

STATE OF NEW HAMPSHIRE

GOVERNOR'S COMMISSION

ON

CRIME AND DELINQUENCY

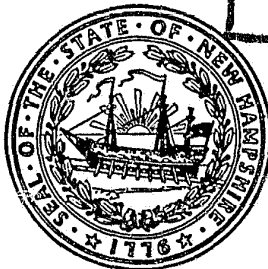
TECHNICAL ASSISTANCE PLAN

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TECHNICAL ASSISTANCE PLAN

NEW HAMPSHIRE

GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

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INTRODUCTION

This manual represents the first step in a concentrated effort on the part of the Governor's Commission on Crime and Delinquency to provide increased technical assistance (TA) to New Hampshire state and local criminal justice agencies and organizations.

Great emphasis has been placed on the concept of "TA" delivery by the LEAA. To quote Mr. Paul K. Wormeli, LEAA Deputy Administrator, at a recent meeting of the National Conference of State Criminal Justice Planning Administrators in Seattle:

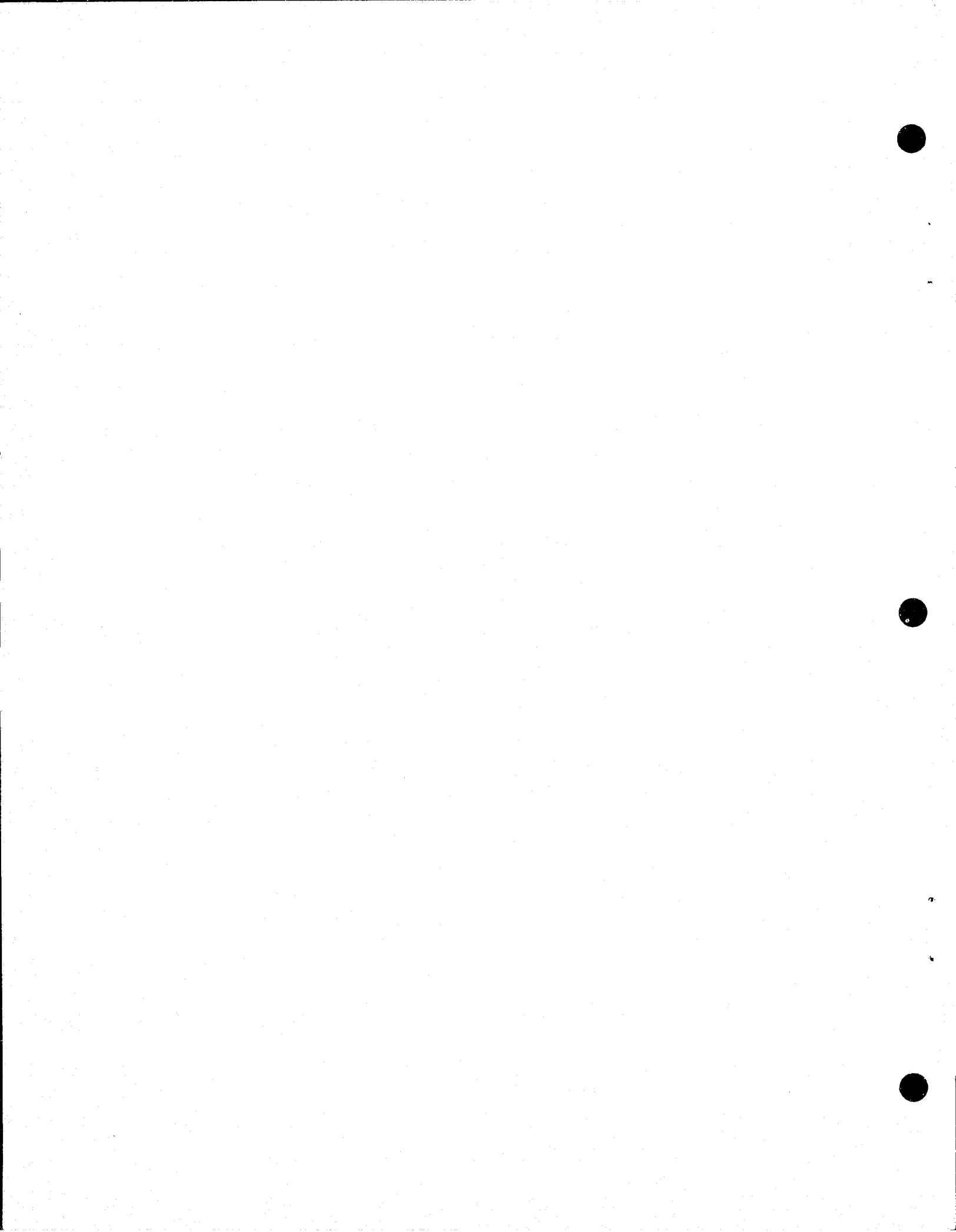
"One of the first things we are committed to in terms of the LEAA program is raising the level of the delivery of technical assistance services to operating agencies.

We are interested in elevating the delivery of technical assistance services to reach the same level as financial services. In other words, we want to see two sides of LEAA: one, money; two, help."

The Technical Assistance Plan outlined in this document could be described as an exercise in "resource management". The GCCD acts as a "TA broker" by providing technical assistance expertise from within the agency or, when necessary, by arranging for the delivery of TA from outside resources.

This manual is in two parts. Part I describes staff responsibilities in the TA Plan and outlines the procedures necessary for the organized delivery of TA. Part II is a current assessment of TA needs among criminal justice agencies in New Hampshire, and the resources available to meet them.

This document is not intended to replace or complicate the existing methods of TA delivery going on daily at the GCCD. It is intended to facilitate the TA process for those needs that require significant amounts of manhours and monetary investment.



PART I

THE TECHNICAL ASSISTANCE PLAN

1.1 SPA STAFF RESPONSIBILITIES

This section of the TA plan describes the responsibilities of key personnel within the GCCD in providing technical assistance to New Hampshire criminal justice agencies.

Without the active and enthusiastic support of the following staff members, the successful implementation of the TA plan would not be possible.

This section is intended to give individual readers a brief outline of specific job responsibilities and roles to be played within the TA plan.

A detailed explanation of the various activities and procedures referred to in this section can be found in a subsequent section 1.2 "The Delivery System".

In many cases, specific references are made to technical assistance responsibilities of administrative and staff personnel in the GCCD Full Planning Grant Application for Fiscal Year 1976. Relevant excerpts from that document appear as Exhibit 4 of Appendix B of this document.

1.1.1 RESPONSIBILITIES OF THE DIRECTOR

The Director is the ultimate authority for the scope, direction, and extent of the TA Program. He approves all expenditures for TA and lends advice and guidance to all phases of the program. In general, all staff assignments in the area of technical assistance are at the discretion of the director.

1.1.2 RESPONSIBILITIES OF THE DEPUTY DIRECTOR FOR PLANNING AND PROGRAM DEVELOPMENT

- A. As empowered by the Director, the Deputy Director is the main source of authority and motivation in assigning TA responsibilities and evaluating TA performance of SPA staff.
- B. The Deputy Director shall take appropriate action to correct any performance difficulties among SPA staff, concerning the execution of individual responsibilities and assignments within the TA Program.
- C. The Deputy Director works with the Chief CJ Planner in the capacity of Police Specialist for TA needs, with special emphasis on:
 - 1) Determining TA needs through work with the Police Functions Advisory Group, the Communications Committee and the Police Standards and Training Council.
 - 2) Providing TA to the other staff members and P/Cs as required
 - 3) Detecting TA needs through involvement in the monitoring process of on-going police programs
- D. The Deputy Director assigns and directs SPA staff in TA capacity building projects.

1.1.3 RESPONSIBILITIES OF THE DEPUTY DIRECTOR FOR GRANTS MANAGEMENT

In order to ensure complete fiscal and programmatic harmony, the Deputy Director for Grants Management is responsible for the direction and performance of subordinates in detecting and providing assistance for TA needs in the area of grants management. He also works with the TA administrator in detecting TA needs through the grants application process and fiscal department of the GCCD.

1.1.4 RESPONSIBILITIES OF THE CHIEF CRIMINAL JUSTICE PLANNER

The Chief Criminal Justice Planner shall perform the responsibilities of, and henceforth be referred to in this document as the "TA Administrator".

- A. It shall be his responsibility to oversee the entire operation, ensuring that all identified TA needs move steadily through all stages of the TA Planning Process, from detection to delivery.
- B. The TA Administrator shall assign specific TA needs to the appropriate SPA staff member in order to coordinate the Action Agenda plan.
- C. The TA Administrator is responsible for all maintenance functions required for the TA program, including:
 - 1) Updating of the resource file and catalog when required;
 - 2) Filing copies of work statements, client TA evaluations, TA workplans, TA reports, and other relevant TA documents, and
 - 3) Maintaining an adequate inventory and distribution of various TA forms and documents.

- D. The TA Administrator shall perform all control functions necessary for the smooth operation of the TA Program, including:
- 1) Periodic reviews of action agenda needs in order to insure continual progress on individual TA requests
 - 2) Periodic TA staff meetings to assign priorities and SPA staff for new TA needs, to review progress and discuss subjects of concern
 - 3) Performs all tasks relevant to the evaluation review process of the TA plan (sec. 1.2.4)
- E. The TA Administrator performs the responsibilities of a TA Coordinator for those specified programs within the Comprehensive Plan to which he is assigned.

1.1.5 RESPONSIBILITIES OF THE CRIMINAL JUSTICE PLANNERS

Criminal Justice Planners will perform the responsibilities of and henceforth be referred to as "TA Coordinators" in their specific program area.

TA Coordinators:

- A. Work under direction of the TA Administrator in all phases of the TA Delivery System (TADS)
- B. Are assigned specific TA requests through the Action Agenda Process and perform all tasks outlined in sec. 1.2.3 B "TA Delivery Procedures"
- C. Determine proactive TA needs for appropriate program area as described in sec. 1.2.1 A "The Comprehensive Plan Program Development Process"

- D. Aid in prioritization of TA requests
- E. Participate in the TA Evaluation Process as described in sec. 1.2.4 Technical Assistance Evaluation Process
- F. Act as TA providers in appropriate areas of expertise
- G. Shall become familiar with the extensive bibliography of criminal justice publications located in the TA Resource File. The bibliography is subdivided into program areas. Potential subgrantees will find this resource of significant value. It is the TA Coordinators responsibility to insure that the bibliography is utilized to its full potential.

1.1.6 RESPONSIBILITIES OF REGIONAL PLANNER COORDINATORS

Regional P/Cs are responsible for promoting the services available through the GCCD TA Program within their individual regions. Regional P/Cs are the primary source of contact for the GCCD with local criminal justice agencies and are, therefore, capable of providing major input into the TA Program.

The following activities are assigned to the regional P/Cs.

Planning Coordinators:

- A. Assist TA Coordinators in TA needs detection and delivery (see sec. 1.2.1 and 1.2.3)
- B. Will attempt to deal with TA requests on local level before forwarding request to SPA
- C. With appropriate CJ Planner, will analyze grant requests to see if TA could solve the problem instead

D. Provide TA as assigned in the areas of:

- (1) Grant application and administration
- (2) Identifying and encouraging grant projects in Comprehensive Plan
- (3) SPA orientation
- (4) Public information programs regarding the GCCD criminal justice planning effort
- (5) Promote utilization of the TA program

E. Search out new TA resources within region and inform the TA Administrator in order to insure that new TA resources are added to the file

F. Project likely future TA needs within region

G. Identify exemplary TA projects and work with the TA Administrator in order to find ways of transferring exemplary TA to other agencies

H. Perform other tasks as assigned by the TA Action Agenda

1.1.7 RESPONSIBILITIES OF THE EVALUATION SPECIALIST AND STAFF

The GCCD conducts onsite monitoring visits of LEAA funded projects. The visit is intended to determine project compliance with all requirements and conditions and to determine whether any technical assistance is needed by the project to meet its established goals and objectives.

In addition to providing services that are aimed primarily at LEAA grant recipients, the evaluation unit shall provide TA expertise to operating criminal justice organizations.

The Evaluation Specialist and staff shall:

- A. Establish early contact with subgrantees in order to provide TA in helping client:

- (1) Establish goals and objectives understood by both client and SPA.
 - (2) Establish mutually acceptable monitoring and evaluation criteria.
 - (3) Define terminology.
 - (4) Request TA when necessary.
- B. Provide constructive feedback to clients as related to monitoring and evaluation reports and recommending TA where appropriate.
 - C. Help clients establish a step-by-step methodology for correcting subgrantee performance deficiencies.
 - D. Provide input for the Resource Inventory concerning exemplary evaluation projects and publications that could transfer expertise to other appropriate organizations.
 - E. Provide TA in establishing evaluation techniques such as:
 - (1) How client may establish internal data collection systems designed to measure progress toward goals and objectives.
 - (2) Providing intensive evaluation models to measure long term effectiveness of project or organization.
 - F. Counsel and advise TA Coordinators in locating external sources of evaluation related TA for which adequate expertise or availability does not exist within SPA.
 - G. Responsible for SPA TA capacity building projects relating to evaluation needs.

1.1.8 RESPONSIBILITIES OF THE SPA PROJECT AUDITOR

As related to the TA program, the SPA Auditor shall identify problems and needs which may be discovered through the audit function and encourage subgrantees to take advantage of the GCCD's TA service.

The SPA Auditor shall report possible TA needs to the TA Administrator.

1.1.9 RESPONSIBILITIES OF THE SPA BUSINESS ADMINISTRATOR

The SPA Business Administrator shall direct fiscal office staff to identify potential problem areas in the fiscal management of individual subgrant projects. The Business Administrator shall perform other tasks as required for the needs detection phase (sec. 1.2.1 E) of the TA Delivery System.

The SPA Business Administrator shall provide TA in the areas of grants:

- A. Budgeting, funds flow
- B. Federal and State guidelines (fiscal)
- C. SPA requirements for fiscal reporting
- D. Grants management
- E. Record keeping
- F. Disbursement control
- G. Forecasting

In order to enhance and improve upon the GCCD's capability to provide technical assistance expertise in the above areas, it shall be the SPA Business Administrator's responsibility to develop and implement capacity building projects as required by the action agenda.

1.1.10 RESPONSIBILITIES OF THE STATISTICAL ANALYSIS CENTER

The Statistical Analysis Center shall provide TA for requests concerning:

- A. Statistical data
- B. Data processing
- C. Statistical publications
- D. The Comprehensive Data System (CDS)

The SAC shall identify TA needs as discovered through various SAC projects (sec. 1.2.1 F of the "TA Needs Detection Process").

SAC responsibilities for technical assistance in the development and implementation of the Comprehensive Data System can be found in the SAC Guideline Manual M6640.1, Paragraph 45. (See Exhibit 3, Appendix B)

1.2 TA DELIVERY SYSTEM (TADS)

This section describes the Technical Assistance Delivery System and the various procedural components necessary for a coordinated, comprehensive and effective response to the technical assistance needs of the New Hampshire Criminal Justice System.

Possible TA applications are discovered on a proactive or reactive basis through a system of TA needs detection points. Needs data acquired through the detection process and through further interaction with possible TA clients are subjected to a detailed assessment and prioritization process. The prioritized needs are matched with an appropriate course of action, assigned an SPA staff member to coordinate TA delivery, and added to the TA Action Agenda. TA is evaluated immediately following delivery. Follow-up TA is applied when necessary.

What follows is a detailed explanation of each component to the TA Delivery System.

1.2.1 TA NEEDS DETECTION POINTS

A TA Needs Detection Point is defined as a person or process through which a need for technical assistance by a subgrantee or criminal justice agency may be discovered. When such a need is discovered at any of the following points, a "Request for Technical Assistance" form (Exhibit 3, Appendix A) will be initiated and directed to the TA Administrator. Providing the requestor is eligible and the request is appropriate for TA, the request moves to the assessment and prioritization process.

The following SPA administrative activities will be utilized for Technical Assistance Needs Detection.

A. The Comprehensive Plan Program Development Process: The Governor's Commission on Crime and Delinquency will develop a proactive technical assistance planning capability through an annual analysis of each action program in the Comprehensive Criminal Justice Plan. As new programs are added and old ones revised, each Criminal Justice Planner will attempt to predetermine technical assistance needs that individual action programs may precipitate. The Criminal Justice Planners will be responsible to determine that appropriate resources are matched with each identified potential need and listed by program area.

The end results of this process will be to provide the SPA with a method for determining future TA needs and allow time for the SPA staff to develop TA capabilities for those areas where appropriate resources do not exist. It will provide subgrant applicants with a list of TA resources directly related to potential problems within their program area at a critical formative period in the project's life.

It will also give subgrant applicants an opportunity to plan for technical assistance utilization and arrange their grant budget to provide funds for TA activities if necessary.

B. The Grant Application Process: The responsibility for TA needs detection during the Grant Application Process rests initially with the Regional Planner/Coordinator. Through the initial interview with grant applicants and through subsequent conversations with the appropriate Criminal Justice Planner, the Regional P/C must determine: (a) if the expressed need which precipitated the grant request could not be more effectively met through the timely application of TA; or (b) if the grant request should include plans and funds for TA utilization during the life of the project. It is the P/C's responsibility to make subgrantees fully aware of the TA services provided by the Governor's Commission on Crime and Delinquency.

The technical assistance needs of grant applicants will be given particular attention during the staff review. Possible problem areas will be assessed. If necessary, provision for technical assistance will be required of applicants by recommending that the Governor's Commission attach special conditions to the grant application before approval.

To further guarantee the greatest awareness and utilization of the Governor's Commission on Crime and Delinquency technical assistance services, it is suggested that an item be included in both the grant application and terms and conditions, describing the TA program, and making provision for requesting TA. (Exhibit 2, Appendix A)

Finally, the monthly Governor's Commission on Crime and Delinquency meeting may provide an opportunity to locate additional TA needs. A Commissioner may voice suggestions for possible TA applications. A denied grant may indicate certain problem areas that TA could remedy.

C. Periodic Reports by Subgrantees: Regular reports on program progress, required of subgrantees by the Governor's Commission on Crime and Delinquency, provide an excellent opportunity to detect problem areas for which TA may be appropriate. Those SPA staff members responsible for the evaluation of these reports will be expected to relate possible TA needs to the TA Administrator.

D. Monitors, Evaluators, Auditors, P/C's: As the above SPA staff members interact with various grant projects, certain problems and needs for which TA would be the obvious solution will be brought to light. It is the concern of the TA program that major emphasis be directed toward working with subgrantees to correct problems and deficiencies cited in the various reports generated by the above SPA staff. To this end, it is essential that staff members be "tuned in" to the assistance available through the TA program, and seek to apply this assistance whenever appropriate.

E. Fiscal Department of Governor's Commission on Crime and Delinquency: As the Fiscal Officer and accountants review the fiscal activities and functions of grant projects, certain related problems and needs may become apparent. Continuous discrepancies in fiscal reports may indicate a TA need in record keeping or disbursement control. Frequent requests for adjustments to the grant budget may indicate a TA need in the areas of forecasting, budgeting or funds

flow. It will be the responsibility of the GCCD Business Administrator to develop a procedure for TA needs detection within the SPA Fiscal Department, and insure that any possible TA needs be reported to the TA Administrator.

F. Statistical Analysis Center: During the various data gathering projects and operations of the Statistical Analysis Center, analysis may indicate or reveal certain peculiarities or inconsistencies in the data generated from individual criminal justice agencies or projects. If, upon further investigation, these inconsistencies reveal underlying problems or needs for which TA may be a remedy, it shall be the responsibility of the Statistical Analysis Center to notify the TA Administrator.

G. Field Requests, Other SPA Staff, RO, LEAA, etc.: In order to generate requests for TA from organizations having infrequent contact with the Governor's Commission on Crime and Delinquency, it is encouraged that all appropriate informative brochures, publications, or announcements contain descriptive data concerning the availability of the Governor's Commission on Crime and Delinquency TA services. Furthermore, all other SPA staff members not previously mentioned shall be aware of the TA program and discuss possible TA applications with the TA Administrator, whenever a need arises.

1.2.2 THE NEEDS ASSESSMENT, PRIORITIZATION, AND RESOURCE MATCHING PROCESS

Technical assistance request forms are received by the TA Administrator from the previously mentioned needs detection points. If the form is not complete or additional information is desired,

the TA Administrator contacts the TA client.

A. Needs Assessment: At this point, a decision must be made as to the appropriateness of the identified need for TA. Some requests for help may be so large as to require an SPA grant effort rather than the TA program. Others may require financial assistance rather than expertise. Some needs may be identified for which the potential applicant does not recognize the need for help or is unwilling to accept it. For these and other reasons, the TA Administrator may choose to eliminate a need from further consideration.

B. Prioritization: As the needs assessment process is completed, the surviving TA needs are added to the Priority Rating Worksheet (Exhibit 4, Appendix A) and grouped in the following program areas: systems, prevention, police, diversion, adjudication, and corrections. Subcategories of adult and juvenile programs will be utilized when necessary. The TA needs are now ready for prioritizing.

In order to efficiently allocate the rather limited quantities of TA funds and manpower available to the Governor's Commission on Crime and Delinquency among a large number of TA requests, a system for dealing with high priority needs first has been developed.

Due to the subjective nature of ranking needs according to a set of predetermined criteria, a panel of three shall be selected to assign the priorities. The panel shall consist of the appropriate Criminal Justice Planner for a particular program area, the Planner/Coordinator from the recipient agency's region, and a third neutral party.

Needs will be ranked on a scale of 1 to 10 for each of seven priority criteria. The final priority score shall be determined for each need by computing the average of the seven individual criteria scores.

Needs shall be ranked according to the following priority criteria:

1) Severity/Pervasiveness of the Problem.

How severe is the problem to the client? Is it essential to the operation of the agency, or only helpful? Does the problem occur frequently throughout the criminal justice system?

A high priority score would indicate an extremely severe or pervasive problem.

2) Probable Impact of TA.

Will the application of TA increase the client's ability to meet the goals and objectives of his agency?

The higher the score the greater the expected probable impact of TA.

3) Urgency of the Problem.

Do extenuating circumstances such as due dates, court orders or deadlines put the recipient agency under pressure to solve the problem immediately?

A higher score in this category indicates a more urgent problem.

4) Ease of Meeting Need.

Is an appropriate TA resource readily available? Can the need be met quickly and easily?

TA needs that can be simply dealt with and put little strain on TA resources will receive higher scores for this criteria.

5) Cost.

TA needs that require large expenditures of funds reserved for TA programs will receive low scores for priority criteria.

6) Program Area Priority as Related to the Comprehensive Plan.

A TA need that falls under a "high priority program" within the Governor's Commission on Crime and Delinquency Comprehensive Plan shall receive a higher priority criteria score.

7) Client Willingness to Accept TA.

Obviously, the greater the client's willingness and inclination to accept ideas and suggestions that the TA program can provide, the greater the probable effectiveness of the TA delivery.

The more willing the client is to accept TA the higher the score in this priority area.

Following the Prioritization Process, the seven priority criteria are averaged for each need and the resultant score becomes the final priority rank.

The TA needs are now added to the TA Action Agenda in priority order and grouped by program area.

C. Resource Matching, The TA Action Agenda: The TA Action Agenda (Exhibit 5, Appendix A) is the primary format for displaying

the action being taken by the GCCD for each individual TA need that has been processed through the detection, assessment, and prioritization procedures previously described. Its primary purposes are: to specify a course of action for each identified TA need; to assign individual SPA staff charged with the responsibility of seeing that the need is met; and to make preliminary match-ups of potential resources with needs in priority order.

The TA Action Agenda is useful as both an action document for TA delivery and an analytic tool for recording the various modes of TA being utilized and the volume of TA being delivered. It provides the TA Administrator with a convenient method for keeping track of the numerous TA projects underway. The Action Agenda will also provide the GCCD and the LEAA Regional Office with a ready reference to those needs for which TA is not available within the state. Primary input from the LEAA Regional TA Program would be requested in this case.

The Action Agenda format contains the following data elements for each TA need:

- 1) the program area involved
- 2) a brief statement of the TA need
- 3) the finalized priority score
- 4) the TA recipient's name
- 5) the SPA staff member assigned to coordinate delivery
- 6) the course of action chosen
- 7) a preliminary list of possible TA resources

The TA Administrator will be responsible for assigning SPA staff, selecting an appropriate course of action and providing a preliminary list of resources for each need.

