance Agency. The grants and contracts were made to carry out demonstration and resource projects, research, technical assistance, information collection and evaluation, all in the field of child abuse and neglect.

- U.S. Department of Health, Education and Welfare.
Mental Health Services for Children. National Institute of Mental LOAN
Health, October, 1968. 20p.

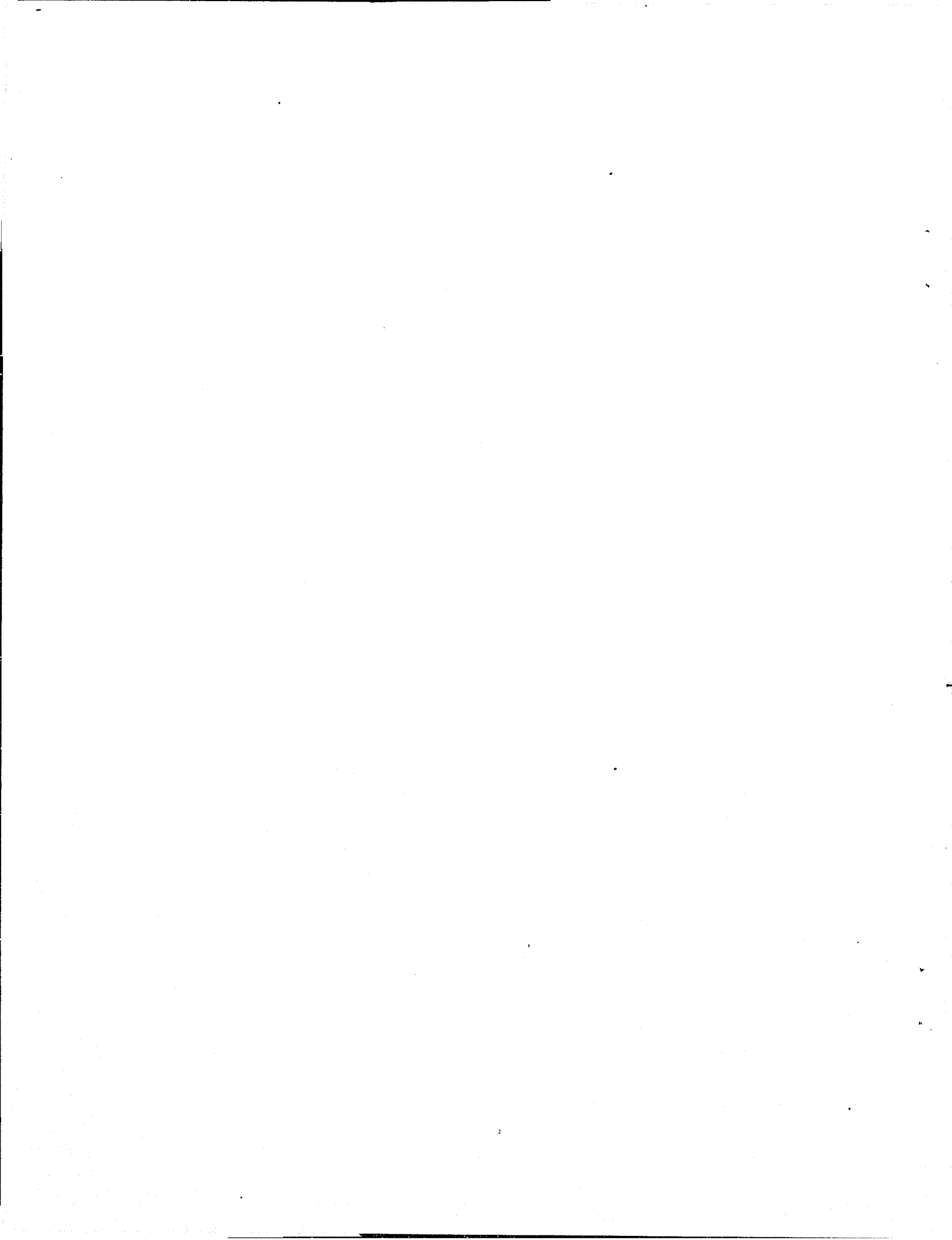
Gives examples of community mental health centers for children as suggestions of what can be done in community programs to improve treatment and preventive services.

- U.S. Department of Justice. National Institute of Law Enforcement and
Criminal Justice.
Rape and It's Victims: A Report for Citizens, Health Facilities, LOAN
and Criminal Justice Agencies. Prescriptive Package. by Lisa Brodyaya,
Margaret Gates, Susan Singer, Marna Tucker and Richardson White.
Washington, D.C., November, 1975. 36lp.

Looks at promising developments in treatment around the country and presents guidelines for handling rape and the victims.

