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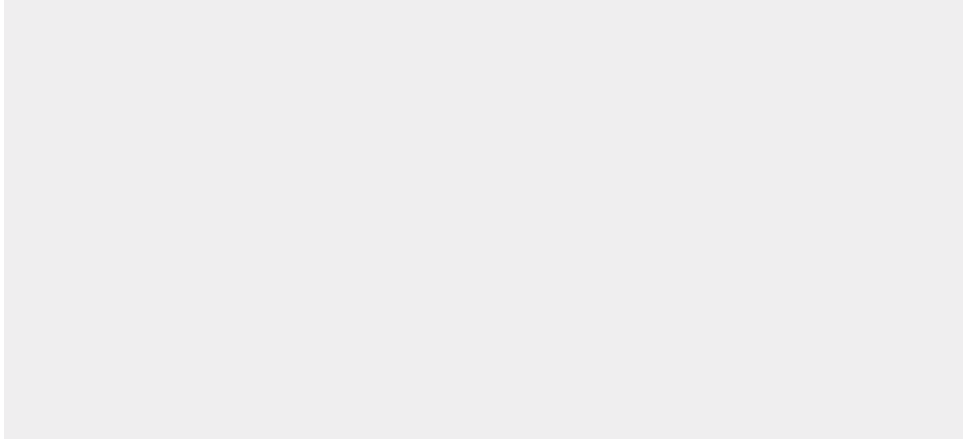
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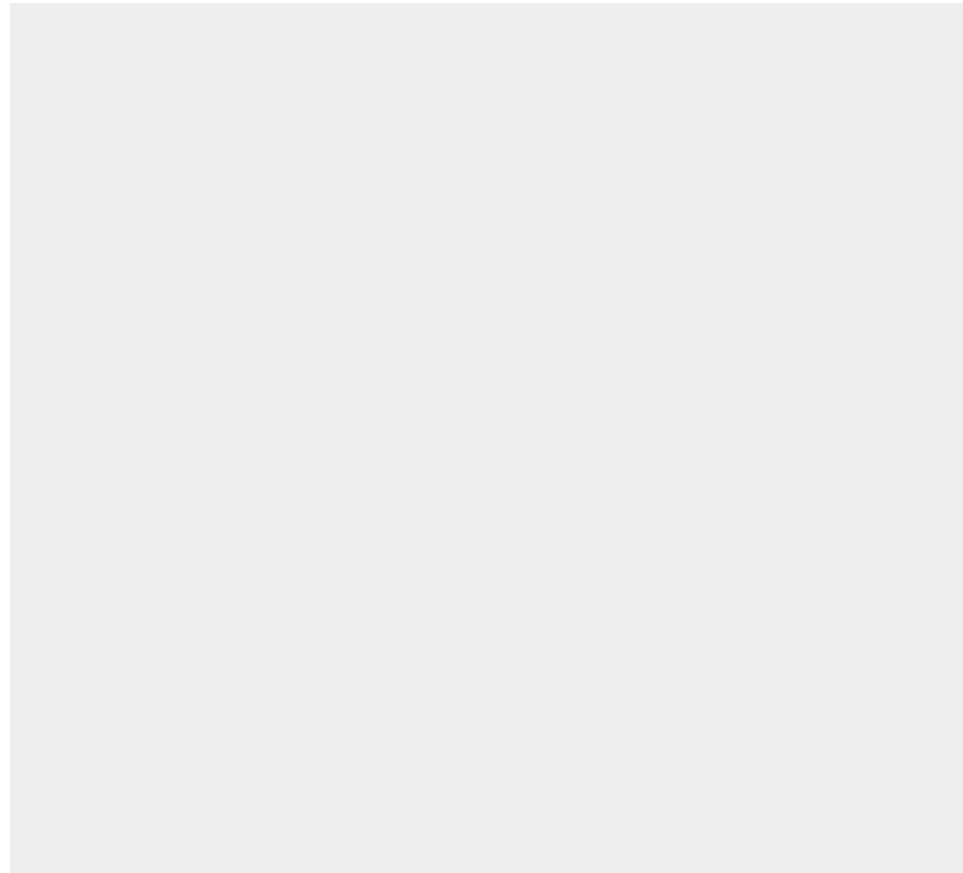


Reconsideration Workbook

Investigations:



5. What is your best argument for why the Parole Commission should grant your rehearing?



How, When and What to Submit

1. What is a parole reconsideration?

Parole reconsideration is a request that the Parole Commission review a previous decision. In a reconsideration, the Parole Commission considers what has occurred between the time of the parole hearing and the time of the reconsideration request, and decides if the old decision should stand or if the individual should have a rehearing to review the new information in detail and possibly render a different decision.