The TA Action Agenda will specify one of four possible courses of action or "Action Agenda Plans" for each need. They are as follows:

- 1) In-State Delivery Plan: Potential resources are available at the GCCD or otherwise within the state. The need is referred to the appropriate SPA TA Coordinator for TA Delivery. (See Delivery Process, Sec. 1.2.3)
- 2) SPA TA Capacity Building Plan: The GCCD recognizes its responsibility to develop a TA Delivery Capability for these needs. An SPA staff member is assigned the responsibility of building a TA Delivery Capability within the SPA. After a TA Delivery Capability has been developed, the related needs are added to the "In-State Delivery Plan."
- 3) Regional Office TA Request Plan: If TA resources are not available within the state and it is not feasible for the GCCD to develop the appropriate expertise within the SPA, a system has been developed to forward TA requests to the RO.

Needs chosen for this course of action are assigned to the appropriate program area Criminal Justice Planner to act as the SPA TA Coordinator. The TA Coordinator sends the Regional P/C (or self) to interview the TA client and write up a detailed "Statement of Work." The TA Coordinator completes an RO "Request for Technical Assistance" form and sends it and the Statement of Work to the RO, Boston. Further coordination between the SPA, RO and TA recipient will be performed as necessary.

- 4) No Action Plan: Due to low priority or other circumstances, no immediate SPA action will be taken for these needs. A review of these needs for possible changes in status may be undertaken in twelve months.

1.2.3 TA DELIVERY PROCESS

This part of the system details the steps necessary to effectively deliver technical assistance for those needs designated under the "In-State Delivery Plan" on the Action Agenda. At this point, the needs have been prioritized, potential resources selected, and an appropriate Criminal Justice Planner assigned to coordinate delivery.

A. TA Delivery Concepts: Key concepts of the TA delivery model are:

- 1) Recipient is involved and kept informed throughout the delivery process.
- 2) TA workplan and briefing materials are important to guide each TA effort and to assist recipients in understanding what assistance is being provided and when it will arrive.
- 3) TA can cover many modes of on-site consultation, training, conference, publications, etc.
- 4) TA should be provided at a level and using techniques appropriate to the individual recipients.
- 5) Skill transfer should be a major emphasis of TA activities. The recipient receiving TA should be viewed consistently as the TA client. TA providers "recommend", not "direct."
- 6) Providers should leave materials or products with the recipient, which encourages and guides the recipient in effecting its own immediate and long-term improvements.

B. TA Delivery Procedures: The following steps will be taken by the TA Coordinator to effect TA delivery:

- 1) The TA Coordinator sends the appropriate Regional P/C (or self) to interview client and write up detailed "Statement of Work" (Exhibit 6, Appendix A).
- 2) The TA Coordinator reviews possible TA resources and sends the "Statement of Work" to the most suitable resource.
- 3) The selected resource:
 - a) reviews "Statement of Work"
 - b) contacts client and discusses problem
 - c) writes "work plan" and sends to client and program area specialist
- 4) SPA approves work plan.
- 5) Client approves work plan.
- 6) Resource and client make final preparations as to time and place for TA delivery.
- 7) TA is delivered.

C. Preparation of the TA Work Plan: The amount of preparation and detail required of the selected TA provider in writing a TA work plan varies directly with the seriousness and scope of the TA need. Consideration must also be given to limiting this requirement for those outside TA providers who donate their otherwise limited time to the TA program without charge.

A properly completed TA work plan should specify:

- 1) Objectives of the TA effort;
- 2) A tentative selection of the TA team (for on-site TA) with names and a brief summary of specific qualifications for the assignment, as well as specifications of proposed responsibilities for this TA assignment;
- 3) Identification of a Team Leader who will be responsible for directing on-site TA or a Resource Provider responsible for TA through the provision of products not involving on-site activities;
- 4) A suggested schedule for delivery of assistance reflecting the mutually agreed upon dates of the recipient and provider;
- 5) A brief but specific plan for delivery of TA, describing what activities are to be carried out and how they are to be scheduled;
- 6) An estimate of required person-days for: (a) TA preparations, (b) the actual TA delivery, and (c) the subsequent preparation of the TA Report.

The work plan should be prepared within reasonable time-frames--two weeks for most TA efforts. Further needs assessment may be necessary in the design of a TA work plan. The TA work plan should be submitted to the SPA and recipient for approval. Further preparations for TA should await approval of the TA work plan, with or without modifications in scope or personnel assignments. This approval can be verbal or written from the SPA to the provider.

D. TA Delivery: Once approval of the TA work plan has been received, preparations for assistance should be finalized by the provider.

TA should be provided based on the approved work plan--no more and no less. The plan prevents the recipient or SPA from imposing a hidden agenda on the provider.

1.2.4 TECHNICAL ASSISTANCE EVALUATION PROCESS

In order to provide follow-up TA when necessary and evaluate the delivery capabilities of TA providers, both the client and provider are asked to complete written evaluation reports.

A. TA Resource Report: Within ten days of delivery, the TA provider shall report to the TA recipient and SPA Coordinator covering the following points:

- 1) A summary of the TA services provided, including specific activities, a list of individuals participating, and a discussion of the processes involved.
- 2) Specific products developed and recommendations made for improving the services of the recipient. This is the most critical part of the report.
- 3) An assessment of follow-up TA needs, including recommendations for follow-up content, staffing and timing where appropriate.

B. TA Recipient Evaluation (Exhibit 7, Appendix A): During the same time frame, the TA client shall provide the TA Coordinator with an evaluation of the TA received. The client evaluation shall include answers to the following questions:

- 1) Did the TA provider meet the work plan objectives?
- 2) Were the objectives related to needs?
- 3) Has the organization's performance improved as a result of TA?
- 4) What would have improved TA?
- 5) Rate TA categories, poor to excellent:
 - a) coordination of TA
 - b) appropriateness of timing
 - c) TA provider's knowledge and skills
 - d) relevance of TA
- 6) Do you want follow-up on TA?
- 7) Rate TA overall, poor to excellent.

C. Evaluation Review: Following the receipt of the two evaluation reports, the TA Coordinator, together with the TA Administrator, evaluate the TA delivery.

If follow-up TA is indicated, a new request for TA is initiated and added to the Action Agenda.

Through careful analysis and further communication with the parties involved, it may become apparent that the TA provider is unprepared or incapable of providing adequate expertise to the TA Program. If this should be the case, the TA Administrator shall remove the TA provider's name from the active resource file and endeavor to find an adequate replacement. Unsatisfactory TA delivery by staff members of the GCCD shall be reviewed by the Deputy Director for Planning and Program Development. The Deputy Director, with

the Director's approval, shall initiate appropriate action to remedy any deficiencies in the GCCD's ability to provide in-house technical assistance.

PART II
TECHNICAL ASSISTANCE NEEDS ASSESSMENT
AND RESOURCE INVENTORY

PART II TA NEEDS AND RESOURCES

This section of the Technical Assistance Plan contains the TA Action Agenda and the TA Resource Catalog. The methodology used in their production is also contained. A significant product of this TA project, a resource file containing additional descriptive brochures and an extensive bibliography of criminal justice publications, is not included. This file is intended as a location for filing client evaluations, resource reports, work plans, etc.

The TA Action Agenda and Resource Catalog meet the requirements outlined in Paragraph 83 of the State Planning Agency Guideline Manual M41001 E.

The TA Action Agenda:

- (1) Assesses the TA needs and problems that surfaced within the state criminal justice agencies.
- (2) Prioritizes those needs.
- (3) Specifies which resources will be utilized and how they will be utilized to respond to the above needs.
- (4) Identifies those needs for which appropriate resources are not available.

The TA resource inventory includes a description of services, expertise, and resources available, both within the SPA and elsewhere in the state in both public and private agencies.

2.1 METHODOLOGY

In order to continually uncover additional TA needs, the TA Program will rely on the detection points, outlined in Part I of the TA Plan. However, in order to provide a basis for the development of a TA Delivery System, an immediate assessment of current TA needs within the state was necessary.

The overall approach to this assessment was to develop a subjective list of real or perceived needs and to validate and prioritize that list through the use of a system-wide survey of New Hampshire criminal justice agencies and projects.

The subjective needs list was compiled through a combination of grant file research and work sessions with GCCD staff members. Additional input was solicited through personal interviews with knowledgeable members of other criminal justice organizations and various grant project directors.

The Criminal Justice System survey instrument (Exhibit 5, Appendix C) listed the needs discovered through the above process and asked respondents to rate each need that corresponded with an actual need within the respondent's organization. In addition, the survey instrument asked respondents to reply to those needs for which the respondent had sufficient expertise to act as a TA resource.

Direct benefits of the survey were to:

- (1) Validate reality of needs discovered.
- (2) Measure pervasiveness of needs.
- (3) Measure severity of needs.
- (4) Locate specific organizations in need of TA.

- (5) Indicate willingness to accept TA.
- (6) Solicit additional needs not previously discovered.
- (7) Locate additional resource capabilities not previously discovered.

Three hundred and ninety-two (392) surveys were mailed out to a majority of criminal justice organizations in New Hampshire. Of these, 116 were returned for a total response rate of 29.6%.

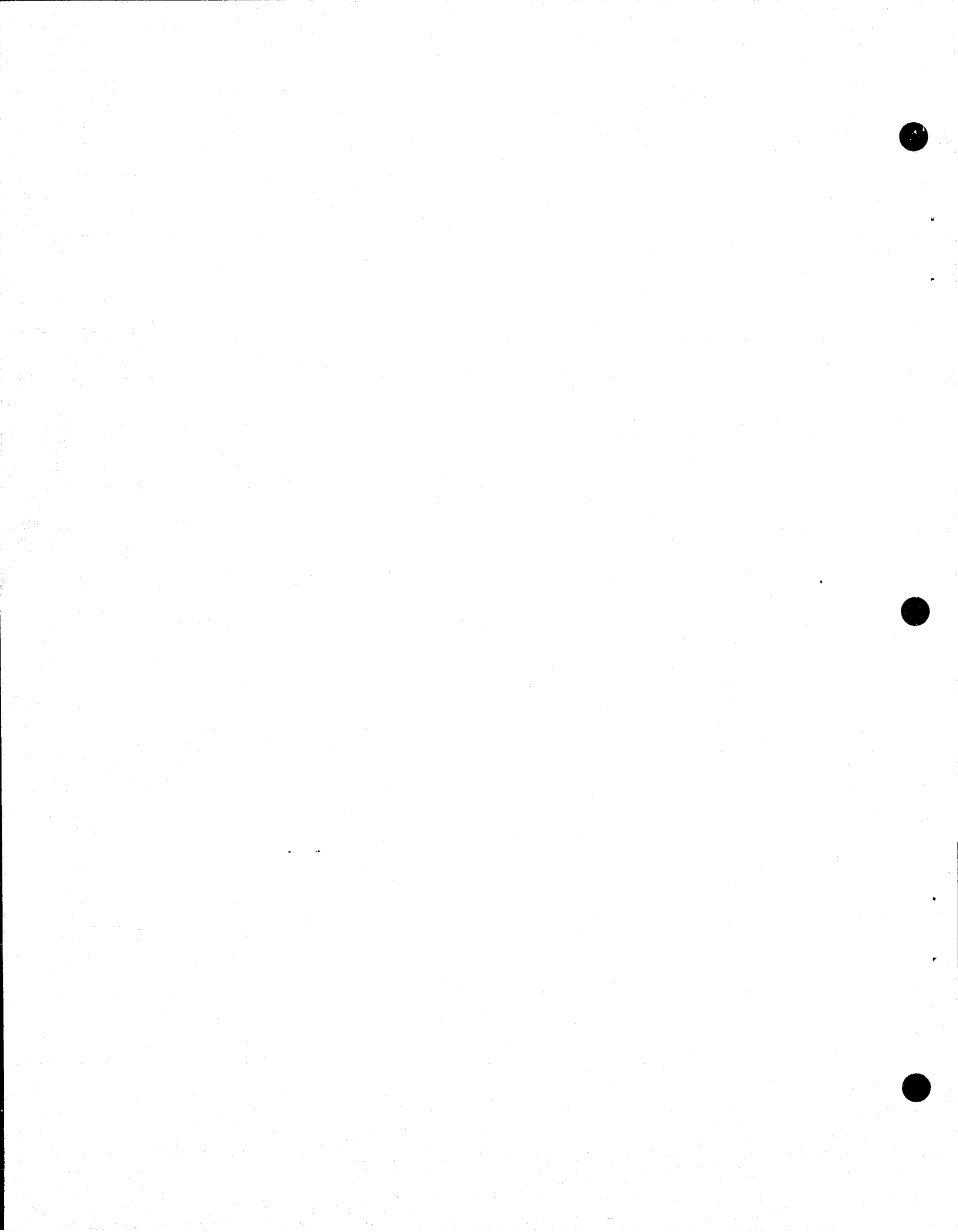
A detailed breakdown of the survey sample, together with a copy of the survey instrument, can be found in Appendix C of this document.

The survey results were tabulated and weighted in order to give the more severe needs a greater priority.

The TA needs and survey results were listed on priority rating worksheets, in priority order, and grouped by program area.

The SPA staff priority panel then subjected the needs to additional priority criteria as described in Sec. 1.2.2 B of the TA Plan. The surviving TA needs and finalized priority ranks appear on the TA Action Agenda.

2.2 TECHNICAL ASSISTANCE ACTION AGENDA





GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.

- 3) RO REQUEST POTENTIAL
- 4) NO ACTION RESOURCE(S)

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Systems	Techniques of improving public image	6.5	See Systems Survey	Bill Golding	1	Crime Prevention Unit - Dept. of Safety Friends Program, Inc.
"	Knowledge and use of public information methods such as air and print media	6.18	See Systems Survey	Bill Golding	1	Crime Prevention Unit - Dept. of Safety Friends Program, Inc. N.H. Youth Development Ctr
"	Preparing and writing news release, newsletters, and brochures	5.6	See Systems Survey	Bill Golding	1	Crime Prevention Unit - Dept. of Safety Friends Program, Inc. N.H. Youth Development Ctr
"	Assistance in preparation of grant application and grant writing	5.02	See Systems Survey	Bill Golding	1	Governor's Commission on Crime & Delinquency Merrimack/Belknap Community Action Program
						N. H. College and University Council
"	Bibliography of criminal justice educational materials (books, pamphlets, films, tapes, etc.)	4.94	See Systems Survey	Bill Golding	1	Governor's Commission on Crime and Delinquency National Criminal Justice Reference Service
						N. H. State Library
"	Assistance in setting up speakers bureaus	4.58	See Systems Survey	Bill Golding	1	Criminal Justice Dept., St. Anselms N. H. College and University Council
						N. H. Police Standards & Training Council
"	Knowledge of availability of LEAA publications	4.3	See Systems Survey	Bill Golding	1	Governor's Commission on Crime & Delinquency National Criminal Justice Reference Service

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PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Systems	Assistance in evaluation of project and progress reports, objectives and goal attainment	4.24	See Systems Survey	Bill Golding	1	Governor's Commission on Crime & Delinquency
"	Developing planning strategy (project organization)	4.14	See Systems Survey	Bill Golding	1	Governor's Commission on Crime & Delinquency Center for Constructive Change
"	Assistance in development of new projects, background statistics and supportive data	4.14	See Systems Survey	Bill Golding	1	Governor's Commission on Crime & Delinquency Statistical Analysis Center
"	Familiarity with the state's Comprehensive Plan and areas of funding opportunity	4.08	See Systems Survey	Bill Golding	1	Governor's Commission on Crime & Delinquency
"	Need for centralized state criminal justice library available to all agencies through local library delivery system	4.0	See Systems Survey	Bill Golding	1	N. H. State Library
"	Need for local New Hampshire criminal justice newsletter (current events, recent grant awards, announcements, etc.)	3.94	See Systems Survey	Bill Golding	1	Governor's Commission on Crime and Delinquency
"	Need for administrative procedures manual for grant management	3.9	See Systems Survey	Bill Golding	2	Governor's Commission on Crime and Delinquency
"	Assistance in fiscal management (grant accounting)	3.84	See Systems Survey	Bill Golding	1	Governor's Commission on Crime and Delinquency
"	Need for fiscal procedures manual for grant management	3.76	See Systems Survey	Bill Golding	2	Governor's Commission on Crime and Delinquency
"	How to close a grant	3.06	See Systems Survey	Bill Golding	1	Governor's Commission on Crime and Delinquency

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TECHNICAL ASSISTANCE ACTION AGENDA

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PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		POTENTIAL RESOURCE(S)
Systems	Listing of media contacts (TV station managers, radio producers, newspaper reporters, etc.)	3.06	See Systems Survey	Bill Golding	1	Crime Prevention Unit - Dept. of Safety N. H. Youth Development Center
"	Governor's Commission on Crime and Delinquency orientation	3.0	See Systems Survey	Bill Golding	1	Governor's Commission on Crime and Delinquency
"	Making contractual agreements between subgrantee and consultants	2.96	See Systems Survey	Bill Golding	1	Governor's Commission on Crime & Delinquency
"	Notification of what is expected of subgrantee by SPA	2.86	See Systems Survey	Bill Golding	1	Governor's Commission on Crime and Delinquency
"	Need for national LEAA newsletter	2.4	See Systems Survey	Bill Golding	1	Governor's Commission on Crime and Delinquency
"	Current copy of Governor's Commission on Crime and Delinquency Comprehensive Plan	2.32	See Systems Survey	Bill Golding	1	Governor's Commission on Crime and Delinquency
"	Bibliography of other Statistical Analysis Center publications	2.06	See Systems Survey	Bill Golding	1	Statistical Analysis Center
"	N. H. Crime Analysis Statistical Report 1973-75	1.9	See Systems Survey	Bill Golding	1	Statistical Analysis Center
"	Set of New Hampshire Revised Statutes Annotated	1.88	See Systems Survey	Bill Golding	1	N. H. State Library

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ACTION PLAN

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PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Prevention	Improvement of in-service training programs	8.5	See Prevention Survey	Bill Golding	1	N. H. Police Standards & Training Council N. H. Chiefs of Police Association Carlson, Walter
"	Analyzing community needs	7	See Prevention Survey	Bill Golding	1	Crime Prevention Unit - Dept. of Safety Marcoux, Sergeant Andre Carlson, Walter N. H. Chiefs of Police Association Governor's Commission on Crime and Delinquency
"	Use of statistical analysis data	7	See Prevention Survey	Bill Golding		Statistical Analysis Center
"	Need to learn of resources (human and material) that will support a developing program of law-focused education in N. H. schools	6	Carter B. Hart Dept. of Education	Bill Golding		National Criminal Justice Reference Service Rochester School District
"	Resolving conflicts with other agencies	4	See Prevention Survey	Bill Golding		Crime Prevention Unit - Dept. of Safety Marcoux, Sergeant Andre
"	Resolving difficulties in liaison and rapport with primary agencies	4	See Prevention Survey	Bill Golding		Crime Prevention Unit - Dept. of Safety Marcoux, Sergeant Andre N. H. Chiefs of Police Assn
"	Record-keeping skills	3.5	See Prevention Survey	Bill Golding		Statistical Analysis Ctr. Carlson, Walter N. H. Chiefs of Police Association

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TECHNICAL ASSISTANCE ACTION AGENDA

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PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		POTENTIAL RESOURCE(S)
Police	Investigative techniques for police	8	See Police Survey	Bill Golding/Ron Curran	1	N.H. Police Standards & Training Council N.H. Chiefs of Police Association
"	Night seminars for part-time officers	8	Bradford Police Dept.	Bill Golding/Ron Curran	1	Criminal Justice Dept., St. Anselms N.H. Police Standards & Training Council
"	Training in court room procedures for police Method: seminars, classes	8	Bridgewater Police Dept.	Bill Golding/Ron Curran	1	N.H. Legal Assistance N.H. Police Standards & Training Council
"	Knowledge of availability of special equipment from the State Police Method: consult	8	Randolph Police Dept.	Bill Golding/Ron Curran	1	New Hampshire State Police
"	State-wide emergency set up among police dept.	8	Randolph Police Dept.	Bill Golding/Ron Curran	1	New Hampshire State Police
"	Training in crime prevention techniques (alarm systems, locks, etc.)	8	See Police Survey	Bill Golding/Ron Curran	1	Crime Prevention Unit - Dept. of Safety Marcoux, Sergeant Andre
						National Crime Prevention Institute Carlson, Walter
"	Improvement of in-service training programs	7.7	See Police Survey	Bill Golding/Ron Curran	1	N.H. Police Standards & Training Council N.H. Chiefs of Police Association
"	Developing good community relations	7.3	See Police Survey	Bill Golding/Ron Curran	1	N.H. Municipal Association N.H. Chiefs of Police Association
"	Advice in purchase and selection of communication equipment	7	See Police Survey	Bill Golding/Ron Curran	1	Gelinas, Paul

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PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		POTENTIAL RESOURCE(S)
Police	Assistance in developing a campus security workshop to review rights of students, rights of security forces, etc. Method: consult, speakers, etc.	7	N. H. College and University Council	Bill Golding/Ron Curran	1	Criminal Justice Dept., St. Anselms
"	How to handle juvenile offenders Method: workshops and seminars	7	Groton Police Department	Bill Golding/Ron Curran	1	Murby, Capt. Ken Nashua Intake Probation Labrie, Lt. Ray MacAskill, Nelson
"	Organizing workshops, conferences and seminars	7	See Police Survey	Bill Golding/Ron Curran	1	Criminal Justice Dept., St. Anselms N. H. Police Standards & Training Council
						Post-Secondary Education
"	Juvenile personnel training (within and outside of criminal justice field)	7	See Police Survey	Bill Golding/Ron Curran	1	N. H. Police Standards & Training Council Labrie, Lt. Ray Murby, Capt. Ken MacAskill, Nelson
"	Setting priorities for training	7	See Police Survey	Bill Golding/Ron Curran	1	N.H. Chiefs of Police Association N. H. Police Standards & Training Council
"	Locating local funding sources for continuation of grant projects	6.7	See Police Survey	Bill Golding/Ron Curran	1	N. H. Chiefs of Police Association N. H. Municipal Association
"	Locating sources of funding for equipment needs	6.3	See Police Survey	Bill Golding/Ron Curran	1	N. H. Chiefs of Police Association N. H. Municipal Assoc. Gelinis, Paul
"	Dealing with intoxicated offenders	6.3	See Police Survey	Bill Golding/Ron Curran	1	N. H. Program on Alcohol & Drug Abuse

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TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
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- 3) RO REQUEST POTENTIAL
- 4) NO ACTION RESOURCE(S)

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		POTENTIAL RESOURCE(S)
Police	Analyzing community needs	6.3	See Police Survey	Bill Golding/Ron Curran	1	N. H. Chiefs of Police Association Municipal Police Institute, Inc. N. H. State Police
"	Resolution of dispatching problems	6.3	See Police Survey	Bill Golding/Ron Curran	1	N. H. Chiefs of Police Association
"	Physical fitness development	6.3	See Police Survey	Bill Golding/Ron Curran	1	N. H. Chiefs of Police Association N. H. Police Standards and Training Council
"	Techniques of analyzing present systems and recommending changes (updating of systems)	6.3	See Police Survey	Bill Golding/Ron Curran	1	N. H. Chiefs of Police Association
"	Record-keeping skills	6	See Police Survey	Bill Golding/Ron Curran	1	N. H. Police Standards and Training Council New England Institute of Law Enforcement Mgmt.
"	Recruitment and selection of qualified individuals	6	See Police Survey	Bill Golding/Ron Curran	1	N. H. Municipal Association N. H. Chiefs of Police Association
"	Identification of suppressible crimes in a geographic area	6	See Police Survey	Bill Golding/Ron Curran	1	Statistical Analysis Ctr.
"	Staffing and scheduling of manpower (deployment alternatives)	6	See Police Survey	Bill Golding/Ron Curran	1	N. H. Chiefs of Police Association N.H. State Police N.H.Div.of Mental Health
"	Weapons training	5.7	See Police Survey	Bill Golding/Ron Curran	1	N. H. Police Standards and Training Council N. H. State Prison
"	Management skills for police departments	5.7	See Police Survey	Bill Golding/Ron Curran	1	Municipal Police Inst.Inc N.E.Institute of Law Enforcement Management N.H.Chiefs of Police Assoc