DIRECTORIES OF AGENCIES





DIRECTORIES OF AGENCIES

- U.S. Department of Justice. National Criminal Justice Information and Statistics Service.
Criminal Justice Agencies In Region 9; Arizona, California, Hawaii, Nevada. Washington, D.C., October, 1974. 98p. LOAN
- U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in Alaska 1971. Washington, D.C., February, 1972. 14p. LOAN
- U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in California 1971. Washington, D.C., February, 1972. 58p. LOAN
- U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in the District of Columbia 1971. Washington, D.C., February, 1972. 10p. LOAN
- U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in Illinois 1971. Washington, D.C., February, 1972. 53p. LOAN
- U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in Iowa 1971. Washington, D.C., February, 1972. 36p. LOAN
- U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in Maine 1971. Washington, D.C., February, 1972. 19p. LOAN
- U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in Michigan 1971. Washington, D.C., February, 1972. 54p. LOAN
- U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in New Jersey 1971. Washington, D.C., February, 1972. 62p. LOAN
- U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in New Mexico 1971. Washington, D.C., February, 1972. 21p. LOAN
- U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in New York 1971. Washington, D.C., February, 1972. 78p. LOAN

DIRECTORIES OF AGENCIES

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in Ohio 1971. Washington, D.C., February, 1972. 67p. LOAN

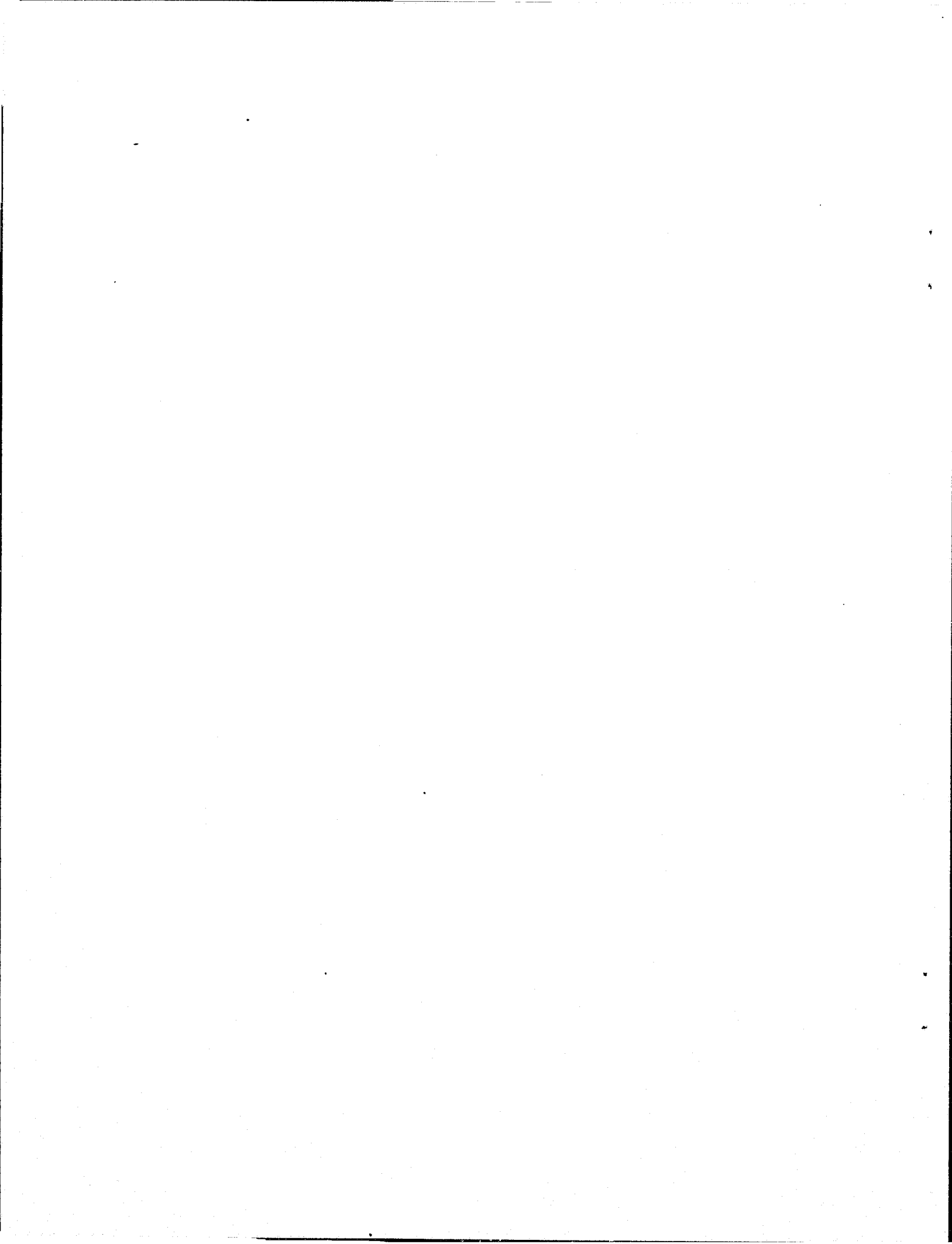
U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in Pennsylvania 1971. Washington, D.C., February, 1972. 74p. LOAN

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in Rhode Island 1971. Washington, D.C., February, 1972. 15p. LOAN

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.
Criminal Justice Agencies in Texas 1971. Washington, D.C., February, 1972. 114p. LOAN

COUNTY ADMINISTRATIVE STUDIES





COUNTY ADMINISTRATIVE STUDIES

California. Department of the Youth Authority.

Administrative Study of the Fresno County Probation Department.
Sacramento, September, 1971. 122p.

