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August 5, 1974

RICHARD C. WERTZ  
EXECUTIVE DIRECTOR

Mr. Lawrence L. Holmes  
The MITRE Corporation  
Westgate Research Park  
McLean, Virginia 22101

NCJRS  
SEP 21 1974  
ACQU...

Dear Mr. Holmes:

I am enclosing for your information the evaluation components of State-level Impact projects funded under the Baltimore City High Impact program.

Our State-level projects are currently operating on the basis of these components. The components and the subsequent evaluations are, however, subject to revisions agreed upon by the project directors and our office.

If you have any questions regarding this material, please contact me.

Sincerely,

Robert A. Dubansky  
Impact Coordinator

RAD/lmd

Enclosure

L. L. HOLMES

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## PROGRAM EVALUATION

Project Title: The Diversion of Impact Offenders  
Applicant: Maryland State Department of Juvenile Services  
Implementing Agency: Southeast Community Organization (Sub-contract)  
Baltimore Urban League, Inc.  
East Baltimore Corporation  
Total Project Cost: \$216,184

### Commission Program Area

Development of Community-based treatment alternatives and provision of community services for juvenile delinquents

### Five Year Objectives

Treat 75% of adjudicated juveniles outside State institutions through the development and operation of viable community-based programs, thereby causing a reduction in the required capacity of State juvenile institutions.

### Rationale Behind the Establishment of this Project

In fiscal year 1972, Baltimore City Juvenile Court handled 5,728 impact offense cases, (i.e., cases involving assault, burglary, breaking and entering, larceny, purse-snatching, and robbery). This represented 50.4% of the total number of delinquency cases handled by the Baltimore City Juvenile Court. Of these cases, 41.1% (2,353), were formally processed through the court system. It was recognized that formalized court processing marked the beginning of the labeling process, and that once a youth is labeled "delinquent", the potential for a career of crime is increased. Yet, Court Intake had no alternative to the court system, which was preferred to a child's return to the community where no visible alternative to court action existed.

On March 1, 1973, the Governor's Commission on Law Enforcement and the Administration of Justice approved Grant #JDHI-05-05-STS, so that these problems could be addressed. It is the intent of this project to provide an alternative to formal court processing through the use of sub-contracted community groups, and to measure the effectiveness of that alternative.

The actual delivery of services, (individualized counseling, leisure time activities, tutoring, peer group work, and other types of activities generated by project staff to meet identified needs), which began September 5, 1973, is handled by four community groups. These groups are: The East Baltimore Community Corporation, the Baltimore Urban League, the Southeast Community Corporation, and the Northwest Baltimore Community Corporation. The first three are sub-contractors, while Northwest Baltimore Community provides a courtesy through its Youth Service and Referral Bureau.

#### clientele Served

Potential program participants will be paper screened by an Intake Consultant from the Department of Juvenile Services. The following criteria for program consideration will be used: (a) impact offender, (b) ages 10 - 14, (c) no pending charges, (d) no prior history of adjudication, and (e) residing within specified geographic boundaries. The Coordinator, working closely with court intake staff, makes the initial determination as to who will be referred to the Diversion project on the basis of age, offense, and residency requirements.

A maximum of 90 day's involvement is required once the youth agrees to participate in the diversion project, but he/she may continue voluntarily in the program up to a one-year period if the need for extended services has been determined. Approximately 120 youth will be served at any given 90 day interval.

## Objectives of the Impact Offenders Diversion Project

### Objective #1: Reduce the rate of recidivism

This objective is operationalized by the sample selected (i.e., first offenders) and by the treatment services. Cases selected will be placed in the "preliminary inquiry" period by DJS and referred to one of the four community groups.

### Objective #2: Reduce the number of impact offenders formally processed

This objective is operationalized by providing an alternative to traditional methods of DJS Intake's management of complaints. Within the preliminary inquiry period, diversion services will be provided to approximately 120, 10-14 year old impact offenders at 90 day intervals. In some instances, services will be extended beyond the 90 day point.

### Evaluation Criteria: Expected Results

It is assumed that services provided by this project will:

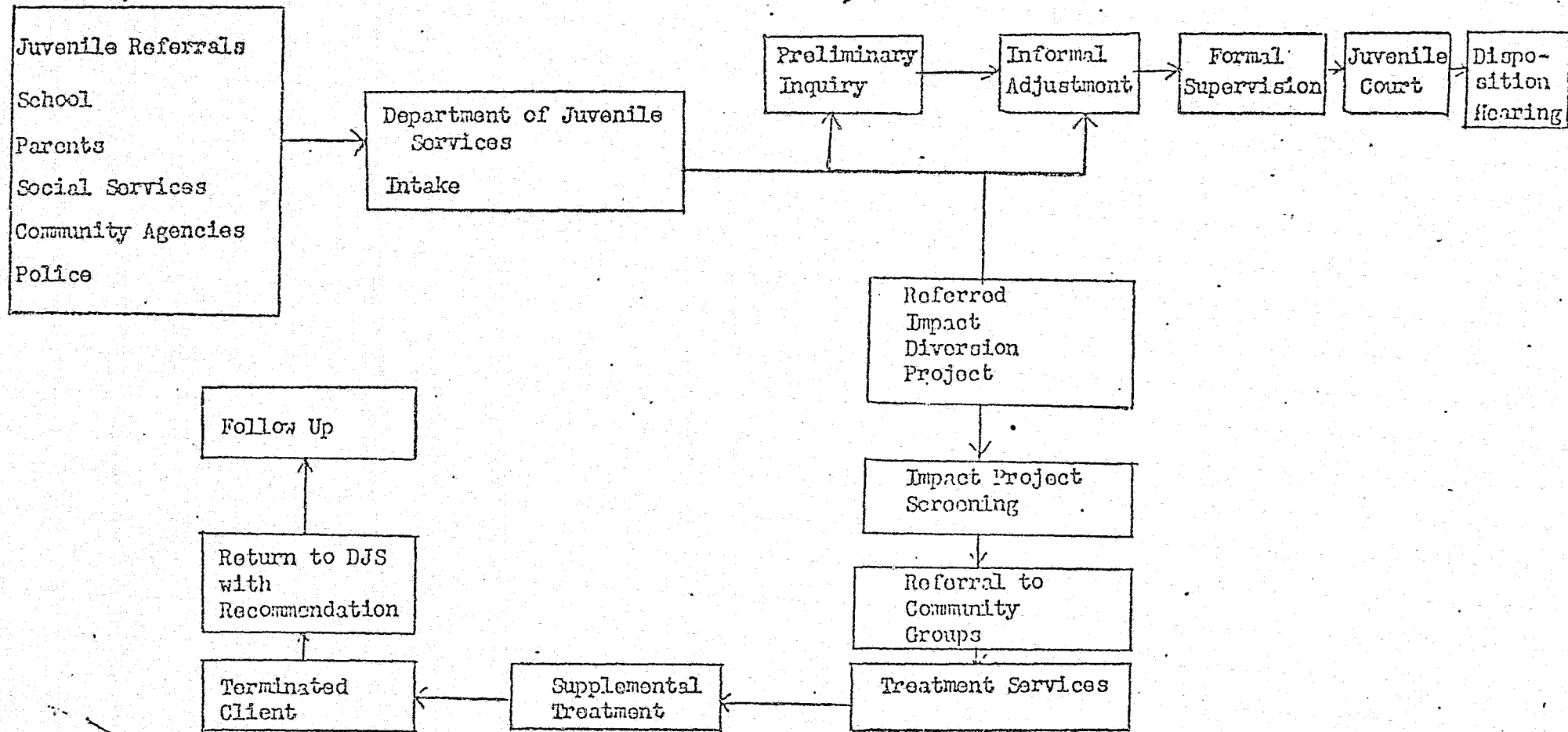
- a. Reduce the rate of impact recidivism.<sup>1</sup>  
(Objective 1)
- b. Reduce the volume of formally processed impact cases.<sup>2</sup>  
(Objective 2)

The Impact Diversion Project's role in the Juvenile Justice System is summarized in the Figure 1 flow chart.

<sup>1</sup>The rate of recidivism among project participants will be compared to the city-wide rate, proportionately.

<sup>2</sup>The probability of reduced formal processing for the city will be determined from data indicative of project effectiveness (i.e., follow-up reports, no arrest records, etc.)

Figure 1 - Flow Chart of Impact Diversion Project in the Juvenile Justice System



The anticipated reduction in the incidence of recidivism is based on the likelihood that the potential for future delinquent behavior is aggravated by multiple contacts with the juvenile justice system,<sup>3</sup> and that through community based intervention this likelihood can be reduced.<sup>4</sup>

Program variables that influence delinquency reduction will be difficult to isolate. Therefore, a comparison will be made between experimental and control groups, which will to some degree compensate for uncontrolled factors.

A continuum will be developed to act as an indicator of the success/failure range in the project. Tentative levels of success are:

0. Intake requests return of referral for DJS action
1. More than one re-arrest
2. No contact with law following referral of re-arrest
3. Intake referral of re-arrest charge
4. Charge pressed but dismissed at Intake
5. Contact with the law for lesser charge (no charge pressed)
6. Contact with the law, but no charge pressed
7. No contact with the law

Controlled experimentation will be undertaken to determine the probability that pre-trial diversionary services deter future delinquent behavior. The findings will be compared to a similar impact sample who receive no pre-trial services.

Methods of data collection and analysis will be developed by the project. No problems are anticipated in this area provided that an administrative assistant to the coordinator is hired to assist in this area. This person would aid in making DJS record checks and in checking the accuracy of project data on experimentals. Checks for recidivism on experimental and control groups will be confined to the DJS system.

<sup>3</sup> A National Strategy to Reduce Crime, National Advisory Commission on Criminal Justice Standards and Goals, Law Enforcement Assistance Administration, Washington, D.C., 1973, p. 34.

<sup>4</sup> Diversion From the Criminal Justice System: Technical Assistance Handbook on Pre-Trial Techniques and Program Programs, National Pre-Trial Service Center, ABA Commission on Correctional Facilities and Services, Washington, D.C., August 1973.

The anticipated reduction in the number of impact offenders that are formally processed in measure (2) is based on the probability that, by referring youth to community-based facilities for intensive services, the proportion of youth who are sent through the courts will be decreased. Past studies show formal processing to be ineffective. Informal processing precludes intense service delivery because of large caseloads, while dismissal at the Intake level may deny youth needed services. The Diversion of Impact Offenders Project proposes to offer a constructive alternative by establishing intensive services, (counseling, tutoring, leisure time activities, other activities generated by project staff to meet identified needs), in community-based operations.

Measures of effectiveness are clearly dependent on sophisticated data collection and control techniques that make demands on the project and also on the Department of Juvenile Services. A number of processing and activity methods should be identified that will be useful in assessing Project effectiveness.

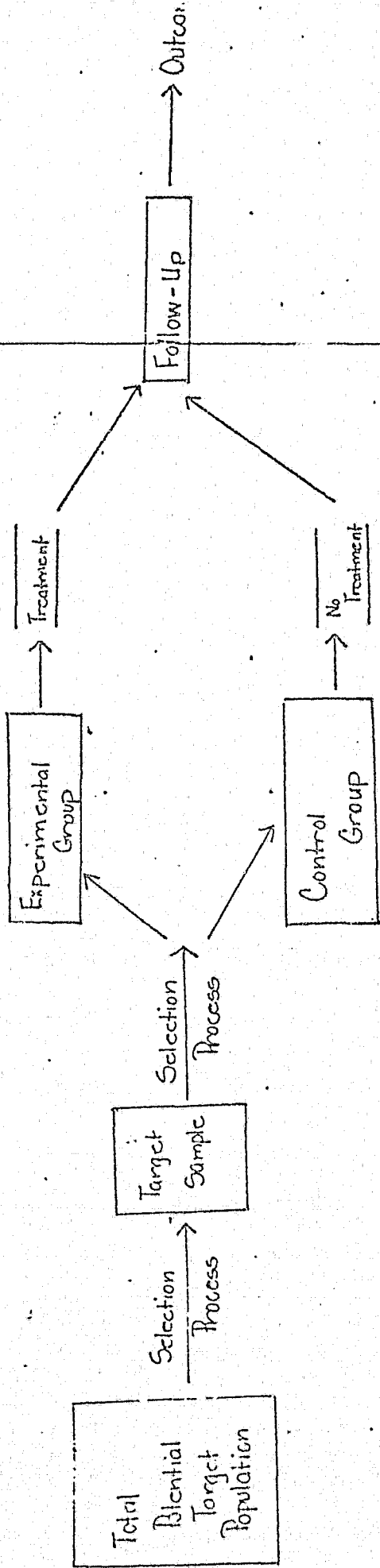
The Generalized Experimental Research Process is summarized in the Figure 2 flow chart.

#### Processing and Activity Measures

##### (1) Active Client Caseload Inventory

The number of incoming client cases along with the number of outgoing or terminated client cases should be maintained in order to provide an inventory of the active client caseload. This inventory should provide indications of the caseload size for improved management control, resource planning, and workload allocation.

Figure 2 - Flow Chart of Generalized Experimental Research Process





## (2) Referral and Intake Patterns

Information on the number of client referrals by source of client referral, client behavior problem, and assigned treatment activities should be maintained. Other factors that are likely to influence the referral process and subsequent treatment success include the client's previous juvenile justice history, family ties, education, age, place of residence, race and sex.

The referral patterns are likely to provide an indication of program attractiveness. That is, the credibility of the operation is to some extent reflected by feedback from the community, the court, schools, etc.

Referral patterns from voluntary and criminal justice sources (which provide an indication of how the project's use and adequacy meets participant needs) will also show how the service is perceived by those outside the project. Referral patterns can enable the project staff to: (1) identify the project's strengths and weaknesses; and (2) communicate the project's efforts to be more effective and efficient. The project's reliance on DJS and the community at large necessitates project staff publicising the program and selling it to the community on a continuing basis to enhance program success.

## (3) Client Caseload and Service Activity

Information on the service activities provided to all clients should be maintained. This information should include the individual's identified behavior problem and referral source, so that intake processes which might assign disproportionately high numbers of potentially difficult clients to certain service activities could be determined. Success and failure in achieving progress towards treatment objectives can then be evaluated on

the basis of both the treatment activities and the identified client behavior problems.

#### (4) Terminated Client Follow-up and Evaluation

Clients leaving the active treatment program should be accounted for by the reason for termination, (e.g., drop-out, successful completion of treatment plan). Terminations should also be referenced by their behavior problem so that indicators of project success or failure in dealing with certain behavior problems can be better assessed.

The project's ultimate success depends on the terminated clients behavioral adjustment after completion of the treatment program. Thus, the project must conduct follow up activities following termination and attempt to determine the extent to which each former client has adapted to his or her environment. While it is difficult to adopt a rigorous and quantitative definition of a client's stability in the community, some criteria can be developed for assessing how successful the project is in helping clients to function constructively in society after termination of the treatment program. While certain clients may represent clear-cut cases of success or failure, there will also be cases where client success and failure cannot be easily evaluated. For these clients, some evaluation of progress towards effective social and behavioral adaptation must be made.

#### Data Needs

This section outlines the data requirements necessary to determine the values of the measures defined in the previous section.

#### For the Effectiveness Measures

Data for these measures would have to come from multiple sources: 5

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<sup>5</sup>Lejins, Peter P., Courtless, Thomas F., "Justification and Evaluation of Projects in Corrections", Institute of Criminal Justice and Corrections, the University of Maryland, College Park, Maryland.

- (1) Intake into project
  - a. client demographic data
  - b. referral source
  - c. delinquent history
  - d. treatment resources currently being utilized
  - e. changes in volume of intake by referral source (indicator of increased awareness of services provided and perhaps a measure of perceived effectiveness)
- (2) Service and Treatment
  - a. treatment modality recommended
  - b. results of any tests administered
  - c. begin date of counseling sessions, number of sessions, end date and client status at termination of counseling
  - d. other treatment modules utilized by client
  - e. recommended treatment/disposition
- (3) Follow-Up
  - a. termination reason
  - b. follow-up status, (success-failure range)
  - c. type of follow-up, (e.g. contact with client, family, school, community, police, DJS)
  - d. community resources being utilized by client and family
  - e. disposition followed
- (4) Delinquency and recidivism levels during project life

#### Data Analysis

The essential thrust of the evaluation analysis is the reduction in the rate of recidivism by provision of community-based treatment resources. This will be assessed via the establishment of control groups, to see if the program has had any impact on recidivism statistics. The

study must also look at dispositional decisions, (probation, institutionalization, etc.), which may be influenced by project recommendations, or "success-failure" of clients in the project, and a comparison made of these decisions made for similar offenders without benefit of participation in the project (impact offenders who are formally processed).

As a research function of this project, profiles could be developed on the social background and delinquency history of impact offenders as a group, and of offenders within each of the impact offense categories. This could eventually lead to activities in the future which can be assessed in terms of prevention of the incidence of impact offenses and reduction of impact offense recidivism.

In analyzing objective (2), data will be compared to a prior twelve month period of the number of impact offenders who were processed formally by the court. Follow-up studies will be conducted on experimentals and controls to see if diversion from the court system via community-based treatment facilities proved to be an effective alternative. This will give some indication of the project's success in terms of providing an alternative to the court and decreasing the volume of intake referrals from a given referral source. Considering, however, the small size of the sample population in comparison to the actual incidence of impact offenses within the city, a true picture of the project's effectiveness on a city wide scale cannot be determined. Rather, a picture of potential effectiveness will be identified.

Community and the Department of Juvenile Services' acceptance of the project might be another area that can be explored. Structured telephone interviews or personal interviews, including intake worker,

teachers, project staff, probation officers and juvenile counselors can be conducted.

#### Data Collection

Project staff will be responsible for the initial collection and progressive updating of all data on Impact Offenders in the control group. Copies of status reports on project offenders will be transmitted to the project director and supervisors, with a single copy being retained in each offender's file.

#### Data Management

Each offender in the target populace will have a file containing copies of all pertinent data. A master card index will also be maintained with all pertinent identifying data for each project offender. These will be color coded to differentiate between experimental and control groups. All required data will be collected and funneled to the project's main office, where it will be maintained. Only counseling staff, supervisory personnel, and the project director will have access to collected data.

PROGRAM EVALUATION

Project Title: Community Treatment (Baltimore City Intensive Probation)  
Project Y-1

Applicant: Maryland State Department of Juvenile Services

Implementing Agency: Department of Juvenile Services

Total Project Cost: \$421,488

Commission Program Area: Development of community-based treatment alternatives and provision of community services for juvenile delinquents.

Five-Year Objective: Treat 75% of adjudicated juveniles outside state institutions through the development and operation of viable community-based programs, thereby causing a reduction in the required capacity of State juvenile institutions.

Rationale Behind the Establishment of this Project: During 1971-1972 an estimated 400 boys 15 through 17 were committed to the Maryland Training School or Boys' Village in connection with Impact-type offenses. During the same period, the Baltimore Juvenile Court waived jurisdiction and transferred over 300 such youngsters for prosecution as adult defendants.

The John Howard study in its recent report to the Department of Juvenile Services, noted two basic factors which militate against undue reliance upon institutional care as a treatment method. One was excessive cost, the other unsatisfactory treatment effectiveness.

Latest Departmental estimates are that the taxpayers of Maryland spent approximately \$12,000 to care for a youth for 12 months at Maryland Training School for Boys. Yet despite that investment, the treatment results are unimpressive. A recent study found that the average failure rate for all of the Department's training schools was about 40 percent.

Also supporting its contention that the Department modify its reliance upon institutionalization were the John Howard Association's findings of numerous shortcomings in the operation of the various training schools, particularly the Maryland Training School for Boys.

In summary, then, the problem to be dealt with if impact offenses by Baltimore youth are to be reduced is to devise improved methods of handling those young people whose relatively serious offenses indicate that they are likely to recommit such violations. Commitment to training school or transfer for criminal prosecution costs too much and fails too often to be acceptable.

The John Howard Association cited that the Department use the techniques developed by the California Youth Authority's Community Treatment Project (CTP) as the model for innovation.

It is the intent of this project to conduct an intensive probation program for selected Baltimore male juveniles charged with Impact type offenses. A total of 200 such youngsters will be maintained in the program at any one time. An interpersonal maturity level system is used to classify the youth. They will be assigned to a probation officer whose personal characteristics have been found most suitable for that individual youth from the standpoint of effective treatment. In addition to being matched with an appropriate treatment agent (i.e., their probation officer) they will also be assigned to a program whose goals, strategies and elements are designed to accommodate their individual strengths, limitations and interests.