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- 4) NO ACTION

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Police	Recommendations for future equipment purchases	5.7	See Police Survey	Bill Golding/Ron Curran	1	Gelinas, Paul
"	Administrative and managerial skills	5.7	See Police Survey	Bill Golding/Ron Curran	1	Municipal Police Institute, Inc. N.E. Institute of Law Enforcement Management
"	Advice in purchase and selection of crime lab equipment	5.7	See Police Survey	Bill Golding/Ron Curran	1	N. H. State Police
"	Evaluating performance of employees	5.7	See Police Survey	Bill Golding/Ron Curran	1	N. H. Dept. of Personnel & Personnel Commission Municipal Police Institute, Inc.
"						N. E. Institute of Law Enforcement Management
"	Understanding and meeting safety requirements and regulations (OSHA)	5.3	See Police Survey	Bill Golding/Ron Curran	1	N. H. Chiefs of Police Association N. H. State Police
"	Revise/develop system for destruction of records - policy concerning freedom and information act	5.3	See Police Survey	Bill Golding/Ron Curran	1	N. H. Chiefs of Police Association N. H. Office of the Attorney General
"	Crowd handling techniques	5.3	See Police Survey	Bill Golding/Ron Curran	1	N. E. Police Standards & Training Council
"	Building communication systems	5.3	See Police Survey	Bill Golding/Ron Curran	1	Gelinas, Paul N. H. Chiefs of Police Association
"	Selection of recruits for training programs	5.3	See Police Survey	Bill Golding/Ron Curran	1	Lemire, Donald N. H. Police Standards and Training Council

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PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Police	Understanding safety regulations and OSHA requirements for police cruisers, facilities, etc.	5	See Police Survey	Bill Golding/Ron Curran	1	N. H. Chiefs of Police Association N. H. State Police
"	Purchase guide appraising merit and quality of equipment currently available on the market	5	See Police Survey	Bill Golding/Ron Curran	3	Regional Office
"	Form development techniques	5	See Police Survey	Bill Golding/Ron Curran	1	Statistical Analysis Ctr. Municipal Police Institute, Inc. N. E. Institute of Law Enforcement Management
17 "	Job descriptions - meeting state requirements	5	See Police Survey	Bill Golding/Ron Curran	1	N. H. Dept. of Personnel & Personnel Commission
"	Advice in purchase and selection of technical/evidence gathering equipment	5	See Police Survey	Bill Golding/Ron Curran	1	N. H. State Police
"	Developing internal investigation procedures	5	See Police Survey	Bill Golding/Ron Curran	1	N. H. State Police N. H. Chiefs of Police Association
"	Increased utilization/knowledge of budgeting techniques and practices	4.7	See Police Survey	Bill Golding/Ron Curran	1	New England Institute of Law Enforcement Mgmt. Municipal Police Institute, Inc.
"	Revise/develop cross-indexing system	4.7	See Police Survey	Bill Golding/Ron Curran	1	N. H. College and University Council Municipal Police Institute, Inc.
"	Resolving conflicts with other agencies	4.7	See Police Survey	Bill Golding/Ron Curran	1	N. H. Chiefs of Police Association

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PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		
Police	Use of statistical analysis data	4.7	See Police Survey	Bill Golding/Ron Curran	1	Statistical Analysis Center
"	Revise/design internal communications and paper flow systems	4.7	See Police Survey	Bill Golding, Ron Curran	1	Municipal Police Institute, Inc. N. E. Institute of Law Enforcement Management
"	Resolving difficulties in liaison and rapport with primary agencies	4.7	See Police Survey	Bill Golding, Ron Curran	1	N. H. Chiefs of Police Association
"	Space needs and utilization study (space efficiency)	4.3	See Police Survey	Bill Golding, Ron Curran	1,3	Regional Office N. H. Chiefs of Police Association
"	Compiling and gathering data (data collection methods)	4.3	See Police Survey	Bill Golding, Ron Curran	1	Statistical Analysis Center Municipal Police Institute, Inc.
"	Methods of rotating assignments	4.3	See Police Survey	Bill Golding, Ron Curran	1	N. H. Chiefs of Police Association N. H. Police Standards & Training Council
						Municipal Police Institute, Inc. N. E. Institute of Law Enforcement Management
"	Computer application, hardware, software, interface with other agencies	4.3	See Police Survey	Bill Golding, Ron Curran	1	Governor's Commission on Crime & Delinquency
"	Resolving personnel turbulence and high turnover	4.3	See Police Survey	Bill Golding, Ron Curran	1	N. H. Chiefs of Police Association N.E. Institute of Law Enforcement Management
						Municipal Police Institute, Inc.

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PROGRAM AREA	SUMMARY OF TA NEEDED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN POTENTIAL RESOURCE(S)
Police	Should set up an instate toll free number where questions could be answered	3	Chester Police Dept.	Bill Golding, Ron Curran	1 Governor's Commission on Crime and Delinquency

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PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		
Diversion	Improved relations and communication with police department	9	Office of Youth Services Manchester, N.H.	Winnie Lethbridge	1	N.H. Chiefs of Police Association
"	Locating local funding sources for continuation of grant projects	8.5	See Diversion Survey	Winnie Lethbridge	1	Boy's Club of Nashua Friends Program, Inc. Exeter Area Youth Group Home
						Merrimack/Belknap Com- munity Action Program Big Brothers/Big Sisters of the Monadnock Reg.
"	Developing good community relations	8.5	See Diversion Survey	Winnie Lethbridge	1	Jutton, D.R. McClure, Betty Boy's Club of Nashua Skendi, Victor Friends Program, Inc.
"	Setting up community residential treatment facilities	8.5	See Diversion Survey	Winnie Lethbridge	1	Ashley, Gerry Odyssey House Anderson, Dr. Bern Child and Family Services Bullrun, Inc.
"	Listing of diagnostic, diversion, and alternative placements for juvenile offenders	8.5	See Diversion Survey	Winnie Lethbridge	1	N.H. Social Welfare Council
"	Parent and volunteer organization and utilization	8	See Diversion Survey	Winnie Lethbridge	1	McClure, Betty Friends Program, Inc. Big Brothers/Big Sisters of Monadnock Region
"	Analyzing community needs	7	See Diversion Survey	Winnie Lethbridge	1	Jutton, D.R. Anderson, Dr. Bern

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PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	POTENTIAL RESOURCE(S)
Diversion	Resolving difficulties in liaison and rapport with primary agencies	7	See Diversion Survey	Winnie Lethbridge	1 Jutton, D.R. Boy's Club of Nashua Big Brothers/Big Sisters of the Monadnock Reg.
					Skendi, Victor McClure, Betty Friends Program, Inc.
"	Setting up recreational center and social facilities	7	See Diversion Survey	Winnie Lethbridge	1 McClure, Betty Boy's Club of Nashua
"	Developing a youth employment program with community business, industries, etc.	7	Youth Resource Coordinator Dover, N.H.	Winnie Lethbridge	1 Nashua New Leaf Comprehensive Employment Training Act (CETA)
"	Developing alternative educational and treatment programs	6.5	See Diversion Survey	Winnie Lethbridge	1 Nashua Youth Council Resource Center Odyssey House N.H. Dept. of Education Youth Services Project Rochester School District Nashua Youth Council Resource Center
					N. H. Hospital Project Second Start
"	Methods of recruitment of volunteers	6.5	See Diversion Survey	Winnie Lethbridge	1 Skendi, Victor Friends Program, Inc McClure, Betty Nashua Intake Probation
"	Professional staff training	6.5	See Diversion Survey	Winnie Lethbridge	1 N.H. Hospital Anderson, Dr. Bern Odyssey House N.H. College and Univ. Council N.H. Youth Development Center

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PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Diversion	Setting up crisis homes for persons in need of supervision	6.5	See Diversion Survey	Winnie Lethbridge	1	Ashley, Gerry Child and Family Services N.H. Division of Welfare
"	Developing standard procedures for referrals	6	See Diversion Survey	Winnie Lethbridge	1	Nashua Intake Probation Gulian, Lilly McClure, Betty
"	Developing rehabilitative and supportive services	6	See Diversion Survey	Winnie Lethbridge	1	Gulian, Lilly Nashua Intake Probation Urquhart, Alan B. Youth Services Project
4						Nashua New Leaf Nashua Youth Council Resource Center Merrimack/Belknap Com- munity Action Program
"	Training in diagnostic and testing skills and methods of intervention	6	See Diversion Survey	Winnie Lethbridge	1	Youth Services Project N.H. Division of Mental Health Spaulding Youth Center N.H. Youth Development Center
"	Improvement of in-service training programs	6	See Diversion Survey	Winnie Lethbridge	1	Odyssey House Anderson, Dr. Bern Ashley, Gerry
"	Organizing workshops, conferences and seminars	6	See Diversion Survey	Winnie Lethbridge	1	Criminal Justice Dept., St. Anselms N.H. College and Univ. Council

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 - 4) NO ACTION
- POTENTIAL RESOURCE(S)

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Diversion	Maintaining a reasonable number of residents	6	See Diversion Survey	Winnie Lethbridge	1	Anderson, Dr. Bern Odyssey House N.H. Youth Development Center
						Ashley, Gerry
"	Intake, classification and placement services	6	See Diversion Survey	Winnie Lethbridge	1	Exeter Area Youth Group Home Odyssey House N.H. Youth Development Center
						Nashua Intake Probation Urquhart, Alan B.
"	Coordinating and indexing of community services	5.5	See Diversion Survey	Winnie Lethbridge	1	Skendi, Victor McClure, Betty Jutton, D.R. Urquhart, Alan B.
						Nashua Intake Probation
"	Obtaining educational consultant services	5.5	See Diversion Survey	Winnie Lethbridge	1	Odyssey House N.H. Dept. of Education Nashua Youth Council Resource Center
"	Employment placement of clients and follow-up	5.5	See Diversion Survey	Winnie Lethbridge	1	Nashua New Leaf Comprehensive Employment Training Act (CETA) Merrimack/Belknap Community Action Program N.H. Division of Vocational Rehabilitation Dover Youth Resource Ctr.

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PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Diversion	Establishing vocational training programs	5.5	See Diversion Survey	Winnie Lethbridge	1	Merrimack/Belknap Community Action Program Nashua New Leaf N.H. Division of Vocational Rehabilitation
"	Setting priorities for training	5.5	See Diversion Survey	Winnie Lethbridge	1	Anderson, Dr. Bern Ashley, Gerry Odyssey House N.H. Youth Development Center
"	Juvenile personnel training (within and outside of criminal justice field)	5.5	See Diversion Survey	Winnie Lethbridge	1	Odyssey House Anderson, Dr. Bern Ashley, Gerry N.H. Youth Development Center Friends Program, Inc. Big Brothers/Big Sisters of the Monadnock Regn. Orquhart, Alan B.
"	Aid in curriculum development, locating facilities, selecting instructors and lectures in various fields	5.5	See Diversion Survey	Winnie Lethbridge	1	Criminal Justice Dept. St. Anselms N.H. College and Univ. Council
"	Resolving conflicts with other agencies	5.5	See Diversion Survey	Winnie Lethbridge	1	Friends Program, Inc. Jutton, D.R. Skendi, Victor Youth Services Project
"	Measurement of N.H. recidivism rates in law enforcement, judiciary, and corrections	4	See Diversion Survey	Winnie Lethbridge	1	Statistical Analysis Ctr.

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- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL
- 4) NO ACTION RESOURCE(S)

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN
Diversión	Establishing vocational training programs	5.5	See Diversión Survey	Winnie Lethbridge	1 Merrimack/Belknap Community Action Program Nashua New Leaf N.H. Division of Vocational Rehabilitation
"	Setting priorities for training	5.5	See Diversión Survey	Winnie Lethbridge	1 Anderson, Dr. Bern Ashley, Gerry Odyssey House N.H. Youth Development Center
48 "	Juvenile personnel training (within and outside of criminal justice field)	5.5	See Diversión Survey	Winnie Lethbridge	1 Odyssey House Anderson, Dr. Bern Ashley, Gerry N.H. Youth Development Center Friends Program, Inc. Big Brothers/Big Sisters of the Monadnock Regn. Urquhart, Alan B.
"	Aid in curriculum development, locating facilities, selecting instructors and lectures in various fields	5.5	See Diversión Survey	Winnie Lethbridge	1 Criminal Justice Dept. St. Anselms N.H. College and Univ. Council
"	Resolving conflicts with other agencies	5.5	See Diversión Survey	Winnie Lethbridge	1 Friends Program, Inc. Jutton, D.R. Skendi, Victor Youth Services Project
"	Measurement of N.H. recidivism rates in law enforcement, judiciary, and corrections	4	See Diversión Survey	Winnie Lethbridge	1 Statistical Analysis Ctr.

GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL
- 4) NO ACTION RESOURCE(S)

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		
Diversion	Measurements of criminal recidivism in New Hampshire court system	4	See Diversion Survey	Winnie Lethbridge	1	Statistical Analysis Ctr.
"	Determining length of stay	4	See Diversion Survey	Winnie Lethbridge	1	Anderson, Dr. Bern Ashley, Gerry Odyssey House N.H. Youth Development Center
"	Recruitment and selection of qualified individuals	4	See Diversion Survey	Winnie Lethbridge	1	Odyssey House Anderson, Dr. Bern Ashley, Gerry N.H. Youth Development Center
"	Organization management - staffing, etc.	3.5	See Diversion Survey	Winnie Lethbridge	1	Anderson, Dr. Bern Odyssey House Exeter Area Youth Group Home Ashley, Gerry
"	Obtaining consultant services of psychologist and psychiatrist	3.5	See Diversion Survey	Winnie Lethbridge	1	Child and Family Services Youth Services Project Anderson, Dr. Bern N.H. Division of Mental Health

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

1) SPA DELIVERY

2) CAPACITY BLD.

3) NO REQUEST POTENTIAL

4) NO ACTION RESOURCE(S)

PROGRAM AREA

SUMMARY OF TA NEED

PRIORITY RANK

TA RECIPIENT

TA COORDINATOR

ACTION PLAN

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Diversion	Administrative and managerial skills	3.5	See Diversion Survey	Winnie Lethbridge	1	Odyssey House Jutton, D.R. N.H. Youth Development Center
						Urquhart, Alan B. Rochester School District N.H. Dept. of Education
"	Evaluating performance of employees	3	See Diversion Survey	Winnie Lethbridge	1	Anderson, Dr. Bern Friends Program, Inc. N.H. Youth Development Center
"	Compiling and gathering data (data collection methods)	3	See Diversion Survey	Winnie Lethbridge	1	Statistical Analysis Ctr. Friends Program, Inc. Anderson, Dr. Bern
"	Increased utilization/knowledge of budgeting techniques and practices	3	See Diversion Survey	Winnie Lethbridge	1	Odyssey House Skendi, Victor Jutton, D.K.
"	Revise/develop employee time and attendance records	3	See Diversion Survey	Winnie Lethbridge	1	Ashley, Gerry Odyssey House N.H. Youth Development Center
"	Staffing and scheduling of manpower (deployment alternatives)	3	See Diversion Survey	Winnie Lethbridge	1	Anderson, Dr. Bern Odyssey House N.H. Youth Development Center
"	Job descriptions - meeting state requirements	3	See Diversion Survey	Winnie Lethbridge	1	N.H. Dept. of Personnel and Personnel Commis- sion
"	Revise/develop cross-indexing system	3	See Diversion Survey	Winnie Lethbridge	1	N.H. College and Univ. Council N.H. Social Welfare Council

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
 - 2) CAPACITY BLD.
 - 3) RO REQUEST
 - 4) NO ACTION
- POTENTIAL RESOURCE(S)

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		POTENTIAL RESOURCE(S)
Diversions	Record-keeping skills	3	See Diversion Survey	Winnie Lethbridge	1	Friends Program, Inc. Odyssey House Exeter Area Youth Group Home
						Youth Services Project N.H. Youth Development Center
"	Techniques of analyzing present systems and recommending changes (updating of systems)	3	See Diversion Survey	Winnie Lethbridge	1	Anderson, Dr. Bern Center for Constructive Change
"	Developing criminal justice curricula for schools	2.5	See Diversion Survey	Winnie Lethbridge	1	Rochester School District N.H. Dept. of Education
"	Locating sources of funding for equipment needs	2.5	See Diversion Survey	Winnie Lethbridge	1	Odyssey House Project Second Start Ashley, Gerry
"	Revise/design internal communications and paper flow systems	2.5	See Diversion Survey	Winnie Lethbridge	1	Exeter Area Youth Group Home Friends Program, Inc. Odyssey House
"	Form development techniques	2.5	See Diversion Survey	Winnie Lethbridge	1	Statistical Analysis Ctr. Exeter Area Youth Group Home
"	Advice and consultation on methods of research and preparation of supporting data to draft new legislation	2.5	See Diversion Survey	Winnie Lethbridge	1	Statistical Analysis Ctr. N.H. Division of Mental Health UNH Psychology Dept.
"	Control and treatment of alcohol and drug abuse	2.5	See Diversion Survey	Winnie Lethbridge	1	Nashua Youth Council Resource Center Governor's Office of Drug Abuse Prevention Odyssey House
						N.H. Program on Alcohol and Drug Abuse

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN
 1) SPA DELIVERY
 2) CAPACITY BLD.
 3) RO REQUEST POTENTIAL
 4) NO ACTION RESOURCE

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE
Adjudication	Analysis of court procedures and systems	9.7	See Adjudication Survey	John Lighthall	1	Administrative Committee on District and Municipal Courts National Center for State Courts New Hampshire Supreme Court
"	Methods of effective calendaring and docket control	9.7	See Adjudication Survey	John Lighthall	1,3	Administrative Committee on District and Municipal Courts Clerk of Court Assoc. N.H. Judges Association N. H. Supreme Court Regional Office
"	Revise/develop uniform administrative practices in legal systems	9.7	See Adjudication Survey	John Lighthall	1	Administrative Committee on District and Municipal Courts N.H. Judges Association N. H. Supreme Court
"	Revise/design internal communications and paper flow systems	9.3	See Adjudication Survey	John Lighthall	1	N. H. Judges Association Administrative Committee on District and Municipal Courts
"	Record-keeping skills	9	See Adjudication Survey	John Lighthall	1	Clerk of Court Assoc. Administrative Committee on District and Municipal Courts
"	Methods of juror selection and utilization	9	See Adjudication Survey	John Lighthall	1,3	Regional Office Administrative Committee on District and Municipal Courts
"	Form development techniques	8.7	See Adjudication Survey	John Lighthall	1	Clerk of Court Assoc. Administrative Committee on District and Municipal Courts

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL
- 4) NO ACTION RESOURCE

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		POTENTIAL RESOURCE
Adjudication	Revise/develop cross-indexing system	8.3	See Adjudication Survey	John Lighthall	1	N. H. College and University Council Clerk of Court Assoc. Administrative Committee on District and Municipal Courts
"	Revise/develop audit trails	8.3	See Adjudication Survey	John Lighthall	1	N. H. College and University Council Clerk of Court Assoc. Administrative Committee on District and Municipal Courts
"	Judicial and legal continuing education	8	See Adjudication Survey	John Lighthall	1	N. H. Bar Association N. H. Judges Association
"	Developing educational programs for district and municipal clerks	8	See Adjudication Survey	John Lighthall	1	Clerk of Court Assoc. Ellingwood, Loreen N. H. Judges Association
"	Court recording equipment	8	See Adjudication Survey	John Lighthall	1	Administrative Committee on District & Municipal Courts Clerk of Court Assoc.
"	Techniques of analyzing present systems and recommending changes (updating of systems)	8	See Adjudication Survey	John Lighthall	1	National Center for State Courts Administrative Committee on District and Municipal Courts N. H. Supreme Court

GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN
 1) SPA DELIVERY
 2) CAPACITY BLD.
 3) RC REQUEST POTENTIAL
 4) NO ACTION RESOURCE

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	POTENTIAL RESOURCE
Adjudication	Prosecution and defense training	8	See Adjudication Survey	John Lighthall	1 Semple, Paul Strafford County Attorney Eldridge, Carlton Franklin Pierce Law Center N. H. Legal Assistance
"	Listing of diagnostic, diversion, and alternative placements for juvenile offenders	7.7	See Adjudication Survey	John Lighthall	1 Administrative Committee on District and Municipal Courts N.H. Social Welfare Council
"	Recruitment and selection of qualified individuals	7.7	See Adjudication Survey	John Lighthall	1 N. H. Dept. of Personnel and Personnel Commission Strafford Cty. Attorney
"	Revise/develop system for destruction of record records - policy concerning freedom and information act	7.7	See Adjudication Survey	John Lighthall	1 N.H. Office of the Attorney General N. H. Supreme Court Administrative Committee on District and Municipal Courts
"	Professional staff training	7.7	See Adjudication Survey	John Lighthall	1 N. H. Judges Association N. H. Bar Association
"	Increased utilization/knowledge of budgeting techniques and practices	7	See Adjudication Survey	John Lighthall	1 Administrative Committee on District & Municipal Courts N. H. College and University Council

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL
- 4) NO ACTION RESOURCE

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	POTENTIAL	RESOURCE
Adjudication	Obtaining consultant services of psychologist and psychiatrist	6.7	See Adjudication Survey	John Lighthall	1	Payson, Dr. Henry New Hampshire Hospital N. H. Division of Mental Health Sturke, Dr. Robert
"	Job descriptions - meeting state requirements	6.7	See Adjudication Survey	John Lighthall	1	N. H. Dept. of Personnel and Personnel Commission
"	Developing rehabilitative and supportive services	6.3	See Adjudication Survey	John Lighthall	1	Urquhart, Alan B. Gulian, Lilly New Hampshire Hospital Skendi, Victor Nashua Intake Probation
"	Use of statistical analysis data	6.3	See Adjudication Survey	John Lighthall	1	Statistical Analysis Center Administrative Committee on District & Municipal Courts
"	Developing motivating reward system	6.3	See Adjudication Survey	John Lighthall	1	N. H. Judges Assoc. Clerk of Court Assoc. N. H. Dept. of Personnel and Personnel Commission
"	Organizing workshops, conferences and seminars	6	See Adjudication Survey	John Lighthall	1	N.H. Bar Association N. H. Judges Association

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN
 1) SPA DELIVERY
 2) CAPACITY BLD.
 3) RC REQUEST POTENTIAL
 4) NO ACTION RESOURCE

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		
Adjudication	Statistical profile of misdemeanants and felons in superior and district courts	6	See Adjudication Survey	John Lighthall	1	Statistical Analysis Center Administrative Committee on District and Municipal Courts
"	Coordinating and indexing of community services	6	See Adjudication Survey	John Lighthall	1	N. H. Social Welfare Council Administrative Committee on District and Municipal Courts
"	Improving negotiating skills and procedures	6	See Adjudication Survey	John Lighthall	1,3	Regional Office Administrative Committee on District and Municipal Courts
"	Improvement on in-service training programs	6	See Adjudication Survey	John Lighthall	1	N. H. Bar Association N. H. Judges Association Clerk of Court Assoc.
"	Computer systems	5.7	See Adjudication Survey	John Lighthall	1,3	Regional Office Statistical Analysis Center Central Data Processing
"	Developing objective promotion procedures and career ladders	5.7	See Adjudication Survey	John Lighthall	1	N. H. Dept. of Personnel & Personnel Commission N. H. Judges Association Clerk of Court Assoc.
"	Evaluating performance of employees	5.7	See Adjudication Survey	John Lighthall		N. H. Dept. of Personnel & Personnel Commission Strafford Cty. Attorney

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL
- 4) NO ACTION RESOURCE

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN
Adjudication	Methods of rotating assignments	5.7	See Adjudication Survey	John Lighthall	1 Administrative Committee on District and Municipal Courts N. H. Judges Association
"	Resolving conflicts with other agencies	5.7	See Adjudication Surveys	John Lighthall	Administrative Committee on District and Municipal Courts Strafford Cty. Attorney Eldridge, Carlton
"	State level advisor for building of criminal justice facilities (renovation, refurbishing, layout and design)	5.3	See Adjudication Survey	John Lighthall	3 Regional Office
"	Understanding affirmative action in hiring and promotion (Equal Employment Opportunity Act)	5	See Adjudication Survey	John Lighthall	1 N. H. Dept. of Personnel & Personnel Commission N. H. Office of the Attorney General
"	Micro-fische equipment	5	See Adjudication Survey	John Lighthall	1 Administrative Committee on District and Municipal Courts
"	Developing criminal justice curricula for schools	5	See Adjudication Survey	John Lighthall	1 Rochester School District N. H. Dept. of Education
"	Investigative techniques for police	5	See Adjudication Survey	John Lighthall	1 N. H. Police Standards & Training Council
"	Space, needs and utilization study (space efficiency)	5	See Adjudication Survey	John Lighthall	1 N. H. Court Accreditation Committee National Center for State Courts
					Administrative Committee on District & Municipal Courts