LOAN

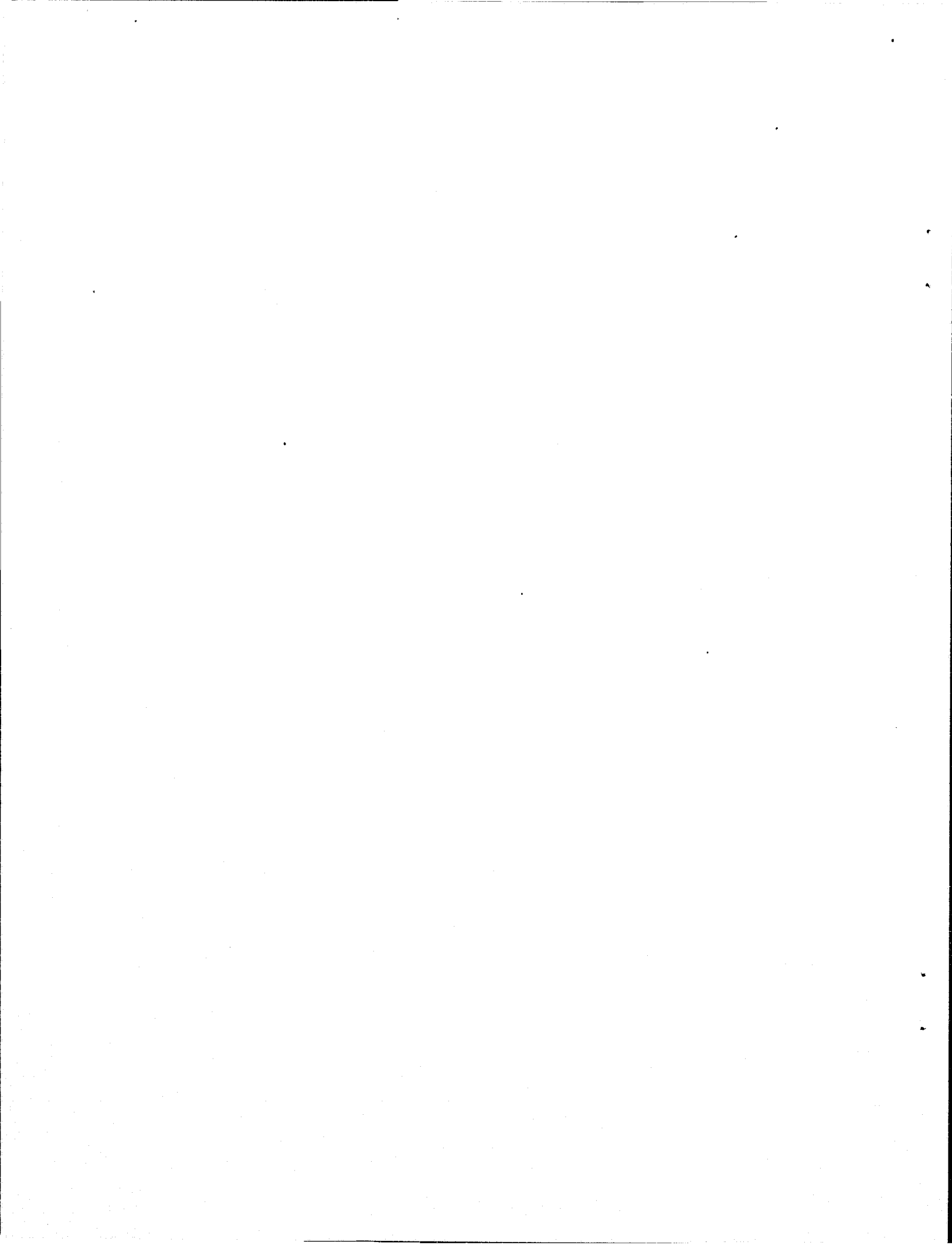
Final report which includes facts and recommendations.

California. Department of the Youth Authority.

Administrative Study of the Placer County Probation Department.
Sacramento, March, 1970. 134p.

