Resources for Indian Country Jails: Selected Bibliography from the NIC Information Center Collection

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About This Document: The Federal Partners

The National Institute of Corrections (NIC) developed this bibliography to assist Indian country correctional authorities that are participating in a federally-funded technical assistance project focusing on facility development. The project, known as NATAP (Native American Technical Assistance Project), is a joint undertaking of NIC and the Corrections Program Office of the U.S. Department of Justice, Office of Justice Programs. The purpose of the bibliography is to make available to these tribal authorities a variety of information about facility planning and related issues.

The bibliography lists selected materials from the NIC Information Center resource collection. They include planning guides, program descriptions, research documents, statistical sources, staff training materials, and other items. Items are grouped into seven sections: facility design, construction, and transition; alternatives to building; facility staffing; facility operations; inmate/offender programs; re-entry/transition to the community, and miscellaneous.

How to Access Materials

Contacting the NIC Information Center

Unless otherwise noted, all items can be requested from the NIC Information Center. An order form at the back of the bibliography (see pages 33-34) can be used to request copies of these documents. Complete the address information, select items, and mail or fax the order form to the NIC Information Center at the address or fax number given on the form. Readers are also welcome to call the NIC Information Center at 1-800-877-1461 to request copies of these documents. The telephone receptionist will be happy to help you. The NIC Information Center is open weekdays from 7:30 a.m. to 5:30 p.m., Mountain Time, except for federal holidays.

The documents you select will be mailed within 5 working days of your request. Overnight shipping via Federal Express is also available if needed. All NIC Information Center services are provided free of charge.

Availability of Materials

A few of the items listed in this bibliography cannot be provided to readers by the NIC Information Center because of copyright restrictions, but they can be downloaded from their sources’ web sites. These items have been included despite the copying restriction because of the value of their content. They are identified at the end of the sections in the bibliography where they occur, along with the URL for the document file or web site. Personnel without access to web-connected computers may be able to obtain these items by visiting area community colleges, libraries, or other agencies.
Additional Resources

Items listed in this bibliography are only a small portion of the resources available from the NIC Information Center. Its library contains more than 17,000 documents on a full range of corrections-related topics. Readers are welcome to contact the NIC Information Center for help in locating resources. Four reference staff assist practitioners and researchers from all over the country, and are available from 7:30 a.m. to 5:30 p.m., Mountain Time, Monday through Friday.

For assistance with jail and detention issues or programs, callers should speak with Ms. Sandy Schilling, Corrections Specialist, at 1-800-877-1461, ext. 716, e-mail schill@nicic.org. Sandy worked as a detention officer, patrol lieutenant, and jail administrator in Larimer County, Colorado, for 16 years before joining the staff of the NIC Information Center in 1996. For assistance with resources for staff training, callers should speak with Ms. Jo Gustafson, a Corrections Specialist who has been on the Information Center staff since 1979. She can be reached at 1-800-877-1461, ext. 710, e-mail jgustfsn@nicic.org.

Donating Materials

If your agency has developed documents, staff training materials, program descriptions, or other items that could be useful to other Indian country agencies, we invite you to send them to the NIC Information Center for possible inclusion in our library. Items will then be available for responding to requests from other tribal staff. Send items to Eileen Conway, Senior Information Specialist, NIC Information Center, 1860 Industrial Circle, Longmont, Colorado, 80501.

NIC Assistance to Indian Country Agencies

In addition to assistance being provided through the NATAP project, NIC can assist tribal officials and staff through training and technical assistance. Indian country personnel are eligible to attend NIC’s training programs and are welcome to apply. The number of applicants accepted for NIC training varies by program. NIC also broadcasts several videoconferences and distance learning programs each year which may be of interest. For program descriptions and instructions on how to apply, see the NIC web site (www.nicic.org) or the NIC Service Plan, available from the NIC Information Center or any NIC division.

NIC technical assistance is available to respond to specific issues faced by individual tribes and is coordinated by the NIC Jails Division, located in Longmont, Colorado. Through technical assistance, NIC typically provides funding for a consultant to visit the site for needs assessment, facility planning and development, staff training, or other purposes. The NIC Jails Division also facilitates a network of Indian Country administrators who meet twice yearly for information sharing. For information on NIC Jails Division assistance, contact Kris Keller, Correctional Program Specialist, at 1-800-995-6429, ext. 119.
Section 1. Facility Design, Construction, and Transition


This resource was developed for local officials, jail practitioners, and others interested in the direct supervision concept of jail design and management to help readers identify jails they may want to study, contact, or visit. The document provides basic data on design, bedspace, and other aspects of the 293 facilities listed.


A case study provides facts and figures about a facility development project, discussing innovations in design, financing, and construction. NIC accession no. 005015.

Internet location: http://www.nicic.org/pubs/pre/005015.pdf


Information regarding the planning of new institutions (PONI), in particular, juvenile detention and corrections facilities on tribal lands is provided. Sections include: historical overview and evolution of juvenile detention and corrections; overview specific to tribal detention; planning in the 21st Century; mission and vision statement; facility development process (FDP); planning team role clarification; direct supervision; using data for facility planning; issues in new facility staffing; operational program; architectural program; engaging the public; taking control of the project; site evaluation; transition and activation; and glossary. NIC accession no. 016222.

