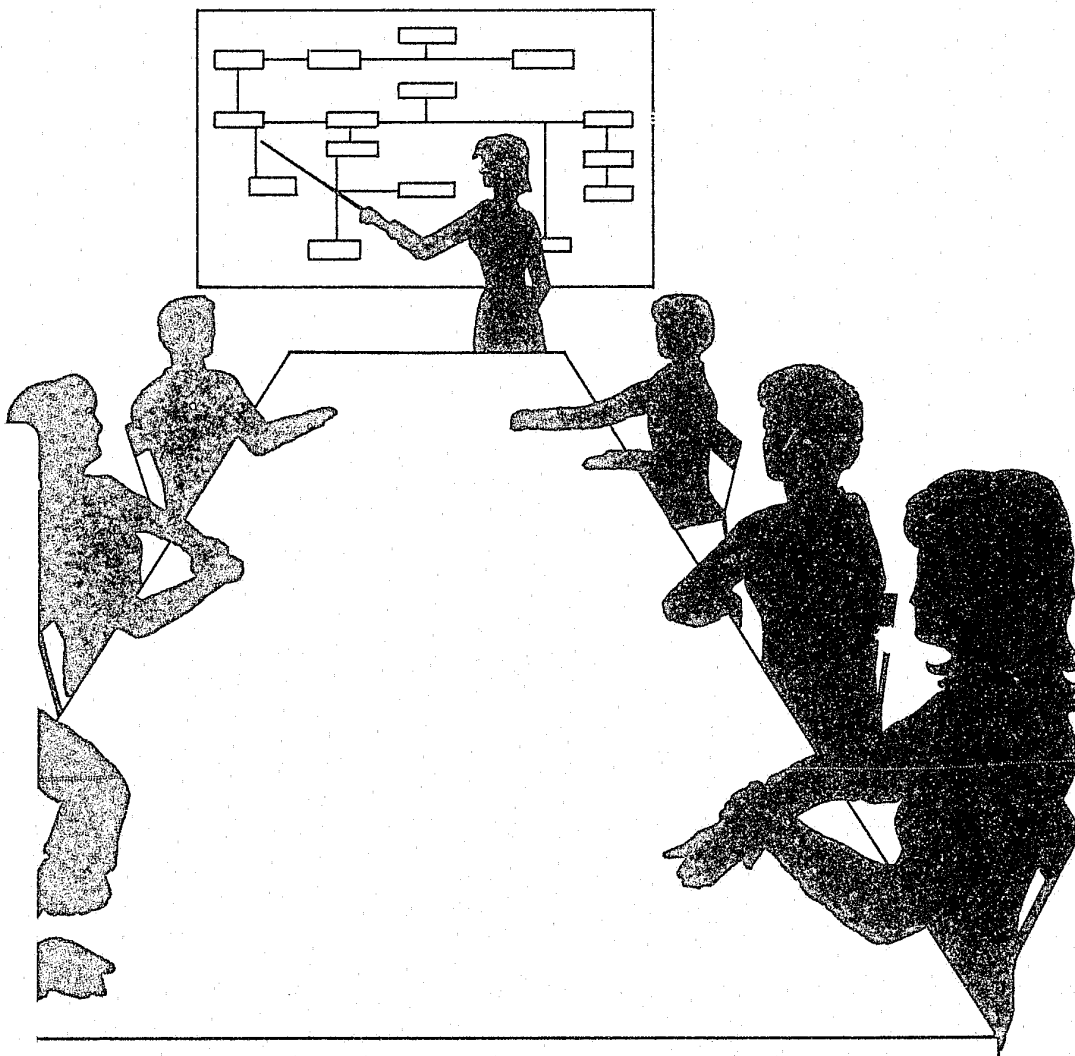


# ALTERNATIVES TO INCARCERATION?

## A Community Planning Workbook

115903



VOLUME TWO

115903

Volume Two

Exercises And Supplemental Reading List

ALTERNATIVES TO INCARCERATION?  
A Community Planning Workbook

115903

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## INTRODUCTION

This volume contains Exercises and a Supplemental Reading List for your use. The exercises are designed to give working committee members an opportunity to practice the major activities associated with each planning step in Volume One. Figure 1 on the following page, illustrates the planning process used in this workbook.

To maximize the use of this workbook, it is recommended that the exercises be completed by each subcommittee at the end of each planning step and discussed and finalized by the entire working committee. Some exercises, such as Develop a Data Collection Plan (Exercise 3), and Develop a Data Analysis Plan (Exercise 6) should be completed by each subcommittee and submitted to the planning coordinator for incorporation into an overall data collection and analysis plan for the group.

The Supplemental Reading List is divided into ten topical areas for your reference:

- Community Corrections
- Financial Analysis
- Jail Overcrowding
- Mental Health
- Planning Methodology
- Programs and Program Evaluation
- Research and Evaluation
- Standards
- State and Local Level Planning and Legislation
- Other

Each citation in the Supplemental Reading List has been annotated to provide planning group members with additional information.

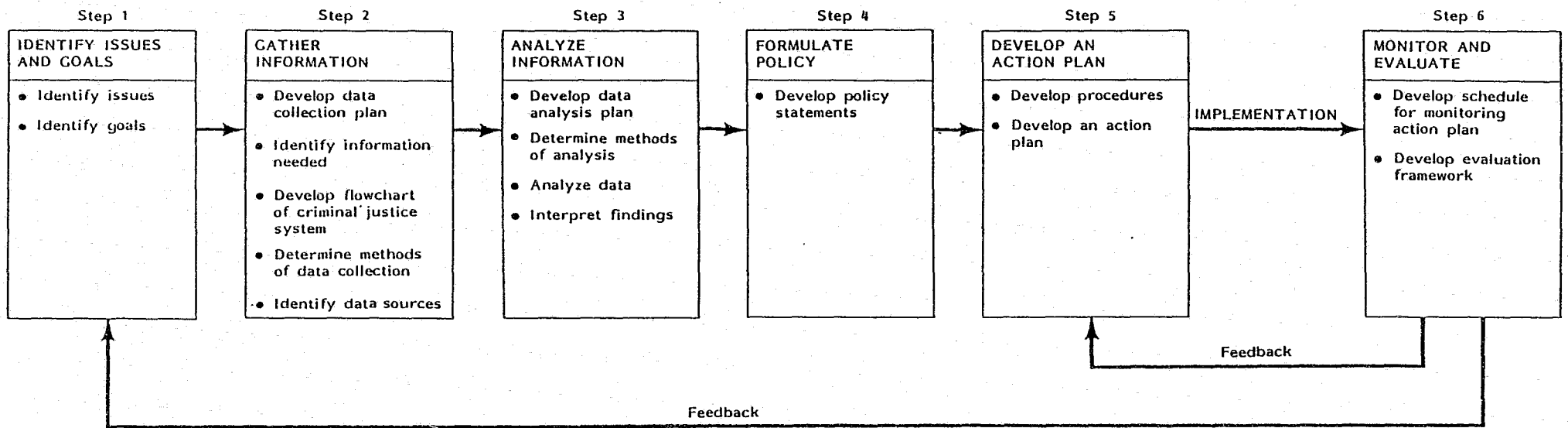


Figure 1: THE PLANNING PROCESS

**STEP 1: IDENTIFY ISSUES AND GOALS**







EXERCISE 2: IDENTIFICATION OF PLANNING GOALS

List the goals that will help address the major issues you identified in Exercise 1-B.

Goal 1:

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Goal 2:

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Goal 3:

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This process should be continued until each major issue has been addressed.

**STEP 2: GATHER INFORMATION**

STEP 2: GATHER INFORMATION

EXERCISE 3: DEVELOP A DATA COLLECTION PLAN

- A. For the most critical issues you identified in Exercise 1-B, write research questions which will further define these issues.

ISSUE: \_\_\_\_\_

RESEARCH QUESTIONS: \_\_\_\_\_

ISSUE: \_\_\_\_\_

RESEARCH QUESTIONS: \_\_\_\_\_

ISSUE: \_\_\_\_\_

RESEARCH QUESTIONS: \_\_\_\_\_

B. For each research question identified in part A, list the data elements (and their levels of measurement) you will need to gather to address the issue and answer the research questions.

ISSUE: \_\_\_\_\_  
\_\_\_\_\_

RESEARCH QUESTIONS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATA ELEMENTS AND THEIR LEVELS OF MEASUREMENT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ISSUE: \_\_\_\_\_  
\_\_\_\_\_

RESEARCH QUESTIONS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATA ELEMENTS AND THEIR LEVELS OF MEASUREMENT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This process should be continued for all issues.

- C. Given the data elements you will gather, list the most suitable method(s) of data collection (e.g., review of existing records, mailed questionnaire), and where the data can be obtained.

DATA ELEMENTS	METHODS OF DATA COLLECTION	WHERE DATA CAN BE OBTAINED

- D. Using the information from parts A, B, and C of this exercise, complete the data collection plan on the following page for each issue your subcommittee will focus on. Once the plan has been completed, it should be given to the planning coordinator who will incorporate it into a final data collection plan for the working group.

EXERCISE 3-D  
DATA COLLECTION PLAN

ISSUE:

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Research  
Questions

Data  
Elements

Levels of  
Measurement

Methods of  
Data Collection

Where Data  
can be Obtained

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2. Identify all decision points where someone with the necessary legal authority can:

a. Order a person's arrest and/or commit him or her to jail.

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b. Decide to employ some alternative to incarceration (both human service and criminal justice).

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3. For each decision point above:

a. Identify the decision maker(s).

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b. List and define the options.

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- B. Convert this outline into a flowchart that depicts how an individual in your community enters the criminal justice system and is processed.