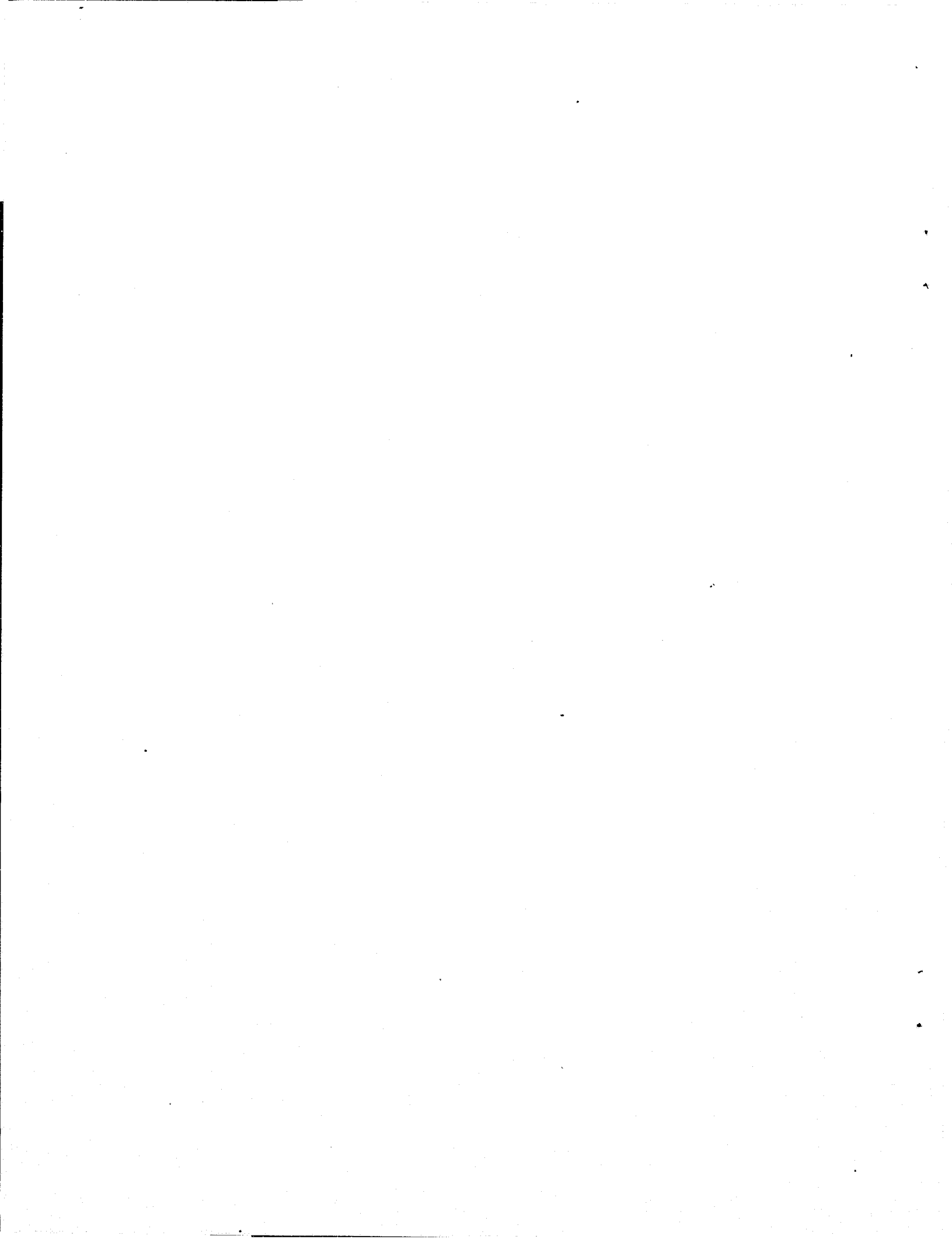
LOAN

Final report which includes facts and recommendations.



COMPREHENSIVE REGIONAL PLANNING





COMPREHENSIVE REGIONAL PLANNING

California.

Alameda Region Comprehensive Criminal Justice Master Plan. LOAN
Alamedas, March, 1972. Vol I and II. 1032p.

Alameda Region's first attempt at systematic criminal justice planning.

California.

Proposed Juvenile Court Rules (Tentatively Adopted May, 1976). LOAN
Judicial Council of California, San Francisco, May, 1976. 1v.

A comprehensive set of statewide court rules relating to court administration, practice and procedure in juvenile courts.

California. Commission on Peace Officer Standards and Training.

The P. O. S. T. Training Program -- A Review and Critique. by LOAN
Brooks W. Wilson. n.p., March, 1972. 155p.

Evaluates and gives recommendations and conclusions of the Peace Officer Standards and Training Program.

California. Department of the Youth Authority.

Correctional Casework for Youth Counselors. Sacramento, 1967. 62p. LOAN

Intended primarily for the use of group supervisors as a helpful training resource.

California. Judicial Council and Conference of California Judges.

1974 Institute for Juvenile Court Judges and Referees. Berkeley, LOAN
May, 1974. 1v.

Compiled of papers and reports that were given on youth and children at the conference.

California. State Library.

A Selected List of Materials in the California State Library on LOAN
Ecology, Environment and Drug Abuse. Sacramento, July, 1971. 56p.

Center for the Study of Crime, Delinquency and Corrections.

Training for Corrections: Rationale and Techniques. Southern LOAN
Illinois University, Carbondale, Illinois, n.d. 9lp. + Appendix.

This manual centers on how to teach and suggests principles pertinent to the development of a curriculum likely to be efficient in achieving the training purposes selected by the agency.

Federal Executive Branch Review of the Recommendations of the 1971 White
House Conference on Youth.

n.pub., n.d. 414p. LOAN

Contains over 550 recommendations and resolutions addresses to the Nation's major private and public institutions.

COMPREHENSIVE REGIONAL PLANNING

Japan.

Non-Institutional Treatment of Offenders in Japan. Rehabilitation Bureau, Ministry of Justice, 1970. 1v. LOAN

This publication is intended to give only a brief picture of the rehabilitation services on the basis of factual and readily available data.

U.S. Department of Justice. National Institute of Law Enforcement and Criminal Justice.

Terrorism -- A Selected Bibliography. by Guy D. Boston, Marvin Marcus and Robert J. Wheaton. Washington, D.C., March, 1976. 45p. LOAN

Provides pertinent reference data for those at all levels of government or society who are working to combat terrorism.

White House Conference On Children.

Profiles of Children. Washington, D.C., 1970. 187p. LOAN

A chart book, opens with data about the world in which American children are born today. Then in successive sections it deals with the four major stages of child development through age 13: the prenatal period, the first year of life, the pre-school years between ages one and six, and the school years. Charts and graphs are used throughout to illustrate the text.

White House Conference On Children.

Report to the President. Washington, D.C., 1970. 451p. LOAN

Consists of individual reports approved by the 25 Forums at the 1970 White House Conference on Children. Gives recommendations.

White House Conference On Youth.