This guide is a source of information for jail facilities up to 200 beds in size. Intended to help jurisdictions create better and more effective jails, the guide provides information essential for successful design and operations. Sections cover pre-design planning, major design considerations (i.e. site selection, image, classification, surveillance, staffing impact, security perimeter, criminal justice interface, functional components and relationships, planning and designing to standards, and expansion), detail functional components (e.g., master control, intake-release, general and special housing, health care, visiting areas, exercise areas, programs, inmate commissary, food service, laundry, administration and staff areas, and storage), special considerations (i.e. single vs. multiple occupancy, conversions, and costs), and making a building work. NIC accession no. 015061.

Jail Design Review.

Participants in this 36-hour seminar learn to differentiate between the schematic design phase, the design development phase, and the construction document phase of the facility development process; to evaluate the success with which the schematic design translates the functional program; to assess if and how well the design will facilitate the concepts, programs, and services they wish to implement; and to integrate changes and substitutions in the construction of the facility. Course material consists only of a participant's manual. The text is from a class held in Longmont, Colorado, September 8-12, 1997. NIC accession no. 014073.

Jail Facility Site Evaluation and Selection.

This paper discusses the issues associated with finding a site for a new jail and lays out a process of site selection that addresses public fears and the demands of security, economy, and functionality. It details the site selection process in five steps. NIC accession no. 012888.


In 1985, a survey was conducted on 255 small jails (50 beds or less) that had been opened since 1974 throughout the United States, the purpose of the survey was to discover how well the jails were working in relationship to their design and construction. NIC accession no. 004956.

Internet location: http://www.nicic.org/pubs/pre/004956.pdf


The planning of new institutions (PONI) is discussed at this 29-hour seminar as it relates to juvenile detention and corrections facilities. Sections include: historical overview and evaluation of juvenile detention and corrections; mission and vision statement; facility development process (FDP); planning team role clarification; direct supervision; using date for facility planning; issues in new facility staffing; operational program -- deciding how the residential program works; architectural program -- defining the spaces and how they fit together; case study I -- engaging the public; taking control of the project; site evaluation; transition and activation; and glossary. NIC accession no. 016369.

Planning of New Institutions (PONI) Workshop.

**Podular, Direct Supervision Jails: Information Packet.**

Basic information on the principles of podular, direct supervision is offered, along with local detention's experience with it. Collected research findings and conclusions are presented on the comparison of direct and indirect supervision facilities. NIC accession no. 009270.

**Project Delivery Options: An Introduction to Corrections Construction.**

This bulletin provides general introductory information about three major approaches to corrections construction, possible variations on the three approaches, and their advantages and disadvantages. The approaches discussed include the traditional “design/bid/build” approach and the alternative “design/build” and “construction manager/general contractor” approaches. Included are reviews of the key participants’ roles and the elements of project management. NIC accession no. serial367.

**Small Jail Special Issues.**

Issues discussed include: what you should know before you design a jail, lawsuits and liability, modes of supervision in small jails, transition planning for the small jail, and using an architect. NIC accession no. 004957.

Internet location: http://www.nicic.org/pubs/pre/004957.pdf

**A Transition Manual for New Correctional Facilities.**

Issues addressed include: need for thorough planning; fundamental principles of transition; establishment of a transition team; use of task forces; tasks necessary for successful transition; obstacles to effective transition; and evaluation of a new facility. NIC accession no. 004530.

Internet location: http://www.nicic.org/pubs/pre/004530.pdf
**Women in Jail: Facility Planning Issues.**

This document identifies issues related to female inmates that should be considered when planning a new jail. It profiles the female inmate population and discusses its special facility, programming, and health needs. Illustrations depict various design styles. NIC accession no. 013769.


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**Available on the web only:**

**More for Le$$: Construction Cost Management Handbook. Revised ed.**

The Value Management system for the control of project design, function, and cost is provided for those counties constructing, renovating, or remodeling detention facilities. The following sections comprise this handbook: getting started -- basic concepts, overview of facility development process, and establishing the team; cost control from inception through activation; major cost component value matrix; and additional resources for information. NIC accession no. 017087.

Internet location: http://www.bdcorr.ca.gov/cppd/more%20for%20less/more%20for%20less.htm
Section 2. Alternatives to Building

Community Service Project.

This collection of articles, letters, forms, and proposals describes the community service project proposed by the District of Nebraska probation office. The project involves service in the national forests, and is aimed primarily at Native American probationers. NIC accession no. 013532.

Community Supervision of the Sex Offender: An Overview of Current and Promising Practices.

Almost 60% of all adult sex offenders are under some form of community supervision. An exploration of emerging practices and lessons learned in the management of sex offenders at the community level is presented. Contents include: introduction; overview; sex offenders -- who is being supervised; a shift in perspective -- the victim-centered approach to sex offender management; the central role of collaboration in managing sex offenders in the community; establishing a framework for effective supervision; key elements of community supervision; sex offender specific treatment; the use of physiological and monitoring tools in sex offender management; family reunification; sex offender supervision legislation; the tribal response to sex offending; and conclusion. NIC accession no. 016075.

Internet location: http://www.csom.org/pubs/supervision2.pdf

Female Offenders in the Community: An Analysis of Innovative Strategies and Programs.

This report describes various strategies and programs that appear to provide effective community supervision and/or treatment of female offenders. It describes the results of a national survey of public and private community programs that supervise female offenders. Additionally, the report discusses the pertinent issues, needs, and problems of this population. Along with describing various programs, the report assesses positive aspects of
these programs from their objectives through follow-up and evaluation techniques. NIC accession no. 010786.


