

an emotional or sexual nature that can occur between staff and inmates. Since the mid nineties NIC has provided leadership in addressing the issues of staff sexual misconduct through training seminars and on-site technical assistance and local departments of corrections. The Institute has developed training materials for state prison systems that address policy and practice, the importance of state law, the investigative process, staff training and responses to the media. Through this work, NIC recognizes the need for training tools/teaching aids that increase the capacity of agency trainers of deliver effective, consistent training to multiple sites with large number of staff.

#### Purpose

This project is intended to provide agency trainers with:

- A training video with a strong emphasis on staff's understanding of their role in the prevention of staff sexual misconduct.
- A companion trainer's guide to address the major points in the video with opportunities for group discussion.

#### Project Content

The proposal should demonstrate and understanding of key content areas such as: definitions of staff sexual misconduct, and overview of federal and state laws that impact staff, case examples and remedies for prevention of staff sexual misconduct, and the impact of the professional and emotional damage created in sexual misconduct cases. It should demonstrate an understanding of the imbalance of power between staff and inmates. While it has been the experience of the Institute that a video presentation of 12–15 minutes allows for flexibility in the training design and delivery in correctional setting, proposers are encouraged to offer their own recommendations regarding length of video and format.

#### A. Required Activity

- Initial meeting with NIC staff for an overview of the Institute's training and technical assistance activities that are relevant to the development of the video and training guide.

#### B. Other Possible Activities

- Interviews with key personnel in state and local jurisdictions with experience in the management of or investigative response to sexual misconduct; i.e., commissioners, investigators, and wardens.
- Interviews with line staff and institutional supervisors.

- Interviews with former inmates and/or staff involved in incidents of staff sexual misconduct.
- Interviews with persons with particular interest in addressing staff sexual conduct; i.e., family members, psychologists, legislators, and legal community.
- Examination of the current federal and state law that addresses staff sexual misconduct.
- Development and presentation of case examples involving staff misconduct that lead to or conclude with inappropriate involvement with inmates.
- Identification of "red flags" that can alert a staff member to the danger signs for themselves or for co-workers.

**Authority:** Public Law 93–415.

#### Funds Available

The award will be limited to a maximum total of \$80,000 (direct and indirect costs) and project activity must be completed within 8 months of the date of the award. Funds may only be used for the activities that are linked to the desired outcomes of the project. This project will be a collaborative venture with the NIC Prisons Division.

All products from this funding effort will be in the public domain and available to interested agencies through the National Institute of Corrections.

**Deadline for Receipt of Applications:** Applications must be received by 4:00 p.m. on Tuesday, August 3, 1999. They should be addressed to: National Institute of Corrections, 320 First Street, NW, Room 5007, Washington, D.C. 20534, Attention: Director. Hand delivered applications can be brought to 500 First Street, NW, Washington, D.C. 20534. The front desk will call Bobbi Tinsley at (202) 307–3106, extension 0 for pickup.

**Addresses and Further Information:** Requests for the application kit, which consists of a copy of this announcement and copies of the forms and instructions for filing, should be directed to Judy Evens, Cooperative Agreement Control Office, National Institute of Corrections, 320 First Street, N.W., Room 5007, Washington, D.C. 20534 or by calling (800) 995–6423, extension 159 or (202) 307–3106, extension 159. She can also be contacted by E-mail via [jevans@bop.gov](mailto:jevans@bop.gov). All technical and/or programmatic questions concerning this announcement should be directed to Andie Moss at the above address or by calling (800) 995–6423, or (202) 307–3106, extension 140, or by E-mail via [amos@bob.gov](mailto:amos@bob.gov). Application forms may also be obtained through the NIC website: <http://www.nicic.org>.

#### Eligible Applicants

An eligible applicant is any private or non-profit organization, institution, individual, or team with expertise in production of training videos and related training materials.

#### Review Considerations

Applications received under this announcement will be subjected to an NIC three to five member Peer Review Process.

**Number of Awards:** One (1).

**NIC application Number:** 99P12 This number should appear as a reference line in the over letter and also in box 11 of Standard Form 424.

The Catalog of Federal Domestic Assistance number is: 16.601.

#### Morris L. Thigpen,

*Director, National Institute of Corrections.*

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## PAROLE COMMISSION

### Sunshine Act Meeting

#### Public Announcement

Pursuant To The Government In the Sunshine Act (Public Law 94–409) [5 U.S.C. Section 552b].

**AGENCY HOLDING MEETING:** Department of Justice, United States Parole Commission.

**TIME AND DATE:** 10:30 a.m., Tuesday, June 29, 1999.

**PLACE:** U.S. Parole Commission, 5550 Friendship Boulevard, 4th Floor, Chevy Chase, Maryland 20815.

**STATUS:** Open.

**MATTERS TO BE CONSIDERED:** The following matters have been placed on the agenda for the open Parole Commission meeting:

1. Approval of minutes of previous Commission meeting.
2. Reports from the Chairman, Commissioners, Legal, Chief of Staff, Case Operations, and Administrative Sections.
3. Proposed Changes to the Interim Rules for District of Columbia Code offenders and Approval of Rules as Final Rules.

**AGENCY CONTACT:** Tom Kowalski, Case Operations, United States Parole Commission, (301) 492–5962.

Dated: June 22, 1999.

#### Michael A. Stover,

*General Counsel, U.S. Parole Commission.*

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