#### Clientele Served

Only those juveniles charged with and found delinquent and adjudicated for burglary, assault and robbery will be considered for acceptance into the program. Additional inclusionary criteria include:

- a. A resident of Baltimore City
- b. A youth from fifteen (15) through seventeen (17) years of age
- c. The youth must be under the jurisdiction of the Baltimore City Juvenile Court. In the event that a youth, whose legal residence is in Baltimore City, commits one of the above offenses in any county in Maryland he may be considered, if the County Court is willing and executes the transfer of jurisdiction to the Baltimore City Juvenile Court.
- d. Voluntary. Must have youth and parental consent to participate.

#### Exclusionary Criteria

1. All cases initially papered as murder or rape, (or attempted murder or rape), but returned to the jurisdiction of the Baltimore City Juvenile Court on a lesser included charges.
2. All armed robbery with a deadly weapon.
3. All youth found to have committed an offense involving the use of a gun.
4. All youth who are similarly certified as drug addicts.
5. All youth found to have been selling hard addictive drugs (heroin, cocaine, methadone, etc.)
6. All youth who are certified by court -- recognized by clinicians as suffering from serious mental disorders requiring institutionalization and/or intensive long-term therapy.
7. Any juvenile causing in-patient hospitalization of his victim in the commission of one or the above offenses will not be considered for the duration of that hospitalization. However, he may be considered when the victim has been released and charges are congruent with the inclusionary criteria.
8. All youth under a commitment order to a DJS institution.

#### Screening and Selection Procedure

Initial screening will be conducted in cooperation with one of the assignment officers to determine whether the minimum criteria are met. The Assignment Officer will contact a member of the Baltimore City Intensive



Probation Program for more in-depth screening. The Screening and Admissions Committee will review the case or cases, and based on the information available, select those cases eligible for the Baltimore City Intensive Probation Program. The Coordinator of the Screening and Admission Committee will then get the approval of the Court via recommendations to the Court at time of disposition and prior to initiating any further action regarding acceptance of the case or cases. The Committee will also have the responsibility of getting the parental consent forms, (medical, release of information and consent for short excursions), signed; interview each tentatively selected case individually; complete appropriate forms for screening and verifying, whenever possible, information entered on these forms.

When the forms and the initial information gathering are completed, the Coordinator of the Screening and Admissions Committee will then contact the Diagnosticians and inform them of the findings. Testing is to begin within a seventy-two hour period. All testing will be administered at the Maryland Training School for Boys. Those youth not detained will be provided transportation by a member of the Intensive Probation staff for testing. The results of these tests will enable the Intensive Probation staff to match youth with probation worker. After assignment to the program it will be the probation counselor's responsibility to orient parents and youth to the program goals and purposes as well as its mutual expectations and projected treatment strategies.

#### Termination from the Program

In the event a youth is considered for termination from the program for justifiable cause(s), the probation counselor will discuss the situation with his immediate supervisor. If the difficulty can not be resolved and justifiable cause(s) remain apparent, it will be the responsibility of that supervisor to

bring it to the attention of the Treatment Supervisor for further consideration. The Treatment Supervisor will discuss it with the Project Director who will make the final determination. If all agree to the termination, the Project Director will notify the Court in writing. The Coordinator of the Screening and Admissions Committee will also be in touch with Judge and/or Masters for the purpose of having the Court Order rescinded and provide other services for the child which the Court deems appropriate.

Objectives of the Community-Based Intensive Probation Project

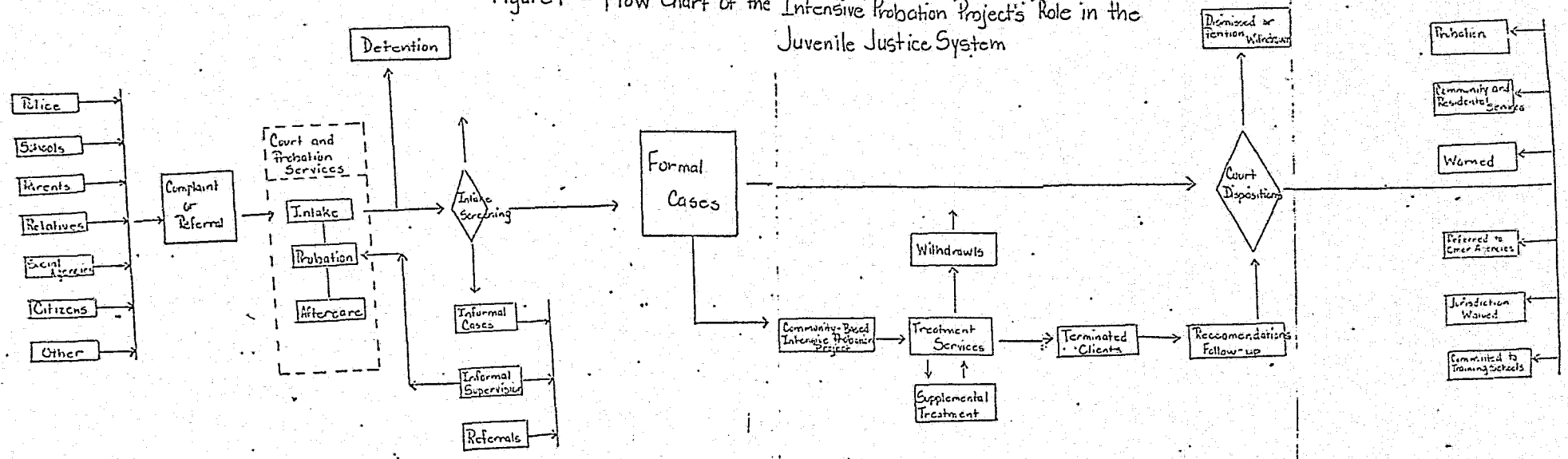
Objective #1: Reduce the rate of recidivism. This objective is operationalized by intake being conducted after the adjudication hearing, but before disposition. It may be presumed that many of the youth brought to the attention of the project's intake office have had contact with the court system in the past, but, there may be some youth who have not had any formal court system exposure.

Objective #2: Reduce the institutional population. This objective is operationalized by the project's willingness to receive at their intake, juveniles adjudged delinquent. The probation project is to provide community-based treatment and services for the youth, during a period of court ordered probation, in an attempt to prevent institutionalization.

Objective #3: Decrease the cost of treatment resources for adjudged delinquents. This objective is operationalized by the courts referring juveniles to the project as an alternative to institutionalization. It is presumed that community-based treatment programs are not only less expensive, but more effective than institutions.

The Intensive Probation Project's role is summarized in Figure 1 flow chart.

Figure 1 - Flow Chart of the Intensive Probation Project's Role in the Juvenile Justice System



## Evaluation Criteria for the Intensive Probation Project

### Effectiveness Measures

It is assumed that the services provided by this project will:

1. Reduce the incidence of crime among impact offenders (Objective #1),
2. reduce the number of adjudged delinquents sent to institutions (Objective #2); and
3. reduce the cost of treatment resources for adjudged delinquents (Objective #3).

The anticipated reduction in the incidence of recidivism in measure (1), is based on the probability that youths displaying anti-social behavior will eventually commit crime and that through community-based intensive counseling the probability can be reduced.

The influence both direct and indirect of intensive counseling of impact offenders on crime reduction will be extremely difficult to isolate. Comparison groups of similar offenders who fit the eligibility criteria for the project, but are not participants, will be established, keeping in mind the factors not controlled which may influence any differences in recidivism statistics. Perhaps a measure of recidivism which would be of some practical value would reflect the range of difficulty with the law at the point of followup. A continuum has to be developed to measure the degrees of success and failure in the project. The levels of success would be as follows:

1. No contact with the law.
2. Contact with the law but handled informally (police picked youth up, but no charges).
3. Closed at DJS intake (informal).
4. Contact with law, formal disposition.
5. Dismissed in court.
6. Probation extended.
7. Probation revoked.

Controlled "experimentation" would be undertaken to enable a better determination of the probability of past anti-social behavior, being a prediction of similar behavior in the future. This baseline data could then be compared to the probability that youth who possess like behavior patterns, but are not treated by the project subsequently recommit criminal or delinquent acts.

The outcome data for experimentals will be developed by the project. No problem is anticipated in the generation and collection of this data. An attempt is being made to devise a way to check the DJS data system for experimentals and controls. Subsequently this will check the accuracy of project data on experimentals, and confine the check for recidivism to the DJS system. If additional data on the controls contact with the law is desired, various field attempts to get data will be considered. This would involve getting legal clearance and a consideration of how much effort will be expended to check sources which range from police contacts to the adult correctional system.

Percent  
Experimental Control

Difficulty with the  
law

T <sub>1</sub>	100	100
T <sub>2</sub>	—	—

At the most elemental level, a list of the hypothesis (intensive probation supervision based on the California Youth Authority model is related to recidivism in juvenile delinquency) will be that at Time 2 the proportion of those in trouble with the law in the experimental group will be significantly less than those in the control group.

The anticipated reduction in the number of adjudged juveniles sent to institutional facilities in Measure (2), is based on the probability that by

referring youth to community-based treatment facilities, the proportion of youth sent to institutions for treatment will be decreased. Past studies show commitment to be ineffective, while there remains the danger of the youth's delinquent behavior being reinforced through association with other detained youth. The Intensive Probation Project proposes to offer more effective treatment resources, (intensive counseling, career development, development of recreational and cultural activities, community facilities and educational assistance), based on the individual needs and interests.

The cost of treatment resources for adjudged delinquents is expected to be reduced. It is assumed that by referring delinquents to the community-based project, it will be less expensive than commitment. Currently, taxpayers spend approximately \$12,000 to care for a youth for 12 months at the Maryland Training School for Boys. This is a phenomenal investment, considering the results are unimpressive and ineffective.

Since the effectiveness measures are clearly dependent on sophisticated data collection and "experimental" control techniques that make data demands not only upon the project, but also the court, several processing and activity measures should be identified that will be useful in assessing project impact and progress.

The Generalized Experimental Research Process is summarized in the Figure 2 flow chart.  
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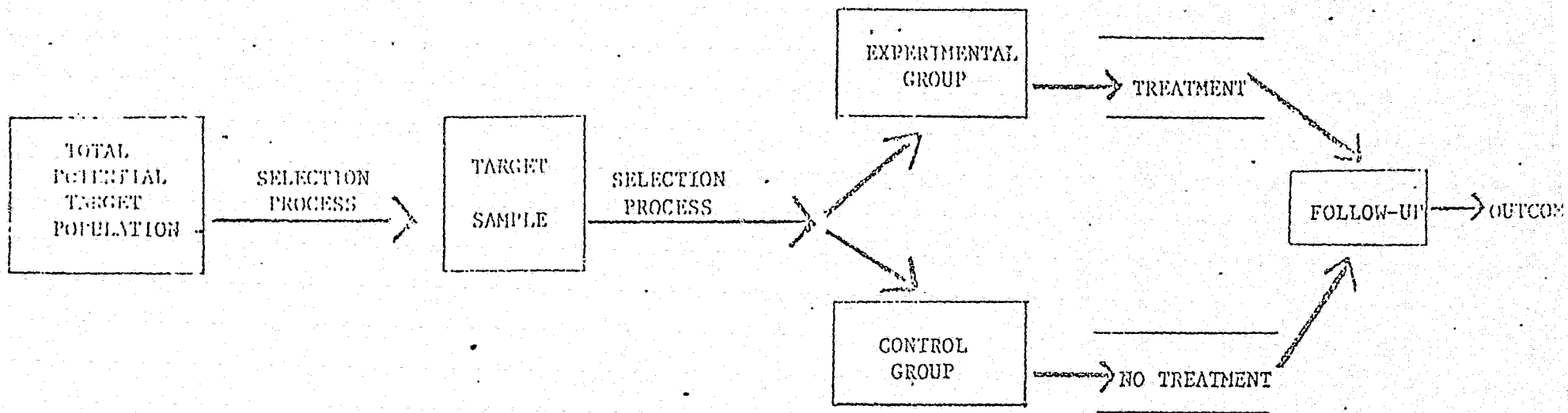
Processing and Activity Measures:

1. Active Client Caseload Inventory

The number of incoming client cases along with the number of outgoing or terminated client cases should be maintained in order to provide an inventory of the active client caseload. This inventory should provide indications of the caseload size for improved management control, resource planning, and workload allocation.

Figure 2

GENERALIZED EXPERIMENTAL RESEARCH PROCESS



## 2. Client Caseload and Service Activity

Information on the service activities provided to all clients should be maintained. This information should be referenced to the individual's identified behavior problems and referral source, so that intake processes, which might assign disproportionately high numbers of potentially difficult clients to certain service activities, could be determined. Success and failure in achieving progress towards treatment objectives can then be evaluated on the basis of both the treatment activities and the identified client behavior problems.

## 3. Terminated Client Follow-up Evaluation

Clients leaving the active treatment program should be accounted for by the reason for termination, (e.g., drop-out, successful completion of treatment plan). Terminations should also be referenced by their behavior problem so that indicators of project success or failure in dealing with certain behavior problems can be better assessed.

The project's ultimate success depends on the terminated clients behavioral adjustment after completion of the treatment program. Thus, the project must follow up on individuals who have successfully terminated treatment, and attempt to determine the extent to which each former client has adapted to his or her environment. While it is difficult to adopt a rigorous and quantitative definition of a client's stability in the community, some criteria can be developed for assessing how successful the project is in helping clients to function constructively in society after termination of the treatment program. While certain clients may represent clear-cut cases of success or failure, there will also be cases where client success and failure cannot be easily evaluated. For these clients, some evaluation of progress towards effective social and behavioral adaptation must be made.



Data Needs

This section outlines the data requirements necessary to determine the values of the measures defined in the previous section.

Data for these measures would have to come from multiple sources:<sup>2</sup>

1. Intake into project

- a. Client demographic data
- b. I level
- c. Offense

2. Service and Treatment  
Treatment Data

- a. Treatment modality recommended according to I level
- b. Results of tests
- c. Matching of client and counselor according to I level
- d. Recommended treatment/disposition

Intensity Data

- a. Other treatment modules utilized by client
- b. Begin date of counseling sessions, number of sessions, end date and client status at termination of counseling

3. Follow-up

- a. Disposition followed
- b. Termination reason
- c. Follow-up status (success-failure" range)
- d. Type of follow-up (e.g., contact with client, family, school, community, police, DJS)
- e. Number of recommendations followed by judges

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<sup>2</sup> Lejins, Peter P., Courtless, Thomas F., "Justification and Evaluation of Projects in Corrections," Institute of Criminal Justice and Corrections, The U. of Md., College Park, Md., 1973.

4. Delinquency and recidivism levels during project life
5. Cost analysis of treatment resources per client

#### Data Analysis

The essential thrust of the evaluation analysis is the reduction in the rate of recidivism by provision of community-based treatment resources. This will be assessed via the establishment of control groups to see if the program has had any impact on recidivism statistics. The study must also look at dispositional decisions, (probation, waiver, institutionalization, etc.), which may be influenced by project recommendations or "success-failure" of clients in the project, and a comparison made of these decisions made for similar offenders without benefit of participation in the project.

In analyzing Objective (2), data will be compared to a historical trend line of the number of adjudged delinquents sent to institutions, dependent upon the size of the sample.

Follow-up studies will be conducted on experimentals and controls to see if diversion from institutions, via community treatment facilities, proves to be an effective alternative, (success-failure range). This should give a clear picture of the project's success in terms of providing an alternative to institutions.

In analyzing Objective (3), a comparative study should be done on the cost of treatment of an adjudged youth in an institution, to one who has "successfully" completed the project. If the project has obtained its objective in this area, the cost of treatment resources for impact offenders in a community-based center should not only be considerably less expensive, but more effective (recidivism rates) than institutions.

Community and court acceptance of the project might be another area that can be explored. Telephone interviews or personal interviews, (semi-structured and unstructured), including the judges, project staff, parole and probation officers can be conducted.

### Data Collection

Project counseling staff will be responsible for the initial collection and progressive updating of all data on Impact Offenders. Staff will be assigned to regular court duty on a rotating basis. The on-duty staff members will collect data on all offenders diverted to the project initially during their on-duty week. Information will also be collected on those youth who fit program criteria but are not participants (control group).

Project intake is currently conducted by developing a list (in random order) of potential candidates who meet project selection criteria. Potential project members are interviewed in serial order until intake for that time period is complete. At this point three separate lists have been developed, (1) accepted into project (experimental) (2) interviewed and rejected (Control 1) and (3) not interviewed (Control 2). The developing of the initial list by selecting those who meet project criteria insures that at least as far as offense is concerned, the experimental and control groups are quota matched (same degree of difficulty with the law).

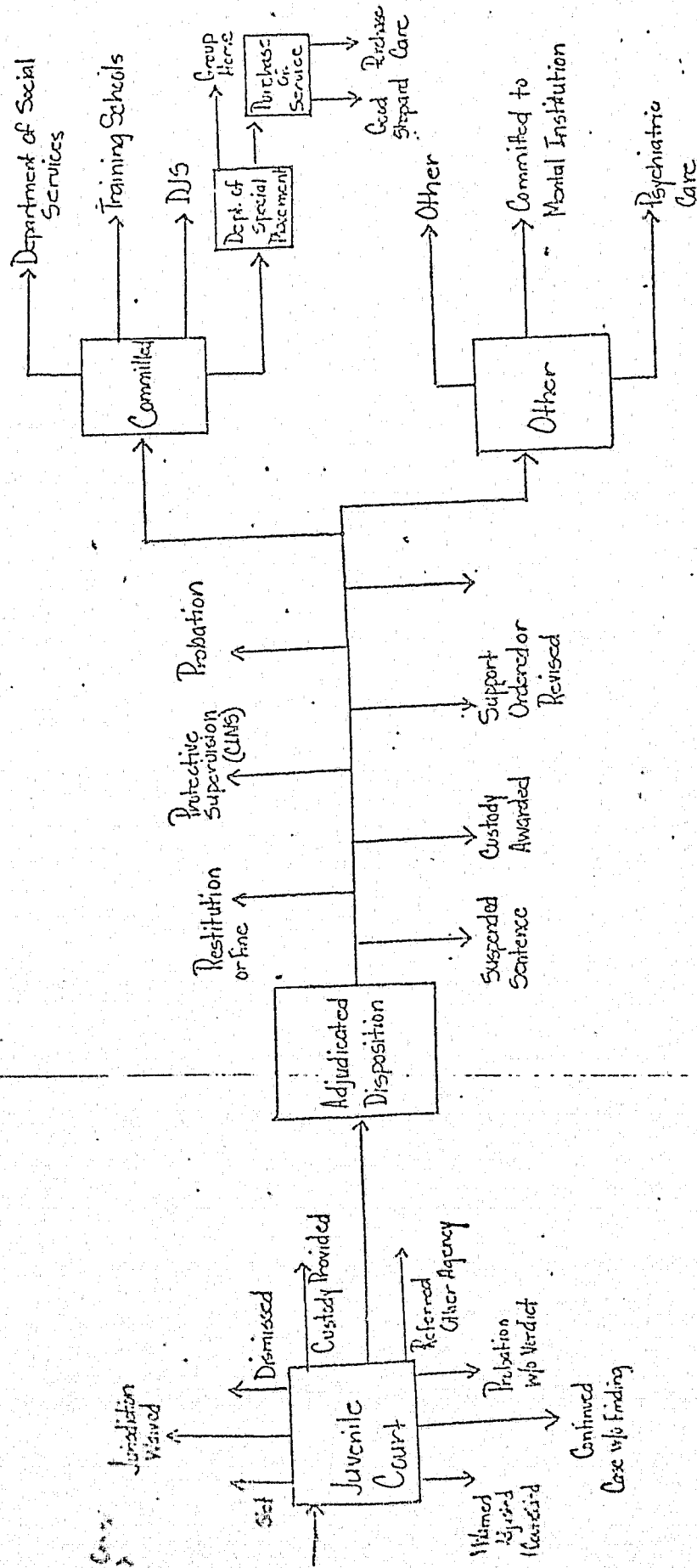
Baseline data for the project can be generated by obtaining data from DJS (Fiscal '73 and '74, calendar 73) on impact crimes (burglary, assault, robbery) that are formally processed and their dispositions. The purpose will be two-fold:

- a. As an effectiveness measure
- b. As a planning module

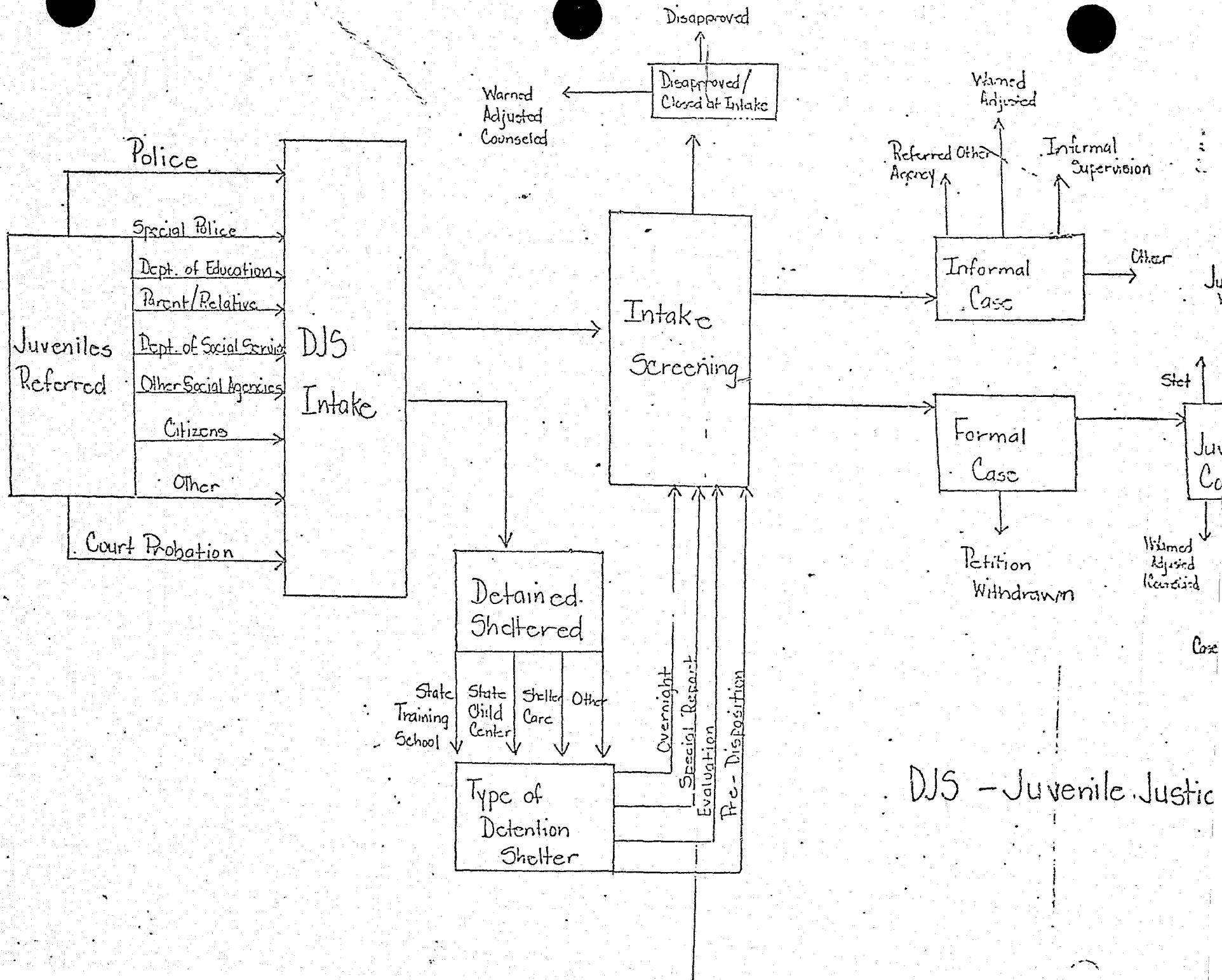
The Juvenile Justice System is summarized in Figure 3 flow chart.

### Data Management

Each offender in the target populace will have a file containing copies of all pertinent data. A master card index will also be maintained with all pertinent data. A master card index will also be maintained with all pertinent identifying data for each project offender. These will be color-coded to



Justice System



DJS - Juvenile Justice

differentiate between experimental and control groups. All required data will be collected and funneled to the project's main office, where it will be maintained. Counseling staff, supervisory personnel, and the project director will have access to all collected data.

EVALUATION COMPONENT

PROJECT Y-3

INTENSIVE DIFFERENTIATED SUPERVISION OF IMPACT PAROLEES

AND RELEASEES

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I. PROJECT DESCRIPTION

A. Project Title: Intensive Differentiated Supervision of Impact  
Parolees and Probationers

B. Project Scope: 1) Time Period: One Year (12/30/72 - 12/30/73)

2) Total Cost: \$479,651

C. Implementing Agency: Maryland Division of Parole and Probation

II. EVALUATION DATA NEEDS

A. Objectives and Measures of Effectiveness

1. To reduce by 5% the number of project participants who are convicted of Impact or non-Impact crimes as compared to the control group participants.

a. Measures of effectiveness:

Criminal Justice Activity

The success of this objective will depend on the degree to which the project participants are not rearrested and/or convicted while participating in the project. Objective success will be considered achieved if there are 5% fewer arrests and/or convictions among the project participants as compared to the control group. This will be the most direct measure of the project's success, but cannot be fully used until one year after project has reached full project capacity. In view of this and the fact that there are additional measures of project progress and success, this objective is to be weighed along with those objectives listed below for total project success.

2. To reduce by 5% project participants arrested and/or convicted for parole or probation violations when compared to control group participants.

a. Measures of effectiveness:

Parole or Probation Violation Activity

The success of this objective will depend on the degree to which the project participants are not rearrested and/or convicted for parole or probation violations while participating in the project. Objective success will be considered achieved if there are 5% fewer arrests and/or convictions for parole or probation violations among the project participants as compared to the control group. Although this objective is closely allied with the one listed above, it goes further in that it takes in arrests and/or convictions for the commission of technical violations of parole or probation that may occur.

3. To maintain an 80% employment and/or training rate for employable project participants.

a. Measures of effectiveness:

Employment and/or Training Status

1) The primary measure of success for this objective will be considered reached if 80% of the employable project participants are employed and/or in training (includes public school, vocational rehabilitation, etc.) on a full or part-time basis at the time of reporting.

2) Another factor to be taken into account when evaluating this objective will be a comparison between project participants' past employment and/or training achievement and that attained while in the project.

3) The employment and/or training progress of project participants will be monitored and reported bi-monthly to the Project Director

4. To maintain 40% of project participants, with a history of drug and/or alcohol abuse, free from the use of drugs and/

or alcohol\* during project participation and to identify project participants, not previously identified as drug abusers, as same.

a. Measures of effectiveness:

Conviction of New Offense or Technical Violation

The primary success of this objective will depend upon the degree to which project participants with a history of drug abuse are not convicted of new offenses, wherein drug abuse was a major cause of or related to the commission of the new offense. In addition, success will depend upon the degree to which project participants with a history of drug abuse are not convicted of technically violating parole or probation wherein the use of drugs is the outstanding or contributing cause for this action.

Identification of New Drug Abusers

The success of this part of the above objective will be considered a success to the degree that project participants previously not known as drug abusers are identified as such while participating in the project. The identification of these project participants is looked on as a benefit resulting from the project.

Utilization of Treatment Program

A secondary measure of success of this objective centers around the number of referrals of project participants to drug abuse treatment programs. It is assumed that in lieu of incarceration of project participants existing treatment programs for drug abusers will be utilized as much as possible.

\* Hereafter, drug abuse is to be defined as all habit forming drugs and alcohol.

5. To develop a profile of specific Impact offenders and a corresponding Treatment Plan.

a. Measures of effectiveness:

This objective will be considered as successfully reached if documentation and records are maintained on each project participant and some conclusions are drawn after the first year of full project capacity.

6. To develop a cost effectiveness method.

a. Measures of effectiveness:

This objective will be considered as successfully reached if during the first full year of project capacity monetary sums are placed on various program components and a start is made at calculating the cost of the project participant in the community through referrals, etc.

B. Data Requirements

In the preceding section, the measurements of project success for each objective were described and explained. This section enumerates the data elements necessary for the calculation of these measurements. The actual calculations are described in the Analysis Section.

1. First Objective

a. Number of project participants rearrested: Impact Offense

The number of project participants rearrested for commission of an Impact offense while in the project.

b. Number of control group participants rearrest: Impact Offense

The number of control group participants rearrested for commission of an Impact offense while in the control group.

- c. Number of project participants rearrested: non-Impact  
Offense

The number of project participants rearrested for commission of a non-Impact offense while in the project.

- d. Number of control group participants rearrested: non-Impact  
Offense

The number of control group participants rearrested for commission of a non-Impact offense while in the control group.

- e. Number of project participants convicted: Impact Offense

The number of project participants convicted of an Impact offense while in the project.

- f. Number of control group participants convicted: Impact  
Offense

The number of control group participants convicted of an Impact offense while in the control group.

- g. Number of project participants convicted: non-Impact  
Offense

The number of project participants convicted of a non-Impact offense while in the project.

- h. Number of control group participants convicted: non-Impact  
Offense

The number of control group participants convicted of a non-Impact offense while in the control group.

## 2. Second Objective

- a. Number of project parolees charged with Violation of Parole:  
New Offense

The number of project parolees charged with Violation of Parole, wherein the primary reason for the retake warrant is commission of a new offense while in the project.

b. Number of control group parolees charged with Violation of Parole: New Offense

The number of control group parolees charged with Violation of Parole, wherein the primary reason for the retake warrant is commission of a new offense while in the control group.

c. Number of project parolees convicted of Violation of Parole: New Offense

The number of project parolees convicted by the Parole Board for violating parole wherein the primary reason for the retake warrant was commission of a new offense while in the project.

d. Number of control group parolees convicted of Violation of Parole: New Offense

The number of control group parolees convicted by the Parole Board for violating parole wherein the primary reason for the retake warrant was commission of new offense while in the control group.

e. Number of project parolees charged with Violation of Parole: Technical

The number of project parolees charged with Violation of Parole, wherein the primary reason for requesting a retake warrant is for technical rule violations committed while participating in the project.

f. Number of control group parolees charged with Violation of Parole: Technical

The number of control group parolees charged with Violation of Parole, wherein the primary reason for requesting a retake warrant is for technical rule violations committed while in the control group.

- g. Number of project parolees convicted of Violation of Parole:  
Technical

The number of project parolees convicted of Violation of Parole by the Parole Board, wherein the primary reason for requesting a retake warrant is for technical rule violations committed while participating in the project.

- h. Number of control group parolees convicted of Violation of Parole: Technical

The number of control group parolees convicted of Violation of Parole by the Parole Board wherein the primary reason for requesting a retake warrant is for technical rule violations committed while in the control group.

- i. Number of project mandatory releasees charged with Violation of Parole: New Offense

The number of project mandatory releasees charged with Violation of Parole, wherein the primary reason for the retake warrant is commission of a new offense while in the project.

- j. Number of control group mandatory releasees charged with Violation of Parole: New Offense

The number of control group mandatory releasees charged with Violation of Parole, wherein the primary reason for the retake warrant is commission of a new offense while in the control group.

- k. Number of project mandatory releasees convicted of Violation of Parole: New Offense

The number of project mandatory releasees convicted by the Parole Board for violating parole, wherein the primary reason for the retake warrant was commission of a new offense while in the project.

- l. Number of control group mandatory releasees convicted of

Violation of Parole: New Offense

The number of control group mandatory releasees convicted by the Parole Board of Violation of Parole, wherein the primary reason for the retake warrant was commission of a new offense while in the control group.

m. Number of project mandatory releasees charged with Violation of Parole: Technical

The number of project mandatory releasees charged with Violation of Parole, wherein the primary reason for requesting a retake warrant is for technical rule violations committed while participating in the project.

n. Number of control group mandatory releasees charged with Violation of Parole: Technical

The number of control group mandatory releasees charged with Violation of Parole, wherein the primary reason for requesting a retake warrant is for technical rule violations committed while in the control group.

o. Number of project mandatory releasees convicted of Violation of Parole: Technical

The number of project mandatory releasees convicted by the Parole Board of Violation of Parole, wherein the primary reason for requesting the retake warrant was for technical rule violations committed while participating in the project.

p. Number of control group mandatory releases convicted of Violation of Parole: Technical

The number of control group mandatory releasees convicted by the Parole Board of Violation of Parole, wherein the primary reason for requesting a retake warrant was for technical rule violations committed



while in the control group.

- q. Number of project probationers charged with Violation of Probation: New Offense

The number of project probationers charged with Violation of Probation, wherein the primary reason for requesting the warrant is commission of a new offense while participating in the project.

- r. Number of control group probationers charged with Violation of Probation: New Offense

The number of control group probationers charged with Violation of Probation, wherein the primary reason for requesting the warrant is commission of a new offense while in the control group.

- s. Number of project probationers convicted of Violation of Probation: New Offense

The number of project probationers convicted of Violation of Probation, wherein the primary reason for requesting the violation warrant was commission of a new offense while participating in the project.

- t. Number of control group probationers convicted of Violation of Probation: New Offense

The number of control group probationers convicted of Violation of Probation, wherein the primary reason for requesting the violation warrant was commission of a new offense while in the control group.

- u. Number of project probationers charged with Violation of Probation: Technical

The number of project probationers charged with Violation of Probation wherein the primary reason for requesting the violation warrant was for a technical rule violation committed while participating in the project.

- v. Number of control group probationers charged with Violation

of Probation: Technical

The number of control group probationers charged with Violation of Probation, wherein the primary reason for requesting the violation warrant was for a technical rule violation committed while in the control group.

w. Number of project probationers convicted of Violation of Probation: Technical

The number of project probationers convicted of Violation of Probation, wherein the primary reason for requesting the violation warrant was for a technical rule violation committed while participating in the project.

x. Number of control group probationers convicted of Violation of Probation: Technical

The number of control group probationers convicted of Violation of Probation, wherein the primary reason for requesting the violation warrant was for technical rule violation committed while in the control group.

3. Third Objective

a. Number of project participants employed full-time

The number of project participants employed full-time at the time of reporting.

b. Number of project participants employed part-time

The number of project participants employed part-time at the time of reporting.

c. Number of project participants receiving welfare or social security benefits

The number of project participants receiving welfare or social security benefits at the time of reporting.

d. Number of project participants who are students

The total number of project participants who are students at the time of reporting.

e. Number of project participants incarcerated

The total number of project participants who are incarcerated at the time of reporting.

f. Number of project participants whose employment or educational status is unknown

The total number of project participants whose employment or educational status is unknown at the time of reporting.

g. Number of project participants with "other" status

The total number of project participants with an employment or educational program that does not meet the criteria of those listed above, referred to as "other" at the time of reporting.

h. Number of project participants in project

The total number of project participants at the time of reporting.

i. Number of project participants unemployed

The total number of project participants unemployed at the time of reporting.

j. Employment and/or training progress monitoring

Every two months project staff will submit to the Project Director the status of project participants regarding their employment or training status. The data will be used to identify problems in this area. In addition, the following information will be reported to the Project Director:

1. Number of employment referrals

The number of employment referrals made on behalf of the project participants will be tabulated monthly.

2. Number of educational referrals

The number of educational referrals made on behalf of project participants will be tabulated monthly.

3. Number of face-to-face contacts with project participants

The number of face-to-face contacts between project staff and project participants will be tabulated monthly.

4. Total minutes spent in face-to-face contact with project participants

The total number of minutes of face-to-face contact between project staff and project participants will be tabulated monthly.

5. Average minutes per contact

The average number of minutes per face-to-face contact between project staff and project participants will be tabulated monthly.

4. Fourth Objective

a. Number of project participants with a history of drug abuse convicted of new offense

The number of project participants with a history of drug abuse convicted of a new offense, wherein drug abuse was a major cause of or related to the commission of a new offense.

b. Number of project participants with a history of drug abuse convicted of technically violating their parole or probation

The number of project participants with a history of drug abuse convicted of technically violating their parole or probation, wherein the use of drugs was the major cause for initiating the violation proceeding.

c. Number of new drug abusers identified

The number of project participants with no prior history of drug abuse, identified as drug abusers.

d. Number of referrals to drug programs

The number of project participants referred to drug programs.

e. Number of face-to-face contacts with project participants

The number of face-to-face contacts between project staff and

project participants will be tabulated monthly.

- f. Total minutes spent in face-to-face contact with project participants

The total number of minutes of face-to-face contact between project staff and project participants will be tabulated monthly.

- g. Average minutes per face-to-face contact

The average number of minutes per face-to-face contact between project staff and project participants will be tabulated monthly.

5. Fifth Objective

- a. The following demographic information will be obtained for each of the project participants

1. Age
2. Race
3. Birthplace
4. Marital Status
5. Present Offense
6. Present Sentence
7. Past Offense(s)
8. Present Offense Court Location
9. Type of Court for Present Offense
10. Educational Level
11. Type of Case
12. Medical History
13. Criminal Justice Activity of Family Members
14. Employment History
15. Drug and/or Alcohol Program Participation History
16. Criminal Justice Activity While in Project
17. Date Case Opened

b. The following demographic information will be obtained for each of the control group participants

1. Age
2. Race
3. Birthplace
4. Marital Status
5. Present Offense
6. Present Sentence
7. Past Offense(s)
8. Present Offense Court Location
9. Type of Court for Present Offense
10. Educational Level
11. Type of Case
12. Date Case Opened
13. Criminal Justice Activity While in Control Group

6. Sixth Objective

a. Number of project participants.

The total number of offenders who enter the project at the period of reporting.

b. Total project expenditures

The total project expenditures for the period that the evaluation encompasses.

c. Cost of individual project expenditures

The cost of the individual budget categories will be tabulated.

d. Criminal Justice System cost

The cost each project participant incurs as a result of contact with the Criminal Justice System while participating in the project

will be estimated.

#### C. Data Constraints

Most of the evaluation data requirements are accessible and reliable. The cost effectiveness data will be estimated. The information for this data will be developed as the project progresses and as a result the reliability of same should improve with the length of time of the project. The cost of verifying much of the information collected will be minimal since it requires only a telephone call or mailing out form letters. One of the constraints of the project will be the difficulty of obtain certain current data on the control group participants while the case is still active. The necessity of the control group participants remaining anonymous to the field staff outweighs this constraint. The potential difficulty in obtaining historical information such as employment, drug and school histories, will possibly effect evaluation.

#### D. Data Collection

Some data for this project will be generated internally while other data will be available through present Division of Parole and Probation procedures. Division forms as well as project forms for data entries will be provided. These forms are illustrated in the appendix along with the person(s) responsible for collecting the data and the frequency of collection.

#### E. Management of the Data

All data elements will be maintained manually at the project headquarters. However, some of the data elements will also be maintained on Division computer files as a standard Division procedure. This information will be available as needed by the Project Director.

The data will be reported on forms manually to the Project Director. The data will be reported to the Governor's Commission and the Mayor's Coordinating Council in a format and extent yet to be developed.

## F. Data Validation

Some of the data required for this evaluation will be generated internally by project staff. Most of this data is objective with a minimum amount of subjective reporting by the staff. All data that is subjective will be closely monitored to keep to a minimum staff prejudice that may try to make the project "look good".

Much of the information that project participants state as fact will be verified, either by telephone or form letter. This includes employment, school and drug and/or alcohol program participation. Where this history cannot be verified, this will also be noted. The project staff will be given an orientation to the project and the importance of factual reporting. Reports will be monitored by supervisory personnel and the Project Director.

Any assumptions or hypotheses derived from unverified information will be so noted and be accompanied by assumed reliability and validity factors.

## III. EVALUATION ANALYSIS

### A. Parties responsible for analysis of data gathered, processed and reported

The Project Director and the Assistant Grant Administrator will be responsible for the analysis of data gathered, processed and reported on a monthly basis. This will be done in consultation with the Division's Research and Development Specialist who will be responsible along with the aforementioned persons for the six-month and one-year analysis of the data.

### B. Frequency of analysis

Monthly data collection, processing and reporting will be maintained in most cases. Some bi-monthly reporting is included, but it is minimal. Monthly interpretation of the data will be attempted, but will not be considered meaningful until nine months from the date that participants are brought into



the project. Even then the analysis will be superficial. After one full year of operation (from date participants are taken into the project) a meaningful evaluation will be made.

C. Calculation of measurement

The following section details some of the calculations which are to be performed on the primary data elements listed in Section II-B for three of the primary objectives.

1. To reduce by 5% the number of project participants who are convicted of Impact or non-Impact crimes as compared to the control group participants.

Measurement: Criminal Justice Activity

- a. Divide data element #1a (Number of project participants rearrested: Impact Offense) by the total number of project participants in the project at the time of measuring.

- b. Divide data element #1b (Number of control group participants rearrested: Impact Offense) by the total number of control group participants at the time of measuring.

- c. Divide data element #1c (Number of project participants rearrested: non-Impact Offense) by the total number of project participants in the project at the time of measuring.

- d. Divide data element #1d (Number of control group participants rearrested: non-Impact Offense) by the total number of control group participants at the time of measuring.

- e. Divide data element #1e (Number of project participants convicted: Impact Offense) by the total number of project participants in the project at the time of measuring.