**The Intermediate Sanctions Handbook: Experiences and Tools for Policymakers.**


This handbook offers the collective expertise and experience of those who participated in the State Justice Institute and National Institute of Corrections' cosponsored training and technical assistance program, the Intermediate Sanctions Project. The handbook serves as a planning resource for the development of more effective systems of intermediate sanctions. Chapters containing exercises and discussion outlines address key steps in the intermediate sanctions process from getting started to marketing. NIC accession no. 000213.

**Making It Work: Planning and Evaluating Community Corrections and Healing Projects in Aboriginal Communities.**


Designed as a guide for community leaders in planning and implementing well organized and effective restorative justice programs, the authors present a planning and evaluation framework which will help participants identify and describe justice problems and needs, develop an action plan, carry out the action plan, and monitor and evaluate the program. They relate the restorative justice movement to traditional Aboriginal practices which take a holistic approach to healing, collective responsibility, and the importance of the community. They see restorative justice as a means of rebuilding the community and a step toward Aboriginal self government, as it is a way for communities to begin to regain control over the justice system. NIC accession no. 014982.

Internet location: http://www.sgc.gc.ca/epub/Abocor/e199805b/e199805b.htm

**A Second Look at Alleviating Jail Crowding: A Systems Perspective.**


Examples of practices that have been successful in alleviating jail overcrowding are presented. This document contains the following chapters: introduction and overview; anatomy of the criminal justice system; information needs for a systemwide strategy;
systemwide approach -- how individual actors can affect jail population; and systemwide planning to alleviate and prevent jail crowding. Appendixes contain a case-processing questionnaire, sample detention form, sample jail release form, and a list of contacts for further information. NIC accession no. 016543.

Internet location: http://www.ncjrs.org/pdffiles1/bja/182507.pdf
Section 3. Facility Staffing

Cost Effective In-Service Training Alternatives for Small Jails.

Using the suggestions in this Training Resource Package for in-service training for existing staff, acceptable levels of defensible hours of training can be attained at a very low cost. The six suggestions are: In-service field-training officer program; shift overlap training; experiential drill training; shift scenario training; independent study program; and training presentation at staff meetings. NIC accession no. 013923.


One of the more serious problems jail administrators face is the need to attract and retain high-quality correctional officers. This document provides information on successful staffing practices in a variety of jail types and sizes. Sections include: introduction; recruitment -- barriers to effective recruitment and approaches to recruiting effectively; screening and hiring; retention -- attrition factors and retention tools; and conclusion. Appendices contain contact information and samples of recruitment, hiring, and retention materials. NIC accession no. 015885.


Staff/Inmate Ratios: Why It's So Hard to Get to the Bottom Line.

"The purpose of this paper is to explain why it is so difficult to get to the desired 'bottom line' on the issue of staffing ratios....It is meant to raise awareness about the range of decisions involved in defining the unique characteristics of each facility."--p. 1. NIC accession no. 007105.

Internet location: http://www.nicic.org/pubs/pre/007105.pdf
Staffing Analysis Workbook for Jails. 2nd ed.

An integrated series of steps that result in a comprehensive and innovative staffing plan is presented. The staffing analysis process involves: jail profiling; net annual work hours calculation; development of a facility activity schedule; staff coverage plan development; completion of a staff summary; schedule development; evaluation, revision, and improvement of the plan; operational costs calculation; report preparation; and implementation of the plan and monitoring of the results. Appendixes include: glossary; methods of optimizing staff resources; the myth of staff-to-inmate ratios; sample forms; and how to convert net annual work hours to relief factor. NIC accession no. 016827.
Section 4. Facility Operations

Adult Community Residential Handbook.

This handbook provides a statement of the Bureau of Indian Affairs' position in specific areas of adult community residential operations and provides directions about how specific activities will be carried out. It is organized into four volumes, as follows: Administration and Management; Physical Plant; Institutional Operations; and Programs and Services. NIC accession no. 013324.

Adult Detention Handbook.

Policies and procedures for the operation of adult detention facilities are provided. This handbook is comprised of four volumes: administration and management (general administration, fiscal management, personnel, training and staff development, and facility records); physical plant (code compliance, facility organization, environmental concerns, security, new construction/renovation and expansion, and existing construction); institutional operations (security and control, safety and emergency procedures, rules and discipline, special management and segregation units, inmate rights, booking, release, inmate classification, food service, sanitation and hygiene, and health care); and inmate programs (program coordination, inmate activities, inmate communication and visiting, and inmate work programs. NIC accession no. 017389.

Detention Officer's Training Manual.

Lessons include legal issues, personal searches, safety and security, suicidal behavior and crisis intervention, report writing, mental disorders, and emergency preparedness. Length of training is 80 hours. Original audience was law enforcement and detention personnel responsible for the operation of the Oglala Sioux Tribe detention facilities. The training package includes an instructor's guide, which contains quiz-keys and discussion guides and text for overhead transparencies, and a student workbook. The workbook is entitled "Detention Officers' Training Course." NIC accession no. 005658.
Developing/Revising Detention Facility Policies and Procedures.

This document is an updated guide to assist local detention administrators in the development and/or revision of their policy and procedures manuals. Incorporated in this manual are current concepts such as direct supervision, objective jail classifications, and other advances in correctional practice. NIC accession no. 013551.


How to Collect and Analyze Data: A Manual for Sheriffs and Jail Administrators. 2nd ed.