The Economy, Employment and the Youth. Task Force Report. Washington, D.C., n.d. 81p. LOAN

A summary of background papers for the Task Force on Economy and Employment, 1971 White House Conference on Youth.

White House Conference on Youth.

Profiles of Youth. Washington, D.C., 1971. 213p. LOAN

A resource book, gives data and statistics on issues discussed at the Conference.

White House Conference On Youth.

Report of the White House Conference on Youth. Estes Park, Colorado, April, 1971. 310p. LOAN

Final report of the Conference. It discusses and makes recommendations and resolutions of issues considered crucial to most young Americans, such as the draft, drugs and education.

White House Conference on Youth and Children.

World of Children. Washington, D.C., 1970. 18p. LOAN

An annotated review of films seen at the 1970 White House Conference on Youth and Children.

STATISTICAL INFORMATION



STATISTICAL INFORMATION

California. Department of the Youth Authority.

Annual Report . . . Program Description and Statistical Report 1972. LOAN
Sacramento. 40p.

Annual Report . . . Program Description and Statistical Report 1973. LOAN
Sacramento. 40p.

Annual Report . . . Program Description and Statistical Report 1974. LOAN
Sacramento. 40p.

Annual Report . . . Program Description and Statistical Report 1975. LOAN
Sacramento. 40p.

Annual Report . . . Program Description and Statistical Report 1976. LOAN
Sacramento. 40p.

Provides a narrative and statistical description of Youth Authority programs and trends during the year. Includes detailed statistics on populations and trends, descriptions of program activities and a profile of the young people committed to the Youth Authority.

Hawaii.

Correctional Master Plan; Summary. State Law Enforcement and Juvenile Delinquency Planning Agency, 1973. 91p. LOAN

U.S. Department of Justice. Federal Bureau of Investigation.

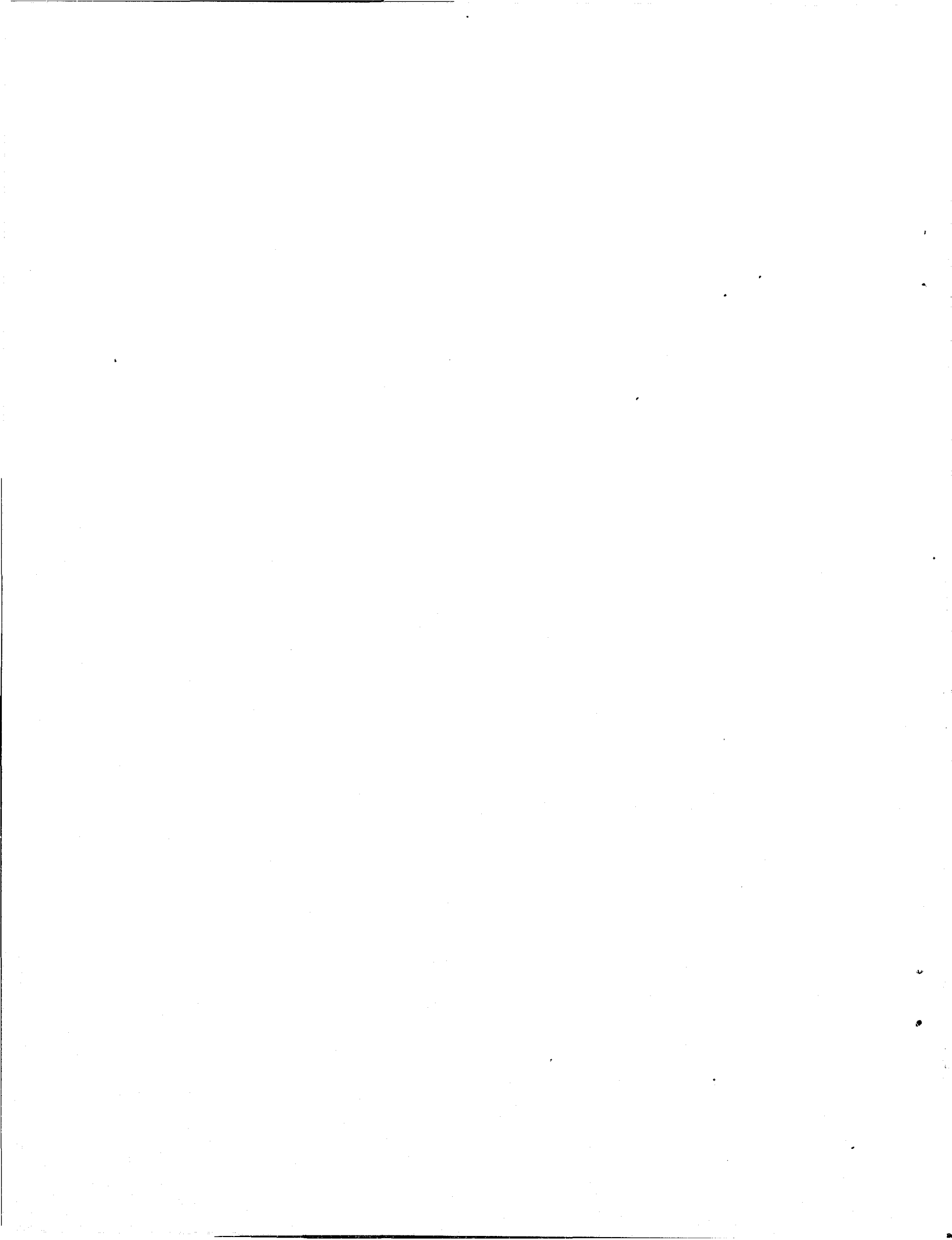
Crime in the United States; 1975 Uniform Crime Reports. Washington, D.C., 1976. 297p. LOAN

Gives a nationwide view of crime based on police statistics contributed by local law enforcement agencies.