**STEP 3: ANALYZE INFORMATION**

STEP 3: ANALYZE INFORMATION

EXERCISE 6: DATA ANALYSIS PLAN

Complete the data analysis plan on the following page for each issue you wish to explore.

EXERCISE 6  
DATA ANALYSIS PLAN

ISSUE:

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Research  
Questions

Data  
Elements

Relationships  
to be Examined

Analytical  
Techniques

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## EXERCISE 7: INTERPRET HYPOTHETICAL DATA ANALYSIS FINDINGS

This exercise is designed to give you practice interpreting data analysis findings. A series of hypothetical facts about a County are presented. Several questions follow to help you interpret the results.

## 1: County demographics.

- the County is located in the northeastern region of the country. The population in 1980 was 665,071; a 5 percent increase from 1970. The County's economy is diversified and, in addition to manufacturing, includes agriculture and tourism. The racial composition is approximately 73 percent white and 27 percent nonwhite.

## 2: Information pertaining to the County jail.

- the jail, designed with single cells, has a capacity of 150.
- during 1981, the average daily population was 300, or 100 percent over capacity. The average daily population over the previous four years was as follows:
  - 1977 - 188
  - 1978 - 210
  - 1979 - 250
  - 1980 - 281

The average daily population has increased 60 percent between 1977 and 1981.

- in 1981 the average length of stay was 52 days.
- ninety-five percent of the jail population are pretrial detainees.
- thirty percent of the jail population was charged with nonsupport (i.e., failure to pay child support and/or alimony). Another 10 percent were booked for disorderly conduct. Of the persons charged with nonsupport or disorderly conduct, 97 percent were pretrial detainees.

- during 1981, 18 civil suits have been filed against the State and County regarding the County jail. The charges included excessive use of force, cruel and unusual punishment, and violation of disciplinary proceedings.
- 3: The County has the following correctional and human service programs:
- a third party custody program which handled 1,000 individuals in 1981.
  - a release on recognizance program in which 20 percent of those individuals screened met the criteria.
  - a 20 bed work release program. There is always a minimum of 40 qualified inmates waiting to enter the program.
  - four residential detoxification centers with a total capacity of 68 beds. At any given time there is a 20 percent vacancy rate.
  - one hospital with a psychiatric ward.
- 4: Community attitude regarding construction of a pre-release center.
- the County Council is exploring the idea of building an 80 bed pre-release center in a residential portion of the County to alleviate the strain of jail overcrowding. A survey of 500 individuals living in a three mile radius of the proposed center was conducted. Eighty-two percent of the residents surveyed stated they did not want the pre-release center located in their neighborhood. Of the total number of persons surveyed, 51 percent preferred to build another jail or enlarge the present facility rather than build a pre-release center. Thirty percent felt better use could be made of existing human service and community corrections programs, and the remaining 19 percent of those surveyed had no opinion.

5: County budget information.

- the County Council has voted against appropriating additional funds above the 1978 budget for human service programs. The Department of Corrections will continue to operate on a 3.1 million dollar budget. This represents one percent of the County's total budget.

6: Current policies of the County Sheriff's Department.

- the Sheriff's Department does not have a Standard Operating Procedure regarding the use of citation release, therefore, during 1981, citations were not used as an alternative to incarceration.
- the Sheriff's Department also does not have a written directive regarding what to do with an individual picked up for disorderly conduct.

Based upon the limited information provided, what conclusions can we draw about this County regarding its:

1. Community corrections programs.

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2. Human service programs.

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3. Jail.

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4. Sheriff's Department.

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5. Pretrial release practices.

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STEP 4: FORMULATE POLICY



## STEP 4: FORMULATE POLICY

## EXERCISE 8: DEVELOP POLICY STATEMENTS

Each subcommittee should complete the following table listing their interpretations of the findings, alternative policy statements, and the policy statements they wish to recommend.

EXERCISE 8

FORMULATE POLICY

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Interpretation  
of  
Data

Alternative  
Policy Statements

Recommended  
Policy Statements

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## EXERCISE 9: REVIEW GOALS

A. Do our policy statements reflect our goals?

YES, the policy statements developed do address the goals (go on to Step 5).

NO, the policy statements developed do not address the goals (go on to Part B).

B. Review the section on data analysis in Volume One to determine if the issues you identified and data you collected and analyzed were relevant to your goals. Next, reexamine your policy statements to determine if they reflect the information you have gathered.

**STEP 5: DEVELOP AN ACTION PLAN**

## STEP 5: DEVELOP AN ACTION PLAN

## EXERCISE 10: TRANSLATE POLICY INTO PROCEDURE

Review Table 8 in Volume One and complete the chart on the following page for the top five policy statements you developed in Step 4: Policy Making.

EXERCISE 10

PROCEDURE DEVELOPMENT PROCESS

POLICY STATEMENT	POTENTIAL PROCEDURES	RESOURCES AVAILABLE	BARRIERS	STRATEGIES TO OVERCOME BARRIERS	RECOMMENDED PROCEDURES	TIME FRAME
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EXERCISE 11: SELECTION OF STRATEGIES FOR IMPLEMENTATION

Select strategies to implement the recommended procedures identified in Exercise 11.

RECOMMENDED PROCEDURE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

STRATEGIES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RECOMMENDED PROCEDURE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

STRATEGIES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This process should continue until strategies have been identified for each recommended procedure.

STEP 6: MONITOR AND EVALUATE









**EXERCISE 13: COMPLETE THE EVALUATION FRAMEWORK**

Refer to the example on page 90 in Volume One and complete the chart on the following page for the goals your planning group identified.

EXERCISE 12

EVALUATION FRAMEWORK

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Goal	Anticipated Result	How will this Result be Measured	Data Needed to Document the Change
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EXERCISE 12 (Continued)

EVALUATION FRAMEWORK

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Goal	Anticipated Result	How will this Result be Measured	Data Needed to Document the Change
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## SUPPLEMENTAL READING LIST

### Community Corrections

Bae, R.P. "Rehabilitation Rhetoric - Community-Based Corrections Reality." Journal of the American Criminal Justice Association, 42 (Winter/Spring, 1979), 81-88.

Arguments are presented for community-based reintegration programs that assist offenders in the transition from incarceration to society.

Bergman, J. "Some Criticism of Community Treatment Projects and Other Alternatives Examined," in World Without Prisons - Alternatives to Incarceration Throughout the World. Edited by C. Dodge. Lexington, MA: Heath Lexington Books, 1979.

Studies that have examined evaluations of the effectiveness of community treatment programs for offenders as well as imprisonment are critiqued.

Boesen, P.G. and S.E. Grupp. Community-Based Corrections - Theory, Practice, and Research. Santa Cruz: Davis Publishing Co., 1976.

This anthology of 23 reprinted articles is intended to provide the reader with an overview of the area of community-based corrections and an in-depth exposure to the key issues.

Carter, Robert M.; Robert Cushman; and Frederick P. Trapp. Program Models: Community Correctional Centers. Washington, DC: Government Printing Office, 1980.

Written for correctional practitioners and criminal justice program developers, this report suggests three basic program models of community correctional centers and describes generally how the correctional center should be operated, regardless of program model type.

Carter, R.M. and L.T. Wilkins. Probation, Parole, and Community Corrections. 2nd ed. New York: John Wiley and Sons, 1976.

This anthology contains 52 papers, essays, and articles on the treatment of offenders in the community.

Demos, Nicholas L. LEAA Program Brief: Jail Overcrowding and Pretrial Detainee Program. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1981.

This report summarizes the Jail Overcrowding and Pretrial Detainee Program's history, its present status, and future needs.

Fox, Vernon. Community-Based Corrections. Englewood Cliffs: Prentice Hall, Inc., 1977.

This textbook presents a wide array of topics such as neighborhood projects, diversion programs and halfway houses, relating to services provided for the offender by the community.

Galvin, John; Walter Busher; William Green; Gary Kemp; Nora Harlow; and Kathleen Hoffman. Instead of Jail - Pre and Post-Trial Alternatives to Jail Incarceration: Issues and Programs In Brief, 1. Washington, DC: Government Printing Office, 1977.

This volume, the first in a series of five, broadly summarizes the American Justice Institute's Alternatives to Incarceration Project, which attempted to identify promising alternatives to pre and post-trial detention.



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. Instead of Jail - Pre and Post-Trial Alternatives to Jail Incarceration: Alternatives to Pretrial Detention, 2. Washington, DC: Government Printing Office, 1977.

This volume presents a number of methods to eliminate pretrial jailing and reduce detention time through alternative modes of pretrial release.

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. Instead of Jail - Pre and Post-Trial Alternatives to Jail Incarceration: Alternatives to Prosecution, 3. Washington, DC: Government Printing Office, 1977.

This report examines policy issues of diversion, discusses planning of diversion programs, and reviews diversion program variations.

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. Instead of Jail - Pre and Post-Trial Alternatives to Incarceration: Sentencing the Misdemeanant, 4. Washington, DC: Government Printing Office, 1977.

This volume reviews a broad range of sentencing options and discusses the rationale for their use based on contemporary practices and views.

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. Instead of Jail - Pre and Post-Trial Alternatives to Jail Incarceration: Planning, Staffing, and Evaluating Alternative Programs, 5. Washington, DC: Government Printing Office, 1977.

The fifth volume in this series presents comparative cost figures, personnel requirements, issues of administrative organization, and issues of program funding.

Genesee Judicial Process Commission. Report: Alternatives to Incarceration - Genesee County. Rochester, NY: Educational Designs for Justice, 1980.

A report to the county legislature regarding the type of population currently incarcerated in the county jail, county agencies providing relevant services, alternative programs operating in other communities, an analysis of the impact the use of alternatives to incarceration would have on the jail population, and recommendations.