Anyone who needs to gather and analyze data concerning various jail-related issues will find this manual useful. This document provides guidance on how information can fuel policy decision making. Chapters cover: good management requires good information; information that should be collected; preparing for the data collection; how to locate and capture information; how to put it all together; how to analyze information; how to interpret information; sharing information with others; and getting the most from your information system. Appendixes include: a glossary; annotated bibliography; manual data collection procedures and sample forms; inmate profile data collection; incident data code book; transport data collection; tables for determining sample size; simple random sampling; calculating the standard deviation; calculating Chi Square; manual data display; and an automated case study guide. NIC accession no. 015580.

How to Open a New Institution: Resource Guide.

Sections in this guide include: transition overview, scenario development, policy and procedure development, post orders, and action planning. Each section includes an overview and presentation materials, plus flowcharts, sample documents, and/or forms that reinforce or demonstrate the principles discussed. The overall organization of the document describes a task force approach to transition planning and the roles of the personnel and teams involved. NIC accession no. 002768.

Internet location: http://www.nicic.org/pubs/pre/002768.pdf
**Jails in Indian Country, 1998 and 1999.**

As of June 30, 1999 there were 69 correctional facilities supervising 1,693 individuals in Indian country. Statistics cover: the number of persons under supervision, in custody, and in the community; admissions and releases; deaths and suicides; facility characteristics such as function, age, and capacity; facilities under court order or consent decree for overcrowding or other reason(s); staffing; owner/operator; programs; planned changes; facility, program, and staffing needs; and tribal affiliation. NIC accession no. 016212.


**Jails in Indian Country, 2000.**

This statistical bulletin provides national data on jails, confinement facilities, detention centers, and other correctional facilities in Indian country and on the detainee/inmate populations they house. Facilities include those operated by tribal authorities or the Bureau of Indian Affairs. Included is information on admissions, occupancy, construction plans, inmate charges, and tribal, state, or federal court orders. NIC accession no. serial811.


**Juvenile Detention Handbook.**

This handbook provides a statement of the Bureau of Indian Affairs’ position in specific areas of juvenile detention operations. It is a tool for managers, supervisors, and administrators who work in these facilities. The four volumes included in this document are titled: Administration and Management; Physical Plant; Institutional Operations; and Programs and Services. NIC accession no. 013322.

**Model Inmate Handbook.**

This inmate handbook, written to be consistent with the Bureau of Indian Affairs Facility Handbook, explains rules, procedures, and expectations to inmates. It is designed to be adapted to specific facilities needs, and contains sample rules for inmate functions. Sample rules cover the following topics: visiting, housing unit, use of television and telephone, mail, mealtime, exercise area, and male/female inmate interactions. NIC accession no. 013321.

Objective jail classification (OJC) is a process of assessing every jail inmate's custody and program needs and is considered one of the most important management tools available to jail administrators and criminal justice system planners. An effective system of inmate classification will reduce escapes and escape attempts, suicides and suicide attempts, and inmate assaults. OJC systems use locally developed and validated instruments, one at intake and another after a period of confinement, that identify the level of risk and needs presented by an inmate so that appropriate housing and program assignments can be made. The data generated through the classification process can also be used for operational, management, and planning purposes. This guide to OJC is intended for both jail administrators and other officials involved in local criminal justice system issues. It discusses key components of an OJC system, including instruments that use reliable and valid criteria, overrides by classification staff, staff training and commitment to OJC, and a housing plan that is consistent with classification outcomes. The author outlines specific aspects of system implementation, automation, monitoring, and evaluation of OJC systems. Policy implications and recommendations are also discussed. NIC accession no. 014373.


Office of Justice Programs: Ensuring Public Safety and Justice in Rural America.

As the Justice Department's primary provider of financial and other assistance for states and local governments, the Office of Justice Programs (OJP) helps rural jurisdictions overcome unique hurdles such as geographic isolation, scarce resources, and limited access to criminal and civil remedies. Among the funding programs describes are: Violence Against Women; Drug Courts; Weed and Seed; Tribal Case Management System; Safe Kids / Safe Streets; Crime Victim Assistance Program; and Juvenile Mentoring. NIC accession no. 014592.

Podular, Direct Supervision Jails: Information Packet.

Basic information on the principles of podular, direct supervision is offered, along with local detention's experience with it. Collected research findings and conclusions are presented on the comparison of direct and indirect supervision facilities. NIC accession no. 009270.
Sample Drug Court Materials from the Drug Court Clearinghouse & Reference Collection.

Sample documents online include: program descriptions and mission statements; court pleadings, orders, rules, notices, dockets and other forms relevant to program operations; caselaw and statutes; interagency agreements; procedure manuals and job descriptions; request for proposals (RFPs); treatment issues and strategies; participant information and orientation; participant contracts and agreements; client waiver of rights, consent to treatment, authorization to release information and confidentiality; certificates of participation completion; internal case intake, management, monitoring forms/materials; participant screening, assessment, monitoring forms/materials; MIS and data collection reports; program planning and implementation; program assessments and evaluations; policy statements; press coverage; selected newsletters; juvenile drug court material; exit questionnaire, follow-up, and aftercare plans; tribal courts, and acupuncture. NIC accession no. 015352.

Internet location: http://www.american.edu/academic.depts/spa/justice/publications/

Security Classification Using the Custody Rating Scale.