- f. Divide data element #1f (Number of control group participants convicted: Impact Offense) by the total number of control group

participants at the time of measuring.

g. Divide data element #1g (Number of project participants convicted: non-Impact Offense) by the total number of project participants in the project at the time of measuring.

h. Divide data element #1h (Number of control group participants convicted: non-Impact Offense) by the total number of control group participants at the time of measuring.

2. To reduce by 5% project participants arrested and/or convicted for parole or probation violations when compared to control group participants.

Measurement: Parole or Probation Violation Activity

a. Divide data element #2a (Number of project parolees charged with Violation of Parole: New Offense) by the total number of project parolees at the time of measuring.

b. Divide data element #2b (Number of control group parolees charged with Violation of Parole: New Offense) by the total number of control group parolees at the time of measuring.

c. Divide data element #2c (Number of project parolees convicted of Violation of Parole: New Offense) by the total number of project parolees at the time of measuring.

d. Divide data element #2d (Number of control group parolees convicted of Violation of Parole: New Offense) by the total number of control group parolees at the time of measuring.

e. Divide data element #2e (Number of project parolees charged with Violation of Parole: Technical) by the total number of project parolees at the time of measuring.

f. Divide data element #2f (Number of control group parolees charged with Violation of Parole: Technical) by the total number of control

group parolees at the time of measuring.

g. Divide data element #2g (Number of project parolees convicted of Violation of Parole: Technical) by the total number of project parolees at the time of measuring.

h. Divide data element #2h (Number of control group parolees convicted of Violation of Parole: Technical) by the total number of control group parolees at the time of measuring.

i. Divide data element #2i (Number of project mandatory releasees charged with Violation of Parole: New Offense) by the total number of project mandatory releasees at the time of measuring.

j. Divide data element #2j (Number of control group mandatory releasees charged with Violation of Parole: New Offense) by the total number of control group mandatory releasees at the time of measuring.

k. Divide data element #2k (Number of project mandatory releasees convicted of Violation of Parole: New Offense) by the total number of project mandatory releasees at the time of measuring.

l. Divide data element #2l (Number of control group mandatory releasees convicted of Violation of Parole: New Offense) by the total number of control group mandatory releasees at the time of measuring.

m. Divide data element #2m (Number of project mandatory releasees charged with Violation of Parole: Technical) by the total number of project mandatory releasees at the time of measuring.

n. Divide data element #2n (Number of control group mandatory releasees charged with Violation of Parole: Technical) by the total number of control group mandatory releasees at the time of measuring.

o. Divide data element #2o (Number of project mandatory releasees convicted of Violation of Parole: Technical) by the total number of project

mandatory releasees at the time of measuring.

p. Divide data element #2p (Number of control group mandatory releasees convicted of Violation of Parole: Technical) by the total number of control group mandatory releasees at the time of measuring.

q. Divide data element #2q (Number of project probationers charged with Violation of Probation: New Offense) by the total number of project probationers at the time of measuring.

r. Divide data element #2r (Number of control group probationers charged with Violation of Probation: New Offense) by the total number of control group probationers at the time of measuring.

s. Divide data element #2s (Number of project probationers convicted of Violation of Probation: New Offense) by the total number of project probationers at the time of measuring.

t. Divide data element #2t (Number of control group probationers convicted of Violation of Probation: New Offense) by the total number of control group probationers at the time of measuring.

u. Divide data element #2u (Number of project probationers charged with Violation of Probation: Technical) by the total number of project probationers at the time of measuring.

v. Divide data element #2v (Number of control group probationers charged with Violation of Probation: Technical) by the total number of control group probationers at the time of measuring.

w. Divide data element #2w (Number of project probationers convicted of Violation of Probation: Technical) by the total number of project probationers at the time of measuring.

x. Divide data element #2x (Number of control group probationers convicted of Violation of Probation: Technical) by the total number of control group probationers at the time of measuring.

Additional mathematical calculations for the two objectives listed immediately above will be made at the time of evaluation. To formulate additional mathematical models for these objectives for underived information is a premature procedure which can result in an overly rigid and non-flexible method of data evaluation. The calculations to be performed on the remaining four objectives will be more sophisticated, owing to the nature of the objectives, than the two listed above. Therefore, these calculations will also be formulated at the time of evaluation and will result from existing information capability.

#### IV. DEFINITION OF KEY TERMS

- A. Impact Crimes -- burglary, stranger to stranger homicide, rape, robbery and aggravated assault as defined in the FBI Uniform Crime Reports - 1971.
- B. Non-Impact Crimes -- all crimes not categorized as Impact crimes.
- C. Project Participants -- experimental - those offenders supervised in the project.
- D. Control Group Participants -- control - those offenders selected not to receive project supervision.

APPENDIX

## IMPACT FORMS

Project Form #1 "New Arrest and Offense Information" -- To be filled out in duplicate by the supervising Agent. The original to remain in the case file retained by Agent until the criminal justice process has ended for the instant arrest. Upon completion of the process, the original is forwarded to the Agent's Supervisor who, after checking for completeness, forwards same to the Project Director who will then maintain a file.

Project Form #1A "Monthly Arrest and Conviction Report" -- To be filled out in triplicate by the supervising Agent. One copy may be retained by the Agent. The original and one to be forwarded to the Supervisor who will check for completeness. One copy will be retained by the Supervisor and the original forwarded to the Project Director. The Supervisor will forward the entire office's forms by the 5th of each month to the Project Director.

Project Form #1B "Master Record - Arrest and Conviction Information" -- This form will be completed by the Project Director and maintained by him using the information obtained from Project Form #1A.

NEW ARREST AND OFFENSE INFORMATION

Please complete as many items as applicable: (Print)

1. Data System No.: \_\_\_\_\_ 3. Agent: \_\_\_\_\_

2. Case Name: \_\_\_\_\_  
Last First Middle 4. Office: \_\_\_\_\_  
5. Date: \_\_\_\_\_

6. Type Case:  Parole  Mandatory Release  Probation  
District Court  
 Probation  Other (Explain) \_\_\_\_\_  
Circuit Court

7. Date of Arrest: \_\_\_\_\_ 8. Date Placed on  
Current Supervision: \_\_\_\_\_

9. Charge(s): \_\_\_\_\_

This is an Impact Offense  Yes  No (If more than one Offense,  
at least one is Impact  
This is a Felony  Yes  No Offense)

10. Time New Offense Committed: \_\_\_\_\_ Location Where New  
Offense Took Place: \_\_\_\_\_

11. Pre-Ajudication Action: (If no preliminary hearing held, check here  and see  
item 11)

a. Location of preliminary hearing: \_\_\_\_\_

b. Date: \_\_\_\_\_

c. Disposition:  Case Dismissed  
 Forwarded to higher Court for trial.  
 Other (Explain) \_\_\_\_\_

d. Subject:  Released on bail; amount \$ \_\_\_\_\_  
 Released on own recognizance  
 Released by Pre-Trial Release  
 Incarcerated in lieu of bail; amount \$ \_\_\_\_\_  
 Incarcerated, no bail  
 Other (Explain) \_\_\_\_\_



Court Disposition:

- a. Charge if different from that stated on line 9: \_\_\_\_\_  
\_\_\_\_\_
- b. Court and location: \_\_\_\_\_
- c. Date: \_\_\_\_\_
- d. Disposition: \_\_\_\_\_
- e. Sentence: \_\_\_\_\_

13. Parole or Probation Warrant Action:

- a. Violation warrant requested by Agent:  Yes  No
- b. Violation warrant requested by Case Analyst:  Yes  No
- c. Violation warrant issued by Parole Board or Court:  Yes  No
- d. If Parole or Mandatory Release complete: Waived preliminary hearing by  
Division  Yes  No; if no, date of hearing: \_\_\_\_\_  
Disposition: \_\_\_\_\_

14. Parole Board or Court Action:

- a. Date of violation hearing or trial: \_\_\_\_\_
- b. Location: \_\_\_\_\_
- c. Disposition:  Guilty  Not Guilty  Other (Explain) \_\_\_\_\_  
\_\_\_\_\_
- d. Sentence: \_\_\_\_\_

MONTHLY APREST AND CONVICTION REPORT

Date Submitted: \_\_\_\_\_

For Month \_\_\_\_\_ Year \_\_\_\_\_

Agent \_\_\_\_\_

Office \_\_\_\_\_

	Mandatory Release	Parole	Probation	Total
Number of Arrests for: <u>Impact Crimes</u>				
Other Crimes				
Number of Convictions for: <u>Impact Crimes</u>				
Other Crimes				
Number of Convictions that are: <u>Felony</u>				
Misdemeanor				

MASTER RECORD  
ARREST AND CONVICTION INFORMATION

3RD DRAFT -- 3/30/73

DATE: From \_\_\_\_\_ To \_\_\_\_\_

No. of Arrests Impact Crimes	Other Crimes	Total	No. Convictions Impact Crimes	Other Crimes	Total	No. Convictions Felony	Misdemeanor	Total	MONTH			
									M/R	Parole	Probation	M/R
									1	M/R	Parole	Probation
									2	M/R	Parole	Probation
									3	M/R	Parole	Probation
									4	M/R	Parole	Probation
									5	M/R	Parole	Probation
									6	M/R	Parole	Probation
									7	M/R	Parole	Probation
									8	M/R	Parole	Probation
									9	M/R	Parole	Probation
									10	M/R	Parole	Probation
									11	M/R	Parole	Probation
									12	M/R	Parole	Probation

IMPACT FORMS

FORM #2 -- "Employer's Letter" -- This letter is to be sent by the supervising Agent to all past employers claimed by the client. Permission from the client to do this is needed in probation cases or wherein the client feels that this check may endanger future employment. If no reply is received within two (2) weeks another letter is to be sent. If no reply is received from the follow-up letter then the claimed employment can be considered to be unverified and so noted on Form 53 "Case Record Input-Intake Form" or Form 53A "Supplemental Intake Form" whichever is applicable. In the case of Form 53 a "V" is to be placed in "Client Employer Name" block if verified or "Un" if unverified. In probation cases wherein the client claims to be employed at the time supervision begins the letter is not to be sent as it may endanger the client's employment. Instead verification is to be obtained by obtaining check receipts or other means deemed appropriate. The returned form is to be filed in the case folder and maintained as part of the client's record.

RE: \_\_\_\_\_

Dear \_\_\_\_\_,

As an official operation of our Agency, we would appreciate the indicated information on the above named individual.

Was Employed by: \_\_\_\_\_  Yes  No

If yes, dates employed: \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_ Unknown \_\_\_\_\_

Job title of above named: \_\_\_\_\_

Salary: \_\_\_\_\_  
Week \_\_\_\_\_ Day \_\_\_\_\_ Per Hour \_\_\_\_\_

Job Performance: \_\_\_\_\_ Good \_\_\_\_\_ Fair \_\_\_\_\_ Poor \_\_\_\_\_ Unknown

- Reason left job:  Fired, if so why? \_\_\_\_\_
- Quit
- Other, specify: \_\_\_\_\_
- Unknown

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Kindly return this form in the attached stamped self-addressed envelope.  
Your cooperation in appreciated.

Sincerely,

IMPACT FORMS

Form #3 -- "Job/School Performance" -- One copy of this form is to be prepared by the supervising Agent on each client that works, attends school or <sup>some</sup> program during the 2 month reporting period. It is to be given to the Section Supervisor by the 5th of the month following the bi-monthly reporting period. The Section Supervisor will use the information to prepare form #3A "Job/School Performance Bi-Monthly Report" and file Form #3 for future use.

Form #3A "Job/School Performance Bi-Monthly Report" -- This form is to be prepared in duplicate by the Section Supervisor. The original is to be forwarded to the Project Director by the 10th of each month following the bi-monthly reporting period. The carbon copy is to be retained on file by the Section Supervisor.

Form #3B "Job/School Performance Master Sheet" -- This form is to be maintained by the Project Director using the information provided by form #3A.

JOB/SCHOOL PERFORMANCE

Period of Report

From \_\_\_\_\_ To \_\_\_\_\_

Agent Office

\_\_\_\_\_  
\_\_\_\_\_

Data System # \_\_\_\_\_

Case Name: \_\_\_\_\_  
Last First Middle

Length of Time on Program \_\_\_\_\_  
Months

Type of Case:  Parole  Probation  Mandatory Release

1. Employment or school program same as in previous report:  Yes  No  N/A

2. Earnings: Increase  School: Passing   
Decrease  Failing   
Same

3. Attendance: a. No absenteeism   
\*b. Number of days absent less than one week   
\*c. Number of days absent over one week

\*If b or c are checked, explain: \_\_\_\_\_  
\_\_\_\_\_

4. If applicable, job or school loss due to: a. Illness   
b. Fired   
c. Quit   
d. Suspended   
e. Other

5. If applicable, job change due to: a. Higher Salary   
b. Increased Promotional Opportunity   
c. Other

6. Length of time on present job or school program: \_\_\_\_\_  
Years Months

7. Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

JOB/SCHOOL PERFORMANCE  
BI-MONTHLY REPORT

From \_\_\_\_\_

To \_\_\_\_\_

Supervisor \_\_\_\_\_

Office \_\_\_\_\_

	PAROLE	MANDATORY RELEASE	PROBATION	TOTAL
Number Individuals with Same Program				
Number Individuals with Program Change				
Individual Earnings which:				
<u>Increased</u>				
<u>Decreased</u>				
<u>Same</u>				
Number of Students:				
<u>Passing</u>				
<u>Failing</u>				
Attendance:				
<u>No Absenteeism</u>				
<u>Absent less than 5 days</u>				
<u>Absent more than 5 days</u>				
Job Loss Due to:				
<u>Illness</u>				
<u>Fired</u>				
<u>Quit</u>				
<u>Suspended</u>				
<u>Other</u>				
School Loss Due to:				
<u>Illness</u>				
<u>Expelled</u>				
<u>Quit</u>				
<u>Suspended</u>				
<u>Other</u>				





IMPACT FORMS

Form #1 "Daily Referral Activity" -- This form to be filled out by the supervising Agent on each case assigned to him, in duplicate. Original to be forwarded to the Section Supervisor by the 5th of each month. The carbon copy to be retained by the Agent. This form to be prepared on all cases assigned to the Agent during the month of the reporting period, even if no referrals were made. In the latter case it is to be indicated on the form why no referrals have been made. The Section Supervisor will maintain a file of these forms.

Form #1A "Monthly Referral Activity" -- This form is to be prepared in duplicate by the Section Supervisor using the information provided him by Form #1. The original is to be forwarded to the Project Director by the 10th of each month. The duplicate copy is to be retained by the Section Supervisor.

Form #1B "Referral Activity - Master Sheet" -- This form is to be prepared and maintained by the Project Director with information provided by Form 1A.

DAILY REFERRAL ACTIVITY

AGENT: \_\_\_\_\_

Month-Year \_\_\_\_\_

Case Name: \_\_\_\_\_

Mandatory Release  
  Parole  
  District Court Probation  
  Circuit Court Probation  
  Other (Explain) \_\_\_\_\_

DATE REFERRED	WHERE REFERRED	REASON(S)	RESULT(S)	COMMENTS

MONTHLY REFERRAL ACTIVITY

Office \_\_\_\_\_

Supervisor \_\_\_\_\_

Month \_\_\_\_\_

Year \_\_\_\_\_

TYPE OF REFERRAL AGENCY OR INDIVIDUAL	NUMBER OF REFERRALS			TOTAL
	M/R	PAROLE	PROBATION	
Alcoholic				
Drug Abuse				
Education				
Employment				
Medical				
Social Services (Private & State)				
Other: (Specify)				
TOTAL				



IMPACT FORMS

Form #5 "Counseling Activity" -- This form is to be filled out by the supervising Agent in duplicate by the 5th of each month. The original is to be forwarded to the Section Supervisor I and a copy retained by the Agent.

Upon receipt of the Form #5 from each of the Agent's under his supervision, the Section Supervisor I will cross out "Agent" and put Supervisor and his name. He will also cross out "Case Name" and enter "Agent's Name". Then using the Agents' forms 5 fill out all columns, except "Period Under Supervision". This form will then be forwarded to the Project Director by the 10th of each month. A copy will be retained by the Section Supervisor I.

Form #5A "Counseling Activity - Master Sheet" -- This form is to be prepared and maintained by the Project Director with information provided by the Form #5 received from each of the office locations.

COUNSELING ACTIVITY

Month & Year: \_\_\_\_\_

AGENT: \_\_\_\_\_

Office: \_\_\_\_\_

CASE NAME	NUMBER FACE TO FACE CONTACTS	TOTAL MINUTES SPENT IN FACE TO FACE CONTACTS	AVERAGE MINUTES PER CONTACT	PERIOD UNDER SUPERVISION	
				From	To
TOTALS					





IMPACT FORMS

Form #6 -- "Drug and Alcohol Abuse Record - Monthly Worksheet" -- This form is to be maintained by the supervising Agent on each of the offenders under his supervision. By the 5th of each month this form is to be given to the Section Supervisor, who will check it for completeness and forward it on to the Project Director by the 10th of each month.

Form #6A -- "Drug and Alcohol Abuse Record - Master Sheet" -- This form is to be compiled and maintained by the Project Director using information obtained by form #6.

DRUG AND ALCOHOL ABUSE RECORD  
MONTHLY WORKSHEET

DRAFT 2/26/73

Month \_\_\_\_\_ Year \_\_\_\_\_  
Office \_\_\_\_\_  
Agent \_\_\_\_\_

CASE NAME	Type Case			Days																															TOTALS					
	WR	Parole	Probation	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						

CODE: Alcohol = Al Dilu = Di Amphetamine = Am Absen = A (red) Excused = Ex  
 Opio = Op Morphine = Mo In Jail = J Insufficient specimen  
 Methadone = Me Quinine = Qn Failed to submit specimen (les than 30 cc's) = S/S

DRUG AND ALCOHOL ABUSE RECORD

MASTER SHEET

CASE NAME	TYPE CASE			MONTH											
	M/R	Parole	Probation	1	2	3	4	5	6	7	8	9	10	11	12
Total															

CODE  
 Alcohol - Al  
 Opiate - Op  
 Other - Oth

IMPACT FORMS

FORM #7 -- "Project Staff Exit Interview" -- This form is to be prepared by either of the Section Supervisors or in the case of a Supervisor terminating employment with the project, the Project Director. The form will then be sent to the Project Director where a file will be maintained.

PROJECT STAFF EXIT INTERVIEW

NAME: \_\_\_\_\_

POSITION HELD: \_\_\_\_\_ OFFICE: \_\_\_\_\_

Date started in project: \_\_\_\_\_ Educational level when started in project: \_\_\_\_\_

Date terminated from project: \_\_\_\_\_ Educational level when terminated: \_\_\_\_\_

A. 1. What duties did your job involve? \_\_\_\_\_

\_\_\_\_\_

2. Was the job what you expected? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, why? \_\_\_\_\_

\_\_\_\_\_

3. Do you feel you were given enough responsibility? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, why? \_\_\_\_\_

\_\_\_\_\_

4. Do you feel you were given enough supervision? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, why? \_\_\_\_\_

\_\_\_\_\_

5. In what way has the project helped you? \_\_\_\_\_

\_\_\_\_\_

6. Briefly describe your experience while participating in the project:

\_\_\_\_\_

\_\_\_\_\_

7. Were you eligible for promotion before leaving the project?

\_\_\_\_\_ Yes \_\_\_\_\_ No

8. If you were eligible and did not receive promotion, was this your reason for leaving? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, what was your reason for leaving? \_\_\_\_\_

\_\_\_\_\_

9. What could have been done to induce you to stay? \_\_\_\_\_  
\_\_\_\_\_

10. What are your future plans:

a) Educational? \_\_\_\_\_  
\_\_\_\_\_

b) Employment? \_\_\_\_\_  
\_\_\_\_\_

c) Do you plan a career in the criminal justice field at any time in the future? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, why? \_\_\_\_\_  
\_\_\_\_\_

11. What comments or suggestions do you have to improve the project? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Interview \_\_\_\_\_ Place of Interview \_\_\_\_\_

Interviewer \_\_\_\_\_

-----  
B. Name of Supervisor: \_\_\_\_\_

1. Supervisor's comments regarding performance, ability, etc. of employee:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Interview \_\_\_\_\_ Place of Interview \_\_\_\_\_

Interviewer \_\_\_\_\_

IMPACT FORMS

FORM #8 -- "School Letter" -- This form is to be sent by the supervising Agent to the Board of Education of the City or County wherein the client claims to have last attended school. If no reply is received within two (2) weeks, another letter is to be sent. If no reply to this second letter is received within a reasonable period of time, the school information provided by the client will be considered unverified and so noted on Form 53A, "Supplemental Intake". Those form letters that are received will be recorded on Form 53A and the letters maintained in the case folder.