U.S. Department of Justice. National Criminal Justice Information and Statistics Service.

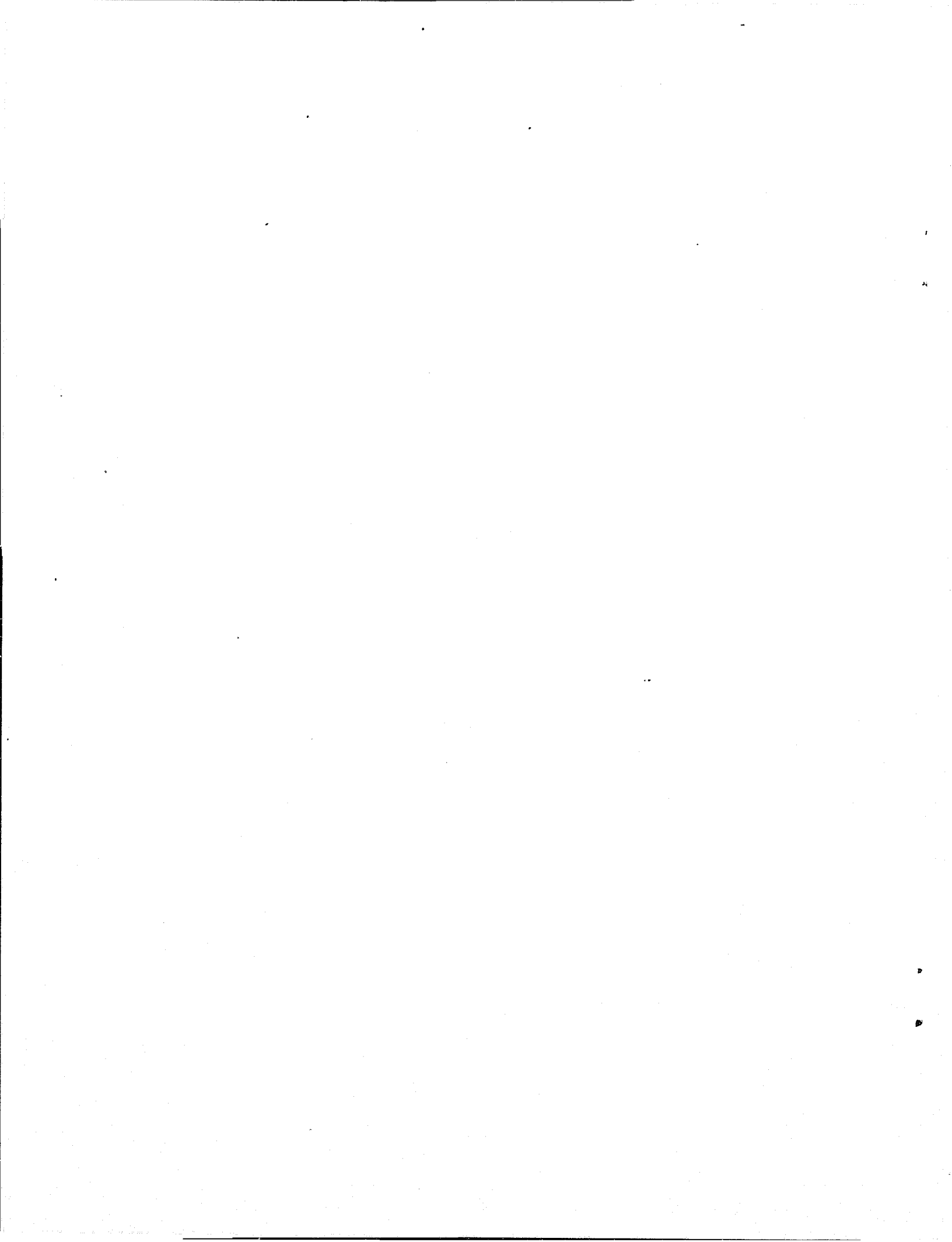
Crime in the Nation's Five Largest Cities. Advance Report. Washington, D.C., April, 1974. 29p. LOAN

Highlights the findings of surveys taken in Chicago, Detroit, Los Angeles, New York and Philadelphia as part of the National Crime Panel, a new instrument for measuring levels of crime both nationwide and in selected large cities.



PERIODICALS





PERIODICALS

CALIFORNIA CORRECTIONAL NEWS.

California Probation, Parole and Correctional Association,
Sacramento, California.

LOAN

Library has: October, 1972
June, July, August, 1973
February through June, September, December, 1974
January, February, 1975
May, 1976

CRIME PREVENTION REVIEW.

Attorney General's Office, Sacramento, California.

LOAN

Library has: January, April, July, October, 1974
January, April, July, October, 1975
January, April, July, October, 1976
January, October, 1977
January, 1978

CRIMINAL JUSTICE REVIEW.

School of Urban Life, Georgia State University, Atlanta, Georgia.

LOAN

Library has: Fall, 1976

EVALUATION.