In this portion of a series of 24 research/evaluation reports, the authors examine the effectiveness of the Custody Rating Scale (CRS) against a variety of operational indices, the degree of concordance between the security classification ratings and actual placement decisions, the effects of overriding the scales, and the applicability of the scale to aboriginal and female offenders. They conclude that, as the use of the CRS has increased, the concordance rates have improved in most regions and that scale has had been shown to offer a valid method of assigning a security level to offenders. NIC accession no. 014929.

Internet location: http://www.csc-scc.gc.ca/text/rsrch/reports/r67/r67e.shtml

Self-Audit and Accreditation Process Package for Indian Country Detention Facilities.

The process that certifies that a detention facility and its programs have sound operational policies and practices is presented. Contents include: Identification Facesheet, Standards Compliance Information Packet, Correction Action Plan Workbook, and Self-Audit Workbook. NIC accession no. 017387.
Training Curriculum on Suicide Detection and Prevention in Jails and Lockups. 2nd ed.

Designed for use in both jails and police lockups, this curriculum is intended to equip law enforcement personnel, jail administrators and their staff, and contract mental health/medical personnel with a basic understanding of suicidal behavior as it relates to the facility environment. Ten to twelve hours of training cover various topics including facts and fiction of jail suicide, why jail environments are conducive to suicidal behavior, high suicide risk periods, situational risk factors of suicidal behavior, housing and supervising suicidal inmates, managing potentially suicidal inmates, the impact of jail design on inmate management and suicide prevention, and jail suicide litigation. The training package consists of a one-volume manual that includes lesson plans, sample forms, suicide prevention screening guidelines, and text for overhead transparencies. NIC accession no. 012559.


Issues addressed include: need for thorough planning; fundamental principles of transition; establishment of a transition team; use of task forces; tasks necessary for successful transition; obstacles to effective transition; and evaluation of a new facility. NIC accession no. 004530.

Internet location: http://www.nicic.org/pubs/pre/004530.pdf
Section 5. Inmate/Offender Programs

Aboriginal Sex Offender Treatment Program Greenough Regional Prison.

The recidivism rate for those who participate in the Aboriginal pre release treatment program is 38%, compared to a rate of 80% for untreated Aboriginal sex offenders. This paper discusses the following: background and evolution of the program; the pre release program at Greenough; aims and objectives of the program; program composition and structure; resources; approach to therapy; group therapy results; challenges for therapists; therapist's role; stages of group development (forming, storming, norming, performing, and adjourning); after effects like vicarious traumatisation; risk assessment and complications; and concluding remarks. NIC accession no. 015849.


Aboriginal Sex Offenders: Melding Spiritual Healing with Cognitive-Behavioral Treatment.

A treatment strategy for aboriginal sex offenders is presented. This report includes the following sections: introduction; aboriginal culture, ethics, and rules of behavior; aboriginal offenders and incarceration; aboriginal sex offenders and treatment programs; programs for aboriginal sex offenders; information on aboriginal spirituality; and conclusion. A holistic treatment approach -- a synthesis of mental, spiritual, physical and emotional elements -- must be implemented for this special group of offenders. NIC accession no. 017290.


Adult Community Residential Handbook.

This handbook provides a statement of the Bureau of Indian Affairs’ position in specific areas of adult community residential operations and provides directions about how specific activities will be carried out. It is organized into four volumes, as follows: Administration and Management; Physical Plant; Institutional Operations; and Programs and Services. NIC accession no. 013324.
Case Studies on the Center for Sex Offender Management's National Resource Sites. 2nd ed.

Strategies from "19 jurisdictional, cross-disciplinary teams who have developed innovative sex offender management and supervision techniques" are reported (p. i). The following five sections comprise this document: introduction and background; three state resource sites; 11 local resource sites; three tribal sites; and two additional resource sites. NIC accession no. 017025.

Internet location: http://www.csom.org/pubs/casestudies2.pdf

Community Justice in Rural Communities and Tribal Courts: Resource Sites Meeting.


Community Supervision of the Sex Offender: An Overview of Current and Promising Practices.

Almost 60% of all adult sex offenders are under some form of community supervision. An exploration of emerging practices and lessons learned in the management of sex offenders at the community level is presented. Contents include: introduction; overview; sex offenders -- who is being supervised; a shift in perspective -- the victim-centered approach to sex offender management; the central role of collaboration in managing sex offenders in the community; establishing a framework for effective supervision; key elements of community supervision; sex offender specific treatment; the use of physiological and monitoring tools in sex offender management; family reunification; sex offender supervision legislation; the tribal response to sex offending; and conclusion. NIC accession no. 016075.

Internet location: http://www.csom.org/pubs/supervision2.pdf
Developing and Evaluating Justice Projects in Aboriginal Communities: A Review of the Literature.

The authors introduce this annotated bibliography of books, monographs, reports, articles, and papers with a look at previous justice initiatives, the lessons learned from them, and circumstances which are especially relevant to the development of Aboriginal initiatives. Themes covered in the literature include: preparing for implementation of the project; selecting the right staff; networking with mainstream Canadian Justice System officials; equity in carrying out a program; the need to buffer a project's operations from political issues; involving the community; assessment and communication; getting involved with too many activities and services; youth programming; raising issues and dealing with criticism; and the need to retain a balanced perspective. NIC accession no. 014980.

Internet location: http://www.sgc.gc.ca/epub/Abocor/e199805/e199805.htm

Evaluation of Drug Treatment in Local Corrections.