RE:  
DOB:  
ADDRESS:  
PARENT'S NAME:

Dear \_\_\_\_\_,

As an official operation of our Agency, we would appreciate the indicated information on the above named individual.

Last School Attended: \_\_\_\_\_

Last Grade Completed: \_\_\_\_\_

Dates Attended: \_\_\_\_\_

Reason Left, if applicable: From \_\_\_\_\_ To \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please forward a transcript of \_\_\_\_\_ grades along with this form in the self-addressed envelope provided. Your cooperation is appreciated.

Sincerely,



IMPACT FORMS

FORM #9 -- "Monthly Caseload Status Form" -- This form is to be prepared in duplicate by the supervising Agent. The original is to be sent to the Section Supervisor I by the 5th of each month. The duplicate is to be retained by the supervising Agent.

Upon receipt of the Form #9 from each of the Agents under his supervision, the Section Supervisor will fill out a Form #9 in duplicate using the figures supplied by the Agents. Thus, this form will represent the entire office. The supervisor will fill in his name on the "Agent" line and forward the original to the Project Director by the 10th of each month.

FORM #9A -- "Caseload Status Form -- Master Sheet" -- This form is to be prepared and maintained by the Project Director with information provided by Form #11 received from each of the office locations.

MONTHLY CASELOAD STATUS FORM

Date Submitted: \_\_\_\_\_

For Month: \_\_\_\_\_ Year: \_\_\_\_\_

Total Caseload: \_\_\_\_\_  
(Active & Inactive)

Agent: \_\_\_\_\_

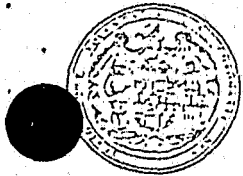
Office: \_\_\_\_\_

STATUS	MANDATORY RELEASE	PAROLE	PROBATION	TOTAL
Employed Full-Time				
Employed Part-Time				
Unemployed				
Welfare - Social Security				
Student				
Incarcerated				
Unknown				
Other				
TOTAL				



IMPACT FORMS

FORM #10 -- "Drug and/or Alcohol Program Letter" -- This letter is to be sent by the supervising Agent to all past drug and/or alcohol programs that the client claims to have participated. Permission from the client to do this is needed and can be secured by having the client sign Form #10A "Release of Information Form". The release form is to accompany the letter. If no reply is received within two (2) weeks, another letter is to be sent. If no reply is received from the follow-up letter then the claimed program can be considered unverified and so noted on Form #53A "Supplemental Case Record Input-Intake Form".



DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES  
DIVISION OF PAROLE AND PROBATION  
SUITE C-104 • EXECUTIVE PLAZA TWO • HUNT VALLEY, MARYLAND 21030  
(301) 667-0700

JOHN M. PETTIBONE  
DIRECTOR

RALPH S. FALCONER  
ASSISTANT DIRECTOR  
FOR  
PAROLE & PROBATION

NORMAN H. KATZ  
ASSISTANT DIRECTOR  
FOR  
SPECIAL SERVICES

STANLEY M. WAXMAN  
ASSISTANT DIRECTOR  
FOR  
FISCAL & BUSINESS  
ADMINISTRATION

DRUG LETTER -- DRAFT 2/16/73

RE:  
DOB:  
ADDRESS:

Dear

The above named individual is presently under the supervision of the Maryland Division of Parole and Probation and has indicated that he was/is enrolled in your program. Please note that he has given this Agency permission to obtain the below listed information from your files.

Was/Is in program:  Yes  No

Date entered program: \_\_\_\_\_

Date left program: \_\_\_\_\_

Present/Past progress:  Poor  Fair  Good

Comments: \_\_\_\_\_

Person Completing  
above Information: \_\_\_\_\_

Telephone  
No. \_\_\_\_\_

Your cooperation in returning this letter in the self-addressed envelope enclosed is appreciated.

Sincerely,

1 encl.: Release of Information Form

FORM #10

RELEASE OF INFORMATION FORM

TO WHOM IT MAY CONCERN, I hereby grant permission to \_\_\_\_\_  
\_\_\_\_\_ for release of information pertaining  
to my case to \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

DRAFT 2/30/73

FORM #10A

IMPACT FORMS

FORM #11 -- "Hospital and/or Physician's Letter" -- This letter is to be sent by the supervising Agent to all hospitals and/or doctors the client claims to have been admitted to or treated by. Permission from the client to do this is needed (Form #10A). If no reply is received within two (2) weeks, another letter is to be sent. If no reply is received from the follow-up letter, then the claimed hospitalization or treatment can be considered to be unverified and so noted on Form 53A "Supplemental Intake Form".

DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES

DIVISION OF PAROLE AND PROBATION

SUITE C-104 • EXECUTIVE PLAZA TWO • HUNT VALLEY, MARYLAND 21030  
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FOR  
FISCAL & BUSINESS  
ADMINISTRATION

HOSPITAL AND/OR PHYSICIAN LETTER

RE:  
DOB:  
ADDRESS:

Dear

The above named individual has granted our agency permission to obtain a copy of his medical history from your file (see signed release form attached). Please fill in as much of the information requested below as applicable.

<u>DATE</u>	<u>PURPOSE OF TREAT- MENT OF VISIT</u>	<u>DIAGNOSIS</u>	<u>PROGNOSIS</u>	<u>DATE DISCHARGED</u>
-------------	--	------------------	------------------	----------------------------

Your cooperation in returning this letter in the self-addressed envelope enclosed is appreciated.

Sincerely,

1 encl.: Release of Information Form

FORM #11



IMPACT FORMS

Project Form #53A -- "Supplemental Case Record Input - Intake Form" -- A copy of this form is to be completed by the interviewing Agent and attached to Form 53. As the information obtained is verified, this will be so noted on 53A. In the case of Parole and Mandatory Release information included in the institutional file, this information will be verified where appropriate. This form will remain in the case folder as a part of the client's file.

SUPPLEMENTAL CASE RECORD  
INPUT - INTAKE FORM

(Attach to Case Record Input, - Intake Form)

1. Case Name: \_\_\_\_\_ 2. Data System No. \_\_\_\_\_  
Last First Middle

3. Social Security No. \_\_\_\_\_

4. If Parolee or Mandatory Releasee, what institution and/or special program was client participating prior to release: \_\_\_\_\_

5. Past Medical History:

<u>Date</u>	<u>Purpose of Treatment or Visit</u>	<u>Date Discharged</u>
-------------	--------------------------------------	------------------------

Criminal Justice Activity of Family Members:

<u>Name</u>	<u>Relationship</u>	<u>Charge</u>	<u>Disposition</u>	<u>Sentence</u>	<u>Date Verified</u>
-------------	---------------------	---------------	--------------------	-----------------	----------------------

7. Employment Information:

a. Employed at time of arrest for instant offense  
 Yes  No  Verified  Unverified

b. Other Employment Record

<u>Date Employed</u>	<u>Date Terminated</u>	<u>Employer</u>	<u>Address</u>	<u>Check if Verified</u>
----------------------	------------------------	-----------------	----------------	--------------------------

8. Present and/or Past Drug or Alcohol Program Participation:

<u>Date entered</u>	<u>Date completed</u>	<u>Name of Program</u>	<u>Address</u>	<u>Check if Verified</u>
---------------------	-----------------------	------------------------	----------------	--------------------------

CASE NUMBER

STATE OF MARYLAND  
DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES  
DIVISION OF PAROLE AND PROBATION

DATE INTERVIEWED

CASE RECORD INPUT - INTAKE FORM

CASE NAME 01										BIRTH DATE 02							
LAST			FIRST			MIDDLE			SUF	MONTH	DAY	YEAR					
SEX 06		RACE 07		AMERICAN INDIAN		TRUE NAME ALSO KNOWN AS											
<input type="checkbox"/> MALE	<input type="checkbox"/> FEMALE	<input type="checkbox"/> WHITE	<input type="checkbox"/> NEGRO	<input type="checkbox"/> CHINESE	<input type="checkbox"/> JAPANESE	<input type="checkbox"/> OTHER	<input type="checkbox"/> AMERICAN	HEIGHT	WEIGHT	BIRTH PLACE	CITY 03	STATE 04					
CLIENT ADDRESS - STREET (INCLUDE APARTMENT NO.)					CITY 11		STATE 13		ZIP CODE		TELEPHONE NUMBER						
NEAREST RELATIVE (NOT A CLIENT'S RESIDENCE) NAME:						CLIENT EMPLOYER NAME											
ADDRESS - NUMBER & STREET						EMPLOYER'S ADDRESS - NUMBER & STREET											
CITY			STATE			ZIP CODE			CITY			STATE			ZIP CODE		
RELATIONSHIP						EARNINGS			OCCUPATION								
MARITAL STATUS 05						EMPLOYMENT STATUS 73 (CHECK AS MANY AS APPLY)						EDUCATION LEVEL 08					
<input type="checkbox"/> MARRIED	<input type="checkbox"/> SEPARATED	<input type="checkbox"/> COMMON LAW	<input type="checkbox"/> UNKNOWN	<input type="checkbox"/> SINGLE	<input type="checkbox"/> DIVORCED	<input type="checkbox"/> WIDOWED	<input type="checkbox"/> EMPLOYED FULL TIME	<input type="checkbox"/> EMPLOYED PART TIME	<input type="checkbox"/> UNEMPLOYED	<input type="checkbox"/> HOUSEWIFE	<input type="checkbox"/> WELFARE	<input type="checkbox"/> RETIRED	<input type="checkbox"/> DISABLED	<input type="checkbox"/> STUDENT	<input type="checkbox"/> UNKNOWN		
RESTITUTION 48		COURT 27		TYPE COURT 28		DATE SENTENCED 30		DATE SENTENCE BEGAN 17		EXPIRATION DATE 18		CASE 19	DOCKET NO.				
<input type="checkbox"/> YES	<input type="checkbox"/> NO	LOCATION	<input type="checkbox"/> DISTRICT	<input type="checkbox"/> SUPREME BENCH	<input type="checkbox"/> SPECIAL	<input type="checkbox"/> JUVENILE	MO	DAY	YR	MO	DAY	YR	MO	DAY	YR		
NAME OF JUDGE 29			LAST			F.I.	DATE CASE OPENED 20		DATE 25	AGENT NAME 26		LAST			F.I.		
MOONER ONLY	OFFENSE 46		WRITE OUT OFFENSE						TYPE OF SUPERVISION 51		SENDING STATE 53	RECEIVING STATE 55					
<input type="checkbox"/> INTENSIVE	<input type="checkbox"/> STAY-BY	<input type="checkbox"/> HONOR	<input type="checkbox"/> NON-ACTIVE														
SENTENCE																	
SPECIAL CONDITIONS, ADDITIONAL INFORMATION																	
CLIENT'S PLEA																	
CO-DEFENDANTS																	
STATE'S VERSION (WHO, WHAT, WHERE, WHEN, HOW, WHY) (USE THIS SPACE FOR "CHILDREN" IN PAYMENT CASES)																	
PAYMENT INFORMATION																	
<input type="checkbox"/> RESTITUTION	<input type="checkbox"/> FINE	<input type="checkbox"/> COSTS	<input type="checkbox"/> NON-SUPPORT	<input type="checkbox"/> PATERNITY	<input type="checkbox"/> OTHER	TOTAL AMOUNT DUE			PAYMENT PLAN								
PAYABLE TO: NAME					ADDRESS					AMOUNT							
PRIOR RECORD:																	
DATE			PLACE			OFFENSE			DISPOSITION								

SUPERVISOR \_\_\_\_\_ INTERVIEWING AGENT \_\_\_\_\_

EVALUATION OF DRUG REHABILITATION  
FOR IMPACT RELEASEES AND PAROLEES  
(CORHI-02-STS)

I. Project Description

Title: Drug Rehabilitation for Impact Releasees and Parolees

Scope: Grant Period: 5/1/73 - 5/1/74

Cost: Federal - \$378,363, State - \$108,393

Implementing Agency: Maryland Department of Public Safety and Correctional Services, Maryland Division of Corrections.

II. Project Objectives

- A. Reduce by 30% the recidivism rate of impact clients for both drug and non-drug offenders.
- B. Provide the addict inmate with drug-related institutional treatment programs throughout the term of his regular sentence within the institution and during a four month intensive treatment program at the Division's Drug Addiction Treatment Center.
- C. Assist in solving the personal and economic problems of the addict impact offender as he moves from the institutional phase through the pre-release phase to the parole phase of the program.
- D. Evaluate treatment techniques used to determine the probability of success in future applications.

III. Measure of Effectiveness

Measure A

Parole and post-parole recidivism rates for project participants will be compared to suitable control groups at 3 months, 9 months, and two year intervals after release to Stage III.

1. Determine recidivism rates of Stage I participants released directly to Stage III;
2. Determine recidivism rates of Stage II participants released to Stage III;
3. Compare recidivism rates of Stage I and II participants to control groups drawn from other Division of Correction drug treatment programs or to rates of target population prior to implementation of the project.

Definition: Recidivism is defined as the subject's return to the custody of the Division of Correction, local jail facilities, or the Department of Parole and Probation upon conviction for a subsequent offense or for parole violation.

DATA A

Data Elements

1. Recidivism rates for groups stated above.
2. Type of subsequent offense.
3. Length of time from release to Stage III to commission of offense.
4. Addiction data - whether subject was using drugs at time of offense, escalation of drug activity, etc.
5. Relationship of offense to addiction, if present.
6. Number of parole violations for technical reasons.
7. Number of parole violations for subsequent offenses.
8. Number of Stage III subjects with a crime free record at specified intervals ( 3 months, 9 months, 2 years after release to Stage III ).
9. Number of subjects returning to the system after completion of parole.
10. Number of participants who have subsequent arrests without conviction.

Measure B

Assess the reduction of participants drug dependency and the project's effectiveness by comparing the individual's drug history prior to conviction and any change in his drug history after graduation from the program. The percentage of drug-free parolees at the termination of the community supervision phase can be compared with those of traditional corrections and parole system approaches.

DATA B

Data Elements

1. Number of participants in Stage I.
2. Number of participants successfully completing Stage I.
3. Number of participants in Stage II.
4. Number of participants successfully completing Stage II.
5. Number of participants in Stage III.
6. Number of participants successfully completing Stage III.
7. Analysis of participants prior drug history to include:
  - a. prior drug arrest data,
  - b. prior treatment program involvement,
  - c. participant statement of drug involvement,
  - d. type of drugs used and quantity,
  - e. staff assessment.
8. Analysis of participants drug involvement after completion of the program to include:

- a. Urinalysis results
- b. Parole and institutional staff reports
- c. Participant exit interview
- d. Arrest and conviction data
- e. Treatment involvement with other programs
- f. Type and amount of drugs used

Measure C

Assess the change between pre-conviction job histories, educational achievement and family involvement and post-program job stability, educational level, and family interaction.

DATA C

Data Elements

1. Pre-conviction employment rate (% of project participants employed at time of arrest)
2. Post-program employment rate at specific intervals (3 months, 9 months, 2 years after release to Stage III)
3. Average pre-conviction wage
4. Average post-program wage at specified intervals (3 months, 9 months, 2 years after release to Stage III)
5. Comparison of post-program employment and wage rates to control group
6. Advancement or promotions during community involvement stage compared to control group
7. Pre-conviction and post-program educational levels as measured by a standardized testing instrument, and/or participants involvement in educational advancement programs.
8. Pre-conviction and post-release interaction with family to include:
  - a. marital status
  - b. residence (with family, wife, other)
  - c. family interest in participant
  - d. participants view of his role in the family
9. Number and nature of contacts or referrals made for participants by project staff.
10. Main problem areas as defined by staff
11. Verified number of referrals followed up by clients.

Measure D

Compare the success of various treatment techniques used.

DATA D

Data Elements

1. Recidivism rates for Stage I, II and III participants as outlined in Measure A.
2. Participant evaluation of program
3. Project staff evaluation of treatment techniques to include:

**CONTINUED**

**1 OF 2**



- a. ease of implementation of programs
- b. response of project participants to program
4. Maintenance of data profiles on all project participants in various treatment modalities.
5. Comparison of treatment modalities to recidivism rates of subjects.
6. Positive urinalysis rates for different treatment modalities.
7. Staff training efforts and the relevance of training to staff and client needs.
8. Cost per participant data for various treatment modalities.

#### IV. Data Consideration

Much of the required data is subjective in nature and caution should be exercised in drawing wide-spread conclusions from this data. Attempts will be made to validate data obtained from participants through official sources. Data collection will be a continuous on-going process and it is recognized that final compilation of recidivism rates and participant profiles may extend well into the actual implementation phases of the project. The main responsibility for data collection will lie with the project staff and Central Office administrative staff. Forms for record gathering and keeping will be developed by Central Office staff and will be coordinated by the project research analyst. A central file will be maintained at the project's central office.

Control group data may not always be available to the same degree as information concerning project participants. Efforts will be made to enlist the cooperation of the Baltimore City Police Department, State Police and other agencies in the gathering of data necessary to compile recidivism information. The major concern of the criminal justice system is the prevention of the reoccurrence of crimes and this is the prime objective of the project. While many other changes may occur in project participants life style, the major focus (and most objectively measured) will be the reduction of repeat offenders returning to the system.

Close cooperation and data sharing will be maintained with the Division of Parole and Probation for the measurement of success for the institutional phases is determined during Stage III.

EVALUATION COMPONENT

PROJECT D-1C

(Grant # CORH-04-05-80)

INTENSIVE SUPERVISION - HIGH  
IMPACT NARCOTIC OFFENDERS

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October, 1973

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PROJECT DESCRIPTION

## A. Project Title

Intensive Supervision - High Impact Narcotic Offenders (Project D-1-C, CORHI-04-05-BC)

## B. Project Scope

The project will test the hypothesis that intensive supervision of the drug abuser will prove valuable to the community by reducing crime and by providing effective redirection for the majority of drug offenders placed under supervision to the program. The benefit to the public as well as to the offender and his family will be realized in increased family solidarity and improved educational and vocational achievement. The impact will be to reverse the existing social forces leading to drug addiction and criminal activity. Project participants will be divided into 2 groups (control and experimental). The experimental group will have access to contracted treatment slots (see page 8 in grant application) and funds for regular urinalysis (see page 10 in grant application). Supervising agents for the experimental group will have caseloads not to exceed 35. The control group will reflect the same qualifying characteristics as the experimental group but will be placed in regular caseloads and they will not have access to the contracted treatment slots. They will, however, have access to the urinalysis funds so that adequate monitoring can be maintained.

1. Time Period - one year 5/21/73 to 5/20/74

2. Total Cost - \$277,518 (Federal - \$205,197 In-Kind \$72,321)

Implementing Agency - State of Maryland Division of Parole and Probation  
District V - Supreme Bench of Baltimore City.

## II. PROJECT OBJECTIVES AND MEASURES OF EFFECTIVENESS

### A. 1st Primary Objective

To reduce the Number of Impact crimes committed in Baltimore, and specifically to reduce significantly the number of convictions for Impact crimes committed by Impact Offenders while under the supervision of the Division of Parole and Probation as measured by the rate of arrests and convictions for subsequent Impact crimes. This objective will be considered successful if the experimental group displays a rate of conviction 5% less than that of the control group.

#### Definition of Terms

- a. Significant - 5%
- b. Reduce - Decrease number of Impact convictions committed by experimental group as compared to control group.
- c. Impact crimes - burglary, stranger to stranger homicide, rape, robbery and assault.
- d. Impact Offenders - (Experimental group) those receiving program services.

### B. 2nd Primary Objective

The reduction in the use of illegal drugs by Impact Offenders as measured by the submission of continual urinalysis results reflecting abstinence from illegal drugs and documented performance in a treatment program.

Definition of Terms

- a. Reduce - based on comparative statistics compiled between the experimental and control group.
- b. Impact Offender - (experimental group) those receiving program services.
- c. Treatment Program - abstinence program run by grantee or any one of several federally approved multidodality community based programs.

C. 1st Secondary Objective

To significantly reduce the number of convictions for other crimes committed by Impact Offenders while under the supervision of the Division of Parole and Probation as measured by the rate of arrests and convictions for subsequent non-impact crimes.

Definition of Terms

- a. Significant - 5%
- b. Reduce - decrease number of non-impact convictions committed by experimental group as compared to control group
- c. Other crimes - all crimes not categorized as Impact Crimes
- d. Impact Offenders - (experimental group) those receiving program services.

D. 2nd Secondary Objective

To evaluate the effectiveness of the different forms of treatment offered as they apply to the Impact Offender (experimental group). Measurement of this goal will be a continuing process as any given offender may flow from one form of treatment to another as the need arises. (e.g. from methadone maintenance to detoxification or vice

versa). Effectiveness will be measured primarily by the turnover rate for each modality.

