



Court-Ordered Service

FAQs about working with Monroe County Public Restitution & Road Crew

Registration with the Monroe County Community Corrections (MCCC) Department is required for any organization wishing to utilize public restitution participants or road crew.

Public Restitution

Contact: Tiffany Findley, 349-2007 or tfindley@co.monroe.in.us (M-F; 8 a.m. to 4 p.m.)

What is Public Restitution?

Public Restitution is one of two ways that Monroe County Community Corrections (MCCC) structures the completion of community service hours ordered by the Court, administrative disciplinary sanction or as a condition of the Pretrial Diversion Program. MCCC assigns each participant to a specific nonprofit or governmental organization to complete his or her community service hours by a specified deadline. In turn, the organization updates MCCC when the participant's community service hours are complete or upon request. Duties range from clerical to light manual labor.

Can any organization participate?

Only registered, tax-exempt 501(c)3 nonprofit or government organizations are eligible to participate.

How do I register my organization?

Download and complete the "Community Corrections Organization Agreement" form posted on the MCCC website under "forms" (<http://www.co.monroe.in.us/tsd/Justice/CommunityCorrections.aspx>) or contact Tiffany Findley (349-2007 or tfindley@co.monroe.in.us) to receive a form via mail or fax. The same form is used for both public restitution and road crew. You only need to register once.

How is an individual assigned to my organization?

MCCC staff meets with each individual sentenced to perform public restitution to advise him or her of the terms of the program and the deadline to complete the requisite number of hours. She then assigns him or her to a registered organization to complete community service hours.

How will I be notified of this assignment to my organization?

You will receive notification of an individual's assignment to your organization via mail or email (if requested). This notification is in the form of a timesheet for the individual, which includes name and contact information. It is the responsibility of the individual to contact your organization to schedule a time for service; this is usually done within 4-5 business days from when you receive the timesheet.

What do I need to do to verify community service hours?

Simply complete the timesheet for each individual who has fulfilled service hours with your organization and mail, email or fax it back to Community Service Coordinator, Monroe County Community Corrections, 405 W. 7th St. Bloomington IN 47404.

Can my agency specifically exclude certain criminal histories?

Yes, there is a question on the Agreement form which gives you the opportunity to make exclusions. Criminal exclusion/inclusion categories: Operating While Intoxicated (Indiana term for drunk driving), Possession of an Illegal Substance, Illegal Consumption of Alcohol by a minor or Public Intoxication cases, Alcohol or Drug Offenders, Theft Offenders, Hate Crimes, Crimes Against Children, Violent Offenders, Sex Offenders.

How do I learn more?

Read the "Community Corrections Organization Agreement" form posted on the MCCC website under "forms" (<http://www.co.monroe.in.us/tsd/Justice/CommunityCorrections.aspx>). This includes the requirements of both the agency and the MCCC. Then contact the MCCC Community Service Coordinator, Tiffany Findley (349-2007 or tfindley@co.monroe.in.us) with questions.

City of Bloomington Volunteer Network

City Hall • 401 N. Morton St., Suite 260, Bloomington, IN 47404 • www.bloomington.in.gov/volunteer

hrs: 8am - 5pm Monday-Friday • ph. 812.349.3433 • fax 812.349.3483 • volunteer@bloomington.in.gov



Court-Ordered Volunteers (continued)

Road Crew

Contact: Adam Stevens, 349-2074, TUES-SAT - leave a message and your call will be returned.

What is Road Crew?

Road Crew is one of two ways that Monroe County Community Corrections (MCCC) structures the completion of community service hours ordered by the Court, administrative disciplinary sanction or as a condition of the Pretrial Diversion Program. Groups of participants are transported to work sites by program staff to assist nonprofit and government agencies with projects.

Can any agency participate?

Only registered, tax-exempt 501(c)3 nonprofit or government organizations are eligible to participate.

How do I register my agency?

Download and complete the "Community Corrections Organization Agreement" form posted on the MCCC website under "forms" (<http://www.co.monroe.in.us/tsd/Justice/CommunityCorrections.aspx>) or contact Tiffany Findley (349-2007 or tfindley@co.monroe.in.us) to receive a form via mail or fax. The same form is used for both public restitution and road crew. You only need to register once.

For which types of projects are Road Crew volunteers available? Are there any restrictions?

A Road Crew "day" lasts five (5) hours and could involve duties such as picking up trash along roadsides, painting, moving furniture, setting up for a large event or other light manual labor. Ideal projects will last the entire five-hour shift, although exceptions are sometimes made. Road crew groups can be as small as 2-3 people and as large as 14 people. All crew members are age 18 or more.

Is the Road Crew supervised when they are at my organization?

The Road Crew van can carry 14 participants and one staff person. Groups of participants are dropped off at a variety of sites and picked up at the end of the five hour period. Groups are not typically supervised by Corrections staff unless prior arrangements have been made. The availability of staff supervision depends on the pick up and drop off schedules – and is often not a possibility.

When is the Road Crew available?

Apr. 1 – Nov. 30: Wednesday through Sunday, 7:30 a.m. to 12:30 p.m.

Dec. 1 – Mar. 31: Tuesday through Saturday, 8:00 a.m. to 1:00 p.m.

How do I schedule the Road Crew to serve at my agency?

If your agency is registered, simply contact Adam Stevens at 349-2074 to request the road crew for your program or event. He will be able to confirm scheduling.

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