Harris, M. Kay. Community Service by Offenders. Washington, DC: U.S. Department of Justice, National Institute of Corrections, 1979.

This report discusses the theoretical aspects of using community service as a court sanction; the challenges and questions encountered by those who design, establish, and operate community service programs; unresolved issues raised by community service sentencing; and monitoring and evaluation efforts.

Kassebaum, G.; J. Seldin; P. Nelligan; D. Takeuchi; B. Wayson; and G. Monkman. Contracting for Correctional Services in the Community: Summary, 1. Washington, DC: Government Printing Office, 1978.

A summary is presented of a study that provides some data on the role of contracting with private organizations to obtain client services on several levels in community corrections.

Contracting for Correctional Services in the Community: Final Report, 2. Washington, DC: Government Printing Office, 1976.

Data were collected from 300 agencies on the role of the private sector in providing services to justice and corrections agencies, types of cases handled by private organizations, problems, and benefits.

Klapmuts, N. "Community Alternatives to Prison." Crime and Delinquency Literature. Hackensack, NJ: National Council on Crime and Delinquency, 1973.

This article presents the argument that a large number of offenders who are candidates for incarceration may be retained in the community as safely, as effectively, and at much less expense.

Krajick, K. "Not on My Block - Local Opposition Impedes the Search for Alternatives." Corrections Magazine, October, 1980, 15-21, 24-27.

Community resistance, which is impeding the growth of all kinds of programs for the socially disabled, especially offenders, is examined.

Lewis, M.V.; D.E. McKee; L. Goodstein; and A. Beamesderfer. "How to Organize a Community Sponsor Project." Prison Journal, 56 (Autumn/Winter, 1976), 18-27.

The goals and objectives of a community sponsored program for ex-offenders are described, and guidelines are suggested for organizing and maintaining a successful project.

Lindquist, C.A. "Private Sector in Corrections - Contracting Probation Services From Community Organizations." Federal Probation, 44 (March, 1980), 58-64.

Florida's Salvation Army Misdemeanor Program (SAMP) serves as an example in this discussion of private sector involvement in corrections.

McBride, D.C. "Criminal Justice Diversion from Whom?" in Criminal Justice Planning and Development. Edited by A. Cohn. Beverly Hills: Sage Publications, Inc., 1977.

The development of alternatives to incarceration and types of offenses for which these alternatives are used are examined, and data on characteristics of offenders who did and did not accept diversion are compared.

McSparron, J. "Community Correction and Diversion - Costs and Benefits, Subsidy Modes, and Start-up Recommendations." Crime and Delinquency, 26 (April, 1980), 226-247.

A uniform basis for discussion of community corrections requires an understanding of common structures and objectives of community corrections programs, of some pitfalls, and of subsidizing mechanisms.

Miller, E.E. "Jail's Role in Community Corrections," in Jail Management - Problems, Programs, and Perspectives. Edited by E.E. Miller. Lexington, MA: Heath Lexington Books, 1978.

Means by which the jail can fulfill a positive role as a local institution are discussed.

\_\_\_\_\_. "Furloughs as a Technique for Reintegration," in Corrections in the Community - Success Models in Correctional Reform. Edited by E.E. Miller and M. Montilla. Reston, VA: Reston Publishing Co., 1977.

The author promotes furloughs as a valid technique for community reintegration, rather than simply a means to relieve the tedium of incarceration.

National Association of Pretrial Service Agencies. Performance Standards and Goals for Pretrial Release and Diversion: Pretrial Release. Washington, DC: Pretrial Services Resource Center, 1978.

Thirteen standards which define some of the legal, philosophical, and practical tenets for release and diversion program operation are presented with suggestions for their implementation.

Nelson, E.K. Jr.; Robert Cushman; and Nora Harlow. Program Models: Unification of Community Corrections. Washington, DC: Government Printing Office, 1980.

A conceptual framework for analyzing correctional reorganization options at local levels is presented, with an emphasis on consolidation and unification of related functions.

Newton, A. "Alternatives to Imprisonment - Day Fines, Community Service Orders, and Restitution." Crime and Delinquency, 8 (March 1976), 109-125.

This paper defines and analyzes various alternatives to imprisonment, and presents information on their utilization, effectiveness, and administration.

Pryor, Donald E. Significant Research Findings Concerning Pretrial Release. Prepared for the National College for Criminal Defense, 1980.

A summary of research findings related to individual release decisions and system reform is presented.

\_\_\_\_\_. Pretrial Issues: Current Research - A Review. Washington, DC: Pretrial Services Resource Center, 1979.

A description of the scope, findings, limitations, and implications of five major pretrial research projects is presented.

Riley, Karen. Alternatives to Incarceration Around the World. Lincoln, NE: Contact, Inc.

Alternatives to incarceration used around the world which include field citation, deferred prosecution, bail, release on recognizance, supervised release, treatment alternatives, fines, periodic detention, probation, community service, suspended sentence, restitution, and decriminalization are examined.

Roll, H.W. "Public Attitudes Toward Community-Based Corrections." Unpublished Ph.D. dissertation, Washington State University, 1976.

Using a random sample of 500 heads of households in Spokane, Washington, a study was conducted to identify social factors which lead to approval or disapproval of community-based correction programs.

Romm, J. Evaluation of the Treatment Alternatives to Street Crime: National Evaluation Program - Phase 2 Report. Washington, DC: Government Printing Office, 1979.

Methodology and findings of the Phase II evaluation of the National Treatment Alternatives to Street Crime (TASC) program, a project that offers alternatives for processing the drug abusing offender, are reported.

Schoen, K.F. "Community Corrections Act." Crime and Delinquency, 24 (October, 1978), 458-464.

The development, fundamental precepts and initial impact of Minnesota's Community Corrections Act, which was passed in 1973, are examined.

Siegel, L. "Court Ordered Victim Restitution - An Overview of Theory and Action." New England Journal on Prison Law, 5 (Spring, 1979).

The concept of restitution is explored along with justifications for the practice and program designs and operation strategies used in several states which may be applicable to other jurisdictions.

Smith, A.R. "Black Perspective on Pretrial Diversion."  
Urban League Review, 1 (Fall, 1975), 25-28.

Eligibility criteria and program goals raise the issue of whether the diversion concept is geared more toward providing alternative rehabilitative services or reducing the burden of overcrowded court systems.

Wakefield, W. "Application of the Interorganizational Perspective to Community Based Corrections in an Urban Area." Criminal Justice Review, 4 (Fall, 1979), 41-50.

The interorganizational relations perspective used in other social science disciplines is used to study the cooperation and communication among community based corrections efforts in a midwestern city of 370,000.

Weiner, R.I. "Sociometric Analysis of Interorganizational Relations - An Exploratory Study of Factors Which Enhance or Hinder Cooperation Between Correctional and Community Service Organizations." Unpublished Ph.D. dissertation, University of Maryland, 1977.

Patterns of a city's interorganizational relationships between correctional agencies and the informal network of community services available to them are investigated.

Wright, K.N. "Exchange Strategy for the Interface of Community-Based Corrections into the Service System." Human Relations, 30 (1977), 879-897.

An exchange approach to the delivery of a service package for successful reintegration of offenders into society that involves collaboration between corrections and community agencies is described.

Zeller, Lynn J. "Alternatives to Incarceration: The Basic Issue and a Glossary." Prison Law Monitor, 6 (November - December, 1979), 133, 152-155.

This paper presents thirty-one programs and procedures which can be used as alternatives to incarceration.

## Financial Analysis

Coopers and Lybrand. The Cost of Incarceration in New York City. Hackensack, NJ: National Council on Crime and Delinquency, 1978.

This document reports the findings of a project whose objectives were to determine a total cost of incarceration in New York City for the year ending June 30, 1976, to express the cost in two tiers (direct costs and outside service costs), and to estimate societal cost.

Fox, James A. Forecasting Crime Data: An Economic Analysis. Lexington, MA: Lexington Books, 1978.

This book, which applies econometric methods to crime data, presents descriptive models for crime rates and other related variables, investigates explanatory simultaneous equation models for the interrelation of these and other relevant variables and generates forecasts of future trends through the year 2000.

Friel, C.M. "Jail Dilemma - Some Solutions." American County, 37 (1972), 9-11.

Suggested solutions to the jail overcrowding problem are offered as alternatives to jail construction programs.

Funke, Gail S. and Billy L. Wayson. Standards and the Cost of Correctional Change. Alexandria, VA: Institute for Economic and Policy Studies, Inc., 1979.

The purpose of this report was to update and summarize the results of research previously conducted on the direct criminal justice system costs of standards recommended by the Corrections Task Force of the National Advisory Commission on Criminal Justice Standards and Goals.

Garmon, G. "Why Not Community-Based Corrections?" Texas Journal of Corrections, 6 (1980), 12-15.

A rationale and form for community-based corrections is discussed, with particular attention to the situation in Texas.

Grieser, Robert, ed. Correctional Policy and Standards: Implementation Costs in Five States. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1980.

This report provides a summary of projected costs for those states that were involved in the accreditation process and were recipients of the cost analyses conducted by the Institute for Economic and Policy Studies.

Illinois Counties Criminal Justice Financing Assessment Study Council. Interim Report: Illinois Counties Criminal Justice Financial Study. Chicago: Urban Counties Council of Illinois, 1980.

The purpose of this study is to describe criminal justice processes and programs in seven Illinois counties and to identify disparities in the type and level of services available.

Loeb, Carl M. Jr. "The Cost of Jailing in New York City." Crime and Delinquency, (October, 1978), 446-452.

This article presents a digest of Coopers and Lybrand's findings in the study sponsored by the National Council on Crime and Delinquency in which the cost of incarceration in New York City was assessed for the year ending June 30, 1976.