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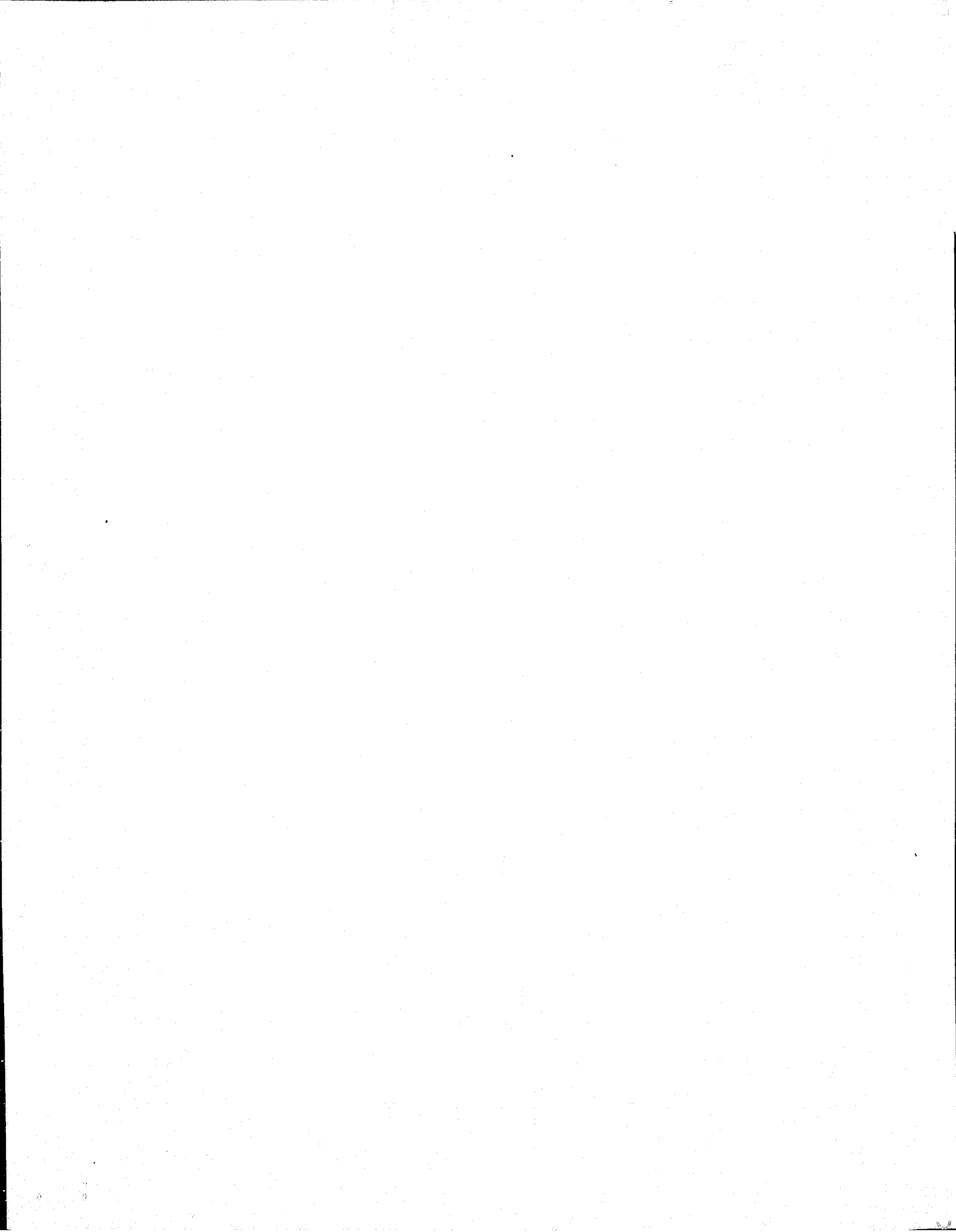
GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN
 1) SPA DELIVERY
 2) CAPACITY BLD.
 3) NO REQUEST POTENTIAL
 4) NO ACTION RESOURCE

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	POTENTIAL RESOURCE
Adjudication	Furnishings	5	See Adjudication Survey	John Lighthall	1 N. H. Court Accreditation Committee
"	Aid in curriculum development, locating facilities, selecting instructors and lecturers in various fields	5	See Adjudication Survey	John Lighthall	N. H. Bar Association Criminal Justice Dept., St. Anselm's College N. H. College and University Council Franklin Pierce Law Center
"	Organization management - staffing, etc.	5	See Adjudication Survey	John Lighthall	1,3 Regional Office Clerk of Court Assoc. N. H. Judges Assoc.
"	Locating sources of funding for equipment needs	4.7	See Adjudication Survey	John Lighthall	1 Administrative Committee on District and Municipal Courts N. H. Court Accreditation Committee
"	Resolving personnel turbulence and high turnover	4.7	See Adjudication Survey	John Lighthall	1 N. H. Dept. of Personnel & Personnel Commission Standards & Goals Clerk of Court Assoc.
"	Training in diagnostic and testing skills and methods of intervention	4.7	See Adjudication Survey	John Lighthall	1 Wells, Dr. James Sturke, Dr. Robert N. H. Division of Mental Health New Hampshire Hospital

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL
- 4) NO ACTION RESOURCE

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	POTENTIAL RESOURCE
Adjudication	Computer application, hardware, software, interface with other agencies	4.7	See Adjudication Survey	John Lighthall	1,3 Regional Office Statistical Analysis Ctr. Central Data Processing
"	Criteria for selection of police officers	4.3	See Adjudication Survey	John Lighthall	1 N. H. Chiefs of Police Association N. H. Municipal Assoc.
"	Staffing and scheduling of manpower (deployment alternatives)	4.3	See Adjudication Survey	John Lighthall	1 Administrative Committee on District & Municipal Courts Strafford Cty. Attorney Eldridge, Carlton
"	Developing good community relations	4.3	See Adjudication Survey	John Lighthall	1 Eldridge, Carlton Strafford Cty. Attorney Administrative Committee on District and Municipal Courts
"	Advise and consultation on methods of research and preparation of supporting data to draft new legislation	4	See Adjudication Survey	John Lighthall	1 Statistical Analysis Ctr Administrative Committee on District and Municipal Courts

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
 - 2) CAPACITY BLD.
 - 3) RO REQUEST
 - 4) NO ACTION
- POTENTIAL RESOURCE(S)

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Corrections	Training program model for personnel working in a prison halfway house Method: seminar or workshop	9	Shea Farm Concord, N. H.	Yvette Gosselin	1	N. E. Correctional Coordinating Council
"	Employment placement of clients and follow-up	8.7	See Corrections Survey	Yvette Gosselin	1	N. H. Dept. of Employment Security N. H. Division of Vocational Rehabilitation Comprehensive Employment Training Act (CETA) Urquhart, Alan B.
"	Juvenile personnel training (within and outside of criminal justice field)	8.3	See Corrections Survey	Yvette Gosselin	1	N. H. Police Standards and Training Council Murby, Capt. Ken Urquhart, Alan B. Anderson, Dr. Bern N. H. Youth Development Center
"	Developing a uniform inspectional procedure for Houses of Correction	8.3	See Corrections Survey	Yvette Gosselin	3	Regional Office
"	County correctional officer training	8	See Corrections Survey	Yvette Gosselin	1	N. E. Correctional Coordinating Council N. H. Police Standards & Training Council Potter, William R. Post-Secondary Education
"	Setting up community residential treatment facilities	8	See Corrections Survey	Yvette Gosselin	1	Odyssey House Anderson, Dr. Bern N.H. Youth Development Ctr Ashley, Gerry
"	Writing policy and procedures manual	8	See Corrections Survey	Yvette Gosselin	1	New Hampshire Hospital Center for Constructive Change

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TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL
- 4) NO ACTION RESOURCE(S)

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Corrections	Setting up crisis homes for persons in need of supervision	7.7	See Corrections Survey	Yvette Gosselin	1	N. H. Division of Welfare Ashley, Gerry Nashua Intake Probation Urquhart, Alan B.
"	Intake, classification and placement services	7.7	See Corrections Survey	Yvette Gosselin	1,3	Nashua Intake Probation Urquhart, Alan B. Regional Office
"	Improvement of in-service training programs	7.7	See Corrections Survey	Yvette Gosselin	1	Potter, William R. N.E. Correctional Coordinating Council New Hampshire Hospital Post-Secondary Education
"	Planning major changes in county correctional facilities	7.7	See Corrections Survey	Yvette Gosselin	3	Regional Office
"	Developing alternative educational and treatment programs	7.7	See Corrections Survey	Yvette Gosselin	1	Odyssey House Project Second Start Nashua Youth Council Resource Center
						N. H. Department of Education N. H. Division of Mental Health New Hampshire Hospital
"	Psychological training for correctional officers	7.3	See Corrections Survey	Yvette Gosselin	1	Wells, Dr. James Sturke, Dr. Robert N. H. Police Standards and Training Council N. E. Correctional Coordinating Council

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL RESOURCE(S)
- 4) NO ACTION

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN
Corrections	Developing rehabilitative and supportive services	7.3	See Corrections Survey	Yvette Gosselin	1 Child & Family Services Sturke, Dr. Robert U.M.H. Psychology Dept. Urquhart, Alan B. N.H. Division of Mental Health
"	Establishing objective and uniform criteria for parole applicants, systems management for files, psychological testing for applicants	7	State Parole Board Bob Johnson Youth Development Center	Yvette Gosselin	1,3 Regional Office N. E. Correctional Coordinating Council
"	Casework analysis - group training Method: workshops	7	Youth Development Center	Yvette Gosselin	1,3 Regional Office Child & Family Services
"	Listing of diagnostic, diversion, and alternative placements for juvenile offenders	6.7	See Corrections Survey	Yvette Gosselin	1 N. H. Social Welfare Council Nashua Intake Probation Urquhart, Alan B.
"	Developing a multi-county female offender facility	6.7	See Corrections Survey	Yvette Gosselin	3 Regional Office
"	Developing objective promotion procedures and career ladders	6.7	See Corrections Survey	Yvette Gosselin	1 N. H. Dept. of Personnel & Personnel Commission New Hampshire Hospital
"	Coordinating and indexing of community services	6.7	See Corrections Survey	Yvette Gosselin	1 New Hampshire Social Welfare Council
"	Control and treatment of alcohol and drug abuse	6.3	See Corrections Survey	Yvette Gosselin	1 Alcoholics Anonymous Governor's Office of Drug Abuse Prevention N. H. Program on Alcohol and Drug Abuse

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL
- 4) NO ACTION RESOURCE(S)

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	POTENTIAL RESOURCE(S)
Corrections	Professional staff training	6.3	See Corrections Survey	Yvette Gosselin	1 N.E. Correctional Coordinating Council New Hampshire Hospital N. H. College and University Council Criminal Justice Dept., St. Anselms
"	Recruitment and selection of qualified individuals	6.3	See Corrections Survey	Yvette Gosselin	1 N. H. Dept. of Employment Security N. H. Dept. of Personnel & Personnel Commission
"	Obtaining consultant services of psychologist and psychiatrist	6	See Corrections Survey	Yvette Gosselin	1 Payson, Dr. Henry Sturke, Dr. Robert Wells, Dr. James N. H. Division of Mental Health New Hampshire Hospital
"	Writing a comprehensive examination for training courses for Prison correctional officers	6	See Corrections Survey	Yvette Gosselin	1 N. H. Dept. of Personnel & Personnel Commission N. E. Correctional Coordinating Council
"	Parent and volunteer organization and utilization	6	See Corrections Study	Yvette Gosselin	1 Big Brothers/Big Sisters of the Monadnock Region Friends Program, Inc. McClure, Betty Nashua Intake Probation
"	Developing good community relations	6	See Corrections Study	Yvette Gosselin	1 Big Brothers/Big Sisters of the Monadnock Region Friends Program, Inc. Jutton, D. R. Skendi, Victor Nashua New Leaf

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
 - 2) CAPACITY BLD.
 - 3) RO REQUEST
 - 4) NO ACTION
- POTENTIAL RESOURCE(S)

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		
Corrections	Developing medical and dental services	5.7	See Corrections Survey	Yvette Gosselin	1	N.H. Supreme Court N.H. Division of Public Health Services N. H. Hospital
"	Administrative and managerial skills	5.7	See Corrections Survey	Yvette Gosselin	1,3	N.E. Correctional Coordinating Council Regional Office
"	Methods of recruitment of volunteers	5.7	See Corrections Survey	Yvette Gosselin	1	Big Brothers/Big Sisters of Monadnock Region Friends Program, Inc. McClure, Betty Nashua Intake Probation
"	Techniques of analyzing present systems and recommending changes (updating of systems)	5.7	See Corrections Survey	Yvette Gosselin	1	Governor's Commission on Crime and Delinquency Center for Constructive Change
"	Organization management - staffing, etc.	5.7	See Corrections Survey	Yvette Gosselin	1	Correctional Organization Study, Dept. of Corrections Center for Constructive Change N. H. State Prison N. H. Youth Development Center Bryce, Forbes
"	Measurements of criminal recidivism in New Hampshire court system	5.7	See Corrections Survey	Yvette Gosselin	1	Administrative Committee on District & Municipal Courts National Center for State Courts Statistical Analysis Center

GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL RESOURCE(S)
- 4) NO ACTION

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN	POTENTIAL RESOURCE(S)
Corrections	State level advisor for building of criminal justice facilities (renovation, refurbishing, layout and design)	5.7	See Corrections Survey	Yvette Gosselin	3	Regional Office
"	Developing motivating reward system	5.3	See Corrections Survey	Yvette Gosselin	1	N. H. Dept. of Personnel and Personnel Commission
"	Developing standard procedures for referrals	5.3	See Corrections Survey	Yvette Gosselin	1	Skendi, Victor McClure, Betty Jutton, D. R. Urquhart, Alan B.
"	Obtaining educational consultant services	5.3	See Corrections Survey	Yvette Gosselin		N. H. Dept. of Education Odyssey House
66	Analyzing community needs	5.3	See Corrections Survey	Yvette Gosselin	1	Jutton, D. R. Carlson, Walter N.H. Youth Development Ctr. Anderson, Dr. Bern
"	Measurement of New Hampshire recidivism rates in law enforcement, judiciary, and corrections	5.3	See Corrections Survey	Yvette Gosselin	1	Statistical Analysis Ctr.
"	Correctional security equipment	5	See Corrections Survey	Yvette Gosselin	1,3	Regional Office N. H. Supreme Court
"	Maintaining a reasonable number of residents	5	See Corrections Survey	Yvette Gosselin	1	N. H. Youth Development Center
"	Determining length of stay	5	See Corrections Survey	Yvette Gosselin	1	N. H. Youth Development Center

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TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL RESOURCE(S)
- 4) NO ACTION

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR		
Corrections	Job descriptions--meeting state requirements	5	See Corrections Survey	Yvette Gosselin	1	N.H. Dept. of Personnel and Personnel Commission
"	Evaluating performance of employees	4.7	See Corrections Survey	Yvette Gosselin	1	N.H. Dept. of Personnel and Personnel Commission
"	Organizing workshops, conferences and seminars	4.7	See Corrections Survey	Yvette Gosselin	1	N.H. Police Standards and Training Council Criminal Justice Dept., St. Anselm's N.H. College and Univ. Council
"	Establishing vocational training programs	4.7	See Corrections Survey	Yvette Gosselin	1	Merrimack/Belknap Community Action Program Nashua New Leaf N.H. Div. of Vocational Rehabilitation
"	Training in diagnostic and testing skills and methods of intervention	4.7	See Corrections Survey	Yvette Gosselin	1	Sturke, Robert Wells, Dr. James Payson, Dr. Henry N.H. Div. of Mental Health
"	Weapons training	4.7	See Corrections Survey	Yvette Gosselin	1	N.H. Police Standards & Training Council N.H. State Prison
"	Meeting building, health, and capacity codes for licensing of facilities	4.3	See Corrections Survey	Yvette Gosselin	1	N.H. Div. of Public Health Services State Fire Marshall
"	Closed circuit TV and intercom systems	4.3	See Corrections Survey	Yvette Gosselin	1	Regional Office

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GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

1) SPA DELIVERY

2) CAPACITY BLD.

3) RO REQUEST POTENTIAL

4) NO ACTION RESOURCE(S)

PROGRAM AREA

SUMMARY OF TA NEED

PRIORITY RANK

TA RECIPIENT

TA COORDINATOR

1

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN
Corrections	Resolving difficulties in liaison and rapport with primary agencies	4.3	See Corrections Survey	Yvette Gosselin	1 Friends Program, Inc. McClure, Betty Jutton, D. R. Big Brothers/Big Sisters of the Monadnock Regn.
"	Advice and consultation on methods of research and preparation of supporting data to draft new legislation	4.3	See Corrections Survey	Yvette Gosselin	1 Statistical Analysis Ctr. Central Data Processing Correctional Organization Study, Dept. of Cor- rections
"	Locating local funding sources for continuation of grant projects	4.3	See Corrections Survey	Yvette Gosselin	1 Merrimack/Belknap Com- munity Action Program Boy's Club of Nashua
"	Revise/develop system for destruction of records--policy concerning freedom and information act	4.3	See Corrections Survey	Yvette Gosselin	1 N.H. Office of the Atty. General
"	Compiling and gathering data (data collection methods)	4.3	See Corrections Survey	Yvette Gosselin	1 Statistical Analysis Ctr. Central Data Processing
"	Aid in curriculum development, locating facilities, selecting instructors and lecturers in various fields	4	See Corrections Survey	Yvette Gosselin	1 Criminal Justice Dept., St. Anselm's N.H. College & Univ. Council
"	Staffing and scheduling of manpower (deployment alternatives)	4	See Corrections Survey	Yvette Gosselin	1 Post-Secondary Education N.E. Correctional Coord- inating Council N.H. State Prison N.H. Youth Development Center

GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY

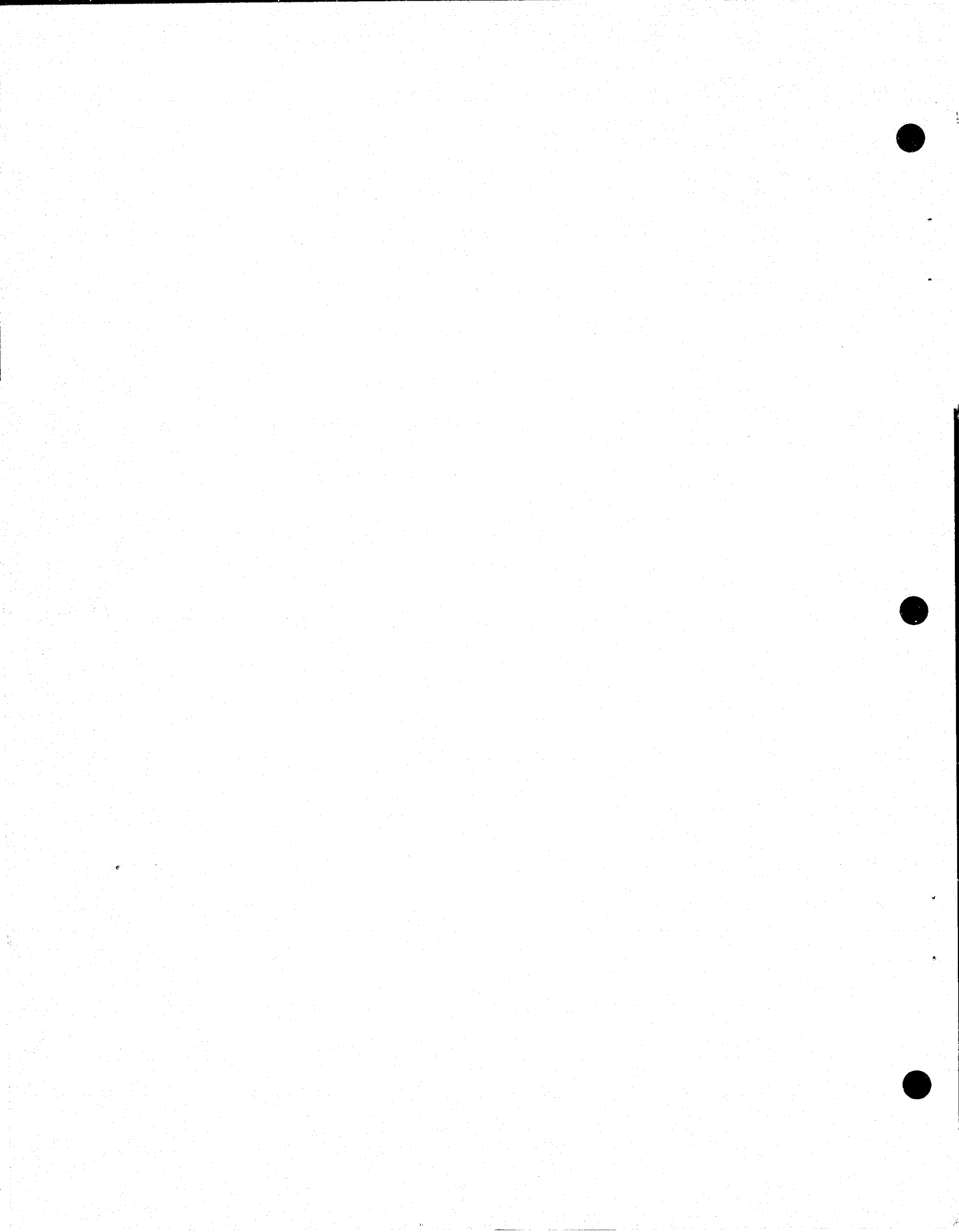
TECHNICAL ASSISTANCE ACTION AGENDA

ACTION PLAN

- 1) SPA DELIVERY
- 2) CAPACITY BLD.
- 3) RO REQUEST POTENTIAL RESOURCE(S)
- 4) NO ACTION

PROGRAM AREA	SUMMARY OF TA NEED	PRIORITY RANK	TA RECIPIENT	TA COORDINATOR	ACTION PLAN
Corrections	Setting up a recreational center and social facilities	4	See Corrections Survey	Yvette Gosselin	1 Boy's Club of Nashua McClure, Betty N.H. Hospital
"	Computer application, hardware, software, interface with other agencies	4	See Corrections Survey	Yvette Gosselin	1 Central Data Processing Statistical Analysis Ctr.

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January 31, 1977

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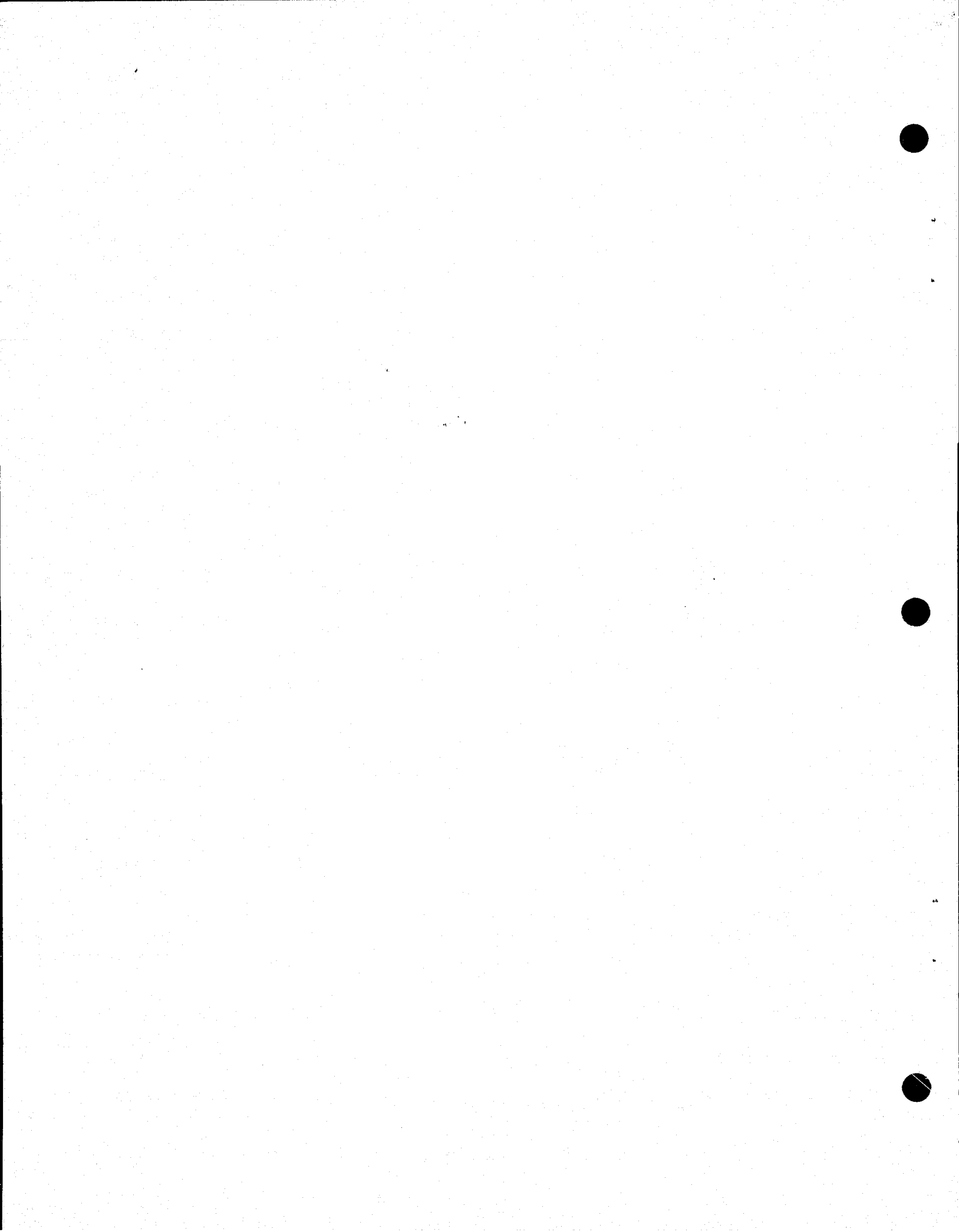
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2.4 TA RESOURCE CATALOG

T.A. RESOURCE

Organization: Administrative Committee on District and Municipal Courts

Address: State House Room 6
Concord, NH 03301
271-3592

Contact Person: Samuel L. Hayes, Esquire, Secretary

Expertise:

1. Survey and study continuously the administration of justice within the state and the various operations of each and all courts in the state
2. To receive and consider criticisms of the administration of justice in the state.
3. To devise ways of simplifying judicial procedure and improving administration of justice in the state.
4. To recommend to all courts and other agencies needed changes in rules or procedures.
5. To collect, compile, analyze and publish statistics and other reports pertaining to the judicial system.
6. Create and implement uniform court procedures including efficient office practices and filing, docketing and recording procedures.