Definition of Terms

- a. Evaluate - objectively rate the measurable elements.
- b. Effectiveness - degree of response (either positive or negative) to specific treatment modality.
- c. Forms of treatment - means employed to treat drug abuse by Impact Offenders.

NOTE: Treatment will consist of such elements as: methadone maintenance and detoxification, abstinence, therapeutic community, etc.

E. 3rd Secondary Objective

To assist Impact Offenders to develop stable employment and/or educational habits as measured by counseling and referral activity in the experimental and control groups.

Definition of Terms

- a. Assist - 1) counseling to clarify realistic goals.
  - 2) actual employment or school contacts in pursuit of objective achievement.
  - 3) referral to appropriate agencies to aid in personal problem solution.
- b. Develop - through assistance increase the probability of the client being able to maintain more permanent job and school habits.
- c. Stable - dependable job and/or school attendance and performance exceeding the client's ability at the time he entered the program. Past employment and school attendance will be verified.

d. Habits - enduring, consistent behavior pattern.

F. 4th Secondary Objective

To assist Impact Offenders in developing stable living conditions as measured by comparing his level of operation at the beginning and end of his probationary period.

Definition of Terms

- a. Assist - 1) counseling to help clarify present living conditions.  
2) referral to appropriate agencies to aid in personal problem solution.
- b. Develop - through assistance increase the client's ability to overcome negative aspects of present living conditions.
- c. Stable - consistent life style exceeding the client's level of operation at the time he entered the program.



### III. EVALUATION DATA REQUIREMENTS

#### A. INFORMATION NEEDS

##### 1st Primary Objective - Reduce impact crime conviction

##### Information Needed

1. Persons convicted of subsequent Impact crime while under supervision.
2. Persons subsequently arrested for Impact crimes while under supervision.
3. All criminal justice system activity following arrest.
4. Subsequent Impact offense type.
5. Relation to instant Impact offense of subsequent Impact offense.
6. Action taken against or for client by parole and probation as a result of subsequent impact offense.

##### 2nd Primary Objective - Reduce use of illegal drugs

##### Information Needed

1. Prior drug use - determined through the following detection techniques: self-admission, drug conviction and/or arrests, past drug program participation, verified notification by others, and urinalysis.
2. Verify department referral activity, such as contact with program, treatment modality, and attendance
3. Verify drug use - (continual, periodic) (frequency and intensity) by continued monitoring through urinalysis.

1st Secondary Objective - Reduce "other" crime convictionsInformation Needed

1. Clients on Impact Program convicted of crimes other than Impact crimes, while under supervision.
2. Clients arrested for other crimes
3. All Criminal Justice activity following arrest.
4. Offense Type
5. Relation of instant offense to new other crimes - (arrested for Impact crime, convicted for lesser charge).
6. Action taken against or for client by Parole and Probation as a result of subsequent other crime.

2nd Secondary Objective - Evaluate Effectiveness of Different forms of TreatmentInformation Needed:

1. Periodic reports from those participating programs.\*
  - A. Modality employed.
  - B. Attendance
  - C. Urinalysis Results
  - D. Counselor Comments
  - E. Status on Program
2. Turnover rate for each modality - data will be maintained as to whether turnover is due to successful completion of particular modality or unsuccessful termination.
3. Urinalysis results (independent from participating programs)
  - A. for those in abstinence
  - B. On a spot basis for those in other modalities
4. Observations of supervising officer.

\*Due to contractual difficulties the information specified (see form in appendix) will not be collected as indicated. These difficulties may be

3rd Secondary Objective - Develop Employment and/or Educational Habits

Information Needed:

1. Continual - periodic job, school observations.
  - a. Attendance
  - b. Earnings or goals
  - c. Change in performance (promoted, fired, new job, failed school, etc.)
  - d. Verify observations
2. Verify Department counseling/referral activity (frequency of contacts, agency referrals).
3. Summary evaluation of employment/education achievement at end of period.

4th Secondary Objective - Develop Stable Living Conditions

Information Needed:

1. Present living conditions
  - a. with family (married or with relatives)
  - b. by self
  - c. with friends
  - d. other (therapeutic community)
2. Verify Department counseling/referral activity (frequency of contacts, agency referrals).
3. Summary evaluation of living conditions at end of probationary period.

Data Constraints and Collection Procedures1st Primary Objective - Reduce Impact Crime Conviction

Information on element (1) (subsequent conviction of supervised impact offenders) and element (3) (criminal justice activity following subsequent arrest) to be collected as occasion arises from criminal court docket in Maryland jurisdiction courts and from the Maryland State Police for out of state convictions (via F.B.I. Rap Sheet). The criminal court docket is kept as part of the public record. The F.B.I. Rap Sheet, available from the State Police, often carry dispositions of out of state felony charges. Criminal Docket and (F.B.I.) State Police checks are within current scope of the Probation Officer's information collecting activities in the course of caseload management.

Information elements (2) (subsequent arrest for impact offense), (4) (type of subsequent offense), and (5) (Relation of subsequent impact offense to instant impact offense) will be revealed as occasion arises via the established procedure of Police Department notification (Notification of arrest of probationers, see appendix) and the probation officer's check up and follow up procedure that is part of caseload management.

Information element (6) (department action resulting from subsequent impact offense) will be recorded as part of discharging Probation Officer's duties to the Court, e.g., reporting subsequent

offense, alleging Violation of Probation and recommendation to the Judge (distinction will be drawn between technical violation and violation for subsequent offenses).

The above procedures will apply to both experimental and control groups. The recording of this information is an integral part of the caseload management duties, will be documented by probation officer's notes and recorded in case folders and will be summarized in statistical form for evaluation.

2nd Primary Objective - Reduce the use of Illegal Drugs

Data for this objective will be collected from various pertinent sources. For both the experimental and control group, prior drug use will be determined by: self-admission, drug conviction and/or arrest, past drug program participation, verified notification by others and urinalysis. Concerning the experimental group, the probation agent and client will determine what treatment plan best suits the needs of the client. Upon determination of a proposed treatment plan, the agent will refer the client to a co-operating treatment program (see contract) and upon acceptance for treatment the program will supply a monthly record of client status and degree of participation (see monthly reporting form). Supervising agents for the control group will utilize normal referral procedures and will not have access to contracted treatment slots. Each supervising agent will be responsible for maintaining up to date records on each counseling session and any subsequent referrals. Funds for urinalysis will be available to both groups for both regular and spot testing. A full time urine collector and test validator will collect, send to the contracted laboratory,

and record the results of each urine specimen submitted. This information along with the monthly progress report, will be forwarded to the staff member responsible for research and statistical analysis.

1st Secondary Objective - Reduce other Crime Convictions

The procedure and limits established for the 1st primary objective apply as well to the 1st secondary objective.

2nd Secondary Objective - Evaluate Effectiveness of Different Forms of Treatment

Much of the information needed to evaluate this objective has been detailed in the 2nd Primary Objective and includes the use of both a monthly progress report and urinalysis. In addition to these 2 aspects, evaluative consideration will be given to the turnover rate for each modality. As noted earlier this measurement will be a continuing process as any given offender may flow from one form of treatment to another as the need arises (e.g. from methadone maintenance to the detoxification or visa versa). Records will be compiled on the total population (both control and experimental ) as to the form of treatment for each client. As movement from one modality to another occurs, notation will be made of such movement and whether or not that movement constitutes success, failure or continuation of treatment. This information will be provided as the need arises by the supervising agent who will also submit, on a monthly basis, his observations of the client and modality in effect.

3rd Secondary Objective - Develop Employment and/or Educational Habits

Initial and summary assessment will be made of impact intensive supervision participant's occupational/educational habits

and stability. Achievement or failure to reach identified goals will be verified. Impact participants and control group will be simultaneously measured for counseling and referral activity. The recording of this activity which is one of the responsibilities of caseload management will be summarized in monthly questionnaires to be completed by agents supervising impact participants and control group probationers. (See appendix for form and data elements collection schedule). Initial and final assessment will be verified for impact participants. Control group occupational/educational status will be determined from earliest and latest questionnaire.

4th Secondary Objective - Develop Stable Living Conditions

Initial and summary assessment will be made of impact participant's living condition's and stability of primary relationships. Clarification and solution of problems defined will be verified at these assessments. Impact participants and control group will be simultaneously measured for counseling and referral activity. The recording of this activity which is one of the responsibilities of caseload management will be summarized in monthly questionnaires to be completed by agents supervising impact participants and agents supervising control group probationers. (See appendix for questionnaire). Initial and final assessment will be verified for impact participants. Control group occupational / educational status will be determined from earliest and latest questionnaire. As evaluation of living conditions and primary relationships often require subjective judgements, the questionnaire will be designed to minimize this constraint.

D. Management of Data (All objectives)

Data collected will be processed and stored at Project Headquarters. Some data elements will also be maintained on Division Computer files as a standard Division procedure. Data compiled by supervising agent (experimental group) will be forwarded to the Project Staff responsible for research and statistics. Data compiled on the control group will be monitored by Project Staff, and forwarded to staff members responsible for research and statistics. Data will be collected on a monthly and as needed basis. See appendix for forms and frequency of compilation. Reports will be forwarded to Project Director on a monthly and quarterly basis. The data contained in the reports will be presented in raw, tabular, and graphic form wherever possible. The Project Director will provide reports to the Governor's Commission on Law Enforcement and the Administration of Justice on a bi-monthly and quarterly basis.

E. Validation of Data (All objectives)

Accuracy of the data as collected on the monthly questionnaires and other data generating forms will be subjected to validation procedures that will necessarily reflect the objectivity or subjectivity of the content of the data. Validation of this data is, of course, an immediate responsibility of the supervising probation agent as part of his responsibilities as an officer of the court. Caseload record keeping and verification of internally generated records is an adjunct to supervisory responsibility for each case in the caseload. Allowances are made for the differing levels of supervision intensity as reflected in caseload records. Overall responsibility for validation will rest with the project director and his evaluative



staff. The evaluation staff will be sensitive to and will minimize informational discrepancies resulting from differing caseload supervision intensity.

Methods of validation by staff of the data input of the monthly questionnaires (see appendix: Questionnaire) is dependent on the nature and origin of the data. Data generated as a measurement of a reduction of new arrests for impact and non-impact offenses (first primary and first secondary objectives) as reflected on the monthly questionnaire and New Arrest and Offense Information reporting form (see appendix: New Arrest and Offense Information) is part of the public records of the Police Department, State Police (F.B.I.), and the clerk's office of the several criminal courts. Validation is a matter of checking the record. It's accuracy is assumed in all subsequent departmental recommendations as to violation hearing and other legal proceedings. Data generated by the monthly questionnaire regarding the use of illegal drugs (second primary objective) is objective in as much as it is reflected by the results of urinalysis (see appendix). Data concerning, referral to treatment programs, attendance, program urinalysis, and treatment modality will be validated by program monthly reports (see appendix: Probation Department Monthly Reports). Data required for measuring achievements in employment stability / training level as generated by monthly questionnaire and initial / final assessments will be validated by a letter of confirmation submitted by employer / educator (see appendix). This form of validation is an integral part of caseload record keeping. Data involving living conditions and primary relationship stability may be the most subjective area of inquiry.

The monthly questionnaire confines itself to measuring elements that are most objective and able to be validated. Where over a social agency adjunct to the court, such as court ordered support payments made through the Family Service Division of the Probation Department, validation in the same manner as subsequent arrests and convictions would be made.

## EVALUATION ANALYSIS

### A. Parties responsible for analysis of data gathered, processed and reported.

The Project Director and the agent in charge of Research and Statistics will be responsible for the analysis of data gathered, processed and reported on a monthly basis. This process will be done in consultation with the Division's Research and Development Specialist who will be responsible along with the aforementioned persons for the quarterly and one-year analysis of the data.

### B. Frequency of Analysis

Data Collection, processing and reporting will be conducted on a monthly basis but no meaningful interpretation of data will be attempted prior to the first quarterly evaluation. Even then the data interpretation will be somewhat superficial. After completion of one full year of operation (from date of initial intake) a detailed and meaningful evaluation will be made.

### C. Analytical Methods

The following is a breakdown, by program objective, of measures employed to produce indication of success.

1st Primary Objective - We will analyze both the ratio of subsequent impact arrests as well as the ratio of subsequent impact convictions between the experimental and control groups. This objective will be considered successful if the experimental group displays a rate of conviction 5% less than that of the control group.

2nd Primary Objective - We will analyze the difference in the number of drug free days between the experimental and control groups as determined by urinalysis results. We will take into account whether or not the client is in a treatment modality. Achievements of this objective will be reflected in a greater proportion of drug free days exhibited by the experimental group.

1st Secondary Objective - We will analyze both the ratio of subsequent non-impact arrests as well as the ratio of subsequent non-impact convictions between the experimental and control groups. This objective will be considered successful if the experimental group displays a rate of conviction 5% less than that of the control group.

2nd Secondary Objective - We will analyze the experimental group in light of their involvement in the various treatment modalities, raw figures and percentages will be used to indicate trends in modality utilization.

3rd Secondary Objective - We will analyze referral activity by both the experimental and control group as reported in the monthly questionnaire. Data will be presented in both raw and percentile form.

4th Secondary Objective - The evaluation analysis cited in the  
3rd secondary objective will be employed.

V. TIME TABLE FOR REPORTS

1. Monthly - data collected and forwarded to Project Director.
2. Bi-Monthly - data compiled to reflect current caseload size, number of subsequent arrests and convictions, number of urinalysis taken, and intake flow. Reports will be forwarded to Project Director and then presented to the Governor's Commission on Law Enforcement and the Administration of Justice.
3. Quarterly - data collected forwarded to Project Director in a form reflecting evaluation procedures. The quarterly reports will be of a more detailed nature than the bi-monthly reports. These reports will also be presented to the Governor's Commission on Law Enforcement and the Administration of Justice.
4. Yearly - Upon completion of the first year of operation, a detailed evaluation will be constructed by the Project Director and his staff and will then be presented to the Governor's Commission on Law Enforcement and the Administration of Justice.

VI. DEFINITIONS OF KEY TERMS

- A. Impact Crimes - burglary, stranger to stranger homicide, rape, robbery and aggravated assault as defined in the F.B.I. Uniform Crime Reports - 1971.
- B. Non-Impact Crimes - all crimes not categorized as Impact Crimes.
- C. Project Participants (experimental) - those offenders supervised in the project.
- D. Project Participants - (control) - Those offenders randomly selected not to receive project supervision.

APPENDIX



## IMPACT FORMS

Unless otherwise stated, the following forms are to be filled out by the supervising agents for the experimental group and by project staff for the control group.

Project Form 1- Hi-Impact Questionnaire- To be filled out on a monthly basis and forwarded to staff responsible for research and statistics. Information will be tabulated in a report form and forwarded to the Project Director.

Project Form 1A- New Arrest and Offense Information- To be completed as needed and attached to the pertinent monthly questionnaire.

Project Form 1B- Job-School Performance- To be completed when a change in status occurs and attached to the pertinent monthly questionnaire.

Project Form 1C- Daily Referral Activity- To be used and maintained by supervising officers in both the control and experimental groups. Monthly totals are reflected in #5 of monthly questionnaire.

Project Form 1D- Letter of Employment Verification- To be used and maintained by supervising officers in both the control and experimental groups. The letter will be used to verify past and present employment as well as any employment changes during probation period.

Project Form 1E- Letter of School Verification- To be used and maintained by supervising agents in both the control and experimental groups. The letter will be used to verify present and past school involvement during probation period.

Project Form 2- Monthly Caseload Status- To be filled out in conjunction with monthly questionnaire and forwarded to staff responsible for

research and statistics. Results will be included in monthly reports to Project Director.

Project Form 3- Monthly Arrest and Conviction Report- To be filled out in conjunction with monthly questionnaire and forwarded to staff responsible for research and statistics. Results will be included in monthly report to Project Director.

Project Form 4- Monthly Referral Activity- To be used by staff responsible for research and statistics in tabulating, by caseload, the number and type of referrals made.

Project Form 5- Master Sheets- The following forms will be maintained and used by project staff responsible for research and statistics in compiling data reported on a bi-monthly, quarterly, and yearly basis.

Project Form 5A- Arrest and Conviction Information

Project Form 5B- Job/School Performance

Project Form 5C- Referral Activity

Project Form 6- Drug Program Monthly Report- To be completed by applicable agency and sent to supervising agent who will forward a copy to staff responsible for research and statistics.

Month: \_\_\_\_\_ Year: \_\_\_\_\_

HI-IMPACT NARCOTIC UNIT  
MONTHLY QUESTIONNAIRES

Case: \_\_\_\_\_

Agent: \_\_\_\_\_ C- \_\_\_\_\_ Interviewer: \_\_\_\_\_

Supervision Category: I \_\_\_\_\_, S \_\_\_\_\_, H \_\_\_\_\_, or N \_\_\_\_\_.  
If N, what is status of subject, e.g. warrant, military service, incarcerated, or unlocatable \_\_\_\_\_. If supervision category has changed since last report, what is new category \_\_\_\_\_. Case closed? Termination \_\_\_\_\_  
I.L. death \_\_\_\_\_.

Has the subject been arrested since last report, yes \_\_\_\_\_ no \_\_\_\_\_, if yes; charge \_\_\_\_\_ date \_\_\_\_\_.

Has the subject been convicted since last report, yes \_\_\_\_\_ no \_\_\_\_\_, if yes; charge \_\_\_\_\_ date \_\_\_\_\_.

\* If yes to above interviewer will fill out and attach New Arrest and Offense Information Form.

Contacts Positive or Collateral this Period

OC \_\_\_\_\_ EP \_\_\_\_\_ EC \_\_\_\_\_ HP \_\_\_\_\_ HC \_\_\_\_\_ H \_\_\_\_\_ TP \_\_\_\_\_ TC \_\_\_\_\_  
LC \_\_\_\_\_ R \_\_\_\_\_ JP \_\_\_\_\_ JC \_\_\_\_\_ CTP \_\_\_\_\_ CTC \_\_\_\_\_ SCHP \_\_\_\_\_  
SCHC \_\_\_\_\_ STP \_\_\_\_\_ C \_\_\_\_\_

Check subject's status:

Employed full time \_\_\_\_\_ Part-time (25hrs.) \_\_\_\_\_ Unemployed \_\_\_\_\_ School \_\_\_\_\_  
Training program \_\_\_\_\_ Other (e.g. welfare or incarcerated) specify \_\_\_\_\_

Has subject's earnings changed since last report, yes \_\_\_\_\_ no \_\_\_\_\_ increased \_\_\_\_\_ decreased \_\_\_\_\_.

How long has subject been in present job or school \_\_\_\_\_.

Has subject's employment / school / training status changed since last report: yes \_\_\_\_\_ no \_\_\_\_\_.

\* If yes interviewer will fill out and attach Job/School Performance Form.

Number of referrals since last report concerning:

Drug Abuse \_\_\_\_\_  
Employment \_\_\_\_\_  
Education / Training \_\_\_\_\_  
Medical \_\_\_\_\_  
Alcoholic \_\_\_\_\_  
Other \_\_\_\_\_ specify \_\_\_\_\_.

Has subject's address changed since last report, yes \_\_\_\_\_ no \_\_\_\_\_.

Has subject's household group (e.g. parents, children, spouse, girlfriend or (T.G.) changed since last report, yes \_\_\_\_\_ no \_\_\_\_\_.

subject's household group has changed what is new composition (e.g. parents, children, spouse, girlfriend, T.C., friends or alone) \_\_\_\_\_

Does subject have a concurrent family services division case, yes \_\_\_\_\_ no \_\_\_\_\_, date of order \_\_\_\_\_ case no. \_\_\_\_\_

Is subject currently active in drug program, yes \_\_\_\_\_ no \_\_\_\_\_  
Name of program \_\_\_\_\_ Date Started \_\_\_\_\_

Modality if known:  
Maintenance \_\_\_\_\_ Detoxification \_\_\_\_\_ Abstinence \_\_\_\_\_  
T.C. \_\_\_\_\_ Other \_\_\_\_\_

8.

Has the subject's program status changed since last report (e.g. movement in modality, change of program, discharge, or discontinued). How \_\_\_\_\_

Subsequent Criminal Justice activity involving drugs (include arrest, conviction, investigation, and service as an informer) date \_\_\_\_\_ charge \_\_\_\_\_ disposition \_\_\_\_\_

Results of in-house urine testing:

<u>Date</u>	<u>Spec. #</u>	<u>No Show</u>	<u>+</u>	<u>---</u>	<u>Substance</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

9.