Marcelli, Ralph J., ed. State Subsidies to Local Corrections. Lexington, KY: The Council of State Governments, 1977.

This report analyzes ten state subsidy programs in seven states, with the purpose of describing and evaluating five dimensions of subsidy programs: 1) objectives, 2) administrative dynamics, 3) fiscal implications, 4) intergovernmental relations, and 5) service impacts.

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State Subsidies to Local Corrections: A Summary of Programs. Lexington, KY: The Council of State Governments, 1977.

This report, which summarizes forty-one operational state subsidy programs in twenty-three states, is designed to meet the need for information about state subsidies to local corrections, including the major features and characteristics of these programs.



McSparron, J. "Community Correction and Diversion - Costs and Benefits, Subsidy Modes, and Start-up Recommendations." Crime and Delinquency, 26 (April, 1980), 226-247.

A uniform basis for discussion of community corrections requires an understanding of common structures and objectives of community corrections programs, of some pitfalls, and subsidizing mechanisms.

Monkman, G.S. Cost-Benefit Analysis - Three Applications to Corrections - Probation Subsidy, Diversion, Employment. Washington, DC: American Bar Association, 1974.

This reprint of three program evaluations illustrates some of the levels of cost-benefit analysis.

National Clearinghouse for Criminal Justice Planning and Architecture. High Cost of Building Unconstitutional Jails. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1977.

Important considerations with regard to jail standards for planning new facilities or evaluating existing ones are discussed.

Nelson, C.W. "Cost-Benefit Analysis and Alternatives to Incarceration." Federal Probation, 39 (1975), 45-50.

Cost-benefit analysis can facilitate the comparison of alternative correctional programs on a common basis, provided that standardized definitions of economic gains and losses are adopted by program evaluators.

Singer, N.M. and V.B. Wright. Cost Analysis of Correctional Standards - Institutional-Based Programs and Parole, 1. Washington, DC: American Bar Association, 1975.

This volume provides background on the pertinent standards of the National Advisory Commission, presents findings of the cost analysis, explains the methodology, and highlights the policy implications of the results.

Cost Analysis of Correctional Standards - Institutional-Based Programs and Parole, 2. Washington, DC: Government Printing Office, 1976.

This volume, second of a two-part report, presents a detailed discussion of cost implications of the standards of the National Advisory Commission on Criminal Justice Standards and Goals.

Taylor, Jim and Dennis Kimme. Costs of a New County Jail: Pay Now and Pay Later? Champaign, IL: Center for Justice Planning.

This publication presents jail cost information for persons interested in estimating what a new jail will cost the community and includes formulas and tables permitting base construction costs to be adjusted for regional differences and for inflation and fluctuations in bond rates.

Thalheimer, D.J. Cost Analysis of Correctional Standards - Community Supervision, Probation, Restitution, Community Service, 1. Washington, DC: Government Printing Office, 1976.

A brief background on standards relating to community-based supervision is presented. Cost analysis findings are examined, and policy implications are highlighted.

Cost Analysis of Correctional Standards - Community Supervision, Probation, Restitution, Community Service, 2. Washington, DC: Government Printing Office, 1978.

Cost and resource implications of correctional standards relating to adult community-based supervision (e.g., probation, restitution, and community service) are examined.

Cost Analysis of Correctional Standards - Halfway Houses, 1. Washington, DC: Government Printing Office, 1975.

The subjects of this report are the cost and resource implications of correctional standards related to halfway houses. This volume summarizes the purpose, methodology, and findings of the study.

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. Cost Analysis of Correctional Standards -  
Halfway Houses, 2. Washington, DC: Government Printing Office, 1975.

The subjects of this report are the cost and resource implications of correctional standards related to halfway houses. This volume provides detailed information on data sources and methodologies.

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. Cost Analysis of Correctional Standards -  
Halfway Houses - Summary. Washington, DC: Government Printing Office, 1975.

This report summarizes estimates of four types of costs associated with halfway houses as recommended by the correctional standards report: criminal justice costs, external costs, opportunity costs, and community costs.

Watkins, A.M. Cost Analysis of Correctional Standards -  
Pretrial Diversion, 2. Washington, DC: Government Printing Office, 1975.

Report on the cost and resource implications of standards contained in the 1973 'Corrections' Report of the National Advisory Commission on Criminal Justice Standards and Goals.

Wayson, B.L. "Search for Economic Realities." Paper presented at the 106th Annual Congress of Corrections, 1976.

The economics of corrections is discussed, with reference to a 1974 study of the relative costs of ten correctional alternatives.

## Jail Overcrowding

Carlson, Kenneth. American Prisons and Jails: Population Trends and Projections, II. Washington, DC: Government Printing Office, 1980.

As part of a larger study of American prisons and jails, this volume examines trends in the population of federal, state, and local corrections facilities, which includes both historical population flows and their implications for future correctional needs.

Community Research Forum, University of Illinois at Urbana - Champaign. Removing Children from Adult Jails: A Guide To Action. Washington, DC: Government Printing Office, 1980.

Arguments for the removal of children from adult jails and a methodology which arrives at rational solutions for such removal are presented.

DeJong, William. American Prisons and Jails, Supplemental Report - Adult Pre-Release Facilities, V. Washington, DC: Government Printing Office, 1980.

This volume presents the results of three key components of the national survey of pre-release facilities: 1) the capacity available to house the residents assigned to these facilities; 2) the staff available in both service and custodial capacities, including resident staff and community volunteers; and 3) the costs of operating such facilities.

Farbstein, Jay. The Impact of the Jail Environment on its Users. Boulder, CO: National Institute of Corrections Jail Center, 1979.

Issues relevant to whether, where, or how to build or remodel a jail are raised in this document, as well as how the physical environment of the jail affects its users.

Goldfarb, R.L. "Proposal for Jail Reform," in Anatomy of Criminal Justice - A System Overview, 1980. Edited by Cleon H. Foust and D. Robert Webster. Lexington, MA: Heath Lexington Books, 1980.

It is argued that present unfair, inhumanitarian jail and bail systems should be eliminated in pretrial detention; detention centers offering three types of detention services should be introduced.

Hickey, W.L. Depopulating the Jails. Hackensack, NJ: National Council on Crime and Delinquency, 1975.

Criminal justice practices whose effect is to reduce the number of pretrial detainees and sentenced inmates held in jails are discussed.

Knopp, Fay Honey; Virginia Mackey; Mark Phillips; and Nancie Zane. Researching Your Local Jail: A Citizen's Guide for Change. Syracuse, NY: Safer Society Press, 1981.

This manual, written for community people concerned about the crisis in their local jail, is designed to help groups develop research/action skills and assist them in techniques of researching who is incarcerated and how much jailing costs.

Ku, Richard. American Prisons and Jails - Supplemental Report: Case Studies of New Legislation Governing Sentencing and Release, IV. Washington, DC: Government Printing Office, 1980.

This volume presents five case studies of recently amended laws governing sentencing and release practices.

Mullen, J. and B. Smith. American Prisons and Jails - Conditions and Costs of Confinement, III. Washington, DC: Government Printing Office, 1980.

Part of a national survey of American prisons and jails, this volume discusses the physical conditions and costs of the institutions surveyed, including an assessment of institutional capacities based on the applications of standards promulgated by standard - setting groups.

Mullen, J.; K. Carlson; and B. Smith. American Prisons and Jails - Summary and Policy Implications of a National Survey, I. Washington, DC: Government Printing Office, 1980.

This volume summarizes the major findings of a national survey of American prisons and jails and draws implications for corrections policy.

National Association of Counties. American Jail in Transition - Proceedings of the Second National Assembly on the Jail Crisis. Edited by J. Amico and R. O'Connor. Washington, DC: Government Printing Office, 1978.

At a Minneapolis, Minnesota conference, the scope of the jail crisis in America was discussed, along with the need for standards, services, solutions, and federal input in the area of jail reform.

National Clearinghouse for Criminal Justice Planning and Architecture. To Build or Not to Build: Is That the Question? Urbana - Champaign, IL: University of Illinois.

This pamphlet discusses the condition of jails across the United States and urges the use of a systematic, total systems planning to facilitate decision making regarding whether or not a community should build a new jail or addition.

Mental Health

Brown, Bertram S. Deinstitutionalization and Community Support Systems. ADAMHA Annual Conference of the State and Territorial Alcohol, Drug Abuse, and Mental Health Authorities, 1975.

In his statement to the conference, Dr. Brown discusses the need for the greater public acceptance of deinstitutionalization as a concept and defines the success of any deinstitutionalization efforts to be dependent upon the availability of a wide range of quality community programs and services.

Community Living Arrangements for the Mentally Ill and Disabled: Issues and Options for Public Policy. Proceedings of a working conference sponsored by the National Institute of Mental Health. Rosslyn, VA, September 22-24, 1976.

The conference which led to this report was designed to examine the extent to which current federal policies and funding patterns are facilitating or impeding creation of adequate residential alternatives and support services for the adult mentally ill.

DeGrazia, E. "Diversion From the Criminal Process - The 'Mental Health.'" Connecticut Law Review, 6 (Spring, 1974), 432-528.

Report of a 24 month Washington, DC project designed to divert defendants to mental health treatment and other social service programs within the community.

Dickey, W. "Incompetency and the Nondangerous Mentally Ill Client." Criminal Law Bulletin, 16 (January/February, 1980), 22-40.

Avoiding civil commitment of the nondangerous mentally ill and failing to provide adequate community treatment alternatives have resulted in pressure on the criminal justice system.

Lamb, H. Richard and Marjorie B. Edelson. "The Carrot and the Stick: Inducing Local Programs to Serve Long-Term Patients." Community Mental Health Journal, 12 (1976).