Program Evaluation Project, Minneapolis Medical Research Foundation,
Minneapolis, Minnesota.

LOAN

Library has: Vol. 1, No. 3, 1973
Vol. 2, No. 1, 1974
Spring, 1974
Vol. 3, Nos. 1-2, 1976
Vol. 4, 1977

FEDERAL PROBATION.

Administrative Office of the United States Courts, Washington, D.C.

LOAN

Library has: June, December, 1970
March, June, 1971
March, June, 1972
March, September, December, 1973
March, June, September, December, 1974
March, June, 1975
March, June, September, 1976

FOUNDATION NEWS.

Council on Foundations, New York, New York.

LOAN

Library has: Jan./Feb., Mar./Apr., May/June, July/Aug.,
Sept./Oct., Nov./Dec., 1975

PERIODICALS

THE GRANTSMANSHIP CENTER NEWS.

Grantsmanship Center, Los Angeles, California.

LOAN

Library has: January, March, Apr./May, June/July, Aug./Sept.,
Oct./Nov., 1974
Dec./Jan., Feb./Mar., Apr./May, July/Aug.,
September - November, 1975

JOURNAL OF VOLUNTARY ACTION RESEARCH.

Association of Voluntary Action Scholars, Boston College, Chestnut Hill, Massachusetts.

LOAN

Library has: January, April, July, 1973
January, April, July - October, 1974

REGIONAL REPORTER.

Council on Foundations, New York, New York.

LOAN

Library has: December, 1974
April, June, November, 1975
May, June, 1976
January, 1977

SYNERGIST.

National Student Volunteer Program, Volunteers in Service to America, ACTION, Washington, D.C.

LOAN

Library has: Fall, 1971
Spring, Fall, 1972
Fall, Winter, 1973
Spring, Fall, Winter, 1974
Spring, Fall, Winter, 1975
Spring, Fall, Winter, 1976
Spring, Winter, 1977

THE VIP EXAMINER.

National Council on Crime and Delinquency, Volunteers in Probation, Flint, Michigan.

LOAN

Library has: Summer, Fall, Winter, 1973
Spring, Summer, Fall, Winter, 1974
Spring, Summer, Fall, Winter, 1975
Spring, Summer, Winter, 1976
Winter, 1978

VOLUNTARY ACTION LEADERSHIP.

National Center for Voluntary Action, Washington, D.C.

LOAN

Library has: Jan./Feb./Mar., Apr./May/June, 1974
Spring, Summer, Fall, 1975
Spring/Summer, Fall, Winter, 1976
Winter, 1977
Winter, 1978

PERIODICALS

VOLUNTARY ACTION NEWS.

National Center for Voluntary Action, Washington, D.C.

LOAN

Library has: January, February, March, December, 1972
February, Mar./Apr., May, June/July, August,
September, 1973
February, April, June, July/Aug., Sept./Oct.,
Nov./Dec., 1974
Jan./Feb., Mar./Apr., May/June, Sept./Oct.,
Nov./Dec., 1975
May/June, 1976

VOLUNTEER ADMINISTRATION.

Association of Voluntary Action Scholars, Boston College, Chestnut Hill, Massachusetts.

LOAN

Library has: March, June, September, December, 1971
March, June, September, December, 1972
March, June through September, 1973

VOLUNTEERS FOR SOCIAL JUSTICE.

National Information Center on Volunteerism, Boulder, Colorado.

LOAN

Library has: February, May, August, November, 1973
February, Spring, Autumn, Winter, 1974
Spring, 1975

YOUTH AUTHORITY QUARTERLY.

California Department of the Youth Authority, Sacramento, California. LOAN

Library has: Spring, 1971
Spring, Fall, Winter, 1972
Winter, 1973
Spring, Summer, Fall, Winter, 1974
Spring, Summer, Fall, 1975

AUDIO-VISUAL MATERIALS





AUDIO-VISUAL MATERIALS

I. FILMS

Berry, Judith.

A Preliminary Film Guide for Court Volunteer Training. Boulder, LOAN
Colorado, NICOV, 1970. 17p. NCVTP PRELIMINARY REPORT #7.

Contains reviews of several films primarily for the training of court volunteers, many of which are quoted hereinafter.

The Dangerous Years.

Moving Picture. Modern Talking Pictures Service, Inc. 30 minutes, LOAN
sound, black and white. 16mm., 1968.

"Shows inadequacies of prison and detention facilities; describes attempts at progressive reforms; view of problems with rehabilitation. Not a how-to-do-it film . . . shows need for volunteers. Suggested uses: orientation for tutors, assistant probation officers, new volunteers and juvenile volunteers; currently used for juvenile court volunteer training."

Help Me Please.

Moving Picture. Wayne State University, Detroit, Michigan. Released LOAN
by Volunteers in Probation, Royal Oak, Michigan. 20 minutes, sound,
color. 16mm.

Shows role of volunteer as helper to confused young people; for the lay audience to stimulate interest and give information about juvenile justice system and being a volunteer. May also be useful as a recruitment film.

Juvenile Justice.

Los Angeles County, District Attorney's Office, California. 18 LOAN
minutes, 16mm.

"Shows the process of three youngsters from the point of getting into trouble to the point of being released from probation. The film follows the youngster to the police department, to juvenile hall, through interview with the intake officer, to court, through the investigation, interview by the probation officer, etc. Primarily for the lay audience. Useful for orienting volunteers and new institutional staff to the probation process, from police contact through probation."