This document provides detailed descriptions and analyses of five jail-based drug treatment programs. The programs are located in Santa Clara County, CA ("JET"), Contra Costa County, CA ("DEUCE"), Los Angeles County, CA ("REACH"), New York City ("SAID"), and Westchester County, NY ("New Beginnings"). In addition to identifying strengths and weaknesses of the programs, the report includes a literature review on drug treatment in corrections, including the limited literature specific to treatment in jails. NIC accession no. 013251.

The Four Circles of Hollow Water.

In this fifteenth volume of the Aboriginal Peoples Collection, the unique healing approach of the people of Hollow Water is presented and examined through case histories and interviews. The four circles consist of the Ojibwa circle, the offender circle, the victim circle, and the Hollow Water circle. The healing approach is directed at sex offenders. NIC accession no. 013784.
**Living Free Facilitator's Guide [Lesson Plan].**

A "gateway" program "anchored in a framework suggesting that certain core values need to accompany real change" is provided during this 18-hour course (p. iii). Sections of this guide cover: lifestyle and freedom; values; thinking errors; the process of change; staying free/avoiding relapse; family and community; the plan for change; and individual interview. Sample examples and a participant evaluation form are also included. NIC accession no. 017353.

**Making It Work: Planning and Evaluating Community Corrections and Healing Projects in Aboriginal Communities.**

Designed as a guide for community leaders in planning and implementing well organized and effective restorative justice programs, the authors present a planning and evaluation framework which will help participants identify and describe justice problems and needs, develop an action plan, carry out the action plan, and monitor and evaluate the program. They relate the restorative justice movement to traditional Aboriginal practices which take a holistic approach to healing, collective responsibility, and the importance of the community. They see restorative justice as a means of rebuilding the community and a step toward Aboriginal self government, as it is a way for communities to begin to regain control over the justice system. NIC accession no. 014982.

Internet location: http://www.sgc.gc.ca/epub/Abocor/e199805b/e199805b.htm

**Men's Drug Abuse Treatment Program.**

A facilitator's guide for a 9-month Residential Drug Abuse Treatment Program for males is presented. This prison-based drug treatment program integrates several treatment philosophies, such as the biophysical perspective on the causes of substance abuse, Stages of Change model, Rational Self-Counseling, and Interactive Journaling. Modules contained in this manual include: facilitator orientation; phase one orientation; phase two rational self-counseling; phase two living with others; phase two criminal lifestyles; phase three relapse prevention; phase three transition; personal change plan; and wellness. NIC accession no. 017012.
Promising Practices and Strategies to Reduce Alcohol and Substance Abuse Among American Indians and Alaska Natives.


Problems addressed and successes achieved by tribal programs that reduce substance abuse and increase community safety are described. This report is comprised of three parts: promising programs and initiatives (nine total); literature review and selected bibliography; and public, non-profit, and private agency resources. NIC accession no. 016764.

Internet location: http://www.ojp.usdoj.gov/americannative/promise.pdf

Revitalizing Communities: Innovative State and Local Programs.


Twenty-four programs designed to improve the criminal justice systems in their communities are described in this monograph, including program goals, components, results and impact, and prospects for replication. Included are a variety of initiatives that focus on preventing crime through community revitalization, among them several from Native American tribal communities. NIC accession no. 014183.

Sample Drug Court Materials from the Drug Court Clearinghouse & Reference Collection.


Sample documents online include: program descriptions and mission statements; court pleadings, orders, rules, notices, dockets and other forms relevant to program operations; caselaw and statutes; interagency agreements; procedure manuals and job descriptions; request for proposals (RFPs); treatment issues and strategies; participant information and orientation; participant contracts and agreements; client waiver of rights, consent to treatment, authorization to release information and confidentiality; certificates of participation completion; internal case intake, management, monitoring forms/materials; participant screening, assessment, monitoring forms/materials; MIS and data collection reports; program planning and implementation; program assessments and evaluations; policy statements; press coverage; selected newsletters; juvenile drug court material; exit questionnaire, follow-up, and aftercare plans; tribal courts, and acupuncture. NIC accession no. 015352.

Internet location: http://www.american.edu/academic.depts/spa/justice/publications/
Serving Incarcerated and Ex-Offender Fathers and Their Families: A Review of the Field.

While not identifying best practices, this report "describe[s] and compare[s] various program structures and provides a basis and resource for future program development, implementation, and analysis" (p. 6). This review includes the following sections: introduction; context; programs -- prison-based and community-based; observations; and an appendix with program locations. Fourteen fatherhood programs are profiled. NIC accession no. 016914.

Internet location: http://www.vera.org/publication_pdf/fathers.PDF

Substance Abuse Treatment Facility Locator.

This website allows the user to locate drug and alcohol abuse treatment programs in the U.S., Guam, Puerto Rico, and the Virgin Islands. Access to the following is provided at this website: information about the locator; quick search; detailed search; list search; program file download instructions; contact information for state substance abuse agencies; frequently asked questions; links to websites of possible interest; and the means to leave comments or questions. NIC accession no. 017120.

Internet location: http://findtreatment.samhsa.gov/facilitylocatordoc.htm

Woman's Drug Abuse Treatment Program.