10. Program comments (Liaison Officer):

Other Comments:

NEW ARREST AND OFFENSE INFORMATION

Please complete as many items as applicable. Print

1. Case Name \_\_\_\_\_ 3. Agent \_\_\_\_\_  
                   Last                    First                    Middle
2. Case Number \_\_\_\_\_ 4. Date \_\_\_\_\_
5. Date Placed on Current Supervision \_\_\_\_\_ 6. Date(s) of New Arrest \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

7. Charge(s) \_\_\_\_\_

Impact Offense ( ) yes ( ) no

Felony ( ) yes ( ) no

- a. Disposition: ( ) Case Dismissed  
                   ( ) Forwarded To Higher Court for Trial  
                   ( ) Other (explain) \_\_\_\_\_

- b. Subject: ( ) Released on Bail  
               ( ) Released on own Recognizance  
               ( ) Released by Pre-Trial Release  
               ( ) Incarcerated  
               ( ) Other (explain) \_\_\_\_\_

Court Disposition

a. Charge (if different from line 7) \_\_\_\_\_

b. Court (e.g. PT. V) \_\_\_\_\_

c. Date \_\_\_\_\_

d. Disposition \_\_\_\_\_

e. Sentence \_\_\_\_\_

9. Subsequent Probation Action

a. Violation of Probation requested by Agent ( ) yes ( ) no

1. Warrant \_\_\_\_\_ Date \_\_\_\_\_  
 2. Writ \_\_\_\_\_ Date \_\_\_\_\_  
 3. Affidavit \_\_\_\_\_ Date \_\_\_\_\_

b. Other Action Taken (e.g. termination) \_\_\_\_\_ Date \_\_\_\_\_

10. Court Action (Violation of Probation)

a. Date of Violation Hearing of Trial \_\_\_\_\_

b. Location \_\_\_\_\_

c. Disposition: ( ) Guilty ( ) Not Guilty ( ) Other (explain) \_\_\_\_\_

d. Sentence \_\_\_\_\_

JOB/SCHOOL PERFORMANCE

Period of Report

From \_\_\_\_\_ To \_\_\_\_\_

Agent OFFICE \_\_\_\_\_

Data System # \_\_\_\_\_

Length of Time on Program \_\_\_\_\_

Case Name Last First Middle \_\_\_\_\_

MONTHS \_\_\_\_\_

1. Employment or school program same as in previous report: ( ) Yes ( ) No ( ) N/A

2. Earnings: Increase ( ) School: Passing ( )  
Decrease ( ) Failing ( )  
Same ( )

3. Attendance: a. No absenteeism ( )  
\*b. Number of days absent less than one week ( )  
\*c. Number of days absent over one week ( )

\*If b or c are checked, explain: \_\_\_\_\_

4. If applicable, job or school loss due to: a. Illness ( )  
b. Fired ( )  
c. Quit ( )  
d. Suspended ( )  
e. Other ( )

5. If applicable, job change due to: a. Higher Salary ( )  
b. Increased Promotional Opportunity ( )  
c. Other ( )

6. Length of time on present job or school program: \_\_\_\_\_  
Years Months

7. Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FORM # 1c

DAILY REFERRAL ACTIVITY

AGENT: \_\_\_\_\_

MONTH - YEAR \_\_\_\_\_

CASE NAME: \_\_\_\_\_

DATE REFERRED	WHERE REFERRED	REASON(S)	RESULTS	COMMENT

RE: \_\_\_\_\_

Dear \_\_\_\_\_,

As an official operation of our Agency, we would appreciate the indicated information on the above named individual.

Was Employed by: \_\_\_\_\_ ( ) Yes ( ) No

If yes, dates employed: \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_ Unknown \_\_\_\_\_

Job title of above named: \_\_\_\_\_

Salary: \_\_\_\_\_  
Week \_\_\_\_\_ Day \_\_\_\_\_ Per Month \_\_\_\_\_

Job Performance: \_\_\_\_\_ Good \_\_\_\_\_ Fair \_\_\_\_\_ Poor \_\_\_\_\_ Unknown \_\_\_\_\_

Reason left job: ( ) Fired, if so why? \_\_\_\_\_

( ) Quit

( ) Other, specify: \_\_\_\_\_

( ) Unknown

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Kindly return this form in the attached stamped self-addressed envelope.

Your cooperation is appreciated.

Sincerely,



11/14/10

RE:  
DOB:  
ADDRESS:  
PARENT'S NAME:

As an official operation of our Agency, we would appreciate the  
needed information on the above named individual.

Last School Attended: \_\_\_\_\_

Last Grade Completed: \_\_\_\_\_

Dates Attended: \_\_\_\_\_

Reason left, if applicable: \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_

Comments  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please forward a transcript of \_\_\_\_\_ grades, along  
with this form in the self-addressed envelope provided. Your cooperation  
is appreciated.

Sincerely,

MONTHLY CASELOAD STATUS FORM

Date Submitted: \_\_\_\_\_ For Month \_\_\_\_\_ Year \_\_\_\_\_

Total Caseload: \_\_\_\_\_ Agent: \_\_\_\_\_

Office: \_\_\_\_\_

STATUS	PROBATION
Employed Full Time	
Employed Part Time	
Unemployed	
Welfare - Social Security	
Incarcerated	
Unknown	
Other	
TOTAL	

MONTHLY ARREST AND CONVICTION REPORT

Date Submitted: \_\_\_\_\_ For Month \_\_\_\_\_ Year \_\_\_\_\_

Agent \_\_\_\_\_

Office \_\_\_\_\_

	PROBATION
Number of Arrests for:	
<u>Impact Crimes</u>	
<u>Drug Crimes</u>	
<u>Other Crimes</u>	
Total	
Number of Convictions for:	
<u>Impact Crimes</u>	
<u>Drug Crimes</u>	
<u>Other Crimes</u>	
Total	
Number of Conviction that are:	
<u>Felony</u>	
<u>Misdemeanor</u>	
Total	

MONTHLY REFERRAL ACTIVITY

Office

Supervisor/Agent

Month                      Year

TYPE OF REFERRAL AGENCY OR INDUSTRY	NUMBER OF REFERRALS DURING MONTH
Drug Abuse	
Employment	
Education Social Services (Private & State)	
Medical	
Alcoholic	
Other: (Specify)	







11116 116

PAROLE & PROBATION DEPARTMENT MONTHLY REPORT

Patient's Name: \_\_\_\_\_ Slot No: \_\_\_\_\_ D.O.B. \_\_\_\_\_ Address: \_\_\_\_\_

Month \_\_\_\_\_, 19\_\_

Sign-in Sheet

<u>Probationer</u>	<u>For Program</u>	<u>P</u>	<u>For Program</u>
1.			16.
2.			17.
3.			18.
4.			19.
5.			20.
6.			21.
7.			22.
8.			23.
9.			24.
10.			25.
11.			26.
12.			27.
13.			28.
14.			29.
15.			30.
			31.

Monthly Report

<u>Date of Sample</u>	<u>Type of Test (NA or NAB)</u>	<u>Result</u>
-----------------------	---------------------------------	---------------

Patient terminated during this month Yes \_\_\_\_\_ No \_\_\_\_\_ Reason: \_\_\_\_\_

Number of Counselor Contacts: \_\_\_\_\_

Remarks and Suggestions: \_\_\_\_\_

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_



Approved.

EVALUATION COMPONENT

PROJECT Y-2

Residential Facility for Youthful Impact Offenders

By:

William Lamb

April 19, 1973

Maryland Division of Correction  
920 Greenmount Avenue  
Baltimore, Maryland 21201

EVALUATION OF COMMUNITY RESIDENTIAL  
FACILITY FOR YOUTH PROJECT  
(CORHI-03-05-STS)

I. PROJECT DESCRIPTION

- A. Title: Community Residential Facility for Youth Project
- B. The Project Scope:
  - 1. Time Period: April 1, 1973 to April 1, 1974
  - 2. Total Cost: \$231,660
- C. Implementing Agency: Maryland Department of Public Safety and Correctional Services, Maryland Division of Correction

II. PROJECT OBJECTIVES AND MEASURES OF EFFECTIVENESS

- A. Reduce by 30% further criminal behavior of project participants.
  - Measure 1. Recidivism rate of project participants and control group at periods of six months, one year, and three years after release from the project.
- B. To improve living and employment stability of project participants (through academic education, vocational training and rehabilitation, job and career counseling and placement assistance).
  - Measure 1. Rate of employment compared to rate for control group as well as compared to participants own employment histories.
  - Measure 2. Average wage compared to that of control group.
  - Measure 3. Advancement or promotions at employment during the follow-up period for project participants and control group.
  - Measure 4. Extent and type of habilitation services provided to project participants.
- C. To provide for proper resocialization of project participants and help re-establish positive family ties for those who participate subsequent to long-term incarceration.
  - Measure 1. Extent of family or significant other participation in residents treatment program.

Measure 2. Extent of project participants relationship with family or significant other subsequent to release from project.

Measure 3. Subjective measurement of participant by project staff.

Measure 4. Same as Measure A.1.

D. To construct a profile of impact offenders who participate in the project.

Measure 1. Profile to consist of education, medical disabilities, drug or alcohol history, economic stability, etc.

Measure 2. Profiles of project participants to be compared with control group.

Measure 3. Over the course of the project continuation profiles to be updated and changes noted.

### III. EVALUATION DATA NEEDS

#### A. Data Requirements

1. Number of In-Program Successes. This is the number of participants\* who have successfully completed the program from time of entry into the Community Correction Center to release.
2. Number of In-Program Failures. This is the number of individuals who have, for some reason or other, not completed the requirements of this program and have been returned to some other more secure divisional facility.
3. Number of Post-Release Successes. This is the number of individuals who, having completed the program successfully, have posted a crime free record for a specified time period after release.
4. Number of Post-Release Failures. This is the number of individuals who have recidivated (as defined in this evaluation).
5. Number of Project Participants. This is the total number of individuals enrolled in the project.
6. Wage of Project Participants at Release.

NOTE: \*"Project participants" as used herein refers to both those receiving actual services and those in control group.

7. Number of Project Participants Receiving Advancement or Promotion. The number of project participants who receive promotion or advancement during the respective follow-up periods.
8. Type and Extent of Services Provided to Project Participants. Services provided to project participants would be documented and evaluated as to type and extent.
9. Family and Significant Other Participation in Resident Treatment Program. These weights will be assigned to this participation:  
  - 1 = no participation
  - 2 = some participation
  - 3 = good participation
  - 4 = outstanding participation and interest by family or significant other
10. Number of Participants Who Reside or Associate With Family at Release. The type of association will be documented:  
  - 1 = reside with
  - 2 = associates with on a daily basis
  - 3 = associates with on a weekly basis
  - 4 = some association
  - 5 = no association
11. Participant Evaluation of Program. Data will be collected on participants views of the effectiveness of the program and its meaning for that individual.
12. Evaluation of Participant by Staff. Each participant will be evaluated according to his potential for success upon release. Five levels of success prediction would be used, ranging from definitely unsuccessful to definitely successful.
13. Participant Socio-Demographic Data. Data must be collected on all project participants in order to permit construction of profiles at a latter date.

B. Data Constraints. The data collected for construction of a profile of project participants will be difficult to validate, and, therefore, may be unreliable in some instances. Every attempt, however, will be made to validate all data collected on this project. Data collected on project participants' evaluation of project services, and staff evaluation of project participants, will be of a subjective nature and, therefore, can only be used to indicate trends. It may be difficult to acquire feedback on all project participants with respect to recidivism. Every attempt will be made to coordinate this effort with the Baltimore City Police Department, State Police, and the other agencies in Maryland's criminal justice field. It has been the past experience of this agency that often the accuracy of these figures is open to question. Every effort on this project will be made to minimize possible errors in this area.

- C. Data Collection and Management. All data for this project will be collected and up-dated by project staff. Data will be maintained manually at the project location until such time as the Division of Correction has the capability to collect and monitor this data using automatic data process techniques. Special forms for data entry will be provided. They are presently being developed by the Community Corrections Task Force.
- D. Data Validation. All data required for this evaluation will be generated by project staff. There will be need for periodic data auditing by non-project staff to insure that the data collected is valid and objective.

#### IV. EVALUATION ANALYSIS

To better identify changes in center and overall program performance, information regarding performance must be collected and analyzed on a continuing basis. Because of poor historical information and the lack of comparative statistics, misunderstandings have developed by the public regarding potential performance of the project. Information traditionally provided by the Division of Correction information services focused upon objectives appropriate for an earlier period in the history of rehabilitation. The different objectives of community corrections have placed unusual strains upon existing information systems of the Division of Correction.

It is unrealistic to expect 100% success for rehabilitation programs. Certain risks are involved with the reintegration of ex-offenders into their home communities as evidenced by the recidivism of those placed in other community oriented programs such as probation.

The major objective for Community Corrections is the successful reintegration of criminal ex-offenders into the community. While successful adjustment can include successful employment, pursuit of education, professional development, marital and family relations and others, the major concern of the criminal justice system is the prevention of the reoccurrence of crimes by Community Corrections Center residents.

The success of Community Corrections programs focuses on the successful adjustment of residents, culminating in final discharge or parole. Non-adjustment is indicated by unemployment, new arrests, non-adherence to Center regulations, irresponsibility, absconding, new convictions and return to a State correctional institution. Some centers send residents back as a treatment with the intention of reinstating selected individuals. This latter does not properly measure program failure. Conviction of new crimes and absconding are generally accepted as measuring program failure.

Absconding is an interesting phenomenon that is not strictly comparable to prison breach except in a legal sense. Escaping from an institution may be desired by a majority of institutional residents, but the act itself requires an effort of planning and an opportunity. Residents in Community Corrections centers, however, are relatively free. They are within the community, are employed, have relatively free access to their families and are certainly not as constrained as those inside prison walls. Nonetheless, absconding does take place.

Residents placed on parole are under the supervision of parole officers and are under several restrictions. Failure can consist of parole violation including absconding and conviction of new crimes. Parolees failing to adhere to their conditions of release on parole can be returned to prison.

Recidivism, defined as "a tendency to relapse into a previous condition or mode of behavior," is generally accepted as the major measure of correctional effectiveness. However, there is a wide disparity of application and definition. Among these is the number of previous arrests by selected individuals, a recidivism figure favored by police which tends to indicate that criminals are seldom rehabilitated. Statements can be heard by judges and criminals alike that they tend to encounter individuals seen previously in court or within institutional settings. This tendency may well be true, but those individuals who successfully leave the corrections system are never seen again and hence are not remembered as being successes or non-recidivists.

In order to test the effectiveness of community correction centers, a valid means of predicting subsequent success in such programs of those entering the correctional system must be developed. Evaluating probabilities of success is also essential in setting levels of achievement for each center that will be accepted by the communities in which each center is located.

The purpose of this first phase of evaluation is to validate available post-sentence selection procedures and prediction instruments for prediction of success that may ultimately result in the placement of individuals in community-based correctional facilities. These prediction instruments will, depending upon the results of the validation process, be modified, combined or utilized as needs dictate.

The first step in the project is to determine some satisfactory definition of "success". The major problems involved in accomplishing this task are to determine: (1) whether success must be defined in terms of recidivism (which must also be defined - but for present purposes will indicate that the subject ends up in jail again after release); and (2) when a subject goes through a period of parole before leaving the system altogether, is his success (or lack thereof) counted against the correctional institution where he resided against the Department of Parole and Probation, or both?

The ultimate achievement will be the administrative assignment of all those sentenced by the criminal courts to the Division of Correction into categories of success ranging on a scale from (a) high success; (b) medium success; (c) low success; and (d) dangerous (maximum confinement necessary). If the community in which a center is based is amenable, it is hoped that each community correction center will be able to accept a percentage of residents from each of groups a, b, and c. Therefore, a selection ratio must be defined for each community. In addition, this ratio must be arrived at through learning the overall success rate of the center with the community.

One means of predicting the probability of successful adjustment to the correctional or rehabilitative process is the California Base Expectancy Scoring System (BES66). This instrument, which is intended for parolees, was constructed on the basis of objective differences found to exist among parolees who made "favorable" community adjustments and those who made "unfavorable" adjustments. Data on certain characteristics of tested subject are assigned values, and the resulting point scores, once totaled, are plotted on a scale for potential adjustment with the highest scores indicating low-risk and the lowest scores indicating high-risk. One problem with this Base Expectancy system is that criteria and scores were derived from a mixture of parolees and probationers, and, therefore, may not be thoroughly applicable to those offenders to be selected for community corrections centers. However, it is clear that once refined, this instrument has some value for such a population in terms of discrimination characteristics and scoring. Another factor to be considered is the relative efficiency and ease of administration of BES66 versus other systems.

The second predictive device under consideration is INFORM 9, which was recommended by the American Correctional Association in a study made for the Task Force. Similar in concept and design to BES66, INFORM 9 was developed several years ago in the District of Columbia, and validated recently by Fair-Isaacs Associates on a non-Maryland population. However, it is essential, particularly in light of some reservations of the Task Force about seemingly inconsistent and incongruous point values assigned to particular characteristics in the instrument, that INFORM 9 be validated as a selection instrument as soon as possible on a Maryland population.

Validation of these instruments is to be accomplished by evaluating success of experimental groups within the Division of Correction. The location of these experimental groups will be the Maryland House of Correction, the Camp system, and the first Maryland community correction center, to be opened in the next six (6) months.

Once a prediction instrument is validated (viz., it measures relatively accurately what it is designed to measure in terms of human behavior), and once some determination of success is reached, a percentage of success will

be able to be predicted for each of the four groups (a through d) mentioned above. A percentage of success may then be assigned to each person whose scores fit into any of the four success categories.

Once the average number of those within each category who should succeed is known, that figure can then be multiplied by the number of participants in each category to reach the predicted number of successes for that group. This will be done for the high, medium, and low success groups. At that point, the number of successes from each group will be added together to reach a total predicted number of successes for all three groups combined. To determine the total rate of success, the total number of successes is divided by the total number of participants from all the groups and this figure, in turn is multiplied by 100.

Example:

If a=high success  
b=medium success  
c=low success  
t=total

and

P=percentage success  
N=number of participants  
S=number of successes  
R=total rate of success

then

$P_a \times N_a = S_a$   
 $P_b \times N_b = S_b$   
 $P_c \times N_c = S_c$

$S_a + S_b + S_c + S_t$

Therefore,

$(S_t/N_t) \times 100 = R_t$



EVALUATION PLAN

COMMUNITY CORRECTION PROGRAMS

STATE OF MARYLAND

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## Section 1. PHILOSOPHY

Maryland's Community Correction Program intends to build its evaluation into the daily operations of its system. This is to be a consistently on going evaluation supplying constant feed-back for current and continuous improvement of the program. It is meant to keep the program effective and efficient. It is not a separate program coming in at the end of a year, spending several weeks trying to evaluate the internal dynamics of a very intricate interpersonal operation.

Our philosophy is that evaluation should be a living, active participant in the daily operations of the community correction process. Our evaluation then is not simply a final exam at the end of the school year determining whether the student passed or failed but rather like the teacher who works with a student for a whole year, correcting mistakes, encouraging successes and giving a final exam to evaluate student and teacher.

## Section 2. TYPES OF EVALUATION

This plan describes the three evaluation approaches to be used: product evaluation, process evaluation, and impact evaluation.

### Product Evaluation:

Product evaluation concerns itself with program effectiveness. Product quality is the object of the evaluation. Hence, an automobile manufacturer would be evaluated according to the performance of his car. Product evaluation does not look at the production line process by which the car is produced, nor does it examine the car's impact upon air pollution, gasoline consumption or highway congestion.

In a community correction program our product is the offender as he/she returns to living in the community. A successful product is an offender who takes up living in the community once more and remains crime free. An unsuccessful product is an offender who, after returning to the community, breaks the law again.

Our product evaluation, then, will measure the program recipient's performance in the community. A detailed explanation of our product evaluation will be given under Section 5, dealing with implementation. Product evaluation is not enough to determine the effectiveness of community correction programs. There are several areas in which it is limited. First, it cannot identify intervening factors which lead to the end result. For example, the offender may remain crime free (a successful product) but community corrections may have had nothing to do with producing this product. Perhaps the offender has reacted to his prison

experience with a determination to avoid criminal activity regardless of what problems arose when he returned to conventional society.

Secondly, certain factors are very intangible and are not easily assessed. It is easier to identify a crime free status than to identify the factors that contribute to it, such as the ability to relate to others or an improved self-image. Such intangibles need more than product evaluation.

Next, some changes may be so small and difficult to detect that our measuring instruments may not be sensitive enough. These can only be inferred through process evaluation.

Finally, product evaluation provides little insight into the impact of Community Corrections upon the criminal justice system. For example, changes in sentencing practices and correctional work load shifts are separate issues. These will be attended to in that portion of the evaluation aimed at determining system impact.