Program Area: Adjudication

Availability: 8:30 - 5:00 Monday - Friday

Cost: None

T.A. RESOURCE

Organization: Alcoholics Anonymous

Address: N.H. State Assembly
P.O. Box 500
Derry, NH

Contact Person: Anonymous

Expertise: Setting up A.A. programs--community and
institutional

Program Area: Prevention, Diversion and Corrections

Availability: Available through mail and regional phone
offices

Cost: None

Past Performance: Cooperative and helpful

T.A. RESOURCE

Individual: Dr. Bern Anderson

Address: Y.D.C.
Box 303
Manchester, NH
625-5471

Expertise: First Preference: Programs and systems evaluation;
second setting up treatment programs from ground
level up. Community psychology - finding committees,
property, foundings, etc. Staff training

Program Area: Juvenile diversion and corrections

Availability: Two days to two weeks

Cost: Flexible - can be worked out with recipient; would
like fair compensation if possible but not limited
to fee schedule.

Past Performance: Very involved with community based programs in
Ohio prior to working at Y.D.C. as Director of
treatment and training.

T.A. RESOURCE

Individual: Gerry Ashley

Address: Hassle House
240 N. Main Street
Concord, NH 03301
224-9313

Expertise: 1. Setting up group homes for runaway juveniles
2. Residential counselor training

Program Area: Juvenile prevention and diversion

Availability: Time can be negotiated

Cost: Can be negotiated

Past Performance: Currently coordinator for Hassle House and Stepping Stones

T. A. RESOURCE

Organization: Big Brothers/Big Sisters of the Monadnock
Region, Inc.

Address: 331 Main Street
Keene, NH 03431
352-9536

Contact Person: James H. Harrington, Executive Director

Expertise: Public relations, recruiting, community resources,
development of boards of directors, volunteer
recruiting, screening and training

Program Area: Juvenile Prevention and Diversion

Availability: Generally, no restrictions

Cost: Expenses only

Past Performance: Provided TA to Manchester YWCA Intervention Program
N.E. Field Consultant, Big Brothers of America
national training staff consultant

T.A. RESOURCE

Organization: Boys Club of Nashua

Address: 45 Simon Street
Nashua, NH
883-0523

Contact Person: Dominick Giovinazzo

Expertise:

1. Developing youth recreation services (gym, pool, social recreation, game rooms, photography)
2. Individual guidance service coordinated with probation and the Community Council
3. Volunteer recruitment and training
4. Interagency coordination and referral
5. Locating funding sources - raised \$1 million for a new building
6. Community and public relations

Program Area: Juvenile diversion

Availability: Time available basis

Cost: None

T.A. RESOURCE

Individual: Forbes Bryce

Address: Governor's Commission on Crime and Delinquency
G.A.A. Plaza
169 Manchester Street
Concord, NH 03301
271-3385

Expertise: 20 years experience; philosophy of corrections;
classification schemes; institutional and agency
needs; research in corrections; demographics of
criminal justice system.

Program Area: Corrections - Criminology

Availability: Time available basis

Cost: Can be negotiated

Past Performance: Brightford College - Haverhill - Criminology, Social
Sciences

T. A. RESOURCE

Organization: Bullrun, Inc.

Address: Old Hills Rd.
Henniker, NH
428-3307

Contact Person: Carl French

Expertise: Group home management

Program Area: Prevention, Diversion

Availability: very cooperative and willing to help

Cost: Would depend on type of assistance needed

T.A. RESOURCE

Individual: Walter Carlson

Address: G.C.C.D.
G.A.A. Plaza
169 Manchester Street
Concord, NH 03301
271-3385

Expertise: Specialist - crime prevention

Program Area: Police

Availability: Time available

Cost: None

T. A. RESOURCE

Organization: Center for Constructive Change

Address: 16 Strafford Avenue
Durham, New Hampshire 03824

Telephone: 868-5433

Contact Person: Frederick M. Jervis, Ph.D.
Dr. Thomas O. Marshall

Expertise: Features a unique process for planning outcomes, managing improvement and organizing the future. Results oriented planning. Methods for organizing change which focuses first on results and achievement instead of present problems and crisis. Works toward increased productivity through continual improvement of results.

Program Area: All areas where planning and organizing is required.

Availability: At least one month notice.

Cost: \$500/day consultation
\$1000/day seminars
Contract prices by arrangement

Past Performance: Worked with Vermont S.P.A., Boston Regional Office of LEAA, National Center for State Courts, National Association of State Police, Juvenile Justice Advisory Group, Youth Development Center, New England Correctional Coordinating Council, Inc.

Limitation: None

T.A. RESOURCE

Organization: Central Data Processing

Address: 1 Pillsbury Street
Concord, NH 03301

Contact Person: Charles Gouger - Senior Computer Applications Specialist

Expertise: Statistical Analysis
Computer Systems

Program Area: All areas

Availability: 8:30 - 5:00 Monday - Friday

Cost: None--state agency

T.A. RESOURCE

Organization: Child and Family Services

Address: Main Office
99 Hanover Street
Manchester, NH
668-1920

Also have regional offices

Contact Person: Gale Starr

Expertise:

Provide:

1. Comprehensive counselling services to parents and children - family, marriage, parent-child relations, unwed parents and adoption services
2. Social work consultation on a contract basis
3. Juvenile group homes - Hassle House, Stepping Stones
4. Maintain Camp Spaulding - a summer residential camp for low-income youngsters

Take referrals from schools, courts, probation, etc.

Program Area: All areas

Availability: 8:30 - 5:00 Monday - Friday

Cost: Sliding fee schedule - \$25 maximum

T.A. RESOURCE

Organization: Clerk of Court Association

Address: 19 Main Street
Salem, NH 03079

Contact Person: Mary M. Kitson, President

Expertise: General knowledge of law and court bookkeeping
and record keeping for clerks

Program Area: Adjudication

Availability: One day per week - Either Tuesday or Thursday

Cost: Travel Expenses

Past Performance: Clerk of Court - 12 years
President of Clerk's Association - 2 1/2 years
Working on uniform court forms for District and
Municipal Court.

T.A. RESOURCE

Organization: Comprehensive Employment Training Act (CETA)

Address: P.O. Box 1477
155 Manchester Street
Concord, NH 03301
271-3156

Expertise: Federally funded work programs

Title I

1. Work Experience Program - to provide work experience for people who haven't worked previously.
2. On-the-job training - pay training cost to private sector employees.
3. Classroom training.

Title II

Public Service Employment (PSE) - nonprofit agencies or units of government can apply for unbudgeted jobs for a limited period of time.

Title III

Summer Youth Program

Title IV

Also PSE, but with stricter specifications

There are three prime sponsors in N.H. - Concord, Hillsborough and Rockingham-Strafford. The Concord office serves seven counties and has four regional subgrantee offices - Cheshire, Merrimack, Belknap and the Tri-County Council serving Coos, Grafton and Carroll. (See file folder for addresses.)

Program Area: All areas

Availability: 8:30 - 5:00 Monday - Friday

Cost: None

Limitation: Applicants must meet federal regulations for eligibility.

T.A. RESOURCE

Organization: Correctional Organization Study
Department of Corrections

Address: G.A.A. Plaza
169 Manchester Street
Concord, NH 03301
271-2227

Contact Person: Peter Wilkes

Expertise: Designed to prepare legislation creating a unified
Department of Corrections for the State of New
Hampshire and to offer other methods for optimizing
efficient delivery of correctional services through-
out the state.

Availability: 8:30 - 5:00 Monday - Friday

Cost: None

T. A. RESOURCE

Organization: Crime Prevention Unit

Address: Department of Safety
State of New Hampshire
Loudon Road
Concord, New Hampshire 03301
Telephone: 271-2568

Contact Person: William Bibber

Expertise: Knowledgeable of the principles of crime prevention. Familiar with current theories of community planning. Can teach and help develop the basic skills required to conduct a premises survey and make valid recommendations regarding security devices. Able to present a practical explanation of "risk management" to departmental personnel and the general public. Can evaluate the security hardware and services offered within a community. Familiar with proven methods of staging public exhibitions and advertising campaigns relating to crime prevention. Can help develop municipal security codes. Familiar with basic problems of public and private crime insurance. Has an understanding of architectural design and its importance to crime prevention. Will help implement crime prevention programs and generate state-wide enthusiasm for merits of crime prevention. Provides, under the auspices of the Police Standards and Training Council, a mini-course in crime prevention for local law enforcement officers. Will help promote citizens involvement in stop crime projects through public appearances, media and published program materials. Can give advice on public information techniques, how to write press releases, etc. Advisor for citizens crime prevention groups. Rape prevention advisor. Will research and write manuals pertaining to crime prevention. Public information officer for Department of Safety.

Program Area: Crime Prevention

Availability: 8:30 A.M. - 5:00 P.M. - Monday through Friday
Evenings and weekends, by appointment

Cost: No charge

Past Performance: Stimulated public involvement in crime prevention through radio news releases. Worked with citizens groups. Wrote anti-burglary brochure and training manual for police crime prevention. Conducted road show consisting of a display of crime prevention devices and lectures.

Limitation: Adequate notice

T.A. RESOURCE

Organization: Criminal Justice Department
St. Anselm's College

Address: St. Anselm's Drive
Manchester, NH 03102
669-1030 Ext. 340

Contact Person: Thomas Hammond

Expertise: Staff are knowledgeable in:
1. Police management, organization and administration
2. Juvenile diversion and delinquency control
3. Setting up internships
4. All areas of law enforcement
5. Prosecutorial assistance to police prosecutors
6. Campus security
7. Corrections
8. Crisis intervention for police in settling domestic disputes

In general, this department is knowledgeable in most phases of the criminal justice field and is open and willing to provide workshops and seminars including facilities and lectures, to interested community or state groups.

Program Areas: All areas of criminal justice

Availability: Time is limited due to increased student enrollment, but arrangements can be made

Cost: Cost is based on the basis of expenses to the school for speakers, rental, supplies, secretarial time

Past Performance: Program began in 1958--has expanded since 1971 to a full-degree program

Limitation: Because of shortage of staff time would prefer to do seminars and workshops at St. Anselm's rather than individual consultations; however, will do some consultation.

T. A. RESOURCE

Organization: Dover Youth Resource Center

Address: City Hall
Central Avenue
Dover, New Hampshire 03820
Telephone: 749-2677

Contact Person: Kathy Kelly

Expertise: Organization acts as information/referral agency for various community youth service programs. Operates youth job bank and summer youth employment program. Maintains rapport with area youth homes, crisis homes, and interested community groups such as the Youth Diversion Committee and Dover Area Youth Association.

Program Area: Juvenile

Availability: Monday - Friday, 9AM - 5PM

Cost: Free

Past Performance: Previous recipient of Crime Commission funding for Youth Diversion Programs.

Limitation: None

T.A. RESOURCE

Individual: Carlton Eldridge
Rockingham County Attorney

Address: 1 William Circle
Stratham, NH
778-8567

Expertise: Legal Advice
Prosecution Training
Management of County Prosecutor's office
Trial Procedures

Program Area: Adjudication

Availability: 8:30 - 5:00 Monday - Friday
Time is limited

Cost: None

T.A. RESOURCE

Individual: Loreen Ellingwood

Address: Derry District Court
29 West Broadway
Derry, NH 03038
434-4676

Expertise: Personnel, recordkeeping, bookkeeping, general
knowledge of law for clerks

Program Area: Adjudication

Availability: One day per week Tuesday or Friday

Cost: Travel expenses

Past Performance: Secretary of Clerk's Association, Clerk of Court - 2
years, law office - 4 years.

T. A. RESOURCE

Organization: Exeter Area Youth Group Home

Address: Rt. 108
Stratham, New Hampshire 03885
Telephone: 778-8103

Contact Person: Peggy Connor, Jack Fortier: Co-Directors
Dave Seamans: Administrator

Expertise: Running a Youth Group Home
Clear and established procedure for admissions
Working with Board of Directors and use of Volunteer
Admissions Committee
Referral forms, authorizations, client evaluation
and follow-up reports
Locating community support and funding

Program Area: Juvenile Diversion - Prevention

Availability: Time available basis

Cost: No cost at present

Past Performance: Have not done any consulting in New Hampshire
but are very cooperative and willing to help if
possible.

Limitation:

T.A. RESOURCE

Organization: Franklin Pierce Law Center

Address: 2 Y Street
Concord, NH
228-1541

Contact Person: Robert M. Viles, Dean

Expertise: Full range of courses basic to law school curriculum.
Faculty expertise in many areas including trial advocacy,
juvenile law, criminal law, criminal procedure and a
criminal justice clinical program.

Program Area: Adjudication

Availability: Time available basis

Cost: Must be negotiated

T.A RESOURCE

Organization: Friends Program, Inc. or Juvenile Court Assistance Model and Comprehensive Community Youth Program

Address: P.O. Box 1331
Concord, NH 03301
228-1193

Contact Person: Rich Maxson

Expertise:

1. Community relations
2. Volunteer recruitment; training and coordination
3. Public information and awareness
4. Fund-raising
5. Support services
 - a. Community recreation activities
 - b. School support project--assessment and consultation
 - c. Outward bound confidence building courses
 - d. Restitution and community services projects
 - e. Conferences and workshops for educators
 - f. Personal, group and family counseling, legal advice
 - g. Program evaluation

Program Area: Juvenile Diversion

Availability: Time available basis

Cost: No cost at present

Past Performance: Have done some consulting in-state--Portsmouth, Keene, Exeter, Tilton and Laconia

T.A. RESOURCE

Individual Resource: Paul Gelinas

Address: New Durham Police Dept.
Old Route 11
New Durham, NH
859-2751 or 582-7240

Expertise: Planning and evaluating communications systems for police. Communication systems include radios, consoles, setting up dispatch centers, walkie-talkies, teletype systems, civil defense systems, etc.

Program Area: Police

Availability: one day a week

Cost: No cost

Past Performance: Has been doing this service since December, 1970. Was also chairman of Communications Committee for the Crime Commission

Limitation: Based on time available

T.A. RESOURCE

Organization: Governor's Commission on Crime and
Delinquency

Address:

G.A.A. Plaza Bldg. #3
169 Manchester Street
Concord, N.H. 03301 271-3601

Expertise:

- Grant application and administration
- SPA orientation
- Identifying grant projects in comprehensive plan
- Establishing Goals and Objectives
- Establishing monitoring and evaluation criteria
- Help in establishing internal data collection systems
- Provide intensive evaluation models to measure long term effectiveness of project
- Budgeting, funds flow
- Federal and state guidelines and requirements
- Grants Management
- Recordkeeping
- Disbursement Control
- Technical Assistance Information and Referral.

Program: Area: All Areas

Availability: 8:30-5:00 M-F

Cost: None

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T.A. RESOURCE

Organization: Governor's Office of Drug Abuse Prevention

Address: 3 Capitol St.
Concord, NH
271-2754

Contact Person: George E. Tice - Coordinator for Drug Abuse

Expertise: Coordination of all drug abuse prevention functions in the state including funding, evaluation of existing programs and developing a management information

Program Area: All areas

Availability: Mr. Tice is on 24 hour call

Cost: None

T.A. RESOURCE

Individual: Lilly Gulian

Address: Youth Assistance Program Tilton, N.H.
286-8577

Expertise: Juvenile Justice-Court Diversion

Program Area: Diversion

Availability: time available basis

Cost: none

Past Performance: Has provided assistance to other N.H. communities attempting to set up a similar juvenile program

T.A. RESOURCE

Individual: Ruth Hamblett

Address: 21 Columbia Ave.
Nashua, NH
883-8876

Expertise: Teaching living skills; occupational therapy consultant

Program Area: Diversion and corrections

Cost: Depends on program; fee can be discussed

Past Performance: Does occupational therapy consulting at: hospitals and nursing homes; Grasmere House of Corrections

T.A. RESOURCE

Individual: D. R. Jutton
Director of Human Services

Address: Municipal Building
Salem Town Office
33 Jeremonty Drive
Salem, NH 03079
893-5731

Expertise: All aspects of juvenile justice rehabilitation,
group homes, diversion projects, etc. Program
planning and direction. Community relations,
working with citizen's groups.

Program Area: Juvenile prevention and diversion

Availability: Dependent on duties

Cost: Negotiable

Past Performance: Designed first community residence in N.H.
Degree in Urban Management, Public Administration

T.A. RESOURCE

Individual: Lt. Ray Labrie

Address: Portsmouth Police Dept.
Youth Services Division
28 Penhallow St.
Portsmouth, NH
436-1231

Expertise: Juvenile officer specialist

Program Area: Police

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T.A. RESOURCE

Organization: LEAA Regional Office

Address: 100 Summer Street
19th Floor
Boston, MA 02110
617/223-7256

Expertise: Police Programs Specialist - J.M. Keeley
Corrections Program Specialist - Vacant
Juvenile Programs Specialist - Vacant
Systems Program Specialist - A. G. Zappala
Planning and Evaluation - D.S. Graves
Courts Programs Specialist - B. Shapiro

Program Area: All areas

Availability: Contacted through local SPA personnel

Cost: None

T.A. RESOURCE

Individual Donald Lemire

Address: Daniel Webster Council
Boy Scouts of America
35 Forest Drive
Bedford, NH
625-6431 or home: 669-9527

Expertise: 1. Police cadet program
2. Police explorer program

Program Area: Police

Availability: Time available basis

Cost: No cost

Past Performance: Originated police cadet program in New Hampshire

T.A. RESOURCE

Individual: Nelson MacAskill
Supervisor of Youth Services Division

Address: Goffstown Police Dept.
16 Main Street
Goffstown, NH
497-4858

Expertise: Juvenile Police Services - supervise youth
services for the district court

Program Area: Police

Availability: Time available basis - limited. Would like some
advance notice.

Cost: None

Past Performance: Juvenile administration background

T.A. RESOURCE

Individual: Sergeant Andre Marcoux

Address: Crime Prevention Unit
Manchester Police Dept.
351 Chestnut Street
Manchester, NH
624-4331

Expertise: Crime prevention devices, techniques, etc.

Program Area: Crime prevention

Availability: On a time available basis

Cost: None

Past Performance: Has organized workshops in crime prevent on for
Police Standards and Training Council

T.A. RESOURCE

Individual: Betty McClure

Address: Manchester YWCA
72 Concord St.
Manchester, NH
625-5785

Expertise: 1. Developing recreation opportunities for female delinquents particularly outdoor education
2. Utilization of volunteers - recruitment and training
3. Developing a system of inter-agency coordination and referral

Program Area: Juvenile Diversion

Availability: On a time available basis

Cost: None

T.A. RESOURCE

Organization: Merrimack/Belknap Community Action Programs

Address: 93 North State Street
Concord, NH 03301
225-3295

Contact Person: Dick Kelley

Expertise:

1. Setting up and running job training programs - combining economic development with social rehabilitation; skills training for permanent employment positions
2. Counseling services
3. Manpower programs
4. Grant and proposal writing
5. Locating funding sources - currently receiving funding from 30 different federal, state and local sources.

Program Area: Prevention and diversion

Availability: Time available basis

Cost: Dependent on recipient and ability to pay

Past Performance: Have worked with various other community agencies

T.A. RESOURCE

Organization: Model Evaluation Program

Address: G.A.A. Plaza
169 Manchester Street
Concord, NH 03301
271-2227

Contact Person: Thomas McGrevey

Expertise: The development of standardized tested data collection instruments on a modular basis. Devising certain standardized forms which will allow the evaluation unit as evaluation components of any grant funded by the Commission certain standard data collection forms to be utilized throughout the life of the project. Will design a system that will allow evaluation unit to evaluate program areas instead of individual projects so as to assess impact on crime reduction within state.

Availability: 8:30 - 5:00 Monday - Friday

Cost: None

T.A. RESOURCE

Organization: Municipal Police Institute, Inc.

Address: One Heritage Mall
Berlin, MA 01503
617-562-7571

Contact Person: Joseph P. Shannon, Executive Director

Expertise: TA to police in these areas; legal, rules and regulations, polices and procedures, records and info systems. Incident analysis, patrol allocation, personnel management, budgeting, departmental overviews and related areas. Legal and program research, data collection and analysis, program design. Resources include computer, printing facilities and library.

Program Area: Police

Availability: All listed services are available. May be a 6-8 week waiting period before services begin.

Cost: Based on actual staff and overhead for each project

Past Performance: Have provided direct TA to over 200 Massachusetts departments. Nominated as L.E.A.A. Exemplary project.

T.A. RESOURCE

Individual: Capt. Ken Murby

Address: Juvenile Division
Manchester Police Dept.
351 Chestnut St.
Manchester
624-4331

Expertise: Juvenile Officer Specialist

Program Area: Police

Past Performance: Has taught seminars in conjunction with the
Police Standards and Training Council

T.A. RESOURCE

Organization: Nashua Intake Probation

Address: 78 Main Street
Nashua, NH
889-5355

Contact Person: Peter Howatt and Barbara Hogan

Expertise: Community support and community organization
model intake probation program; screening and
training volunteers for probation officers;
background investigations

Program Area: Juvenile corrections and diversion

Availability: Willing to help - as can basis

Cost: None

T.A. RESOURCE

Organization: Nashua New Leaf

Address: 221 Main Street
Nashua, NH
883-6404

Contact Person: Father George Sirois and Tom Oleksiah

Expertise: Youth job placement
Finding alternative housing
Counseling
Community support - how to deal with employers and
community

Program Area: Juvenile Diversion and Prevention

Availability: Limited

Cost: None

Past Performance: Six years in operation

T.A. RESOURCE

Organization: Nashua Youth Council Resource Center

Address: 221 Main Street
Nashua, NH 03060
889-1090

Contact Person: John Moulis, Administrative Director

Expertise: 1. Drug abuse prevention and curriculum development.
2. Development of alternative educational programs
affective education, counseling techniques.

Program Area: Juvenile Prevention, Diversion

Availability: Limited by project requirements. Mutual
negotiations as to time and rewards can occur.

Cost: Reimbursement to agency for loss of person - day
rate plus expenses for individual

Past Performance: Presentations at conferences and consultation with
educational personnel

Limitation: Professional schedule

T.A. RESOURCE

Organization: National Center for State Courts

Address: Regional Office
401 Commonwealth Ave.
Boston, MA 02215
617-247-2102

Contact Person: Samuel D. Conti, Regional Director

Expertise: Clearinghouse for state court problems will do
surveys, consultation, workshops and seminars

Program Area: Adjudication

Cost: Depends on project

T.A. RESOURCE

Organization: National Crime Prevention Institute
School of Police Administration

Address: University of Louisville, Shelby Campus
Louisville, Kentucky 40222
Toll free number: 800/626-3550

Contact Person: B.M. Gray II, Director, NCPI

Expertise: 1. Training in crime prevention theory and practice
four week and one week courses
2. Crime Prevention Information Center

Program Area: Prevention

Cost: Tuition: \$175 per week - proposed for 1977
Housing: \$9.00 per day

T.A. RESOURCE

Organization: National Criminal Justice Referral Service (NCJRS)

Address: P.O. Box 24036
S.W. Post Office
Washington, DC 20024
202/755-9704

Contact Person: Guy Boston
Variety of reference and information services

Expertise: 1. Selective notification of information
2. Reference and information services
3. Bibliographies
4. Document Retrieval Index
5. Microfiche
6. Current awareness materials
7. Document loan program
8. Translation

Program Area: All areas

Availability: Readily available; send abstracts and order cards
regularly to registered users

Cost: Abstract and information services are of no cost.
Some books and materials are priced, some are free.