A facilitator's guide for a 9-month Residential Drug Abuse Treatment Program for females is presented. This prison-based drug treatment program integrates several treatment philosophies, such as the biophysical perspective on the causes of substance abuse, Stages of Change model, Rational Self-Counseling, and Interactive Journaling. Modules contained in this manual include: facilitator orientation; phase one orientation; phase two rational self-counseling; phase two living with others -- parts I and II; phase two criminal lifestyles; phase three relapse prevention; phase three transition; personal change plan; and wellness. NIC accession no. 017011.
Available on web only:

Aboriginal Sex Offenders: Melding Spiritual Healing with Cognitive-Behavioral Treatment.


A treatment strategy for aboriginal sex offenders is presented. This report includes the following sections: introduction; aboriginal culture, ethics, and rules of behavior; aboriginal offenders and incarceration; aboriginal sex offenders and treatment programs; programs for aboriginal sex offenders; information on aboriginal spirituality; and conclusion. A holistic treatment approach -- a synthesis of mental, spiritual, physical and emotional elements -- must be implemented for this special group of offenders. NIC accession no. 017290.


Continuity of Offender Treatment for Substance Abuse Disorders from Institution to Community.


If substance abuse treatment is not continued after the offender is released from jail or prison, treatment gains can easily be lost. Continued dependence on substances increases the chances for offender recidivism. This document provides continuity of care guidelines based upon a combination of research and clinical experience. Contents include: executive summary and recommendations; introduction; case management and accountability; guidelines for institution and community programs; administrative guidelines; ancillary services; and special populations. Appendixes include: Substance Use Survey (SUS); Adolescent Self Assessment Profile (ASAP); Substance Use Disorder Program Discharge Summary; Powder River Transition Plan; and a contacts directory. NIC accession no. 015944.

Internet location:
An Examination of Aboriginal and Caucasian Women Offender Risk and Needs Factors.

The need for research that transcends the over-representation of cultural heterogeneity is discussed while analyzing and comparing risk and needs levels of federal women offenders. Contents of this report include: executive summary; introduction; method; population characteristics; results; and discussion. The overall implication is that "the lack of attention to similarity across racial categories may result in overlooking or minimizing elements of individual shared life histories that may contribute to understanding and identifying criminogenic factors" (p. iv). NIC accession no. 017179.

Internet location: http://www.csc-scc.gc.ca/text/rsrch/reports/r94_e.pdf

An Investigation into the Characteristics of Substance-Abusing Women Offenders: Risk, Need and Post-Release Outcome.

Issues relating to substance abuse in the federal Canadian female offender population are focused upon. Ninety-three percent of Aboriginal women were classified as substance abusers while only 49% of non-Aboriginal women were so classified. Substance abusers were classified as 26% high, 46% medium, and 28% low-risk. Non-abusers' classifications for risk were 23% high, 17% medium, and 60% low. Thirty-nine percent of substance abusers have appeared in youth court, compared to 8% of non-abusers. Many substance abusers are high-need (47%) while few non-abusers are (13%). NIC accession no. 015280.

Internet location: http://198.103.98.138/text/rsrch/reports/r81/r81e.shtml

Issues in Urban Corrections for Aboriginal People: Report on a Focus Group and an Overview of the Literature and Experience.

In Part 1, the author reports on the findings of a focus group convened to discuss issues facing Aboriginal people in urban areas, priorities for people working in the field, ways in which governments can assist service providers, and ways of addressing the fact that the majority of Aboriginal offenders come from and return to urban areas. Part 2 reviews some of the issues involved in establishing urban Aboriginal justice initiatives and summarizes the available literature on the needs of urban Aboriginal offenders. NIC accession no. 014979.

Internet location: http://www.sgc.gc.ca/EPub/AboCor/e199803/e199803.htm
Promising Strategies to Reduce Substance Abuse.

Developed to highlight best practices in prevention, treatment, and law enforcement, this "toolbox" is an integrated approach to break the cycle of substance abuse and crime. In addition to an executive summary and overview, this report contains sections about: teaching prevention in schools; reaching youth outside school; reaching high-risk groups; building family bonds; empowering communities; family-based treatment; rehabilitating criminal offenders; assessing and treating adolescents; connecting with the community; community policing; problem-oriented policing; reduced drug availability; alternatives to incarceration; and alcohol-related approaches. NIC accession no. 016765.

Internet location: http://www.ncjrs.org/pdffiles1/ojp/183152.pdf
Section 6. Re-Entry/Transition to the Community

But They All Come Back: Rethinking Prisoner Reentry.

The author focuses on the process of managing the transition from the status of “imprisoned offender” to the status of “released ex-offender.” Issues raised include the goals of providing continuing supervision and assistance to returning prisoners, parallels with the pretrial phase of the criminal justice process, management of risk and relapse, new directions in programming, and particular concerns with special populations such as substance abusers and sex offenders. NIC accession no. serial753.

Internet location: http://www.ncjrs.org/pdffiles1/nij/181413.pdf

Helping Inmates Return to the Community.

Explores the need for effective transition services to help newly released offenders overcome drug use and crime. Issues briefly discussed include organization and provision of effective transition services, challenges, innovative strategies, corrections-based demonstration projects, and resources for further information. NIC accession no. 017379.


In the Spotlight: Prisoner Reentry.

This website is a topical resource on prisoner reentry. It includes an executive summary and links to supporting online documentation on facts and figures, legislation, publications, programs, training and technical assistance, grants and funding, and related resources. NIC accession no. 017380.