Therefore, because of the above limitations, product evaluation will be supplemented with "Process" and "System Impact" evaluations.

#### Process Evaluation:

Process evaluation addresses itself to the process by which a product is produced. It looks at the conditions of the production. An example is a milk inspector. He may inspect the instruments by which the milk is processed and never test the milk itself. Process evaluation would look at the atmosphere of a community correction center, the technical and personality qualifications of the staff, the programs for socialization and habilitation, etc. In brief, process evaluation wants to know if the "processes" are being implemented according to the rules, criteria and conditions agreed upon.

#### System Impact Evaluation:

Community Corrections' effects upon the criminal justice system may not be related to the quality of its product or to the processes by which the product is achieved. Regardless of the program's effectiveness or the methods it uses, its very existence will effect ongoing segments of the system. The aim of the system impact evaluation will be to determine what these effects are, and to what degree they will have to be taken into account for future criminal justice planning.

Summary: Product, Process and System Impact Evaluations will be used in the community correction programs. We definitely are concerned that the resident remain "crime free" (product). However, we will be continuously assessing the program (process) and its side effects upon criminal justice (impact).

### Section 3. EVALUATION PLAN

#### Product Evaluation Plan:

The major product that has to be measured is the crime free status of inmates after they have returned to society. Official court records must be used to perform this phase of the evaluation. Next will be specific behavioral objectives which can be considered factors contributing to the prime product of remaining crime free. Thus an improved self-concept plus a better status job plus a higher educational level may all coalesce to produce a "crime free" ex-offender. These factors must also be measured.

Therefore, as an inmate comes into a community correction program we wish to identify where he stands in reference to the end result we want to achieve. When the inmate leaves and for a specified time after he/she leaves we want to know what growth has taken place. Therefore, where possible the evaluation will include pre and post program measurement of:

1. Subject matter (what he knows when he enters the program as compared to what he knows when he leaves the program) e.g. educational improvement
2. Personality dimensions (where he is personally when he enters the program as compared to when he leaves) e.g. self-concept.
3. Employment status (type and amount of employment and total wages earned during pre and post program periods).

#### Process Evaluation Plan:

In general the process evaluation is designed to assess if the program is fulfilling the functions to which it committed itself. This is important for the inmate because parole will depend upon him fulfilling his part of the socialization and habilitation program. He is severely limited in reaching these goals if the program does not supply the resources needed by him to reach his goals. This is also important for the Division of Correction because responsible administration wants to be certain that staff is fulfilling its professional duties.

Such areas as effective counseling, accepting climate in the centers, policies, etc. are to be continuously assessed by such procedures as random evaluations of house logs, monitoring of resident's program prescription plans (completed contracts), visits by professional observers, and formal measurement of the correctional environment within the centers.

#### System Impact Plan:

Two primary approaches will be used to evaluate system effects:

1. Criminal justice personnel interviews. Toward the end of the first year of program operation, judges, lawyers and first line supervisors in probation, parole and institutions will be asked for their assessments of Community Corrections' impact upon their functioning.
2. Court and Correctional (including probation and parole) workload determinations. Pre and post program data will be examined to determine changes in:
  - a. Court sentencing practices
  - b. Probation and parole populations
  - c. Institutional populations

The above information will provide a picture of the changes induced in the criminal justice system by the implementation of the Community Correction Program. As such it will serve not only to evaluate program "spin-off," but to provide a basis for systematic system planning.

#### Section 4. AREAS OF EVALUATION

Every center or program whether state operated or under contract with the state will be evaluated on its effectiveness and efficiency in reaching the following goals and objectives.

##### MISSION STATEMENT

The mission of the Community Correction Program of the Maryland Division of Correction is to protect society through developing and maintaining sufficient community correction programs at no greater cost than traditional incarceration. These will reduce crime by facilitating the development of individual self-discipline and skills needed by their clients for successful re-entry into the community and by facilitating the community's understanding, acceptance and support needed by the client for successful living.

##### GOALS

In order to accomplish the mission the Community Correction Program has identified three goals:

1. Habilitation: that the individual will be prepared for gainful, socially acceptable employment.
2. Socialization: that the individual will be able to live in harmony with others.
3. Community Re-Entry: that the community be assisted in accepting and assimilating individuals from community correction programs.

## OBJECTIVES

In order to accomplish the habilitation goal the individual will need to:

1. Develop a positive attitude toward gainful, socially acceptable employment.
2. Develop skills which are required in the job market.
3. Obtain employment consistent with skills, interest and market demands.

In order to accomplish the socialization goal the individual will need to develop:

1. Respect for self,
2. Respect for the people he/she lives with,
3. Respect for a special person,
4. Respect for the community.

In order to accomplish the community re-entry goal the community correction staff will need to develop:

1. Cooperation between the community correction program and the community,
2. Channels of communication for public awareness, understanding and need for the community correction system,
3. Support from primary social groups.

Additional constructive goals may be added but none of the above established goals may be deleted.

## Section 5. IMPLEMENTATION

### A. OPERATIONAL PROCEDURE

The Community Correction Program's evaluation will combine features of the longitudinal field study as well as those of the controlled experimental design. Much of the "process" and "system impact" evaluation will depend on measurements of through time changes, i.e., in: "self esteem", personality characteristics, program inputs, system population rates, and criminal justice functioning. The measurement of criminal justice and of cost effectiveness (product evaluation) will result from pre-post program performance. Comparisons among three groups of offenders:



1. The Experimental Group. Those who enter the Community Correction Program will comprise this group.
2. The Control Group. Of all those offenders eligible for the program, approximately fifty percent will be assigned in a statistically random fashion to complete their original sentence, i.e., prison incarceration. This is not viewed as an arbitrary denial of "rights" for research purposes in that the population eligible for the program is anticipated to exceed, greatly, the program's available bed space. Exclusion of the excess "eligibles" will be done in an immediate controlled, and systematic manner, rather than subjecting individuals to the vagaries and disillusionment of being placed on a "waiting list" and then being turned down.
3. The Comparison Group. This will be comprised of a number of randomly selected parolees who are comparable to those in the Experimental Group.

B. PROCEDURE FOR IDENTIFICATION, selection and random assignment.

1. Population

All offenders who have been assigned to the Maryland Division of Correction will be considered for a Community Correction Program. This includes persons with short term convictions and also those with long convictions who are between 9 to 6 months of their parole hearing.

2. Identification

Applications to enter a community correction program (DC Form 199-1) will be made available to all inmates of the Maryland Correctional System. The inmate can initiate a request to enter the community correction program located in the locality where he/she plans a permanent residence upon release. The inmate may identify on the application someone from the correctional system who is willing to be a reference for him/her. This can be a guard, a classification counselor, or any other staff person, Parole Board or authorized volunteers. It is also permissible that any of the above may initiate the application for the inmate but the inmate's affirmation must be obtained. The request is processed through the normal channels of classification at the institution (i.e. recommendations of the Classification team, the Assistant for Treatment and the Superintendent).

Applications will be rejected in those cases where responsible authorities within the criminal justice system feel certain that the applicant's assignment to the community correction program would constitute a serious threat to public safety or the continued public acceptance of the program itself.

### 3. Selection and Group Assignment

- a. Experimental and Control Groups. A table of random numbers will be used to assign eligible offenders to inclusion in the program. This will be done by the evaluation team on the basis of available bed space. Those randomly excluded will be designated as Control Group members.
- b. Comparison Group. Offenders currently released to parole from Maryland State prisons will be selected on the basis of the same eligibility criteria as those applied to program participants. Those released unconditionally from prison will be excluded due to the absence of follow-up data sources. If the group of eligible parolees is notably larger than the Experimental Group random selection will be used to reduce the size of the Parolee Group and equate it in number to the Experimental Group.

The uses of the parolee comparisons will be several. First, it will serve as a "baseline" comparison for the experimentals and controls. That is, it will reflect current parolee performance on outcome measures with which experimental and, later, control outcome can be compared. Second, since it will take as much as a year for Control Group members to be released from prison, and up to another year to obtain definite follow-up results on criminal justice outcome, there is a need for some type of "standard" against which to contrast program results in the interim. The Comparison Group will suit this purpose.

### C. PROCEDURE FOR GATHERING DATA

The Goals and Objectives as discussed in Section 4 have been woven into very specific behavioral objectives which comprise a Contractual Agreement (DC Form 199-3-1) between the resident, the Division of Correction and the Board of Parole.

The contractual agreement contains behavioral objectives needed for socialization and habilitation. The inmate with the counselor decide which are needed in his/her life. These are checked and the inmate makes a commitment to accomplish these goals, the program through the counselor makes a com-

mitment to supply the resources needed by the inmate to reach his/her goals. The Board of Parole makes a commitment to grant/parole if it is verified that the inmate has accomplished all the behavioral objectives.

This is one of the areas where the Community Correction Program intends to build its evaluation into the daily operations of its system. The contract identifies the specific goals set by the resident. As the goals are reached, the contract records the event and the time it took. Counselor reports and the center log of daily activities will contribute significant details. Part of the contract must be fulfilled when the resident goes on out-count. Therefore, the follow-up evaluation again is performed as part of the total system. The contract serves as a data gathering instrument, as a source of evaluating staff as well as resident's performance and as a teaching tool for resident and staff. Since it is part of the system, it should provide very substantial data for evaluation. Other specific methods for gathering data will be identified in the areas where they will be used.

In addition to the above several other data collections will be completed. These will include:

1. Comprehensive Socio-Demographic Data on the three groups that are pertinent to the status of these individuals prior to their inclusion in the study. These data will make possible:
  - a. The determination of significant pre-program differences among these groups.
  - b. A determination of which of the observed differences are related to outcome measures
  - c. Statistical equating of the groups on pre-program variables that are found to differ, so as to enable legitimate direct comparisons on outcome measures.
2. Complete program input data will be collected to determine the type and amounts of service provided to the clients. These data as well as those indicated below in paragraph number three will be related to the process evaluation.
3. Program outcome data will indicate the degree of success within the program for each individual. As sample sizes become large enough, it may become possible to determine the relationship between offender socio-demographic characteristics, program components, and vocational, educational, and personal improvement. That is, an essential element of the evaluation could be fulfilled - a determination of which offenders benefit most, in what ways, from

which program components.

4. Outcome Data. Essentially, much of the original socio-demographic outcome data collection will be collected for specified follow up periods, such as annual intervals. This will make possible a determination and comparison of changes in performance among the Experimental, Control, and Comparison Groups in terms of social adjustment, employment, income, and crime rates.

D. AREAS OF EVALUATION

1. MAIN HYPOTHESIS

A Community Correction Program will be more effective than traditional incarceration in protecting society by reducing future crime of non-dangerous offenders and at no greater economic expense.

This hypothesis is broken down into three parts:

Hypothesis 1a - The Experimental Group will demonstrate a significantly lower criminal justice involvement, subsequent to release to the community, than those in the Control and Comparison Groups.

Criminal justice involvement includes, but is not limited to:

- a. Technical parole violation
- b. Absconders
- c. Offenses committed while in prison
- d. All new convictions
- e. Commitment to a mental hospital due to a criminal offense.

"Released from the Maryland Correctional System" will be computed from the time the inmate leaves "traditional institutional incarceration." (cf. definitions, pg 15) and enters the community. Even though the community correction programs are part of the Maryland Correctional System, for the purpose of evaluating "protection of the community" any new offenses committed by the inmate while in a community correction program will constitute a failure on the part of community corrections.

Offense convictions will be tabulated from official court records. Disposition of cases will be checked through the Division of Parole and Probation. Criminal justice outcome data will be obtained through the services of the MILES System if and when it is capable of supplying such data.

Hypothesis 1b - Those in the Experimental Group who during their time in the community, are convicted of new offenses will demonstrate a lower score on an offense severity scale than

will those in the Control and Comparison Groups.

Severity of offenses will be determined by ranking new offenses on an offense severity scale developed by Dale K. Sechrest based upon the modified Warren-Reiner offense severity scale. ("Comparison of Inmates' and Staff's Judgements of the Severity of Offenses," Dale K. Sechrest, Journal of Research in Crime and Delinquency, January, 1969). This scale in turn has been adjusted to fit the listing of offenses as used by the Maryland Division of Correction.

Hypothesis 1c - The Experimental Group, who are convicted of new offenses, will demonstrate a significantly longer time to new offense commission, than will the Control or Comparison Groups.

It is hypothesized that though some individuals within the program group will be convicted of new offenses, the supports offered by the program will be strong enough to delay failure beyond the point of those who are not exposed to the program. This measurement will be based upon the date of commission of an offense for which an individual is convicted.

Hypothesis 1d - The Experimental Group will be of no greater expense to the people of Maryland than those in the Control and Comparison Groups.

The official financial statement of the Maryland Division of Correction will constitute the basis for evaluating the cost of community correction programs as compared to traditional institutional incarceration.

The average annual per capita cost of the two systems will be compared.

Capital expenses, start up expenses, central office expenses and any other expense (except of a center administration) which does not deal with direct service to the inmate are excluded.

Thus our primary hypothesis indicates the areas that must be tested in order to examine the effectiveness of community correction programs. For those who determine budgets for implementation of programs, these statistics must come first. However, many other factors make up a community correction program and these should be considered also. In so doing, the legislature will obtain a clearer picture of why the system works, the taxpayer will be better informed of the Division's accountability concerning the maximum use of his dollar, the Director of the System will be able to oversee the total professional delivery of services to the residents and the Directors of individual centers will be able to assess the product of his employees as well as the strengths and weaknesses of his program.

Within the Main Hypothesis, there are many factors in

the life of an offender which must coalesce if the hypothesis is to be proven. All of these factors are contained in Attachment A of the contractual agreement (DC Form 199-3). Data will be stored on all factors in the contract and will be available (isolated) for further evaluation at the request of proper authorities.

However, in order to be realistic, it must be understood that there are neither funds nor personnel to measure every factor related to a community correction program. Our evaluation will therefore concern itself with the following five factors chosen as prime contributing elements in keeping a person from a life of crime.

## 2. INTERVENING VARIABLES

Factor 1 - Assumption: That an improved self-concept will assist an offender in remaining crime free.

Sub-Hypothesis 1 - The Experimental Group will achieve significantly higher "total" scores on the Tennessee Self-Concept than those in the Control Group.

The Tennessee Self-Concept Scale will be used to test growth in self-concept. The test provides various types of information but in this evaluation "total score" will be the one criteria used. The pre-test will render an initial comparison of the Experimental and Control Groups. The post-test will register the degree of change between the two groups.

The pre-test will be administered to both groups after they have been declared eligible to enter a community correction program but before the random selection has been done. In this way, the mental attitude of both groups should be the same.

The post-test is to be administered to the Experimental Group subjects within the last seven days that they are at the center. It is to be administered to subjects of the Control Group within the last seven days that they are in traditional institutions.

Factor 2 - Assumption: That gainful employment will be a factor motivating an ex-offender to remain crime free.

Sub-Hypothesis 2a - The Experimental Group will demonstrate a significantly higher rate of full time employment/training than Control Group subjects during the specified follow-up period.

This hypothesis will be tested by the number of persons employed and/or in training full time. Any combination of work and/or training equivalent to full time is acceptable.

Sub-Hypothesis 2b - The Experimental Group will demon-

strate significantly fewer changes in employment/training due to termination by employer than with the Control Group during the follow-up period.

This hypothesis will be tested by the number of times each subject is terminated from employment and/or training by the employer's and/or instructor's fair decision that subject failed to meet requirements.

Sub-Hypothesis 2c - The Experimental Group will have a significantly higher mean and median hourly wage than the Control Group.

Hourly wage is to be verified by communication with the employer or pay stubs. The hourly wage at the time of evaluation will be used to test this hypothesis.

If the subject has been terminated or laid off due to seasonal changes or economic conditions, a special classification in the research will identify the situation and the subject's hourly wage at the time of termination.

Factor 3 - Assumption: That elevating an offender's educational level will be a contributing factor toward his/her remaining crime free.

Sub-Hypothesis 3 - Offenders participating in a community correction program will demonstrate a significant rise in educational level during the follow-up period as compared to the Control Group.

The educational counselor will need freedom to tailor an educational program to the needs and the abilities of the resident. This evaluation design allows the educational counselor and the resident the latitude to set individual educational objectives and still fulfill its responsibility to evaluate whether educational goals are met.

Therefore, after a decision has been made as to goals that can be reached by the resident and a course of training, the counselor and the resident will indicate what would be a "significant" accomplishment for the individual student.

Some situations could be:

1. A man reading at a 1.0 level could show "significant" increase if he becomes able to read at a 2.0 level.
2. A man without a high school diploma reading at a 6.0 level would show "significant" increase if he obtained his G.E.D.

3. A man who decides to attend vocational courses would show "significant" increase if he passed an apprentice examination in a trade.

In the academic area the Metropolitan Achievement Test (MAT) will be used for pre and post testing.

Pre-tests will be administered no earlier than seven days before the subject enters a community correction program and no later than seven days after he enters.

Post-tests will be administered to participants of a community correction program within seven days of the time they leave the center to go on out-count. An attempt will be made to administer a post-test one year from the time the resident leaves the center.

Factor 4 - Assumption: That a supportive atmosphere within a community correction center will be a contributing factor in helping the offender to remain crime free.

Sub-Hypothesis 4 - The resident-staff rapport and support in a community correction center will result in a significantly higher score for the Experimental as compared to the Control Group on the "Correctional Institution Environment Scale-Form C."

The "Correctional Institutions Environment Scale-Form C" ("Social Climates in Prison: An Attempt to Conceptualize and Measure Environmental Factors in Total Institutions," Ernst A. Wenk and Rudolf H. Moos, Journal of Research in Crime and Delinquency, July 1972---Vol 9, No 2. Copyright: Rudolf H. Moos, 1971) will be used to determine whether a positive resident-staff climate is present within the centers. This 86 item, nine subscale, instrument is designed to evaluate the resident's and the staff's perceptions of (1) people to people relationship, (2) programs within the center and (3) institutional functioning.

The test is to be administered within 60-67 days of the time the resident enters the center.

Factor 5 - Assumption: That the presence of a "significant other" person in the life of an offender will be a contributing factor in remaining crime free..

Sub-Hypothesis 5 - Offenders in a community correction program will demonstrate a significant correlation between the presence of a significant other person and the fact that they remain crime free.

The presence of a "significant other" person will be indicated on number 56 in the Contractual Agreement.

The presence or absence of a "significant other person" will be evaluated at the time a resident goes on out-count and at periodic intervals during the follow up period.



## OTHER DATA

Besides the areas identified in the main evaluation, the following data will be collected and stored. If authorities wish an evaluation of any of these, the information will be available.

### HABILITATION:

- Vocational Aptitude Test Scores
- Educational Aptitude Test Scores
- Results of residents evaluation and knowledge of his/her vocational/educational needs and resources available to meet these needs
- Vocational decisions made by residents
- Resident attitude toward gainful, socially acceptable employment
- Residents performance in vocation/academic classes
- Results of residents search for employment
- Residents ability to manage money
- Residents support of dependents
- Restitution made for money owed.

### SOCIALIZATION:

- Physical problems of residents
- Prevalence of alcoholic addiction
- Prevalence of drug addiction
- Prevalence of gambling addiction
- Prevalence of psychological problems
- Residents interaction with others in the centers
- Residents participation in planned social activities
- Residents interaction with a "significant other"
- Prevalence of family problems
- Prevalence of marriage problems
- Resident's past community
- Community resident chooses upon release
- Agencies helpful to resident
- Agencies unable to help
- Barriers preventing resident from getting help from agencies
- Residents ability to overcome barriers
- Residents involvement in helping others.

### COMMUNITY RE-ENTRY

- How many community agencies are available to resident?
- What type of community agencies are available to resident?
- Which agencies are successful?
- Which agencies are unsuccessful?
- What community services are lacking?
- How many community volunteers come in?
- In what ways is the public informed about the center?
- Is the center informational program successful?
- In what ways does the community utilize the center?

## DEFINITIONS

### Community Correction

Community Correction is defined as the process of re-socializing and reintegrating the offender into his community through maximum utilization of local resources and services available, stressing a structured program and placing the responsibility for socialization and habilitation primarily with the offender. The program will facilitate the process by supplying the offender with resources (to reach his/her individual goals) which he/she cannot readily obtain by individual effort. (Community and Regional Corrections Centers State of Maryland, Task Force Report).

### Traditional Institutional Incarceration

This is the process of placing an offender in a secure detention system and limiting in various degrees his/her contacts with the community e.g. Penitentiary, House of Correction and Training Camps.

### "Significantly Different"

In the above hypotheses this refers to submitting the obtained data to statistical testing procedures that determine the degree of confidence we may have that the results were not merely chance occurrences. That is, that the observed results reflect true differences among groups.

**END**

*7 10/25/1900*