The premise of this article is that states require inducements in addition to the existing financial and philosophical considerations, to provide long-term services to the severely and chronically mentally ill.

Mannino, Fortune V.; Susan Ott; and Milton F. Shore. Community Residential Facilities for Former Mental Patients: An Annotated Bibliography. Adelphi, MD: Mental Study Center, National Institute of Mental Health, 1977.

This annotated bibliography presents an exhaustive listing of references covering a range of categories including halfway houses; boarding homes; and family care, foster care and home care.

National Coalition for Jail Reform. Inappropriate Confinement of Mentally Ill and Mentally Retarded Persons. Washington, DC: National Coalition for Jail Reform, 1979.

The National Coalition for Jail Reform's view that no one should be confined in jail who is mentally ill or mentally retarded is presented; the need for suitable alternatives to jail is emphasized.

Office of Regional Director, Department of Health Education and Welfare, Region V. Alternatives to Institutional Care. Chicago, IL, 1976.

This document catalogs client service needs and federal administering agencies; federal program descriptions; and potential federal funding for individual services, and, illustrates the need for federal, state, and local agency coordination in the administration and delivery of these primarily adult focused services.

Piasecki, Joseph R. Community Response to Residential Services for the Psycho-Socially Disabled: Preliminary Results of a National Survey. Presented at the First Annual Conference of the International Association of Psycho-Social Rehabilitation Services, November 15, 1975. Philadelphia: Horizon House Institute.

This paper presents the preliminary findings of a national survey of 472 residential facilities which reported on their experience with community opposition.



## Planning Methodology

Bush, Jerome R. Guide to Data Collection and Analysis: Jail Overcrowding/Pretrial Detainee Program. Sacramento: American Justice Institute, 1980.

This document represents a distillation of the technical assistance provided during the course of the Jail Overcrowding and Pretrial Detainee Program and is designed to assist a community in planning and implementing a data collection and analysis program to help identify some of the causes of jail overcrowding.

Coates, R. Laurence and Bonnie S. Wood. Program Planning Workbook. Washington, DC: Center for Community Change, 1981.

This workbook, geared for community-based organizations, introduces the reader to a planning approach called Planning by Objectives.

Cushman, Robert C. Criminal Justice Planning for Local Governments. Washington, DC: National Institute of Justice, 1980.

This report shows how three types of planning - policy planning (setting goals and objectives), program planning (selection of specific courses of action), and operational planning (allocating resources to implement plans) - may be linked together and followed with evaluation to form a complete planning cycle.

Dupree, David. Planning of New Institutions Phase II: Workbook. Boulder, CO: Voorhis Associates, Inc., 1980.

This workbook, used in the Planning of New Institutions Phase II training sessions provides exercises structured around case studies to practice jail data analysis.

Farrow, Franklin C., Jr. A Proactive Approach to Prison Population Planning. Philadelphia American Institute of Criminal Justice, 1979.

This paper describes two approaches, "preactive" and proactive, to prison population planning.

Ford, Robin C. Jail Planning: Data Collection and Analysis for Populations Projections. Washington, DC: National Institute of Corrections, 1980.

The methods described in this paper will allow planners to estimate the size of future jail populations based on data which may exist in jail records.

Gibbons, Don C.; Joseph L. Thimm; Florence Yospe; and Gerald F. Blake, Jr. Criminal Justice Planning: An Introduction. Englewood Cliffs, NJ: Prentice-Hall, 1977.

This book takes stock of the current state of the art in criminal justice planning, providing a sampling of the commentary that has been produced to date on the problems and major ingredients of planning.

Glaser, Daniel. Strategic Criminal Justice Planning. Washington, DC: Government Printing Office, 1975.

Strategic criminal justice planning is described, with emphasis on the totality of criminal justice agencies rather than just with a particular type of justice agency or occupation, and on linking strategic criminal justice plans to trends in society as a whole.

National Clearinghouse for Criminal Justice Planning and Architecture. Criminal Justice Planning Process: A Total Systems Model. Urbana/Champaign: University of Illinois, 1977.

The planning methodology presented in this article, composed of six phases, involves the basic skills used in making any decision where several related problems must be examined in light of the advantages and disadvantages of alternative solutions.

Neuber, Keith A.; William T. Atkins; James A. Jacobson; and Nicholas A. Reuteran. Needs Assessment: A Model for Community Planning. Beverly Hills: Sage Publications, Inc., 1980.

A needs assessment model for community human service agencies is presented and gives step-by-step directions for conducting presurvey activities, setting up interviewing procedures, collecting and analyzing data, and making use of the findings within agencies and in the context of broader community planning efforts.

Offender Aid and Restoration of the United States. A Manual: Planning for Alternatives to Jail. Charlottesville, VA: Offender Aid and Restoration of the United States, (unpublished), 1980.

This manual has a threefold thrust: 1) to sketch a basic philosophy in support of alternatives, 2) to outline the key features of community readiness for alternatives, and 3) to suggest in some detail ways to plan and implement alternatives.

Phillips, K.T. Issues in Developing a Community Corrections Information System. St. Paul, MN: Minnesota Department of Corrections, 1977.

This series of guidelines for administrators, planners, and researchers faced with the task of developing a community corrections information system addresses the problems to be found at the county level.

Rector, M.G. Do We Need More Prisons? A Plea for Planning Before Building. Hackensack, NJ: National Council on Crime and Delinquency, 1977.

Arguments against the funding of five new federal prisons and jails as proposed in the Bureau of Prisons 1978 budget request are set forth in a presentation to a congressional subcommittee.

Voorhis Associates, Inc., ed. Planning of New Institutions: Phase One Community Meeting. U.S. Department of Justice, National Institute of Corrections, 1981.

Information about the jail overcrowding situation is presented, with the underlying message that communities must make a commitment to plan for change in the criminal justice system.

Planning of New Institutions - Phase Two: Resource Manual. Boulder, CO: National Institute of Corrections Jail Center, 1981.

This compilation of planning materials is used for reference in the Planning of New Institutions Phase Two Training, which is conducted by the National Institute of Corrections Jail Center.

Warheit, George J.; Roger A. Bell; and John J. Schwab. Planning for Change: Needs Assessment Approaches. NIH-MH Grant #15900-05 S-1.

This manual is intended to serve as a resource for any agency interested in discovering more about the human needs of those in the community it serves by describing in detail five basic needs assessment approaches.

Webb, Kenneth and Harry P. Hatry. Obtaining Citizen Feedback: The Application of Citizen Surveys to Local Government. Washington, DC: The Urban Institute, 1973.

This report discusses construction of survey instruments and explores the potential usefulness of citizen surveys to city and county governments, particularly those undertaken on a regular annual basis.

Programs and Program Evaluations

Allen, Harry; Eric W. Carlson; Evalyn C. Parks; and Richard P. Seiter. Program Models: Halfway Houses. Washington, DC: National Institute of Law Enforcement and Criminal Justice, Law Enforcement Assistance Administration, 1978.

The study focuses on adult residential inmate aftercare programs and examines critical issues in halfway house establishment and operations, including needs assessment, goal-setting, funding, location, programming, administration, evaluation and accreditation.

Beha, James; Kenneth Carlson; and Robert H. Rosenblum. Sentencing to Community Service. Washington, DC: National Institute of Law Enforcement and Criminal Justice, Law Enforcement Assistance Administration, 1977.

This document sets forth several types of community service alternative sentencing programs and discusses the issues and problems typically and/or potentially facing these programs.

Carlson, E.W. Residential Inmate Aftercare - The State of the Art - National Evaluation Program - Phase I. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1976.

Report on an effort to determine what is known about halfway houses, what additional information could be provided through further evaluation, and the cost and value of obtaining such additional information.

Carlson, E.W.; H.H. Bowman; J.J. Grandfield; and N.J. Beran. Residential Inmate Aftercare - The State of the Art - Single Halfway House Evaluation Model: National Evaluation Program - Phase 1. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1976.

This report is designed to provide staff or residential inmate aftercare programs with evaluative strategies and procedures for assessing the efforts, effect, and efficiency of their programs.

Residential Inmate Aftercare - The State of the Art - Supplement A - Survey of Residential Inmate Aftercare Facilities: National Evaluation Program - Phase 1. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1976.

This report describes the methodology employed and the results obtained in a survey of 153 selected public and private halfway houses providing residential services to adult former inmates and inmates approaching release.

Residential Inmate Aftercare - The State of the Art - Supplement B - Abstracts of Evaluations Reviewed: National Evaluation Program - Phase I. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1976.

This is a state-by-state bibliography of 55 halfway house program evaluations plus individual summaries of each evaluation report.

Residential Inmate Aftercare - The State of the Art - Phase 2 Evaluation Design: National Evaluation Program - Phase 1. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1976.

This report presents analyses, and compares three designs for the evaluation of residential inmate aftercare programs.

Carlson, E.W.; H.H. Bowman; J.J. Grandfield; N.J. Beran; and H.E. Allen. Halfway Houses: National Evaluation Program - Phase 1 Summary Report. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1977.

This study of halfway houses is based on the review of 55 evaluations of halfway house programs and the survey of an additional 153 programs.

Carter, Robert M.; Robert Cushman; and Frederick P. Trapp. Program Models: Community Correctional Centers. Washington, DC: National Institute of Justice, 1980.

Written for correctional practitioners and criminal justice program developers, this report suggest three basic program models of community correctional centers and describes generally how the correctional center should be operated, regardless of program model type.

Crawford, Barbara N. Citizen Involvement Project - Proceedings, 1979. Charlottesville, VA: Offender Aid and Restoration of the United States, Inc., 1979.

The Citizen Involvement Project (CIP), aimed to demonstrate that citizens can be effectively mobilized to participate in the community correctional system and meet the needs of offenders in that system, is described.

