

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

2003

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

The organization may have to use a copy of this return to satisfy state reporting requirements.

A For the 2003 calendar year, or tax year beginning 10/01, 2003, and ending 09/30/2004

B Check if applicable:
☐ Address change
☐ Name change
☐ Initial return
☐ Final return
☐ Amended return
☐ Application pending

Please use IRS label or print or type. See Specific Instructions.

C Name of organization

AMERICAN CORRECTIONAL ASSOCIATION

Number and street (or P.O. box if mail is not delivered to street address)

Room/suite

4380 FORBES BLVD.

City or town, state or country, and ZIP + 4

LANHAM, MD 20706

D Employer identification number

13-1977456

E Telephone number

(301) 918-1800

F Accounting method

☐ Cash☒ Accrual

Other (specify) ▶

Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

H and I are not applicable to section 527 organizations

H(a) Is this a group return for affiliates? ☐ Yes ☒ No

H(b) If "Yes," enter number of affiliates ▶

H(c) Are all affiliates included? ☐ Yes ☐ No

(If "No," attach a list. See instructions.)

H(d) Is this a separate return filed by an organization covered by a group ruling? ☐ Yes ☒ No

I Group Exemption Number ▶

M Check ☐ if the organization is not required to attach Sch B (Form 990, 990-EZ, or 990-PF)

G Website: WWW.ACA.ORG

J Organization type (check only one) ☒ 501(c) (3) ◀ (insert no) 4947(a)(1) or 527K Check here ☐ if the organization's gross receipts are normally not more than \$25,000. The organization need not file a return with the IRS; but if the organization received a Form 990 Package in the mail, it should file a return without financial data. Some states require a complete return.

L Gross receipts. Add lines 6b, 8b, 9b, and 10b to line 12 ▶ 9,878,856.

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (See page 18 of the instructions.)

Revenue	1	Contributions, gifts, grants, and similar amounts received:			
	a	Direct public support	1a	331,857.	
	b	Indirect public support	1b		
	c	Government contributions (grants)	1c	368,165.	
	d	Total (add lines 1a through 1c) (cash \$ 408,723. noncash \$ 291,299.)	1d	700,022.	
	2	Program service revenue including government fees and contracts (from Part VII, line 93)	2	5,847,564.	
	3	Membership dues and assessments	3	631,090.	
	4	Interest on savings and temporary cash investments	4	68,829.	
	5	Dividends and interest from securities	5		
	6a	Gross rents	6a		
Expenses	b	Less: rental expenses	6b		
	c	Net rental income or (loss) (subtract line 6b from line 6a)	6c		
	7	Other investment income (describe ▶)	7		
	8a	Gross amount from sales of assets other than inventory	(A) Securities	8a	
	b	Less: cost or other basis and sales expenses	8b		
	c	Gain or (loss) (attach schedule)	8c		
	d	Net gain or (loss) (combine line 8c, columns (A) and (B))	8d		
	9	Special events and activities (attach schedule). If any amount is from gaming, check here <input type="checkbox"/>			
	a	Gross revenue (not including \$ of contributions reported on line 1a)	9a		
	b	Less: direct expenses other than fundraising expenses	9b		
Net Assets	c	Net income or (loss) from special events (subtract line 9b from line 9a)	9c		
	10a	Gross sales of inventory, less returns and allowances	10a	1,585,842.	
	b	Less: cost of goods sold	10b	287,892.	
	c	Gross profit or (loss) from sales of inventory (attach schedule) (subtract line 10b from line 10a)	10c	1,297,950.	
	11	Other revenue (from Part VII, line 103)	11	1,045,509.	
	12	Total revenue (add lines 1d, 2, 3, 4, 5, 6c, 7, 8d, 9c, 10c, and 11)	12	9,590,964.	
	13	Program services (from line 44, column (B))	13	7,586,922.	
	14	Management and general (from line 44, column (C))	14	1,949,943.	
	15	Fundraising (from line 44, column (D))	15	8,733.	
	16	Payments to affiliates (attach schedule)	16		
Net Assets	17	Total expenses (add lines 16 and 44, column (A))	17	9,545,598.	
	18	Excess or (deficit) for the year (subtract line 17 from line 12)	18	45,366.	
	19	Net assets or fund balances at beginning of year (from line 73, column (A))	19	2,512,377.	
	20	Other changes in net assets or fund balances (attach explanation)	20	176,475.	
	21	Net assets or fund balances at end of year (combine lines 18, 19, and 20)	21	2,734,218.	