T.A. RESOURCE

Organization: New England Correctional Coordinating Council

Address: 1015 Elm Street
Manchester, NH
668-8103

Contact Person: Parker Hancock

Expertise: Develops and implements regional training programs in area of corrections. Helps coordinate correctional planning, development and research. Facilitates regional communication and information sharing through news letters, digests, job bank listings, personnel directories and special conferences.

Program Area: Corrections

Availability: By arrangement

Cost: No charge

Past Performance: Funded under LEAA grant to provide training for line and staff personnel in prisons, jails and houses of corrections. Set up institutes for middle management personnel development. Set up workshops on the administration of community-based corrections.

Limitation: Arrangements require adequate advanced notice

T. A. RESOURCE

Organization: The New England Institute of Law Enforcement Management

Address: Drawer E, Babson Park, Massachusetts 02157

Contact Person: Mr. John T. Howland, Director
Mr. Thomas F. McLaughlin, Jr., Educational Coordinator
Mrs. Catherine A. Buckley, Administrative Assistant
(Tel: 617-237-4724)

Expertise: Law Enforcement Management - operations and Training

Availability: As needed

Cost: See current correspondence

Past Performance: 10 years experience in criminal justice supervisory and management training

Limitation:

N-8

T.A. RESOURCE

Organization: New England Municipal Center (NEMC)

Address: Pettee Brook Offices
P.O. Box L
Durham, NH 03824
(603) 868-5000

Contact Person: Bob Fontaine

Expertise: Have a grant to do needs assessment and capacity building with local New England S.P.A.'s including supervisory boards and committees to improve planning, administration, etc. Will coordinate and facilitate training activities for S.P.A. staff as determined by the steering committee.

Limitation: Are not able to do T.A. for local operating agencies at present but hope to develop a program in six months depending on funding possibilities.

T.A. RESOURCE

Organization: N.H. Bar Association

Address: 77 Market Street
Manchester, NH
669-4869

Contact Person: Joseph Hayden

Expertise: All areas of legal continuing education
Trial techniques
Administrative Process
Training for court personnel

Program Area: Adjudication

Availability: Send out listing of workshops regularly
present a workshop every 6-8 weeks

Cost: Varies with program

T. A. RESOURCE

Organization: N. H. Chiefs of Police Association

Address: c/o Chief Craig Sandler
Nashua Police Department
Main Street
Nashua, New Hampshire 03060
Telephone: 883-7743

Contact Person: Chief Craig Sandler

Expertise: Brief evaluations of police departments, oral interview board, record systems, staffing, recommend wage adjustments, review architectural plans, relate administrative modules, police workshops, discipline, personnel selection and evaluation

Program Area: Police

Availability: On a time available basis

Cost: No cost

Past Performance: Excellent resource, will do individual consulting as well as workshops and seminars

Limitation: Limited to police

T.A. RESOURCE

Organization: N.H. College and University Council

Address: 2321 Elm St.
Manchester, NH
669-3432

Contact Person: Dr. H. W. Munroe

Expertise: Grant writing and management; curriculum development, workshops, seminars, administrative and managerial skills, planning, fiscal procedures; professional staff and in-service training, training in diagnostic and testing skills and methods of intervention, Statistical and recordkeeping, expertise including form development, audit trials, budgeting, cross-indexing, internal communications, use of statistical analysis data and data collection methods

Program Area: All areas

Availability: On a time available basis

Cost: Depends on individual application

T.A. RESOURCE

Organization: N.H. Court Accreditation Committee

Address: Judge John W. King
Kennedy Hill Road
Goffstown, N.H.

Contact Person: Judge John W. King

Expertise: building and facilities accreditation

Program Area: adjudication

Availability: time-available

Cost: none

NH-4

T.A. RESOURCE

Organization: N.H. Dept. of Education
Division of Instruction

Address: 64 North Main Street
Concord, NH 03301
603-271-3609

Contact Person: Carter B. Hart, Jr.
Social Studies Consultant

Expertise: Goals, nature, activities in law focused
education at elementary and secondary levels

Program Area: Juvenile prevention

Availability: To in-state requests only

Cost: None

Past Performance: Twenty years in education
Ten years in present job
Three - four years involvement in law focused
education

Limitation: Time - available basis

NH-5

T. A. RESOURCE

Organization: N. H. Department of Employment Security

Address: 32 South Main Street
Concord, New Hampshire 03301
Telephone: 224-3311
(also a local county office)

Contact Person: Benjamin C. Adams, Commissioner
Eldon R. Buswell, Deputy Commissioner

Expertise: The department provides job counselling and placement by matching workers with suitable job opportunities and assists in the administration of unemployment insurance programs. The department recruits for such programs as Job Corps and Manpower, and operates the Youth Center in Manchester. It also assists the State Personnel Department in its recruitment of workers.

Program Area: Diversion, Corrections

Availability: 8:30 - 5:00 weekdays

Cost: No cost

Past Performance:

Limitation:

T.A. RESOURCE

Organization: N.H. Dept. of Personnel and Personnel Commission

Address: Room 1
State House Annex
Concord, NH 03301
271-3261

Contact Person: Dennis McCabe - Testing Dept.

Expertise: See brochure "Organization and Function"
Testing Dept. has prepared standardized
testing for police and correction.

Program Area: All areas

Availability: 8:30 - 5:00 Monday - Friday

Cost: No cost - State Agency

T.A RESOURCE

Organization: Division of Mental Health
Department of Health and Welfare

Address: 105 Pleasant Street - Twitchell Bldg.
Concord, NH 03301
271-2366

Contact Person: Stuart P. Howell, Jr., Assistant Director of
Mental Health for Community Services

Expertise: Mental health (psychiatric and psychological)
personnel qualifications; recruitment; program
development; evaluation; training.

Program Area: Prevention, Diversion

Availability: As needed

Cost: No cost by State Government Personnel

T.A. RESOURCE

Organization: N.H. Division of Public Health Services

Address: 61 So. Spring St.
Concord, NH 03301

Contact Person: Dr. Maynard H. Mires, Director

Expertise:

1. Communicable Disease Control
2. Consumer Protection Service
3. Crippled Children's Services
4. Dental Public Health
5. Diagnostic Laboratory Services
6. Emergency Health Services
7. Health Education Services
8. Health Facilities Administration
9. Heart Programs
10. Maternal and Child Health
11. Nutrition Services
12. Occupational Health
13. Public Health Nursing
14. Special Health Services
15. Vital Records and Public Health Statistics

Program Area: All areas

Availability: 8:30 - 5:00 Monday - Friday

Cost: No cost - State Agency

T.A. RESOURCE

Organization: N.H. Division of Purchase and Property

Address: State House Annex
Concord, NH 03301
271-2550

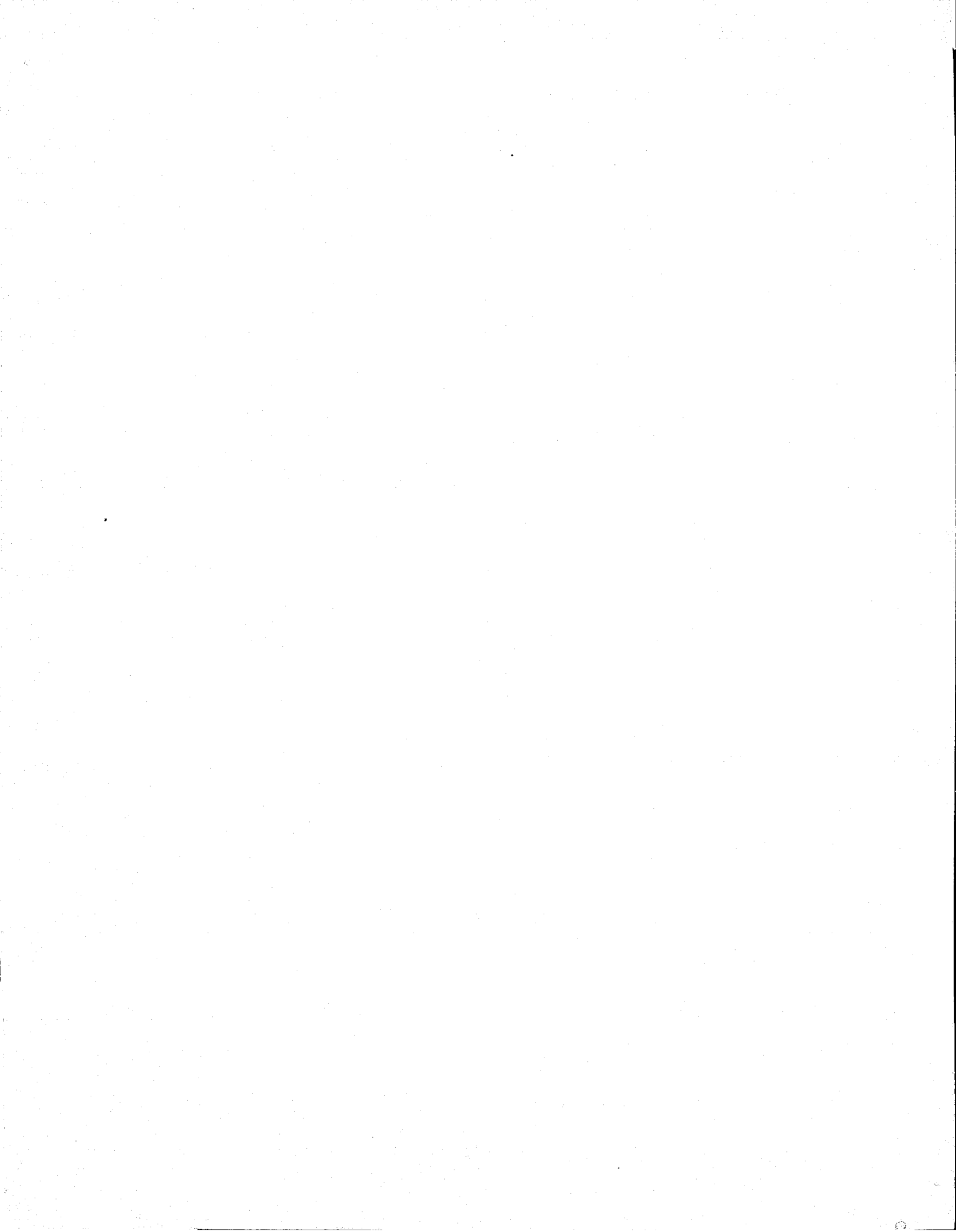
Contact Person: Francis X. Gardner

Expertise: Make available all capital equipment under contract
available to any state, county or local government

Program Area: All areas

Availability: 8:30 - 5:00 Monday - Friday
Advertise contracts available through N.H. Municipal
Association

Cost: None



CONTINUED

2 OF 3

T.A. RESOURCE

Organization: N.H. Division of Vocational Rehabilitation

Address: Central Office
105 Loudon Rd.
Concord, NH 03301
271-3121

Contact: See address list in resource file for regional and institutional offices and persons to contact

Expertise: V.R. accepts people with employment potential based on three criteria:
1. Must have a physical or mental disability
2. The disability must constitute an employment handicap
3. The person can benefit with V.R. services

V.R. services include:
1. Counselling, guidance and referral
2. Physical and mental restoration services
3. Vocational and other training services including personal and vocation adjustment, books, tools and training materials
4. Maintenance
5. Transportation
6. Services to members of a handicapped individual's family when such services are necessary to the adjustment or rehabilitation of the handicapped individual
7. Interpreter services for the deaf
8. Reader services, rehabilitation teaching services, and orientation and mobility services for the blind.

A financial needs test applies to certain services listed above.

Program Area: Diversion and corrections

Availability: 8:30 -5:00 Monday - Friday

Cost: No cost to client

Limitation: Limited to serving clients with a physical or mental disability.

T.A. RESOURCE

Organization: N.H. Division of Welfare

Address: 8 Loudon Rd.
Concord, NH
271-2522

Contact Person: Barbara Hanus

Expertise: Child welfare services including child abuse and neglect, institutional care, crisis homes, group home licenses, title XX programs, etc.

Program Area: Juvenile prevention and diversion

Availability: 8:30 - 5:00 Monday - Friday

Cost: None

T.A. RESOURCE

Organization: New Hampshire Hospital

Address: 105 Pleasant Street
Concord, NH 03301
224-6531

Contact Person: Major Wheelock, Superintendent

Expertise: Institutional organization and management. Staff development and training. Institutional security personnel and systems. Psychologist, Psychiatrists, Psychiatric social workers, Occupational Therapy, Recreational Therapy.

Availability: On a time-available basis

Cost: Must be negotiated with person or department head

T.A. RESOURCE

Organization: N.H. Judges Association

Address:

Colin J. Lizotte-Pres.
Pendleton Bldg.
Milford, N.H.
673-1707

or

Judge Edward McDernott
408 Lafayette Rd.
Hampton, N.H.
926-8926

Expertise:

Works together with administrative committee on district and municipal courts in setting up legal seminars three times a year. Also with clerk of court assn. to organize seminars for court clerks currently working to draft new uniform forms for the District and municipal courts

Program Area:

Adjudication

Availability:

Seminars-three times a year

Cost:

No cost-only personal expenses

T.A. RESOURCE

Organization: New Hampshire Legal Assistance - Public Defender

Address: 136 North Main Street
Concord, New Hampshire
224-3333

Contact Person: Robert Stein

Expertise: Defense procedures; reaching applied law such
as understanding crime for police and sensitizing
police to their public.

Program Area: Adjudication, Police

Availability: Time-available basis

Cost: No cost at present

Past Performance: Has not done consulting on a formal basis in
New Hampshire

Limitation: Very time-limited

NH-15

T. A. RESOURCE

Organization: N. H. Municipal Association

Address: 11 Depot Street
P. O. Box 617
Concord, New Hampshire 03301
Telephone: 224-7447

Contact Person: John Andrews, Director

Expertise: Offers personnel management assistance including wage and fringe benefit surveys, model personnel rules and regulations, job descriptions, and employment applications. Provides personnel recruitment service. Will help identify needs and resources, coordinate training, and evaluate results. Will help administer tests and measure results. Publishes monthly magazine with articles of interest to police departments. Will aid in labor relations and collective bargaining. Will answer legal based inquiries concerning local municipalities and police. Analyzes relevant laws and supports town government interests through lobbying efforts. Provides technical assistance that focuses on answering specific management questions.

Program Area: Police

Availability: 9:00 A.M. - 4:30 P.M. weekdays
Evenings and weekends by appointment

Cost: Free to members of Association.
Membership of town requires annual dues.

Past Performance: 207 New Hampshire municipalities belong to the Association. Assisted in recruitment and selection of police chiefs in Concord, Hampton and Jackson. Has provided consultation on labor relations and negotiations in Durham and Nashua.

Limitation: The Municipal Association is responsive to interests of town selectment and managers. This fact should be kept in mind when police units utilize their services in certain sensitive areas such as labor negotiations.

T.A. RESOURCE

Organization: N.H. Office of the Attorney General

Address: Room 208
State House Annex
Concord, NH
271-3658

Contact Person: Thomas Rath

Expertise: 1. Eminent Domain Division
2. Corporations Division
3. Consumer Protection Division
4. Habitual Offender
5. Criminal Division
Provide legal advice to state departments and agencies.
Are funded by LEAA for a consumer fraud protection
project.

Program Area: Adjudication, prevention

Availability: Time available basis

Cost: None

T.A. RESOURCE

Organization: N. H. Police Standards and Training Council

Address: N. H. Technical Institute
Fan Road
Concord, New Hampshire 03301
271-3493

Contact Person: Arthur Kehas, Director
James Hargrove

Expertise: Corrections Training, Crime Prevention Training,
Recruit Training, Juvenile Officers Training,
Interpreting N. H. Criminal Code and court decisions
for police films, Police Photography, Fingerprinting,
Breath Examiner School, Police Prosecution, First
Line Supervision, Post Bombing Investigation

Program Area: Police, Corrections

Availability: Offer scheduled training seminars at certain times
of the year

Cost: No cost to trainee

Past Performance: Seminars for Probation and Parole
Uniform Crime Reporting Workshop
Various Police In-Service Training Sessions
Recruit Training

Limitation: Lack of adequate facilities

NH-18

T. A. RESOURCE

Organization: N. H. Program of Alcohol and Drug Abuse

Address: 61 South Spring Street
Concord, New Hampshire 03301

Contact Person: Jesse Trow, M.P.H., Executive Director
271-3531

Expertise: See attached.

Program Area: Prevention, Corrections (Adult and Juvenile)

Availability: Only on a time available basis

Cost: No cost - state agency

Past Performance: 11 full-time out-patient clinics
3 part-time satellite clinics
N. H. State Prison
Tirrell House
Alcohol Safety Action Program

Limitation: Dependent on availability of staff, funding of programs

T.A. RESOURCE

Organization: N.H. Retail Merchants Association

Address: 63 North Main St.
Concord, NH 03301
225-9748

Contact Person: Mrs. Rosalee Hanson

Expertise: Crime prevention - shoplifting, burglary materials,
films, pamphlets, etc.

Program Area: Prevention

Availability: Must have some notice

Cost: Nominal Fee

T.A. RESOURCE

Organization: N.H. Social Welfare Council

Address: Box 1255
20 So. Main St.
Concord, NH
228-0571

Contact Person: Peter Walsh

Expertise: Information and referral service - statewide
Have a resources directory of human service agencies
Statewide and regional (see list of officers and phone
numbers in resource file)

Program Area: Useful to all areas

Availability: 8:30 - 5:00 Monday - Friday

Cost: No charge for info-line information services, but
there is a charge for directory

NH-21

T.A. RESOURCE

Organization: New Hampshire State Library

Address: 20 Park Street Law Library
Concord, New Hampshire Supreme Court Building
271-2394 271-3777

Contact Person: Avis M. Duckworth, Librarian

Expertise: Law Library; books, publications relating to all areas of criminal justice; legislative reference office; interlibrary transfer available within state. Will help develop criminal justice bibliography.

Program Area: All areas

Availability: During working hours - 8:30 - 5:00 M-F

Cost: No Cost

Past Performance: Very cooperative and helpful resource

Limitation: Purchase of new books dependent on funding. Publications in areas of criminal justice (other than law related) are limited; however, the State Library is interested in coordinating efforts with the Governor's Crime Commission with the purpose of enlarging the State Library's capacity in this area.

NH-22

T.A. RESOURCE

Organization: N.H. State Police

Address: John O. Morton Bldg.
85 Loudon Road
Concord, NH 03301

Contact Person: Colonel Paul Doyon
271-2111

Expertise: Colonel Paul Doyon - Director
William Bibber - Crime Prevention Unit
Captain Beaudoin - Crime Laboratory
Bruce Cutting - Communications Maintenance Bureau

A. Traffic Bureau

1. Canine Corps.
2. Special Weapons and Tactics Unit
3. Emergency Ordinance Demolition Team
4. Communications
5. Training Unit

B. Detective Bureau

1. Forensic Laboratory - crime lab analysis; use of instrumentation, drug identification, etc.
2. Criminal identification
3. Photographic Unit
4. Polygraph Unit
5. Permits and licenses for pistols, private detectives and use of explosives

All services are available to the entire community without charge.

In addition, the Communications Maintenance Bureau installs, services, and repairs electronic logistical support equipment for a fee.

Program Area: Police

Availability: On a time-available basis

Cost: No cost except for maintenance and repair for communication equipment.

Past Performance: Statewide Uniform Crime Reporting program
Provide instructors for Police Standards and Training Council

Limitation: Prefer to hold seminars and workshops on a regional not individual basis.

NH-23

T.A. RESOURCE

Organization: New Hampshire State Prison

Address: 281 North State Street
Concord, New Hampshire
224-6554

Contact Person: Warden

Expertise:

1. Equal Employment Opportunity for the Civil Service Commission
2. Weapons Training Expertise on Staff
3. Developing Dental Services for Institutions
4. Developing Post Order Descriptions for Jobs
5. Compendium of National Court Actions Affecting Correctional Institutions and Inmates
6. Selection of Books Pertaining to Corrections

Program Area: Corrections

Availability: On a Time Available Basis

Cost: No Cost

Past Performance:

Limitation:

T.A. RESOURCE

Organization: N.H. Supreme Court
Judicial Planning Committee

Address: Supreme Court Building
Concord, NH 03301
271-3275

Contact Person: James Gainey, Committee Clerk

Expertise: Awarded grant to:

1. Establish priorities for the improvement of state courts
2. Define, develop and coordinate programs and projects for the improvement of courts
3. Develop an annual state judicial plan for court improvement

Program Area: Adjudication

Cost: None

T. A. RESOURCE

Organization: N. H. Youth Development Center

Address: Box 303
Manchester, New Hampshire 03105
Telephone: 625-5471

Contact Person: Dr. Michael Morello, Superintendent

Expertise: Juvenile corrections, correctional security,
specialist in group treatment therapy, aid in
establishing halfway houses, trained in labor
contract negotiations

Program Area: Corrections

Availability: By appointment only

Cost: No charge

Past Performance: Has served as a consultant to various out-of-state
correctional institutions. Helped set up Shea
Farm Halfway House

Limitation: Availability limited by full-time responsibilities
at Youth Development Center

NH-26

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T.A RESOURCE

Organization: Odyssey House

Address: 30 Winnacunnet Road
Hampton, NH
926-5200 or 742-9837

Contact Person: David Sandberg, Director

Expertise:

1. Knowing how to run residential centers especially staff training, recruitment, responsibilities and dynamics.
2. Community relations.
3. Developing a good referral system
4. Developing an educational model-training in learning machine model.
5. Developing specialized services (medical, psychiatric).

Program Area: Juvenile Diversion

Availability: On a time available basis

Cost: Fee dependent on hours involved

T.A. RESOURCE

Individual: Dr. Henry Payson

Address: Dartmouth - Hitchcock Mental Health Center
9 Maynard St.
Hanover, NH

Expertise: Forensic and correctional psychiatry

Program Area: Corrections

Availability: On time available basis

Cost: Contract with Dartmouth College
Dean Edson, Dept. of Psychiatry
643-4000
\$190-195 per day

Past Performance: Certified Board of Forensic Psychiatrists

T.A. RESOURCE

Organization: Post-secondary education

Address: 163 Loudon Road
Concord, N.H. 271-2722

Contact Person: Charles Green

Expertise: Coordinates vocational technical colleges.
Can arrange facilities and instructors for
classes, seminars and workshops

Program Area: Police

Cost: Dependent on project

Past Performance: A member of the police standard's and training council

T.A. RESOURCE

Individual: William R. Potter
Correctional Supervisor

Address: Sullivan County House of Correction and Jail
R.R. #1
Claremont, NH 03743
542-9511

Expertise: Training correctional personnel on a county level

Program Area: Corrections

Availability: Depends on schedule

Cost: Meals, mileage, reimbursement of days wages to county

Past Performance: 15 years law enforcement and 5 years supervisor in
corrections. Correctional training, Director's
Institution, Babson College, Wellsley, Mass. 1974

T.A. RESOURCE

Organization: Project Second Start

Address: 450 North State Street
Concord, NH 03301
224-4542

Contact Person: Jim Snodgrass

Expertise: Alternative educational programs and services serving academically and economically disadvantaged, behavioral problems, and minor learning disabilities (see attached).

Program Area: Juvenile prevention and diversion

Availability: 8:30 - 5:00 Monday thru Friday

Cost: No cost

Limitation: Time-available basis

T.A. RESOURCE

Individual: Chief Charlie Reynolds

Address: Dover Police Dept.
Locust Road
Dover, NH 03820
742-4646

Expertise: Labor Relations

Program Area: Police

Availability: Time available

Cost: No cost

R-1

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T.A. RESOURCE

Organization: Rochester School District

Address: Glenwood Avenue

Contact Person: Faustina Trace

Expertise: Setting up elementary school criminal justice curriculum. Has written textbook called You, Me, and the Three R's of the Law.