Eskridge, Chris W. and Jim Perkins. Restitution: A Plan for the 80's? Paper presented at the Second Nebraska Citizen's Conference on Corrections, Lincoln, NE, 1980.

This paper presents a case for a greater use of restitution programs in the 1980s as an alternative to incarceration, citing as bases historical precedent and cost effectiveness.

Galvin, John J. Criminal Justice Central Intake Program: Concepts and Guidelines. Sacramento: American Justice Institute, 1978.

A product of Phase 1 of the Jail Demonstration Project, this report presents a conceptualization of a criminal justice central intake program, and examines administrative-organizational arrangements, staffing requirements, and planning, evaluation and budgeting issues.

Griggs, B.S. and G.R. McCune. "Community-Based Correctional Programs - A Survey and Analysis." Probation, Parole and Community Corrections, 2nd ed. Edited by Robert M. Carter and Leslie T. Wilkins. New York: John Wiley and Sons, 1976.

This article focuses on programs designed to facilitate the transition of adult felons, male and female, from prison back into the community prior to release or parole.

Hanna, M.G. New York State Commission of Corrections - A Study of Correctional Programs for Transition into the Community. New York: New York State Commission of Corrections, 1979.

New York state community correctional programs are reviewed, and the community residential project for offenders is described. This is followed by a guide for community groups developing halfway houses.

Holt, N. and R. Renteria. "Pre release Program Evaluation - Some Implications of Negative Findings." Correctional Institutions, 2nd ed. Edited by Robert M. Carter, Daniel Glaser, and Leslie T. Wilkins. Philadelphia, PA: J.B. Lippincott, 1977.

The article reports the results of research on a pre release program, which began in 1965 in one of California's institutions, as an instructional program to prepare offenders for reentry into their communities.

Hurlow-Hannah, Elizabeth. Citizen Involvement Project, Update I. Charlottesville, VA: Offender Aid and Restoration of the United States, Inc., 1978.

This summary of the first two training workshops of the Citizen Involvement Project (CIP) also includes citations of resources and references for corrections administrators and planners and post-workshop information on the participating counties.

\_\_\_\_\_. Citizen Involvement Project - Proceedings, 1978. Charlottesville, VA: Offender Aid and Restoration of the United States, Inc., 1978.

The Citizen Involvement Project (CIP) aimed to demonstrate that citizens can be effectively mobilized to participate in the community correctional system and meet the needs of offenders in that system.

McCann, S. Anthony. Local Alternatives to Arrest, Incarceration and Adjudication. Washington, DC: National Association of Counties Research Foundation, 1976.

Six alternatives to pretrial detention are presented as are two models of decision making and a listing of alternative programs.

\_\_\_\_\_. Programs to Re-educate, Readjust, and Restore Inmates of the County Jail. Washington, DC: National Association of Counties Research Foundation, 1976.

This report describes eight programs which may benefit inmates of county jails who are first time or repeat offenders.



McNabb, J. and E. Christian. Texas Exoffender Halfway Houses - Where are They Now - Where Are They Going. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1977.

This book is a guide to avoiding many of the pitfalls and stereotypes connected with setting up and running a halfway house.

Metametrics, Inc. Evaluation of the Offender Aid and Restoration Project. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1975.

The primary objective of this project is to assist persons in jail to help themselves through one-to-one counseling by trained citizen volunteers.

Nelson, E.K., Jr.; Robert Cushman; and Nora Harlow. Unification of Community Corrections. Washington, DC: Government Printing Office, 1980.

A conceptual framework for analyzing correctional reorganization options at local levels is presented with an emphasis on consolidation and unification of related functions.

Seiter, Richard P. "Community Corrections - A State of Turmoil," in Corrections In the Community - Alternatives to Imprisonment - Selected Readings, 2nd ed. Edited by G.G. Killinger and P.F. Cromwell, Jr. St. Paul, MN: West Publishing Company, 1978.

The effectiveness of 10 adult halfway houses in Ohio is evaluated in a study employing a quasi-experimental design.

West, Anita S.; James C. Neubaum; Murray Blumenthal; and Robert A. Keller. Jail Overcrowding and Pretrial Detention: A Program Evaluation, Executive Summary. Denver, CO: Social Systems Research and Evaluation Division, Denver Research Institute, University of Denver, 1980.

A description of the evaluation methodology, program impacts, and conclusions and recommendations are included in this executive summary of the evaluation of the program initiated to complement the Law Enforcement Assistance Administration's court improvement and delay reduction efforts.

Research and Evaluation

Adams, Stuart. Evaluative Research in Corrections: A Practical Guide. Washington, DC: Government Printing Office, 1975.

This document covers traditional and contemporary approaches to evaluating the correctional subsystem, ranging from surveys and controlled experiments, to operations research and simulation.

Babbie, Earl R. Survey Research Methods. Belmont, CA: Wadsworth Publishing Company, Inc., 1973.

This book, designed for beginning researchers, provides a basic guide to survey research.

Blalock, Hubert Jr. Social Statistics, 2nd ed. New York: McGraw Hill, 1972.

This introductory statistics textbook is geared toward individuals engaging in social science research.

Bush, Jerome R. Guide to Data Collection and Analysis - Jail Overcrowding/Pretrial Detainee Program. Sacramento: American Justice Institute, 1980.

This document represents a distillation of the technical assistance provided during the course of the jail overcrowding and pretrial detainee program and is designed to assist a community in planning and implementing a data collection and analysis program to help identify some of the causes of jail overcrowding.

Campbell, Donald and Julian Stanley. Experimental and Quasi-Experimental Designs for Research. Chicago: Rand McNally Publishing Company, 1963.

This book provides a description of pre-experimental, experimental, and quasi-experimental designs which can be used when conducting an evaluation.

Coates, R. Laurence and Bonnie S. Wood. Program Planning Workbook. Washington, DC: Center for Community Change, 1981.

This workbook, geared for community-based organizations, introduces the reader to a planning approach called Planning by Objectives.

Cook, Thomas and Donald Campbell. Quasi-Experimentation - Design and Analysis Issues for Field Settings. Chicago: Rand McNally Publishing Company, 1979.

This book presents some quasi-experimental designs and design features that can be used in many social science settings.

Elias, Gail. How to Collect Data for Jail Planning. Boulder: Voorhis Associates, Inc., 1980.

Data collection techniques are described in this paper.

Isaac, Stephen. Handbook in Research and Evaluation. San Diego: Edits Publishers, 1980.

This handbook provides a summary of research designs, methods, and strategies; instrumentation and measurement; statistical techniques for data analysis; and overall guidelines for planning and writing research and evaluation proposals, reports, and articles.

Kirby, Michael. Failure-to-Appear: What Does it Mean? How Can it be Measured? Washington, DC: Pretrial Services Resource Center, 1979.

This report presents a framework that can be used to examine failure-to-appear rates in research, evaluation, and management information systems.

\_\_\_\_\_. Recent Research Findings in Pretrial Release. Washington, DC: Pretrial Services Resource Center, 1977.

This report presents an overview of the major research efforts examining various aspects of pretrial release.

The Effectiveness of the Point Scale.  
Washington, DC: Pretrial Services Resource Center, 1977.

The point scale, which many pretrial release agencies use to determine whether or not a defendant should be recommended for release on recognizance, is examined.

Nie, Norman; C. Hull; Jean Jenkins; Karin Steinbrenner; and Dale Brent. Statistical Package for the Social Sciences. 2nd ed. New York: McGraw Hill Book Company, 1975.

This manual provides students and researchers with a step by step description of how to accurately use the SPSS computer package when conducting data analysis.

Reynolds, Jack. Management-Oriented Corrections Evaluation Guidelines. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1979.

This "how-to" manual, written for correctional administrators and evaluators, deals specifically with a management approach to evaluation.

Rossi, Peter; Howard Freeman; and Sonia Wright. Evaluation - A Systematic Approach. Beverly Hills: Sage Publications, Inc., 1979.

This book provides an introduction to evaluation research and details the methods which can be used to assess the impact of the program or activity under study.

Rutman, Leonard, ed. Evaluation Research Methods: A Basic Guide. Beverly Hills: Sage Publications, Inc., 1977.

A collection of nine articles which provide the reader direction for planning and conducting an evaluation.

Seiter, Richard P. Evaluation Research as a Feedback Mechanism for Criminal Justice Policy Making - a Critical Analysis. Palo Alto, CA: R and E Research Associates, Inc., 1978.

Evaluative techniques that produce useful results for decision making in the criminal justice field are examined, and policy alternatives resulting from evaluation are described and illustrated.

Suchman, Edward A. Evaluation Research. New York: Russell Sage Foundation, 1967.

This book deals with the conceptual, methodological, and administrative aspects of evaluation applied to public service and social action programs.

Waldo, G.P. "Myths, Misconceptions, and the Misuse of Statistics in Correctional Research," in Probation, Parole, and Community Corrections. 2nd ed. Edited by Robert M. Carter and Leslie T. Wilkins. New York: John Wiley and Sons, 1976.

Correctional researchers have, by negligence, permitted a number of correctional myths and misconceptions to go unchallenged and a misuse of statistics to appear in everyday corrections language and annual reports.

Weiss, Carol. Evaluation Research. Englewood Cliffs: Prentice Hall, Inc., 1972.

This book deals with the application of research methods to the evaluation of social programs and emphasizes the issues and problems a researcher may encounter.

Standards

American Correctional Association. Library Standards for Jails and Detention Facilities. College Park, MD: American Correctional Association, 1978.

Approved by the American Correctional Association and other relevant groups, the library standards for jails and detention facilities are intended to meet all information and leisure reading needs of inmates.

American Medical Association. American Medical Association Standards for Health Services in Jails. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1979.

