



Pretrial Justice and the State Courts Initiative

Technical Assistance Request Form

Overview

The National Center for State Courts and Pretrial Justice Institute have funding from the State Justice Institute to assist state and local courts in gaining specific expertise on and implementing pretrial justice reform policies and practices. The assistance is flexible and typically involves a few days of an expert's time on-site, through conference calls, and/or web-based training. The assistance also can take the form of sending representatives from one jurisdiction to another to learn first-hand how to implement a specific practice. If you would like to discuss possible assistance, please contact Susan Keilitz at skeilitz@ncsc.org or John Clark at john@pretrial.org.

The Advisory Committee for the Pretrial Justice and the State Courts Initiative will review technical assistance requests on a case-by-case basis, considering factors such as the likely results/benefits of the assistance, available expertise to provide the assistance, and the level of assistance requested.

Request Assistance

If you are interested in requesting assistance, please complete the form on page 2 and email to skeilitz@ncsc.org. All requests must have the signature of your state's chief justice or state court administrator. If the request is from a local court, the presiding judge must also agree to the request.

Technical Assistance Request Form

Question	Response
1. Date of request	
2. Name of state or local court	
3. Contact name & title	
4. Phone # & area code	
5. Email	
6. Court's address	
7. If local court, jurisdiction's population size	
8. If local court, number of judges on court	
9. What is the nature of TA needed? Please be specific (e.g., travel for x# of people to visit program in city/state; 3 days of consultant time to help with y activity). If you are unsure, please contact us to discuss. If additional space is needed, please attach separate page.	
10. What is the timeframe for beginning and ending the TA? Please be aware that it may take up to 30 days to process this TA request.	
11. Likely results/ benefits of the TA	

If the request is from a local court, please have the Presiding Judge indicate approval of the request: I, _____, approve of this request.

Approval of Chief Justice or State Court Administrator: I _____ agree with the information included in this request and support the provision of TA in my state. We will provide follow-up information regarding the provision and effectiveness of the TA as requested by the NCSC and PJI.