Program Area: Juvenile Prevention

Availability: Time is limited, but can be arranged

Cost: Can be negotiated

Past Performance: Is currently giving a workshop for educators in Boston.

TA RESOURCE

Individual: Paul Semple, Esquire

Address: Stewart Nelson Plaza
Concord, NH 03301
224-1989

Expertise: 1. Public Defender Programs
2. Trial Practice

Program Area: Adjudication

Availability: Must have some notice

Cost: Can be negotiated

Past Performance: Currently teaching at Franklin Pierce Law Center.
Past Public Defender for Merrimack County

T.A. RESOURCE

Individual: Victor Skendi

Address: Manchester Mental Health Center
401 Cypress St.
Manchester, NH
668-4111

Expertise: Juvenile services - court diversion, employment for
juveniles, street work, drug related problems,
program development, community relations.

Program Area: Juvenile diversion

Availability: Time available basis

Cost: Fee schedule \$30 per hour, but can be negotiated

Past Performance: Developed office of youth services in Manchester

T.A. RESOURCE

Organization: Spaulding Youth Center

Address: P.O. Box 189
Tilton, NH 03276
286-3153

Contact Person: Ann Dell Duncan, PHD David F. Freschi
Certified Clinical Psychologist Outreach Developer

Expertise: Evaluation and diagnostic services - consultations
and workshops

Program Area: Juvenile diversion and corrections

Availability: 9:00 a.m. to 5:00 p.m. Mon. - Fri. with alternate
Saturday hours

Cost: See fee schedule in resource file

T.A. RESOURCE

Organization: Standards and Goals

Address: G.A.A. Plaza
169 Manchester Street
Concord, NH 03301
271-2227

Contact Person: Thomas McGrevey

Expertise: Established ultimate goals and step-by-step standards to achieve the goals for the New Hampshire Criminal Justice System in five primary areas:

1. Community Crime Prevention
2. Corrections
3. Information Systems
4. Juvenile Justice
5. Police

Availability: 8:30 - 5:00 Monday - Friday

Cost: None

T.A. RESOURCE

Organization: State Fire Marshall
State Board of Fire Control

Address: Capitol Shopping Center
Concord, NH 03301
271-3336

Contact Person: Ray Dewhurst

Expertise: Approve or disapprove fire safety regulation for
state agencies; responsible for supervising and
enforcing all fire safety laws and explosives
including fire alarms, fire escapes, exits, etc.

Program Area: All areas

Availability: 8:30 - 5:00 Monday - Friday

Cost: None

T. A. RESOURCE

Organization: Statistical Analysis Center
Governor's Commission on Crime and Delinquency

Address: G.A.A. Plaza, Building #3
169 Manchester Street
Concord, New Hampshire
Telephone: 271-2678

Contact Person: Roger Hall, Director

Expertise:

1. Oversee and coordinate N. H. criminal justice information system
2. Analyze and publish criminal justice data.
3. Specify data elements and data acquisition procedures for the Comprehensive Data Systems Program.
4. Develop quality control procedures for the Uniform Crime Reporting program, the offender-based transactional statistics/computerized criminal history program, and the management and administrative statistics program.
5. Develop a management and administrative statistics program.
6. Coordinate technical assistance for the Comprehensive Data Systems program.
7. Provide criminal justice data to the U. S. Department of Justice, Law Enforcement Assistance Administration, as required.

Program Area: All areas of criminal justice field

Availability: 8:30 A.M. - 5:00 P.M. - Monday through Friday

Cost: None

Past Performance: "N. H. Crime Analysis 1973-74", "1974-75", "New Hampshire Manual of Procedure for Criminal Investigation Reports"

Limitation:

T.A. RESOURCE

Organization: Strafford County Attorney

Address: County Farm Road
Dover, NH
749-2808

Contact Person: Hamilton R. Krans, Jr.

Expertise: Prosecution - Office Management, File Control,
Trial Techniques, and Personnel Management

Program Area: Courts

Availability: With notice - available for one week at a time

Cost: \$100 per day and expenses

Past Performance: Seven years practice in N.H.
One year assistant city attorney
Two years Strafford County attorney
Graduate of "Management in the Prosecutor's Office"
1976 (NCDA)
Seminar on Evidence (1975)

T.A. RESOURCE

Individual: Robert W. Sturke, P.H.D.

Address: Forensic Unit
New Hampshire Hospital
105 Pleasant Street
Concord, NH 03301
224-6531 Ext. 588

Expertise: Forensic/Correctional Psychology, Clinical Psychology,
Mental Health Law, Alcoholism Research, Criminal
Behavior, Agression, Dangerousness

Program Area: Prevention, Diversion, Corrections

Availability: By prior arrangement

Cost: \$150/per day
\$ 35/per hour

Past Performance: Numerous lectures and presentations within N.H.
Hospital in the community and at various colleges
and universities throughout the Northeast

T.A. RESOURCE

Organization: U.N.H. Psychology Department

Address: Conant Hall
University of N.H.
Durham, NH 03824
603/862-2360

Contact Person: Terrence Wapshall
Edgar Allan Lind, Jr.
Stephen J. Weber

Expertise: Social Psychology, Research and Analysis

Program Area: All areas

Availability: Time available basis

Cost: By arrangement

T.A RESOURCE

Individual: Alan B. Urquhart - (Deputy) Ass. Director State Probation

Address: NH State Dept. of Probation
11 Depot Street
Concord, NH 03301
271-2318

Expertise: Juvenile justice--all areas of probation

Program Area: Juvenile corrections and diversion

Availability: Limited by professional duties, but interested in doing lectures, seminars and workshops.

Cost: None except perhaps expenses

T.A. RESOURCE

Individual: Dr. James Wells

Address: Greater Concord Mental Health
5 Market Lane
Concord, NH 03301
228-1551

Expertise: Psychology consultant services and training programs
Interested particularly in crisis intervention, suicide
prevention, and handling emotionally disturbed offenders

Program Area: Police, corrections

Availability: Time available basis

Cost: Fee schedule - \$30 per hour or \$135 per day

Past Performance: Has taught courses for police standards and training
council and correctional officers. Has worked with
mentally ill offenders at the prison on a special
discretionary grant from LEAA

T. A. RESOURCE

Organization: Youth Services Project
Central New Hampshire Community Mental Health
Services, Inc.

Address: 5 Market Lane
Concord, New Hampshire 03301
Telephone: 228-1551

Contact Person: Wendy Zinman, ACSW

Expertise: Juvenile Court Diversion Program (see attached
guidelines), evaluation and treatment of juveniles -
individual, family and group therapy, consultation
and education in issues of adolescents, outreach
programs, consultant services of two psychologists,
psychiatrist, social worker, child and family
counselor, and two youth outreach workers

Program Area: Juvenile Diversion

Availability: Time available basis

Cost: \$30 \$30 per hour maximum - sliding fee schedule
Psychological testing - set fee

Past Performance: Consulting and speaking engagements at Concord
public schools, consult with other community
agencies, probation and juvenile police officers

Limitation:

APPENDIX A

TA PLAN DOCUMENTS

EXHIBIT 1	DEFINITION OF TA
EXHIBIT 2	TA INSTRUCTIONS IN GRANT APPLICATIONS AND CONDITIONS
EXHIBIT 3	TA REQUEST FORM
EXHIBIT 4	PRIORITY RATING WORK SHEET
EXHIBIT 5	ACTION AGENDA FORM
EXHIBIT 6	TA STATEMENT OF WORK
EXHIBIT 7	RECIPIENT'S EVALUATION OF TA



EXHIBIT 1

DEFINITION

TECHNICAL ASSISTANCE

1. Technical assistance activities shall be defined to include on-site consultation of long and short duration, training (i.e., seminars, lectures, conferences, etc.), and technology transfer through publications and other information.
2. It is the provision of assistance through advice, expertise, and knowledge - technical as opposed to financial aid.
3. For purposes of this instruction technical assistance shall be defined to include those techniques or activities directed toward assisting state and local operating agencies in developing, implementing, and/or providing comprehensive planning and management techniques; in identifying the most effective techniques for controlling specific crime problems; in implementing new programs and techniques for the improvement of the criminal justice system; and in assisting citizens and other groups in developing projects to participate in crime reduction and criminal justice improvements. Therefore, for purposes of this instruction, technical assistance is grounded on the problems and needs of state and local operating agencies and is focused on improving the capabilities of the Governor's Commission on Crime and Delinquency to deliver directly or provide for the delivery of technical assistance or services to state and local operating agencies responsive to their problems and needs.
4. It is product-oriented, with specific expectation of the nature of the product, (whether a report, training seminars, revised systems, new procedures as manuals, etc.) and is not primarily a listening or therapy session.
5. It is intended to effect skills transfer, so that the recipient is better able to deal with a similar problem the next time it occurs. Therefore, technical assistance should be something to be done "with" the recipient, rather than "to" him, involving the active participation of the recipient.
6. It is not evaluation. If the SPA* wants to evaluate a sub-grantee, it should do so directly, rather than disguise the evaluation as "help for the project".
7. It includes both proactive (or planned in advance) and reactive (or ad hoc and crisis responsive) activities.
8. It involves both providers of assistance (sometimes from the SPA, sometimes from elsewhere), and resource managers who put together the parties with a need and those with expertise. (Resource managers are very likely to be from the spa.)
9. Finally, technical assistance - far from being one specific type of aid - can take many forms depending upon its operational purpose, its client, the sources from which it might come, the specific activities involved, its duration and the event which triggers the rendering of technical assistance. All of these elements of technical assistance require explicit choices among alternatives. Choices are made which will best effect the transfer of the necessary skills and knowledge to the recipient.

* SPA - State Planning Agency, Governor's Commission on Crime and Delinquency

EXHIBIT 2

SUGGESTED INSTRUCTIONS IN THE GRANT APPLICATIONS AND
THE CONDITIONS REQUIRING APPLICANTS TO IDENTIFY TA NEEDS

The SPA has found that often during the life of a project, there is a need for relatively short-term technical assistance from people familiar with the project. In order to anticipate these needs, the applicant is asked to indicate below any problems or needs which he or she anticipates in planning, implementing, or operating the project which might be overcome with the help of expert assistance. For each problem or need identified, the applicant should specify the nature of the problem, the kind of assistance required, the skills or expertise sought in solving the problem, the amount of expert assistance needed (in total man-days), where the assistance is needed, and who might be able to provide the assistance.

The applicant is urged to give careful thought in identifying needs for technical assistance so that the SPA can plan for such assistance in its annual budget.

1. Name of Recipient Organization
2. Problem to be Addressed:
3. Type of Assistance Needed: (e.g., training, publications, studies, conferences, on-site consultation, etc.)
4. Skills and expertise needed:
5. No. of TA Man-Days Required: _____ 6. Date When Assistance is Needed: _____
7. With Whom Should This Assistance be Coordinated:
8. Expected Products, Results, and Impact of TA:
9. Who Do You Recommend to Provide the Assistance?

EXHIBIT 3

TECHNICAL ASSISTANCE REQUEST

Please use this form to provide the following information about each of the technical assistance needs you have identified.

1. Name of Recipient Organization:
2. Problem to be Addressed:
3. Type of Assistance Needed: (e.g., training, publications, studies, conferences, on-site consultation, etc.)
4. Skills and expertise needed:
5. No. of TA Man-Days Required: _____ 6. Date When Assistance Is Needed: _____
7. With Whom Should This Assistance be Coordinated?
8. Expected Products, Results, and Impact of TA:
9. Who Do You Recommend to Provide the Assistance?
10. Your Agency Contact for Technical Assistance:
Name: _____
Address: _____

Phone No.: () _____

EXHIBIT 6

TA STATEMENT OF WORK

RECIPIENT NAME:
ADDRESS:
PHONE NUMBER:

CONTACT PERSON
FOR TA:
PHONE NUMBER:

TA Needs:

TA Mode:

Estimated Magnitude:

EXHIBIT 7

RECIPIENT'S EVALUATION OF TA

RECIPIENT'S NAME: _____ DATE: _____

ADDRESS: _____

NAME OF INDIVIDUAL COMPLETING FORM: _____

TITLE: _____

1. WHO PROVIDED YOU WITH TA?

NAME: _____

ORGANIZATION: _____

DATES OF TA: _____

NATURE OF TA (Training, On-site Assistance, etc.):

2. WHAT WERE THE OBJECTIVES OF THE TA?

a)

b)

c)

d)

3. DID THE TA PROVIDER MEET THESE OBJECTIVES?

YES ()

NO ()

EXPLAIN:

4. WERE THE OBJECTIVES RELATED TO YOUR NEEDS AND/OR PROBLEMS?

YES ()

NO ()

EXPLAIN:

5. HAS YOUR ORGANIZATION'S PERFORMANCE IMPROVED AS A RESULT OF THE TA?

YES ()

NO ()

EXPLAIN:

6. WHAT WOULD HAVE IMPROVED THE TA?

APPENDIX B

LEGISLATIVE AND POLICY BASIS FOR TA

EXHIBIT 1	LEGISLATIVE BASIS FOR TA
EXHIBIT 2	LEAA POLICY BASIS FOR TA PROJECT
EXHIBIT 3	LEAA POLICY BASIS FOR SAC TA RESPONSIBILITIES
EXHIBIT 4	SPA PLANNING GRANT BASIS FOR TA RESPONSIBILITIES

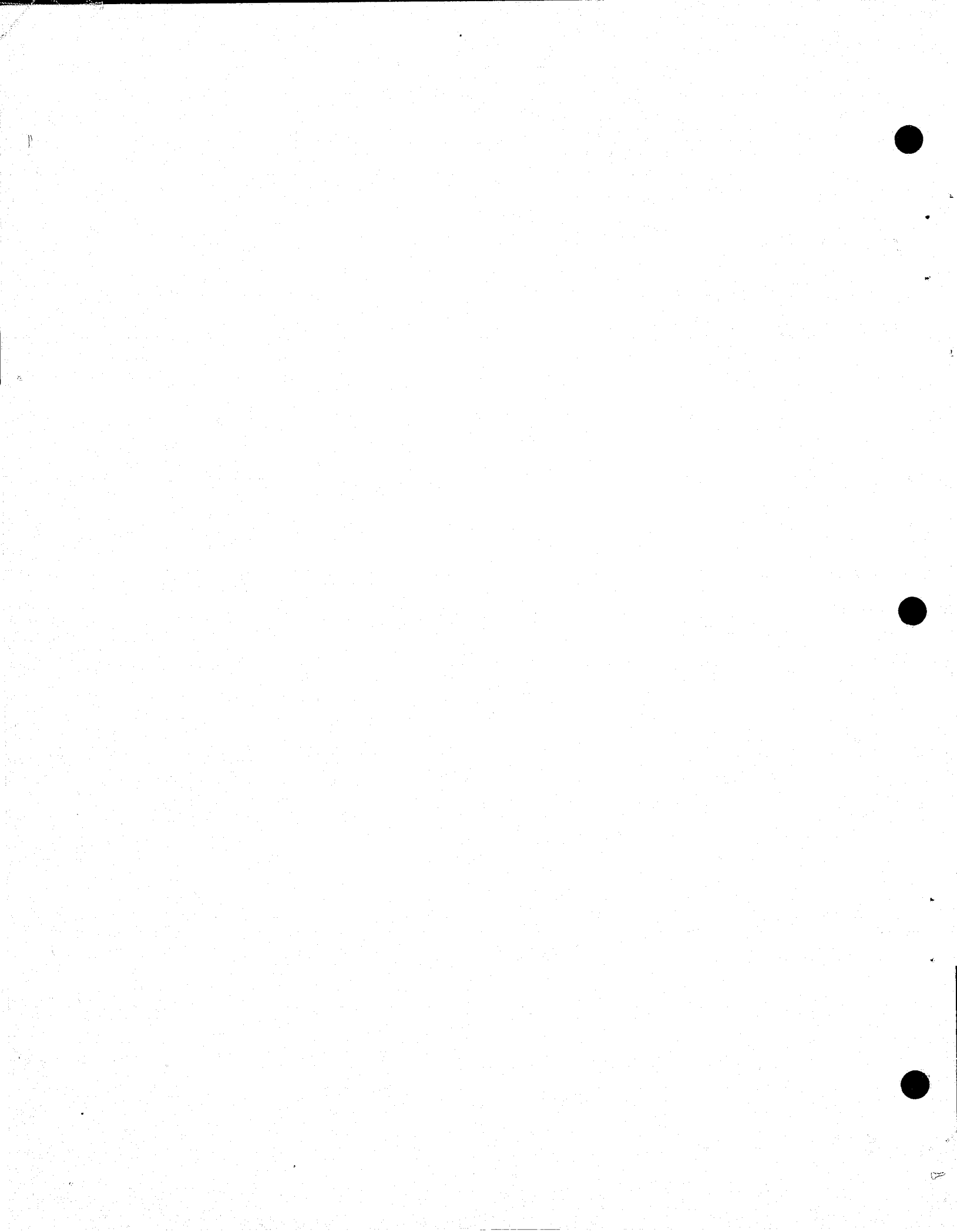


EXHIBIT 1

LEGISLATIVE BASIS FOR TECHNICAL ASSISTANCE

Omnibus Crime Control and Safe Streets Act of 1973

Section 303(a) (10)

". . . each State must demonstrate a willingness to contribute technical assistance or services for programs contemplated by the plan and by the units of general local government."

Section 515

"The administration is authorized to render technical assistance . . ."

Juvenile Justice and Delinquency Prevention Act of 1974

Section 102(a) (2)

(It is the purpose of this Act) "to provide technical assistance to public and private agencies, institutions, and individuals in developing and implementing juvenile delinquency programs;"

Section 204(b) (7)

(The Administration shall) "provide technical assistance to Federal, State, and local governments, courts, public and private agencies, institutions, and individuals in the planning, establishment, funding, operation, or evaluation of juvenile delinquency programs.

Section 223(a)

"In order to receive formula grants under this part, a State shall submit a plan for carrying out its purposes consistent with the provision of section 303(a), . . . (10) . . . of Title I of the Omnibus Crime Control and Safe Streets Act of 1968."

EXHIBIT 2

LEAA POLICY BASIS FOR TECHNICAL ASSISTANCE

The State Planning Agency Guideline Manual, (M4100.1E for FY77) addresses SPA responsibilities in paragraph 46, for the planning grant application, and in paragraph 83, for the Comprehensive Plan itself. It is there that the basic requirements are set out for development of a technical assistance strategy:

- a. Identification of needs for technical assistance
- b. Setting priorities within those needs
- c. Identification of resources
- d. Matching of needs and resources
- e. Establishment of an action agenda
- f. Specification of needs for which no resources have been identified (for RO attention), and
- g. Description of the delivery system through which technical assistance will flow.

The states have the initial responsibility for developing TA plans both to assure attention to real and "grass-roots" needs, and to allow explicit and close coordination with the Comprehensive Plan.

EXHIBIT 3

LEAA POLICY BASIS FOR SAC TA RESPONSIBILITIES

Guideline Manual for Statistical Analysis Center
M6640.1, Paragraph 45

TECHNICAL ASSISTANCE. The purpose of this task is to provide and/or coordinate professional and technical assistance services for the development and implementation of the Comprehensive Data System. Few, if any states or localities, will possess all of the professional and technical skills to develop and implement the CDS. Therefore, the SAC may be responsible for providing technical assistance to state and local government agencies and to other CDS components for selective services. In most cases, the technical assistance capability should be programmed into the appropriate CDS component grant application, i.e., OBTS/CCH, UCR. Resources such as SAC staff, consultants, firms, and skilled individuals in other state agencies should be utilized to render the required services.

- a. Technical assistance services, as they relate to the CDS program, should be provided in the following areas:
 - (1) Statistical services/methodologies
 - (2) Automated data processing technology
 - (3) Telecommunications
 - (4) Criminal Information Systems
 - (5) Criminal Identification Systems
 - (6) Privacy and Security Issues
 - (7) Relationships between other CDS components
- b. The Statistical Analysis Center may be responsible for the actual allocation of technical assistance funds.
- c. The Statistical Analysis Center, if it assumes a TA function, shall provide an adequate description of:
 - (1) The method to be used to advertise the availability of technical assistance services to user agencies and to determine priorities as to what services and which agencies will receive technical assistance
 - (2) The procedures to be followed by the requesting agencies to indicate their concurrence in the proposed consultant, firm, or individual
 - (3) The procedures to be followed by the requesting or recipient agencies to indicate their evaluative comments regarding the technical assistance received
 - (4) The procedures to be followed to ensure the most economical use of technical assistance services to avoid duplication of services or incompatible system design
- d. Technical assistance services are to be used only for short-term (up to 20 working days) periods in any individual agency. These funds are not to be used to provide expertise to agencies on a continuing basis for work required in support of their normal system development activities.

EXHIBIT 4

PLANNING GRANT BASIS FOR TECHNICAL ASSISTANCE RESPONSIBILITIES

Governor's Commission on Crime and Delinquency Full Planning
Grant Application, Fiscal Year 1976

Page 42, Paragraph 4

The Director ". . . is responsible to oversee, advise, coordinate funding, and give technical assistance in planning to all state agencies in or relating to the state criminal justice system."

Page 43, Paragraphs 5,7

Directors implementing tasks ". . . supervision of technical assistance and other staff field efforts." ". . . determination of staff duty assignments."

Page 45, Paragraphs 5,7

The Deputy Director for Planning and Program Development ". . . with the Police Standards and Training Council, the principle role is assisting in the development of police training programs." ". . . to provide technical assistance to other staff members and planner coordinators as required."

Page 46, Paragraph 1

". . . when possible involvement in the monitoring process of on-going police programs."

Page 47, Paragraph 3

The Deputy Director for Grants Management shall "ensure complete fiscal and programmatic harmony."

Page 49, Paragraph 8

The Fiscal Office shall ". . . provide subgrantees with technical assistance."

Page 89, Paragraph 1

The Entire Staff of the Governor's Commission on Crime and Delinquency shall ". . . provide technical assistance to state and local agencies whenever and wherever needed."

Page 90, Paragraphs 2, 3

". . . arrange for technical assistance that may be needed from outside the state."