American Medical Association Standards for the provision of medical, psychiatric, and dental services to jail inmates are presented.

\_\_\_\_\_. Practical Guide to the American Medical Association Standards for the Accreditation of Medical Care and Health Services in Jails. Chicago: American Medical Association, 1978.

A guide to standard operating procedures for the delivery of medical care and health services in accordance with American Medical Association standards is presented for jail physicians and administrators.

\_\_\_\_\_. Standards for the Accreditation of Medical Care and Health Services in Jails. Chicago: American Medical Association, 1978.

Standards for medical care delivery to jail inmates which reflect the definitions of 'adequate' medical care required by the courts are presented.

Anno, B.J. American Medical Association's Program to Improve Health Care in Jails - Final Evaluation Report, Year Three. Chicago: American Medical Association, 1979.

The American Medical Association's third-year program was aimed at extending accreditation of jail medical systems and developing standards for special classes of inmates. This evaluation reports the success of AMA's effort.

Cohen, A.M. Statewide Jail Standards Legislation - Developmental Profiles in Four States. Washington, DC: American Bar Association, 1975.

This bulletin discusses the process by which jail standards and inspection systems legislation was enacted in the states of Arkansas, Oregon, Nebraska, and Texas.

Commission on Accreditation for Corrections. Manual of Standards for Adult Community Residential Services. Rockville, MD: Commission on Accreditation for Corrections, 1977.

These standards attempt to define more clearly the scope and definition of community residential services (half-way houses and pre-release centers) for offenders during the period when they are neither totally confined nor completely released in the community.

Manual of Standards for Adult Local Detention Facilities. Rockville, MD: Commission on Accreditation for Corrections, 1977.

The standards in this volume seek to ensure that all local detention facilities fulfill three primary goals: 1) Protection of the public by securely detaining persons who present a danger to the community, 2) provision of humane and efficient management of inmates, and 3) provision of services necessary to maintain the physical, social and emotional health of inmates.

Henderson, Thomas A.; Randall Guynes; and Robert C. Grieser. Strategies for Implementing Jail Standards/Inspection Programs. Alexandria, VA: Institute for Economic and Policy Studies, Inc., 1981.

This study assesses the extent to which a state standards/inspection program can be used to induce changes in county jails by recounting the experiences of South Carolina, Florida, and Illinois.

Lyden, P.G. "Standards for Evaluating Conditions of Pretrial Detention - Feeley v. Sampson, 570 F.2D 364 (1st Cir. 1978), University of Toledo Law Review, 10 (1979), 493-518.

Court decisions concerning the rights of pretrial detainees and their condition in detention facilities leads to the argument that a well-reasoned standard based on due process rights be adopted.

Mangogna, T.J. "Accreditation and the Future of Community Corrections." Paper presented at the Community Corrections Institute, Billings, MT, December, 1977.

Standards and accreditation are viewed as ways in which community correctional personnel can withstand citizen scrutiny and assure the efficient operation of public and private institutions.

McKoewn, J. "ABA's Statewide Jail Standards Project." American County, 37 (1972), 19-21.

A project aimed at the launching of a national leadership effort to encourage establishment of inspection and standards systems for local jails was discussed.

Miller, E.E. Directory of State Jail Inspection Programs. Washington, DC: U.S. Department of Justice, National Institute of Corrections, 1978.

This directory by the National Sheriff's Association of state jail inspection programs contains an overview of standards and inspections on a state-by-state basis as well as names and addresses of program directors.

National Sheriffs' Association. Handbook on Inmates' Legal Rights. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1974.

This set of standards dealing with inmates' legal and constitutional rights was developed to assist sheriffs and jail administrators in developing rules and regulations for the treatment of inmates.

Office of Public Affairs, Federal Standards for Prisons and Jails. Washington, DC: U.S. Department of Justice, 1980.

These standards are responsive to constitutional issues and are intended to promote practices that protect the basic constitutional rights of inmates.

"Standards for Psychology Services in Adult Jails and Prisons - American Association of Correctional Psychologists." Criminal Justice and Behavior, 7 (1980), 84-127.

These standards establish the minimum acceptable limits for psychology services in jails and prisons; they apply equally to individual institution policy as well as to system wide policies.



State and Local Level Planning and Legislation

Advisory Commission on Intergovernmental Relations. ACIR State Legislative Program: Criminal Justice, 10. Washington, DC, 1975.

ACIR's State Legislative Program represents those recommendations of the Commission for State Action which have been translated into legislative language for consideration by the state legislatures. Volume 10, on Criminal Justice, contains draft constitutional and legislative proposals for police, courts, and state departments of corrections.

. A Commission Report: State-Local Relations In The Criminal Justice System. Washington, DC, 1971.

This report examines the operations and problems of the country's fifty state-local criminal justice systems with special reference to the need for a more expeditious and coordinated criminal justice process.

Benedict, J.L.; I. Piller; and J. Friedman. New Jersey - Correctional Master Plan. Trenton: New Jersey Department of Institutions and Agencies, New Jersey Department of Corrections, 1977.

New Jersey's correctional master plan sets forth the state's correctional philosophy and presents guidelines for the development of state and local corrections and probation and parole services.

. Analysis of Responses to the New Jersey Correctional Master Plan. Trenton: New Jersey Department of Corrections, 1977.

The responses of citizens, educators, court and corrections personnel, and government planners to New Jersey's correctional master plan are analyzed.

Blackmore, J. "Minnesota's Community Corrections Act Takes Hold - Will the Effort to Decentralize Have Any Effect Against Crime?" Corrections Magazine, 4 (March, 1978), 46-54, 56.

Pilot programs in several Minnesota counties to process local offenders through a variety of community-based correctional alternatives are described and evaluated.

Colorado Division of Criminal Justice. Colorado - Comprehensive Community Corrections Plan, February, 1978. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1978.

The Colorado comprehensive community corrections plan focuses on county jails, community corrections, and probation for adults, analyzes their overall organizational structures, and presents planning goals.

Colorado Legislative Council. Colorado - Community Corrections in Planning and Management: Regions 9, 10, and 11 - Programs and Attitudes. Denver, CO, 1975.

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Governor's Task Force on Corrections. Oregon Corrections Master Plan. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1976.

The Oregon Governor's Task Force on Corrections' 1976 Report presents guidelines for future state correctional planning. Ways to resolve overcrowding are proposed.

Howard, D. and M.D. Kannensohn. State-Supported Local Corrections System - The Minnesota Experience (Innovations Transfer, New Approaches By The States). Washington, DC: National Science Foundation, 1977.

This evaluation of an experimental approach to locally based corrections in Minnesota is one of a series citing case samples of policy, management, and operations innovations in community corrections.

Iowa Crime Commission. Iowa - Criminal Justice Standards and Goals - Corrections. Des Moines: Iowa Crime Commission, 1977.

The premise of these standards for the corrections process in Iowa is that the administration of criminal justice can be improved through expansion of community corrections and less use of correctional institutions.

Kansas Department of Corrections. Community Corrections In Kansas: Progress Report. Topeka, KS, 1981.

This report discusses the implementation of the Kansas Community Corrections Act which was passed by the Kansas Legislature in 1978, outlines the adopted planning process, highlights the progress of counties implementing the Act, and lists the grant eligibility level for each county in the state.

Louisiana Prison System Study Commission. Louisiana Prison System Study: Final Report. Louisiana Commission on Law Enforcement and Administration, Louisiana State Legislature, 1978.

An executive summary, an overview of the state's prison system, an evaluation of existing facilities, proposed future strategies, and a summary of the commissions recommendations are presented in this report.

Minnesota Department of Corrections. Minnesota Community Corrections Act Evaluation: General Report. St. Paul: Minnesota Department of Corrections, 1981.

This report presents a summary of the major findings of the evaluation of the Minnesota Community Corrections Act which was conducted in 1979, and seeks to address the effectiveness of this particular piece of legislation.

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Community Correction's Act. St Paul: Minnesota Department of Corrections, 1979.

This report on the implementation status of Minnesota's Community Corrections Act, enacted in 1973, concludes that counties taking part have increased use of local corrections alternatives for juveniles and adults.

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Minnesota - Department of Corrections - Past Effort, 1970-1977: Future Directions, 1978-1981 - Report to the 1977 Minnesota Legislature - Summary Report. St. Paul, MN, 1977.

Summary on correctional system operations since 1970, covering state institutions, community corrections, local institutions, and support services.

Multnomah County Board of County Commissioners. Multnomah County Community Corrections Plan, July 27, 1978. Portland, OR, 1978.

This comprehensive plan includes pretrial services, the institution of community resource sentencing options, improvements in county correctional institutions, major changes in pretrial procedure, and support services.

National Council on Crime and Delinquency. A New Correctional Policy for California: Developing Alternatives to Prison. Report to Joint Rules Committee of the California State Legislature. San Francisco: National Council on Crime and Delinquency Research Center, 1980.

This report presents an analysis of the California state prison system; short term recommendations; long term and structural recommendations; and a conceptual framework for policy development emphasizing alternatives to prison confinement.

The Sourcebook on Alternatives to Prison in California. San Francisco: National Council on Crime and Delinquency Research Center, 1980.

Supporting a companion volume, A New Correctional Policy for California: Developing Alternatives to Prison, this sourcebook presents five research reports which were the key components of a comprehensive inquiry into the feasibility of expanding non-prison correctional options in California.

Oregon Corrections Division, Local Government Corrections Section. Oregon's Community Corrections Act: Twenty Questions and Answers. Salem: State of Oregon Department of Human Resources, 1978.

This pamphlet seeks to define and answer 20 general information questions about the Oregon Community Corrections Act which was enacted in 1977.

