

SOUTHERN STATES CORRECTIONAL ASSOCIATION

Standard Operating Procedures

Procedure:	Research and Grants Committee
Number:	SOP-308
Authority:	SSCA Constitution, Article XI: Authorization of By-Laws; SSCA By-Laws Section 14: Committees
Reference:	SSCA By-Laws Section 14: Committees
Effective Date:	July 19, 2006
Revises Previous Date:	July 19, 2005

The Research and Grants Committee, appointed by the President, shall consist of a minimum of eight members representing various states and a variety of fields in the criminal justice system. At least one of the appointed members will also be appointed to serve on the Program Committee to assist in locating financial grants to offset the cost of program expenses to the Association.

The purpose of this committee is two-fold. They are as follows:

1. One purpose is to explore and locate available financial grants or inexpensive training, training aids and equipment that can be used by members in their respective states or by the Southern States Correctional Association.
 - a. This information can be derived from other members, organizations, government agencies, universities, or private citizens.
 - b. It will be made available to the SSCA membership through publication in the Southern Concourse.
 - c. It will be made available to the Program Committee through the appointed Research and Grants Committee member serving on the Program Committee.
 - d. Upon the Executive Board's request for information regarding trainers/speakers for special training sessions, all possible financial aid resources will be provided.
 - e. Contact information will be maintained by the Research and Grants Committee in order for there to be a single source of information available to members.

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2. The second purpose of the committee is to publish and distribute information regarding various correctional issues, programs and concerns. The combined knowledge and experience of the SSCA membership will be the source of this information.

a. This can be accomplished by research done by the committee itself or by working with universities or governmental agencies.

b. The SSCA Executive Board must approve any contracts with outside research staff.

Additional duties and responsibilities include:

1. The Committee, at a minimum, will convene as a whole at each SSCA Conference.

2. The Committee chair will review with members the Committee's action plan, discuss progress and ensure compatibility with SSCA's visions and goals as set by the President.

3. At each SSCA Conference, the Committee chair (or representative) will report the progress of the Committee to the Executive Board.