Internet location: http://www.ncjrs.org/reentry/reentry.html
**Prisoner Releases: Trends and Information on Reintegration Programs.**

The successful reintegration of ex-offenders into communities is examined. Sections of this report include: results in brief; background; inmate releases and recidivism reflect a revolving door trend; sentence length, criminal and drug use histories; program participation; reintegration addressed in three phases of Federal Correctional System; implementation of the Young Offender Initiative is evolving; and agency comments. Appendixes provide information on supervision tools and community-based social services used by Federal probation officers, pilot reentry projects, and legislative proposals. NIC accession no. 016982.

Available on web only

**From Prison to Home: The Dimensions and Consequences of Prisoner Reentry.**

This report explores issues surrounding the reintegration of record numbers of individuals released from incarceration back into the community. Sections include: prisoner reentry -- an overview; the reentry process; challenges for prisoner reentry, such as substance abuse, physical and mental health, employability and workforce participation, and housing; implications of prisoner reentry for families and communities; and conclusion. NIC accession no. 016989.

Internet location: http://www.urban.org/pdfs/from_prison_to_home.pdf

**Why Planning for Release Matters.**

Discussing successful pre-release programs and strategies for planning a pre-release program, sections address: the challenges of coming home -- meeting the requirements of community supervision, finding a job, reconnecting with family, staying drug-free and healthy, and beginning the process of deinstitutionalization; designing a program -- choosing which inmates to serve, deciding how to deliver services, collaborating with other agencies, and linking custody-based programs with services in the community; and contact information for programs mentioned in this Issue Brief. NIC accession no. 016911.

Internet location: http://www.vera.org/PDF/statesen.pdf
Section 7. Miscellaneous

American Indians and Crime.

Data obtained from a five year period analyzing the effects of violent crime among American Indians indicate that the rate of violent victimization is more than twice as high as the national average, arrest rates for violent crimes are about the same as whites, but arrest rates for alcohol abuse are more than double that found among all races. This report encompasses a statistical analysis of demographics, intimate and family violence, violent victimization, alcohol and drug use, violent crime in the workplace, weapons and self protective measures, child abuse and neglect, murder, arrest rates, correctional supervision and jail, the death penalty, and tribal criminal justice. NIC accession no. 014971.


Improving Safety in Indian Country: Recommendations from the IACP 2001 Summit.

A comprehensive agenda for responding to the problems associated with crime and safety in Indian Country is presented. Sections include: executive summary; summit background and purpose; the Indian country justice system; summit recommendations regarding jurisdictional issues, resources for law enforcement, justice, and program agencies, training and education for agencies, coordination and cooperation among agencies, response to victims of crime in Indian country, and preventive strategies to reduce crime; and next steps and action agenda. NIC accession no. 017388.


Indian Country Detention Facilities.

Seventy-three facilities are organized according to district or area located. Information provided includes: facility name, location, tribe(s) served, population served, capacity, type, owner, operator, construction date, date of last facility renovation, total number of detention staff, operational funding source, contact person, address, telephone number, facsimile [fax] number, and additional comments. NIC accession no. 016473.

This statistical bulletin provides national data on jails, confinement facilities, detention centers, and other correctional facilities in Indian country and on the detainee/inmate populations they house. Facilities include those operated by tribal authorities or the Bureau of Indian Affairs. Included is information on admissions, occupancy, construction plans, inmate charges, and tribal, state, or federal court orders. NIC accession no. serial811.

Internet location: http://www.ojp.usdoj.gov/bjs/pub/pdf/jic00.pdf


As of June 30, 1999 there were 69 correctional facilities supervising 1,693 individuals in Indian country. Statistics cover: the number of persons under supervision, in custody, and in the community; admissions and releases; deaths and suicides; facility characteristics such as function, age, and capacity; facilities under court order or consent decree for overcrowding or other reason(s); staffing; owner/operator; programs; planned changes; facility, program, and staffing needs; and tribal affiliation. NIC accession no. 016212.


Office of Justice Programs: Ensuring Public Safety and Justice in Rural America.

As the Justice Department's primary provider of financial and other assistance for states and local governments, the Office of Justice Programs (OJP) helps rural jurisdictions overcome unique hurdles such as geographic isolation, scarce resources, and limited access to criminal and civil remedies. Among the funding programs describes are: Violence Against Women; Drug Courts; Weed and Seed; Tribal Case Management System; Safe Kids / Safe Streets; Crime Victim Assistance Program; and Juvenile Mentoring. NIC accession no. 014592.

Policing on American Indian Reservations: A Report to the National Institute of Justice.

An initial assessment of policing in general and an evaluation of the prospects for community policing in Indian Country are presented. Six chapters follow an executive
summary: introduction and overview; the context of policing in Indian Country; crime trends; organization and management of police departments; federal policy and policing; and conclusions and recommendations. NIC accession no. 017117.

Internet location: http://www.ncjrs.org/pdffiles1/nij/188095.pdf

**Rural Law Enforcement Internet Access, Technical Assistance, and Training Program.**


This fact sheet describes the services of the National Center for Rural Law Enforcement (NCRLE), a project funded by the U.S. Department of Justice, Bureau of Justice Assistance, that offers Internet access and related assistance to jurisdictions including tribal police departments. NIC accession no. serial777.

Internet location: http://www.ncjrs.org/pdffiles1/bja/fs000266.pdf
See also NCRLE online at http://www.ncrle.net/Internet.htm
Index: Document Order Form

Use the index/document order form provided on pages 35 - 36 to select items listed in this bibliography. Fax or mail your request to the NIC Information Center, or speak with an NIC Information Center staff member to request the items you would like to receive or to learn more about other resources that may assist you.

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