Pennsylvania Governor's Justice Commission. Comprehensive Plan for the Improvement of Criminal Justice in Pennsylvania. Washington, DC: U.S. Department of Justice, Law Enforcement Assistance Administration, 1978.

This 1978 comprehensive plan for Pennsylvania's criminal justice system describes existing police, court, and corrections systems, system needs and goals, planning and implementation of goals, and system evaluation.

Schoen, Kenneth F. "Community Corrections Act." Crime and Delinquency, 24 (October, 1978), 458-464.

The development, fundamental precepts, and initial impact of Minnesota's Community Corrections Act, which was passed in 1973, are examined.

Taft, P.B., Jr. "Backed Up in Jail - County Lockups Overflow as Courts Clamp Down on State Prisons." Corrections Magazine, 5 (June, 1979), 26-33.

Focusing on the phenomenon of state prisoners held in local jails because of overcrowding in state prisons, this article outlines the scope of the problem and its effects on both inmates and local officials.

Tilly, J.W. "Overcrowding in Oklahoma's Prisons." Tulsa Law Journal. 13 (1978).

The U.S. District Court's decision in *Battle versus Anderson* (1977) declaring overcrowding at Oklahoma State Penitentiary to be cruel and unusual punishment and the causes of prison overcrowding are considered.

Umbreit, M.S. Community Based Corrections in Indiana - A Humanistic Perspective. Washington, DC: National Endowment for the Humanities, 1978.

Minnesota's Community Corrections Act and proposed community corrections legislation in Indiana are reviewed and assessed.

Virginia Community Diversion Incentive Act. Regulations adopted by Virginia Board of Corrections, August 12, 1980.

This document details the regulations and conditions for compliance for counties and municipalities participating in the Virginia Community Diversion Incentive Program, cites examples of diversion services that may be employed, and includes the text of the authorizing legislation.

Other

American Bar Association. Source Book in Pretrial Criminal Justice Intervention Techniques and Action Programs. Washington, DC: American Bar Association, 1975.

Pretrial intervention programs and techniques are considered in this source book prepared by the American Bar Association's Commission on Correctional Facilities and Services.

American Justice Institute with National Council on Crime and Delinquency. Classification Instruments for Criminal Justice Decisions: Pretrial Release Sourcebook, 1. Washington, DC: U.S. Department of Justice, National Institute of Justice, 1979.

This sourcebook, developed by the Classification Instrument Dissemination Project, is divided into three main sections dealing with pretrial release classification instruments: 1) State-of-the-Art Summary, 2) Site Reports, and 3) Telephone Interview Summaries.

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Classification Instruments for Criminal Justice Decisions: Probation/Parole Level of Supervision Sourcebook, 2. Washington, DC: U.S. Department of Justice, National Institute of Corrections, 1979.

This sourcebook, developed by the Classification Instrument Dissemination Project, is divided into three main sections dealing with probation and parole level of supervision classification: 1) State-of-the-Art Summary, 2) Site Reports, and 3) Telephone Interview Summaries.

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Classification Instruments for Criminal Justice Decisions: Institutional Custody, 3. Washington, DC: U.S. Department of Justice, National Institute of Corrections, 1979.

This sourcebook, developed by the Classification Instrument Dissemination Project, is divided into three main sections dealing with classification of inmates in institutional custody: 1) State-of-the-Art Summary, 2) Site Reports, and 3) Telephone Interview Summaries.

Classification Instruments for Criminal Justice Decisions: Sentencing and Parole Release Sourcebooks, 4. Washington, DC: U.S. Department of Justice, National Institute of Corrections, 1979.

This sourcebook, developed by the Classification Instrument Dissemination Project, is divided into three sections dealing with sentencing and parole release decisions: 1) State-of-the-Art Summary, 2) Site Reports, and 3) Telephone Interview Summaries.

Classification Instruments for Criminal Justice Decisions: General Information, 5. Washington, DC: U.S. Department of Justice, National Institute of Corrections, 1979.

This general information volume contains a description of the study background, objectives, operational definitions, and methods.

Classification Instruments for Criminal Justice Decisions: Legal Issues, 6. Washington, DC: U.S. Department of Justice, National Institute of Corrections, 1979.

This volume examines some of the classification instruments now in use at several decision points in the criminal justice system and provides a legal analysis of the issues involved.

Dodge, C.R. Nation Without Prisons - Alternatives to Incarceration. Lexington, MA: Heath Lexington Books, 1975.

This collection of twelve articles provides a broad overview of various schools of thought pertaining to effective rehabilitation of offenders and describes several possible alternatives to institutionalization.

Dye, L.L. "New Roles for Ex-Offenders in Corrections," in Corrections in the Community - Success Models in Correctional Reform. Edited by E.E. Miller and M. Robert Montilla. Reston, VA: Reston Publishing Co., Inc., 1977.

In this article, the author, an ex-offender himself, outlines the case for and barriers to formal ex-offender involvement in corrections as a manpower resource and lists examples of ex-offender participation in the field.

Elison, L.M. "Community Correction Management and the Law." Paper presented at the Community Corrections Institute, Billings, MT, December, 1977.

Entry of clients into community correctional facilities through pretrial diversion, direct court commitment, or after a term in prison but before outright release is examined in terms of correctional management and law.

Flanagan, Timothy J.; Michael J. Hindelang; and Michael R. Gottfredson. Sourcebook of Criminal Justice Statistics - 1979. Washington, DC: Government Printing Office, 1980.

This sourcebook is a compilation of criminal justice and related statistics, almost exclusively nationwide in scope, that are currently available from the publications of a variety of governmental and private agencies.

Hill, G. "House Hustling." Paper presented at the Community Corrections Institute, Billings, MT, December, 1977.

Public relations activities involved in persuading the community of benefits associated with community residential treatment centers are noted.

May, E. "Weekend Jail - Doing Time on the Installment Plan." Corrections Magazine, 4 (1978), 28-38.

The application and benefits of the part-time jail term as an alternative to probation or straight sentencing are examined.

Miller, E.E. "Jail's Role in Community Corrections," in Jail Management - Problems, Programs, and Perspectives. Edited by E.E. Miller. Lexington, MA: Heath Lexington Books, 1978.

Means by which the jail may fulfill a positive role as a local institution are discussed.

Minnesota Sentencing Guidelines Population Projection Program: User's Manual. Washington, DC: U.S. Department of Justice, National Institute of Corrections, 1981.

This manual provides a general discussion of the Minnesota Sentencing Guidelines projection model, designed to test the effect of sentencing policies on prison populations, and a more specific description of how to use the population projection.



Nagel, W.G. "Prisonia - America's Growing Megalopolis." Quarterly, 36 (1979), 47-54.

America's growing prison population, reasons for its increase, and ways to reduce the number of prisoners are discussed.

Nagel, S. and M. Neef. "Bail, Not Jail, For More Defendants - Judges Need A More Objective Standard to Decide Whom to Release Before Trial." Judicature, 60 (1976), 172-178.

The judicial tendency to hold a defendant when there is doubt of his appearance and the greater sensitivity to release errors than to holding errors runs contrary to the rule of law.

National Advisory Commission on Criminal Justice Standards and Goals. Corrections. Washington, DC: Government Printing Office, 1973.

This report deals with the problems and prospects of corrections in four parts: 1) the setting for corrections, including the rights of offenders, the possibilities for diverting offenders out of corrections, pretrial release and detention, principles of sentencing, and the classification of offenders; 2) the need for changes in major program areas of corrections; 3) elements basic to improvement of the correctional system as a whole, and each of its components; and 4) priorities and strategies.

National Institute of Corrections. De-Institutionalization of Corrections and its Implications for Residual Prisoners. Paper presented at the Sixth United Nations Congress on the Prevention of Crime and the Treatment of Offenders, 1980.

This paper documents the progress of deinstitutionalization in the United States, details programs that exemplify its development, and examines the consequences of these programs to the creation of a population of prisoners identified as residual offenders.

Newman, Donald J. Introduction to Criminal Justice. New York: J.B. Lippincott Company, 1975.

This book emphasizes decision making in explaining how the criminal justice system works, studying the decision flow of the criminal process and the interaction of policies and practices among the courts and operational agencies.

Ney, Becki; William Nagel; P. Smith; and J. Zucker. Release Procedures. Philadelphia: American Institute of Criminal Justice, 1980.

In view of the rapidly increasing prison population, this study attempts to discover and report methods of prison population control currently being used after incarceration, with particular attention to prerelease mechanisms and programs.

Pryor, Donald E. and D. Alan Henry. Pretrial Issues: Practices - A Preliminary Look at the Data. Washington, DC: Pretrial Services Resource Center.

This paper attempts to look at some assumptions based on national standards and goals relating to pretrial practices and to describe the existing level of adherence to them.

Quade, E.S. Analysis for Public Decisions. New York: American Elsevier Publishing Co., Inc., 1976.

This book provides a in-depth discussion of analytical methods which can be employed for public policy decision-making.

Stauffer, J.D. Community, The County Prison and You.... Washington, DC: Department of Health, Education, and Welfare, 1976.

Services in county prisons should help inmates to adjust to incarceration and help them to prepare for their release. Available services are listed and forms of community participation are suggested.

Tropman, John E. Effective Meetings - Improving Group Decision-Making. Sage Human Services Guides, Volume 17. Beverly Hills: Sage Publications, Inc., 1980.

This book focuses on the role of committees, boards, and task forces, and provides suggestions on how they can operate more effectively.

Zimmet, C.P. Community Corrections Institute. Papers presented at the Community Corrections Institute, Billings, MT, December, 1977.

Papers presented at the Community Corrections Institute focus on alternatives to institutionalization, with emphasis on planning, management, evaluation, legal issues, programming, staffing, and community relations.