APPENDIX C

TA PROJECT DOCUMENTS

EXHIBIT 1	PROJECT PERSONNEL
EXHIBIT 2	RESOURCE INTERVIEWS
EXHIBIT 3	SURVEY RECIPIENTS
EXHIBIT 4	SURVEYS RETURNED
EXHIBIT 5	SAMPLE SURVEY

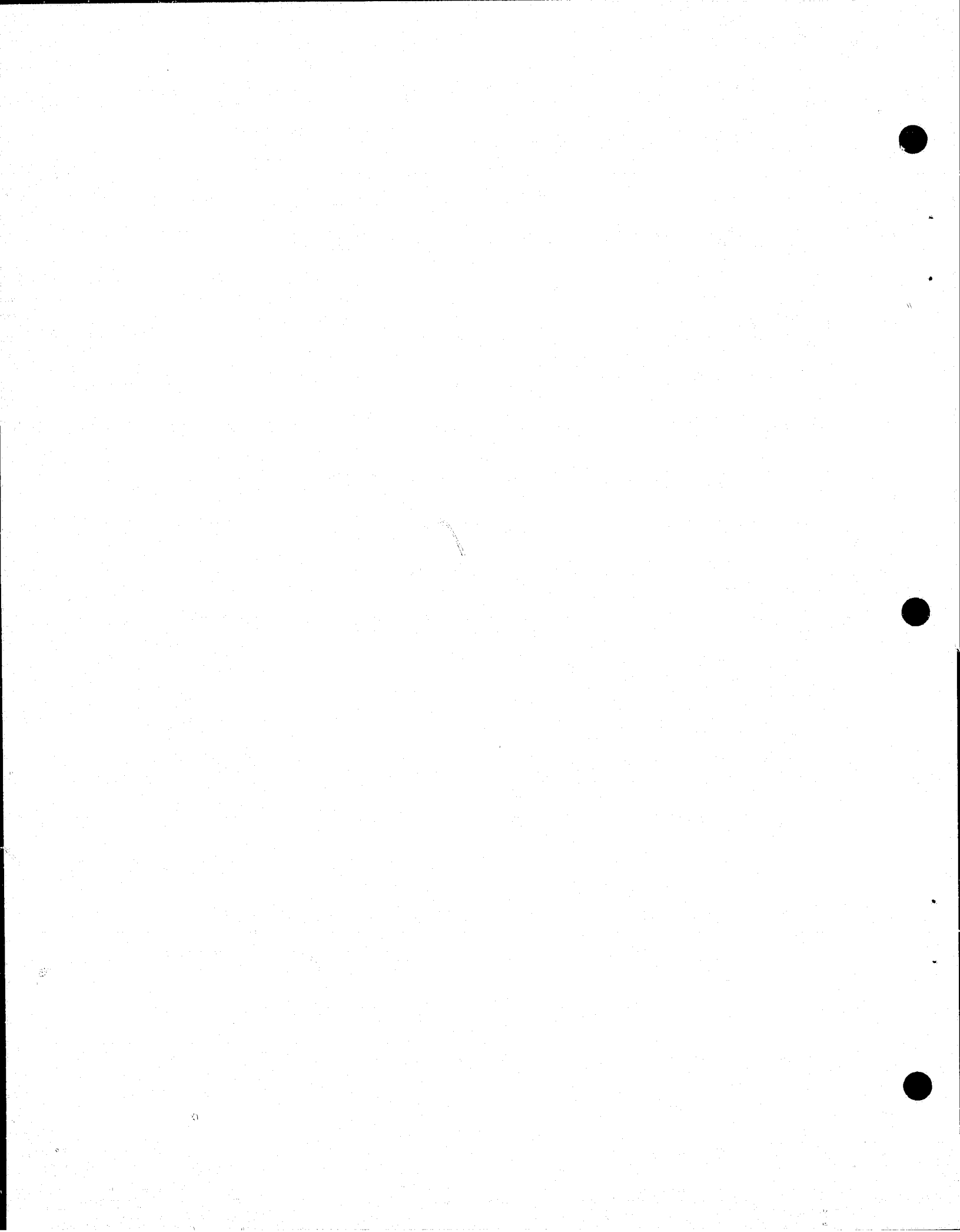


EXHIBIT 1

TA PROJECT PERSONNEL

GCCD STAFF PROJECT DIRECTOR: Mr. William Golding
Chief Criminal Justice Planner

CONSULTANTS: Ms. Teresa M. Butkus
TA Researcher

Mr. Tyson A. Miller
TA Procedures Writer

EXHIBIT 2

RESOURCE INTERVIEWS

November 17	Sam Hayes, Secretary	Administrative Committee on District and Municipal Courts
November 29	William Bibber	Crime Prevention Unit Dept. of Safety.
November 30	Don Parrish	Shea Farm
November 30	Jesse Trow	N.H. Program on Alcohol and Drug Abuse
December 1	Fred Jarvis	Center for Constructive Change
December 2	Bob Johnson	N.H. Board of Parole
December 3	John Andrews	N.H. Municipal Association
December 6	Dr. Michael Morello	Youth Development Center
December 6	Arthur Kehas	Police Standards and Training Council
December 7	Craig Sandler	N.H. Chiefs of Police Association
December 8	Raymond Helgemoe	N.H. State Prison
December 9	Robert Stein	N.H. Legal Aid
December 10	Robert Sturke	N.H. Hospital
December 11	Parker Hancock and Staff	New England Correctional Coordinating Council
December 15	Fred Johnson	County Corrections Coordinator
December 16	Jack Fortier and Staff	Exeter Group Home
December 16	Kathy Kelley	Dover Youth Resources
December 22	Father George Sirois Jack Oleksiah	Nashua New Leaf
December 22	Peter Howatt	Nashua Probation
December 28	Colonel Paul Doyon	N.H. State Police
December 30	David Sandburg	Odyssey House
January 3	Rich Maxson	Friends Program, Inc.

Personal Interviews

January 4	Thomas Hammond	St. Anselm's Criminal Justice Program
January 13	Andre Marcoux	Manchester Police Department Crime Prevention Unit
January 13	Captain Ken Murby	Manchester Juvenile Officer
January 17	George Tice	Coordinator on Drug Abuse
January 18	Sgt. Fred Robinson	Nashua Police Department Crime Prevention Officer
January 19	Peter Wilkes and Staff	Correctional Organizational Study (COSDOC)

EXHIBIT 3

SURVEY RECIPIENTS

Total 392

Systems

4 Regional Planning Council Chairmen
1 Commission on Children and Youth
5

Prevention

1 Dept. of Safety
1 Dept. of Education
1 Commission on Status of Women
2 Crime Prevention Officers
5

Police

232 Local Chiefs
12 Sheriffs
1 State Police
1 Police Standards and Training Council
1 Municipal Association
1 Chief of Police Association
248

Adjudication

41 District
17 Municipal
10 Superior
1 Supreme
10 County Attorneys
2 Legal Association
2 Public Defenders
1 Attorney General
84

Diversion

18 Youth Agencies
4 State Agencies
22

Corrections

1 County Corrections Coordinator
11 House of Corrections
12 Probation
1 Parole
1 Youth Development Center
1 Halfway House
1 Correctional Coordinating Council
28

EXHIBIT 4

SURVEYS RETURNED

<u>Program Areas</u>	<u>Sent Out</u>	<u>Returned</u>	<u>%</u>
Systems	5	0	0
Prevention	5	4	80
Police and Sheriffs	248	78	31.5
Adjudication	84	16	19.1
Diversion	22	9	40.9
Corrections	<u>28</u>	<u>9</u>	<u>32.1</u>
Total	392	116	29.6



EXHIBIT 5

GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY
TECHNICAL ASSISTANCE
NEEDS AND RESOURCES SURVEY

Respondent's Name: _____

Respondent's Title: _____

Respondent's Telephone Number: _____

Organization Name: _____

Address: _____

Number of employees in organization or grant project: _____ full-time _____ part-time

INSTRUCTIONS:

Part I: The following is a list of possible Technical Assistance needs. If your organization or grant project is experiencing a need for Technical Assistance in any of these areas, please so indicate by checking the appropriate line to the right of the need description. Please rank the more urgent and critical needs highest on a scale of 1 to 4 with 4 being the most urgently essential.

If you feel that you or someone in your organization has sufficient expertise to act occasionally as a paid or volunteer consultant for solving a particular need, or if you could suggest anyone outside your organization who could provide Technical Assistance for a particular need, please so indicate by checking the line to the left of the needs description.

Please do not feel limited by this "shopping list" of Technical Assistance needs. If this exercise brings to mind any additional needs (or resources) your organization may have, please so indicate by writing them in at the end of Part A.

Part II: Section A Technical Assistance Needs Description

Please use this form to provide additional information on those needs you consider "essential" (3) or "essential and urgent" (4).

Section B Technical Assistance Resource Questionnaire

This part will help us in our search for Technical Assistance resources within the state. Please do not eliminate any possible resources because of lack of available time. Describe this limitation, or any other, in question 4 limitations.

PART I - Technical Assistance Needs List

Check line to left if you know of a technical assistance provider for a particular need.

Check appropriate line to right if your organization or grant project has a need for technical assistance services in a particular area. Indicate greater need by checking line with a larger number (i.e., line 4 indicates a greater need than line 1). No check indicates no need.

Write in any additional needs at end of Part A.

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TA Resource

GENERAL NEEDS

A. Needs Related To LEAA Grants

	1-Helpful	2-Important	3-Essential	4-Essential & Urgent
1. Assistance in preparation of grant application and grant writing	1	2	3	4
2. Assistance in fiscal management (grant accounting)	1	2	3	4
3. Notification of what is expected of subgrantee by SPA	1	2	3	4
4. Assistance in evaluation of project and progress reports, objectives and goal attainment	1	2	3	4
5. How to close a grant	1	2	3	4
6. Developing planning strategy (project organization)	1	2	3	4
7. Making contractual agreements between subgrantee and consultants	1	2	3	4
8. Familiarity with the state's Comprehensive Plan and areas of funding opportunity	1	2	3	4
9. Governor's Commission on Crime and Delinquency orientation	1	2	3	4
10. Need for administrative procedures manual for grant management	1	2	3	4
11. Need for fiscal procedures manual for grant management	1	2	3	4
12. Assistance in development of new projects, background statistics and supportive data	1	2	3	4

B. Training Needs

1. Aid in curriculum development, locating facilities, selecting instructors and lecturers in various fields	1	2	3	4
2. Organizing workshops, conferences and seminars	1	2	3	4
3. Setting priorities for training	1	2	3	4
4. Knowledge of LEAA guidelines for instructors	1	2	3	4
5. Administrative and managerial skills	1	2	3	4
6. Professional staff training	1	2	3	4
7. Training in crime prevention	1	2	3	4
8. Preventing instructor absenteeism	1	2	3	4
9. Selection of recruits for training programs	1	2	3	4
10. Developing criminal justice curricula for schools	1	2	3	4
11. Juvenile personnel training (within and outside of criminal justice field)	1	2	3	4
12. Improvement of in-service training programs	1	2	3	4

C. Public Information and Awareness Needs

- | | 1-
Helpful | 2-
Important | 3-
Essential | 4-
Essential
& Urgent |
|--|---------------|-----------------|-----------------|-----------------------------|
| 1. Knowledge and use of public information methods such as air and print media | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 2. Techniques of improving public image | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 3. Preparing and writing news releases, newsletters, and brochures | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 4. Listing of media contacts (TV station managers, radio producers, newspaper reporters, etc.) | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 5. Assistance in setting up speakers bureaus | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |

D. Community Relations Needs

- | | | | | |
|--|---------------|---------------|---------------|---------------|
| 1. Resolving conflicts with other agencies | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 2. Resolving difficulties in liaison and rapport with primary agencies | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 3. Developing good community relations | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 4. Locating local funding sources for continuation of grant projects | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 5. Analyzing community needs | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 6. Developing standard procedures for referrals | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 7. Coordinating and indexing of community services | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |

E. Manpower Needs

- | | | | | |
|--|---------------|---------------|---------------|---------------|
| 1. Recruitment and selection of qualified individuals | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 2. Staffing and scheduling of manpower (deployment alternatives) | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 3. Methods of rotating assignments | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 4. Resolving personnel turbulence and high turnover | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 5. Job descriptions - meeting state requirements | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 6. Writing comprehensive examinations | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 7. Evaluating performance of employees | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 8. Methods of recruitment of volunteers | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 9. Understanding affirmative action in hiring and promotion (Equal Employment Opportunity Act) | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 10. Developing objective promotion procedures and career ladders | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 11. Developing motivating reward system | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 12. Improving union-management cooperation | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 13. Improving negotiating skills and procedures | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 14. Developing internal investigation procedures | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |

F. Programmatic Needs

- | | | | | |
|--|---------------|---------------|---------------|---------------|
| 1. Developing alternative educational and treatment programs | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 2. Obtaining educational consultant services | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 3. Training in diagnostic and testing skills and methods of intervention | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 4. Developing rehabilitative and supportive services | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 5. Developing medical and dental services | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |
| 6. Employment placement of clients and follow-up | 1 <u> </u> | 2 <u> </u> | 3 <u> </u> | 4 <u> </u> |

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TA Resource

F. Programmatic Needs (continued)

1-Helpful
2-Important
3-Essential
4-Essential & Urgent

- ___ 7. Obtaining consultant services of psychologist and psychiatrist 1 ___ 2 ___ 3 ___ 4 ___
- ___ 8. Control and treatment of alcohol and drug abuse 1 ___ 2 ___ 3 ___ 4 ___
- ___ 9. Establishing vocational training programs 1 ___ 2 ___ 3 ___ 4 ___
- ___ 10. Bid procedures 1 ___ 2 ___ 3 ___ 4 ___
- ___ 11. Writing policy and procedures manual 1 ___ 2 ___ 3 ___ 4 ___
- ___ 12. Techniques of analyzing present systems and recommending changes (updating of systems) 1 ___ 2 ___ 3 ___ 4 ___
- ___ 13. Advise and consultation on methods of research and preparation of supporting data to draft new legislation 1 ___ 2 ___ 3 ___ 4 ___

G. Statistical and Record-Keeping Needs

- ___ 1. Form development techniques 1 ___ 2 ___ 3 ___ 4 ___
- ___ 2. Record-keeping skills 1 ___ 2 ___ 3 ___ 4 ___
- ___ 3. Revise/develop audit trails 1 ___ 2 ___ 3 ___ 4 ___
- ___ 4. Increased utilization/knowledge of budgeting techniques and practices 1 ___ 2 ___ 3 ___ 4 ___
- ___ 5. Revise/develop cross-indexing system 1 ___ 2 ___ 3 ___ 4 ___
- ___ 6. Revise/design internal communications and paper flow systems 1 ___ 2 ___ 3 ___ 4 ___
- ___ 7. Revise/develop uniform administrative practices in legal systems 1 ___ 2 ___ 3 ___ 4 ___
- ___ 8. Revise/develop employee time and attendance records 1 ___ 2 ___ 3 ___ 4 ___
- ___ 9. Revise/develop system for destruction of records - policy concerning freedom and information act 1 ___ 2 ___ 3 ___ 4 ___
- ___ 10. Use of statistical analysis data 1 ___ 2 ___ 3 ___ 4 ___
- ___ 11. Identification of suppressible crimes in a geographic area 1 ___ 2 ___ 3 ___ 4 ___
- ___ 12. Compiling and gathering data (data collection methods) 1 ___ 2 ___ 3 ___ 4 ___
- ___ 13. Measurement of New Hampshire recidivism rates in law enforcement, judiciary, and corrections 1 ___ 2 ___ 3 ___ 4 ___

H. Equipment, Building and Construction Needs

Advice in purchase and selection of:

- ___ 1. Crime lab equipment 1 ___ 2 ___ 3 ___ 4 ___
- ___ 2. Communication equipment 1 ___ 2 ___ 3 ___ 4 ___
- ___ 3. Computer systems 1 ___ 2 ___ 3 ___ 4 ___
- ___ 4. Technical/evidence gathering equipment 1 ___ 2 ___ 3 ___ 4 ___
- ___ 5. Court recording equipment 1 ___ 2 ___ 3 ___ 4 ___
- ___ 6. Micro-fische equipment 1 ___ 2 ___ 3 ___ 4 ___
- ___ 7. Furnishings 1 ___ 2 ___ 3 ___ 4 ___
- ___ 8. Closed circuit TV and intercom systems 1 ___ 2 ___ 3 ___ 4 ___
- ___ 9. Correctional security equipment 1 ___ 2 ___ 3 ___ 4 ___
- ___ 10. Understanding and meeting safety requirements and regulations (OSHA) 1 ___ 2 ___ 3 ___ 4 ___

H. Equipment, Building and Construction Needs (continued)

	1-Helpful	2-Important	3-Essential	4-Essential & Urgent
11. State level advisor for building of criminal justice facilities (renovation, refurbishing, layout and design)	1	2	3	4
12. Site location search and acquisition	1	2	3	4
13. Methods of assessing needs and requirements for environmental impact study regulations	1	2	3	4
14. Purchase guide appraising merit and quality of equipment currently available on the market	1	2	3	4
15. Locating sources of funding for equipment needs	1	2	3	4
16. Space needs and utilization study (space efficiency)	1	2	3	4
17. Recommendations for future equipment purchases	1	2	3	4

I. Publication Needs

1. Bibliography of criminal justice educational materials (books, pamphlets, films, tapes, etc.)	1	2	3	4
2. Current copy of Governor's Commission on Crime and Delinquency Comprehensive Plan	1	2	3	4
3. Need for local New Hampshire criminal justice newsletter (current events, recent grant awards, announcements, etc.)	1	2	3	4
4. Need for centralized state criminal justice library available to all agencies through local library delivery system	1	2	3	4
5. Need for national LEAA newsletter	1	2	3	4
6. Knowledge of availability of LEAA publications	1	2	3	4
7. Set of New Hampshire Revised Statutes Annotated	1	2	3	4
8. N.H. Crime Analysis Statistical Report 1973-75	1	2	3	4
9. Bibliography of other Statistical Analysis Center publications	1	2	3	4

SPECIALIZED NEEDS

J. Courts

1. Developing educational programs for district and municipal clerks	1	2	3	4
2. Listing of diagnostic, diversion, and alternative placements for juvenile offenders	1	2	3	4
3. Methods of juror selection and utilization	1	2	3	4
4. Methods of effective calendaring and docket control	1	2	3	4
5. Judicial and legal continuing education	1	2	3	4
6. Prosecution and defense training	1	2	3	4
7. Statistical profile of misdemeanants and felons in superior and district courts	1	2	3	4
8. Measurements of criminal recidivism in New Hampshire court system	1	2	3	4
9. Analysis of court procedures and systems	1	2	3	4

K. Corrections

1. Intake, classification and placement services	1	2	3	4
2. Developing a multi-county female offender facility	1	2	3	4
3. Writing a comprehensive examination for training courses for Prison correctional officers	1	2	3	4

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TA Resource

K. Corrections (continued)

- 4. Developing a uniform inspectional procedure for Houses of Correction
- 5. Planning major changes in county correctional facilities
- 6. County correctional officer training
- 7. Psychological training for correctional officers

1-Helpful	2-Important	3-Essential	4-Essential & Urgent
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4

L. Alternative Community Based Systems

- 1. Setting up community residential treatment facilities
- 2. Setting up a recreational center and social facilities
- 3. Parent and volunteer organization and utilization
- 4. Organization management - staffing, etc.
- 5. Meeting building, health, and capacity codes for licensing of facilities
- 6. Maintaining a reasonable number of residents
- 7. Determining length of stay
- 8. Setting up crisis homes for persons in need of supervision

1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4

M. Police

- 1. Resolution of dispatching problems
- 2. Management skills for police departments
- 3. Investigative techniques for police
- 4. Understanding safety regulations and OSHA requirements for police cruisers, facilities, etc.
- 5. Building communication systems
- 6. Police record-keeping skills
- 7. Computer application, hardware, software, interface with other agencies
- 8. Crowd handling techniques
- 9. Weapons training
- 10. Physical fitness development
- 11. Criteria for selection of police officers
- 12. Training in crime prevention techniques (alarm systems, locks, etc.)

1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4

Use this space to list any additional technical assistance needs (or resources) your organization may have. Use additional sheet if necessary.

	1	2	3	4
	1	2	3	4
	1	2	3	4
	1	2	3	4

PART II SECTION A

TECHNICAL ASSISTANCE NEEDS DESCRIPTION

Please use this form to provide additional information on those needs you consider "essential" (3) or "essential and urgent" (4).

1. Specific problem to be addressed: _____

2. What specific skills/knowledge/experience would you want the technical assistance provider to bring to this problem (e.g., forms development, union management mediation, systems development, etc.)?

3. In what format do you feel this technical assistance would be most beneficial to you (e.g., survey, conferences, workshop, field training, etc.)?

4. Please estimate the technical assistance man-hours that would be required.

5. When would the technical assistance be most useful to you in addressing this problem?
Within the next 3 months _____ 6 months _____ 12 months _____

6. Please describe the expected impact of the problem resolution on the organization/division:

7. Have you had technical assistance for this problem before?

Yes _____ No _____ If yes, please specify.

Type: _____ Source: _____

8. Did you feel the technical assistance was effective?

Yes _____ No _____ If no, why not? (specify)

9. Has the organization made any allowance in its budget for obtaining technical assistance?

Yes _____ No _____ If yes, to what level? (specify)

10. If technical assistance was available, would there be any constraints upon its use (e.g., political constraints, organizational, financial limitations, attitudinal, other....specify)?

PART II SECTION B

TECHNICAL ASSISTANCE RESOURCE QUESTIONNAIRE

This part will help us in our search for Technical Assistance resources within the state. Please do not eliminate any possible resources because of lack of available time. Describe this limitation, or any other, in question 4 limitations.

Resource Identification

1. Do you currently provide technical assistance to:

a) divisions within the organization Yes _____ No _____

b) other agencies Yes _____ No _____

2. Does the organization/division have the capability of being a provider of technical assistance?

Yes _____ No _____ If no, go to 5.

3. If yes, describe the technical assistance you can provide in terms of:

General Area (e.g., personnel)

Specific Expertise (e.g., evaluation)

Mode/Type (e.g., seminar)

Contact Person

4. With regard to the technical assistance available, please specify.

Availability: _____

Cost of Services (Man-day rate, expenses, etc.): _____

Limitations: _____

Past Experience: _____

5. Can you identify other potential technical assistance resources that would be appropriate for the criminal justice system?

Yes _____ No _____ If yes, please provide the following information:

Organization Name: _____

Address/Phone: _____

Contact Person: _____

Type of Expertise: _____

6. Do you have any objection to being listed as a technical assistance resource?

Yes _____ No _____ If yes, why?

7. PLEASE RATE THE TA IN THE FOLLOWING CATEGORIES:

	EXCELLENT	GOOD	FAIR	POOR
COORDINATION OF TA	()	()	()	()
APPROPRIATENESS OF TIMING	()	()	()	()
TA PROVIDER'S KNOWLEDGE AND SKILLS	()	()	()	()
TA PROVIDER'S ABILITY TO TRANSFER KNOWLEDGE AND SKILLS	()	()	()	()
RELEVANCE OF TA	()	()	()	()

8. DO YOU WANT FOLLOW-UP TA?

YES ()

NO ()

EXPLAIN:

9. PLEASE RATE THE TA OVERALL:

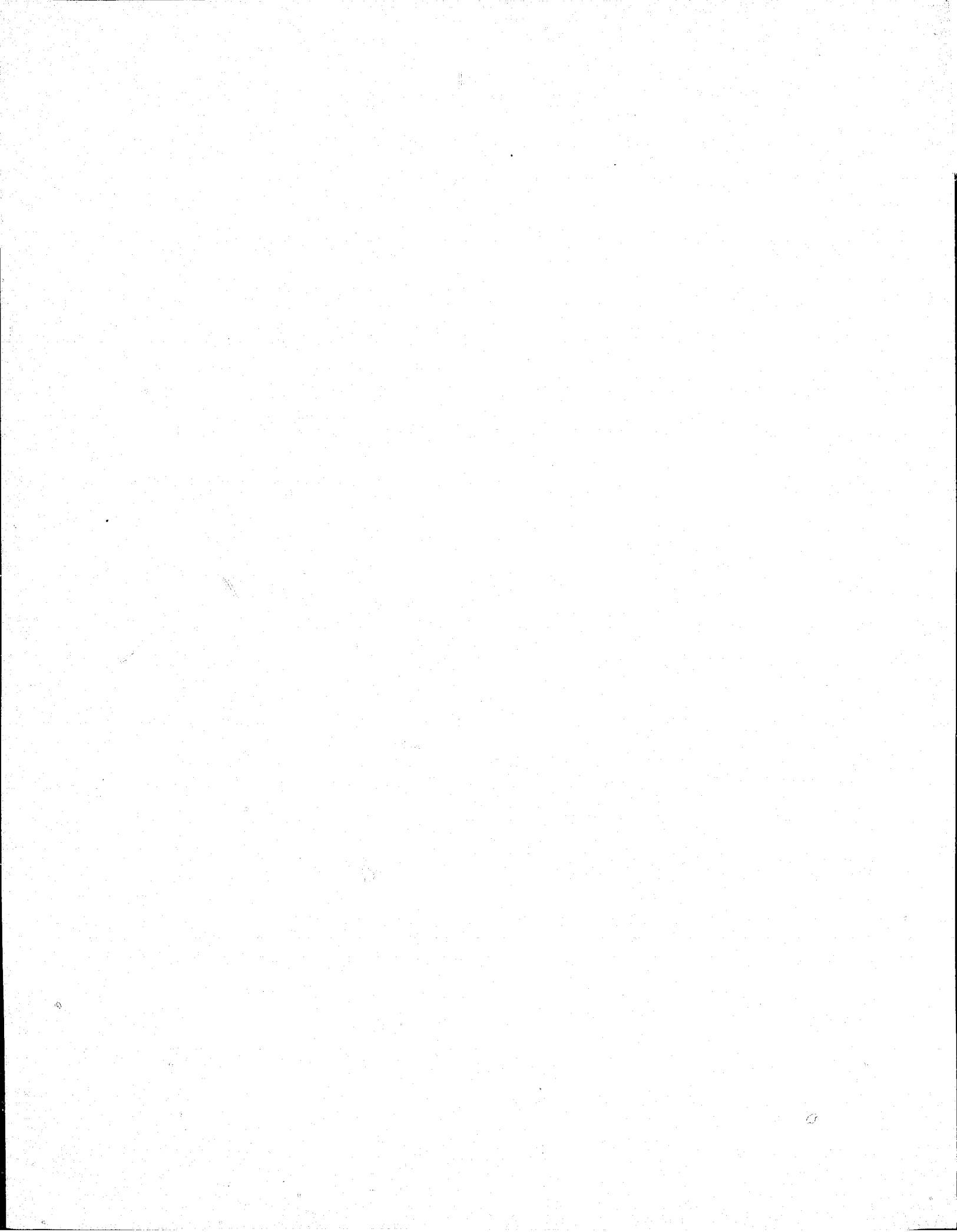
EXCELLENT ()

GOOD ()

FAIR ()

POOR ()

Signed _____



END