2. Who is eligible for parole reconsideration and when can they submit?

Anyone who has been up for parole and received a refusal or a rehear date past their reconsideration eligibility date is eligible to request parole reconsideration. Anyone serving a sentence of 10 years or less is eligible to request reconsideration after 1 year. Anyone serving a sentence of over 10 years is eligible to request a reconsideration after 2 years.

3. When is the best time to submit for parole reconsideration?

It is most effective to submit for parole reconsideration after a significant accomplishment or change in circumstances that improves parole candidacy.

It is not necessary or even prudent to submit a request exactly on the month of eligibility. Instead, it is most effective to wait until you can build a good argument. This means meeting certain criteria such as:

- No recent infractions (preferably none since the refusal)
- A stable work and/or school history
- Newly completed programming
- A documented positive impact on the community
- An achievable home plan that focuses on self-care and personal success

4. What should I submit with my reconsideration request?

Your reconsideration request should include:

- A letter detailing what you've accomplished since your refusal or prior request and why you believe you are a better candidate now than at your refusal.
- A new Institutional Progress Report (IPR) if possible. This can be obtained from your case manager.
- A realistic reentry plan - include letters of support or acceptance if possible and provide a structured plan if that is not possible.
- An inventory of the new letters of support and work evaluations you've never submitted to the Parole Commission before that highlights the author, relationship, and best quote from each one followed by copies of all of your letters and evaluations.
- An inventory of the certificates you've obtained that have never been submitted to the Parole Commission in the past followed by copies of the certificates.

4. Since your last hearing, did you receive any ...

Infractions? Yes No

New Charges? Yes No

Investigations? Yes No

(If you answered NO to all, skip to Q5)

If you answered **Yes**, please list and explain:

Infractions:

New Charges:

Name of

Describe

Empty text box for name

Empty text box for description

2. Do you have any new or worsening medical conditions that make you a better candidate for release?

(If No, Skip to Q3)

Yes No

If **Yes**, please explain

Empty text box for explanation

3. Are there any other reasons that support a reconsideration at this time? (If No, Skip to Q4)

Yes No

If **Yes**, please explain

Your reconsideration request should not include:

- Items that were previously submitted to the Parole Commission.
- Unrealistic reentry plans such as those that involve immediately caring for others or living arrangements that are unaffordable.

5. How do I submit my reconsideration request?

When your reconsideration request is ready to go, be sure to keep a copy for yourself, then place it in the institutional mail. Make sure it is clearly marked for the Maryland Parole Commission and that your name and DOC number is marked on the outside of the envelope and every page of your request. If you choose to have someone mail it from the outside on your behalf, please use the following address:

Maryland Parole Commission
6776 Reisterstown Rd. Suite 307
Baltimore, MD 21215

Writing Your Letter

Your letter to the Parole Commission is your argument for why you are a good parole candidate. It should focus only on things that have occurred after your last parole hearing. If the Hearing Officer and/or Commissioner made specific comments about deficiencies, it is important to address those deficiencies directly. Make sure to focus on the important factors such as:

- Remorse and understanding of the crime
- Rehabilitation/institutional progress
- Reentry plan - including home, work and support
- Lowered risk of recidivism since the last hearing due to age (over 60), infirmity, disability or any other reason
- Age at the time of the crime if you were under 25
- Educational and vocational achievements
- Any other change in circumstance since the last hearing or reconsideration request

As with any writing task, it is important to show your reader rather than tell them. That means you should use specific examples that illustrate your points and avoid conclusory statements. Specific examples are useful because the details of the story make it understandable and believable. Here is an example:

WRONG: I took Anger Management and AVP so I could control my temper and now I'm not a threat to the community anymore. I'm ready to go home.

RIGHT: I had three fighting infractions in the two years of my incarceration, and realized I was only making my situation worse. I couldn't get anything done because I kept ending up on lock. I wanted to change, so I started taking cognitive classes. In Anger Management I learned how to recognize the warning signs of anger in myself and practiced some coping skills to manage those feelings. I tried it outside of class, and found myself in fewer arguments. Then I took AVP where I practiced my non-violent communication skills and

learned to think through my problems, work with others and compromise. Now I've been infraction-free for over 4 years.

You can use this worksheet to create an outline and gather the important information, then write your letter and build your reconsideration request.

PREPARE Reconsideration Preparation Worksheet

PLEASE BRING A COPY OF YOUR MOST RECENT PAROLE DECISION AND ANY CERTIFICATES OR LETTERS YOU HAVE COLLECTED SINCE YOUR LAST HEARING

First Name

Middle Name

Last Name

DOC#

1. What have you accomplished during the time between your parole hearing and today? Please list and describe any programs or classes you've completed and submit your certificates.