A Second Chance.

National Audio Visual Center, Washington, D.C., 1970. 25 minutes, LOAN
color, sound. 16mm.

"The first film designed specifically for orientation and training of juvenile court volunteers, it tries for realism rather than glamour or the easy miracle-cure solution. The problems seen are typical ones which court volunteers actually encounter on the job. The volunteer in the film does make mistakes; he is not perfect, though he also does some things right, including learning from his mistakes."

AUDIO VISUAL MATERIALS

I. FILMS

A Second Chance.

Background and study guide for a juvenile court volunteer orientation LOAN
film. Boulder, Colorado, NICOV, 1971. 9p. Prepared by Ivan H.
Scheier, Ph.D. NCVTP PRELIMINARY REPORT #7A.

II. SLIDES AND CASSETTE TAPES

Davies, Ursula.

The Open Ear. The Court Volunteer and Group Discussion. Boulder, LOAN
Colorado, NICOV, 1970. 80 slides, 18 minutes. TAPE/SLIDE PRESENTA-
TION.

"The purpose of this tape/slide presentation is to use it as
a training aid for persons who are volunteering their services as
group discussion leaders in a court setting. It gives general
background knowledge on what is involved when a teenager is put on
probation by a court, and how rehabilitative programs such as group
discussion meetings can help a probationer to learn socially accept-
able and constructive ways to handle such emotions as frustration,
guilt and anger. Many do's and don't's are explained to the pro-
spective group discussion leader."

Davies, Ursula.

The Open Ear; The Court Volunteer and Group Discussion. Boulder, LOAN
Colorado, NICOV, 1970. 10p. NCVTP PRELIMINARY REPORT #8C.

Script of the slide/tape presentation to be used as a
training aid for volunteer group discussion.

Dessart, George.

Building Media Relations: Radio--T.V. National Public Relations LOAN
Council. 29 minutes. CASSETTE TAPE.

"An executive in the broadcasting field tells how to get
your message on the electronic media."

Minnesota. Hennepin County. Department of Court Services.

Crime and Correction. 129 color slides, 2 x 2 inches, CASSETTE TAPE. LOAN

Designed for the recruitment of corrections volunteers, and
aimed at helping the community become more aware of their respon-
sibility in the area of crime and delinquency and the potential
contributions they can make. It is also a public education device
which shows the advantages of probation as an alternative to
incarceration and focuses on current problems within the corrections
field. It is designed to appeal to all socio-economic and educational
levels in the community.

AUDIO-VISUAL MATERIALS

II. SLIDES AND CASSETTE TAPES

Minnesota. Hennepin County. Department of Court Services.
One Plus One = Many More. 80 color slides, 2 x 2 inches, CASSETTE TAPE. LOAN

Clarifies the role of the corrections volunteer and the professional who supervises volunteers while emphasizing the importance and value of a team approach: volunteers and professionals working together. It is to be used for orientation and in-service training of both volunteers and agency staff. The use of volunteers places the agency staff in a new role requiring supervisory skills. This production highlights the supervisory relationship and the duties and responsibilities of the supervisor in relation to volunteers.

Minnesota. Hennepin County. Department of Court Services.
What is Your Relationship? 115 color slides, 2 x 2 inches, CASSETTE TAPE. LOAN

Designed for both orientation and in-service training of corrections volunteers and agency staff. This production defines the role of the corrections volunteer and acquaints him with key social work principles and the values in establishing a helping relationship.

National Information Center on Volunteerism.
Directory of Tapes for Training Court Volunteers: An Audio Guide. LOAN
Boulder, Colorado, NICOV, 1970. 21p. NCVTP PRELIMINARY REPORT #12.

Reviews and recommendations on 36 selected tapes for various areas of volunteer training and orientation, and training.

Spitzer, Carlton.
Perspectives on Communication. National Public Relations Council. LOAN
29 minutes. CASSETTE TAPE.

"A public affairs consultant to government and industry discusses current trends that will have an impact on the future. Recorded at Columbia University where NPRC sponsored a communication workshop."

III. VIDEO TAPES

National Information Center on Volunteerism.
Evaluating Volunteer Programs. 1973. VIDEO TAPE, black and white, LOAN
1/2 inch, 60 - 80 minutes. May be segmented in 15 - 20 minute units for discussion.

"Some hallucinations about evaluation . . . the value of evaluations. Three questions: Why do you do it, who do you do it for, and who can help you do it . . . ?"

AUDIO-VISUAL MATERIALS

III. VIDEO TAPES

National Information Center on Volunteerism.

Volunteer Programs in Rural Areas. Part I and II, 1973. VIDEO TAPE, black and white, ½ inch, 60-80 minutes. May be segmented in 15-20 minute units for discussion.

LOAN

"Why volunteer programs are desirable in rural areas . . . why they're relatively rare now in rural areas, basic problems and principles unique to planning and running a good volunteer program in a rural area, it being understood that most of the other guideline materials available today are designed for cities and towns, not for rural programs."

National Information Center on Volunteerism.

Planning Volunteer Programs. Part I and II, 1973. VIDEO TAPE, black and white, ½ inch, 60-80 minutes. May be segmented in 15-20 minute units for discussion.

LOAN

"The reasons for planning . . . key questions and concepts . . . who can help you with it . . . the process, the ingredients and the topic areas covered . . . your planning committee and how it works."

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