



# REFERRAL FORM

## Restorative Justice of Northwest Wisconsin, Inc.

Today's Date: \_\_\_\_\_ Completion Deadline: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Address: \_\_\_\_\_

Parent/Guardians: \_\_\_\_\_

Referring Personnel: \_\_\_\_\_ Agency/School \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**PROGRAMS REFERRED TO:** Contact Restorative Justice by \_\_\_\_\_.

**AODA/Underage Drinking Education (\$50)**  Underage Drinking/Alcohol related  Other Substance

**Community Service (\$50 or 5 hrs. CS)**  Hours ordered \_\_\_\_\_  Hours allowed \_\_\_ in lieu of fine/fees \$ \_\_\_\_\_

**Victim Impact Panels** SIREN RJ OFFICE 7726 Rasmussen St. (\$20) Call office to schedule your one on one

**Apology Letter Coaching-Personal Accountability (\$10 or 1 hr. CS)**  **Victim/Offender Conferencing**

**Domestic Violence Education Group 60-90 min 1x wk-4wks (\$80 or 8 hrs. CS)**

**Alternative to Incarceration (\$50 or 5 hrs. CS) (Skill Directed Practice & CS 4 wks. w/20 hrs week)**

**Youth Educational Shoplifting Y.E.S. (\$50 or 5 hrs. CS)**

**Skills Directed Practice (1hr. 2x wk. 4 wks.) (\$50 or 5 hrs. CS)**

**Operation Safe Exchange (\$5)**

### PARTICIPANT:

1. You must complete the program successfully by deadline noted above.
2. Program fee must be paid to Restorative Justice of Northwest WI, Inc. upon enrollment.

### REFERRING PERSONNEL:

- Please fax:
1. Referral Form
  2. Copies of supporting documentation (police report, court order, school's disciplinary report, DPA, etc.)

**Restorative Justice of Northwest Wisconsin, Inc.**

7726 Rasmussen St, PO Box 510, Siren, WI 54872

Phone 715-349-2117 FAX 715-349-5702



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### Restorative Justice of Northwest Wisconsin, Inc.

**Apology Letter Coaching**-Provides an opportunity for the offender to take responsibility for their actions, hold themselves accountable, and to make amends to the victim(s), stakeholders and others affected by their choices. The intent of the Apology Program is to motivate the offender to reflect on the thoughts, feelings and actions leading to the behavior/action. The offender will also develop a detailed plan for effective change to reduce/eliminate negative behaviors. The process entails 1-2 hours wherein the offender will answer several questions and use the answer to those questions to develop an apology. The process and coaching can either take place at the Restorative Justice Office or while the offender is in jail. The cost is \$10 or 1 hour of community service set up by R.J.

**Domestic Violence Education Group**-This program is a 4-week curriculum designed to educate domestic abuse offenders, male or female in a group or individually. This education program will take place at the Restorative Justice Office or the local jail and will entail 60-90-minute meetings for 4 weeks. The cost is \$80 or 8hrs of community service set up by R.J.

**Alternative to Incarceration**-This program includes an offender participating in 20 hours of community service set up by R.J. for 4 weeks combined with the offender participating in Skills Directed Practice, 2-1hr meetings for 4 weeks at the R.J. Office. Skills Directed Practice includes training for the offender in conflict resolution skills, cognitive awareness (thinking drives behavior), victim impact, ripple effect (web of relationships) and accountability. The purpose is to restore relationships, repair the harm caused and create no further harm.

**Youth Educational Shoplifting Program**-A program designed to educate/deter shoplifting offenders 1hr-1xwk for 4 weeks at a designated site which can include but is not limited to the R.J. Office, school, jail, etc. Cost is \$50 or 5 hours of community service.

**Skills Directed Practice**-Training for the offender in conflict resolution skills, cognitive awareness, victim impact, ripple effect and accountability. The purpose of the program is to restore relationships, repair the harm caused and create no further harm. This program is designed for groups or individuals and will occur 1hr 2xwk for 4 weeks. Cost is \$50 or 5hrs of cs. This training can occur but is not limited to the R.J. Office, school, jail, etc.

**Operation Safe Exchange**-Provides a trained staff member or volunteer to offer a conflict free exchange for a child. Times and dates are prearranged. The exchange is conducted at the Burnett Co. Sheriff's Office. The children, their belongings and any required information is given to each parent through the facilitator. The cost for the program is \$5 per exchange and both parents/guardians must be ordered by the court to participate in the program.

**Victim/Offender Conferencing**-Will provide a trained facilitator to offer interested victims of crime an opportunity to meet with the offender in a safe environment, discuss the crime and its impact, get answers to their questions and express their feelings as a part of the healing and recovery process. The offender will be encouraged to express remorse, develop empathy and accept full responsibility for the harm caused to the victim and family. There is no cost and the offender must be court ordered to complete the conferencing.