For Paperwork Reduction Act Notice, see the separate instructions.

Form 990 (2003)

SCANNED JUN 20 2005

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Part II Statement of Functional Expenses

All organizations must complete column (A). Columns (B), (C), and (D) are required for section 501(c)(3) and (4) organizations and section 4947(a)(1) nonexempt charitable trusts but optional for others. (See page 22 of the instructions.)

Do not include amounts reported on line 6b, 8b, 9b, 10b, or 16 of Part I.	(A) Total	(B) Program services	(C) Management and general	(D) Fundraising
22 Grants and allocations (attach schedule)				
(cash \$ _____ noncash \$ _____)	22			
23 Specific assistance to individuals (attach schedule)	23			
24 Benefits paid to or for members (attach schedule)	24			
25 Compensation of officers, directors, etc.	25 178,026.		178,026.	
26 Other salaries and wages	26 2,755,297.	2,190,149.	564,831.	317.
27 Pension plan contributions	27 798,578.	603,834.	194,655.	89.
28 Other employee benefits	28			
29 Payroll taxes	29			
30 Professional fundraising fees	30			
31 Accounting fees	31			
32 Legal fees	32			
33 Supplies	33 54,457.	24,500.	29,957.	
34 Telephone	34 112,747.	103,267.	9,075.	405.
35 Postage and shipping	35 318,839.	306,787.	12,048.	4.
36 Occupancy	36 501,401.	435,891.	58,081.	7,429.
37 Equipment rental and maintenance	37 54,034.	38,729.	15,305.	
38 Printing and publications	38 648,331.	631,706.	16,625.	
39 Travel	39 1,488,917.	1,322,599.	166,318.	
40 Conferences, conventions, and meetings	40			
41 Interest	41			
42 Depreciation, depletion, etc. (attach schedule)	42 112,715.		112,715.	
43 Other expenses not covered above (itemize) STMT 4	43a 2,522,256.	1,929,460.	592,307.	489.
b	43b			
c	43c			
d	43d			
e	43e			
44 Total functional expenses (add lines 22 through 43) Organizations completing columns (B)-(D), carry these totals to lines 13-15	44 9,545,598.	7,586,922.	1,949,943.	8,733.

Joint Costs. Check ☐ if you are following SOP 98-2.Are any joint costs from a combined educational campaign and fundraising solicitation reported in (B) Program services? ☐ Yes ☒ No

If "Yes," enter (i) the aggregate amount of these joint costs \$ _____; (ii) the amount allocated to Program services \$ _____;

(iii) the amount allocated to Management and general \$ _____; and (iv) the amount allocated to Fundraising \$ _____

Part III Statement of Program Service Accomplishments (See page 25 of the instructions.)What is the organization's primary exempt purpose? **STMT 5**

All organizations must describe their exempt purpose achievements in a clear and concise manner. State the number of clients served, publications issued, etc. Discuss achievements that are not measurable. (Section 501(c)(3) and (4) organizations and 4947(a)(1) nonexempt charitable trusts must also enter the amount of grants and allocations to others.)

	Program Service Expenses (Required for 501(c)(3) and (4) orgs., and 4947(a)(1) trusts, but optional for others)
a STMT 6	
(Grants and allocations \$ _____)	1,778,347.
b	
(Grants and allocations \$ _____)	2,078,018.
c	
(Grants and allocations \$ _____)	1,103,013.
d	
(Grants and allocations \$ _____)	531,549.
e Other program services (attach schedule) STMT 7	(Grants and allocations \$ _____) 2,095,995.
f Total of Program Service Expenses (should equal line 44, column (B), Program services).	7,586,922.

Part IV Balance Sheets (See page 25 of the instructions.)**Note:** Where required, attached schedules and amounts within the description column should be for end-of-year amounts only.

		(A) Beginning of year		(B) End of year
Assets	45 Cash - non-interest-bearing	310,332.	45	287,568.
	46 Savings and temporary cash investments		46	
	47a Accounts receivable	47a 1,129,881.		
	b Less: allowance for doubtful accounts	47b 45,000.	998,153.	47c 1,084,881.
	48a Pledges receivable	48a		
	b Less: allowance for doubtful accounts	48b		48c
	49 Grants receivable	30,960.	49	NONE
	50 Receivables from officers, directors, trustees, and key employees (attach schedule)		50	
	51a Other notes and loans receivable (attach schedule)	51a		
	b Less: allowance for doubtful accounts	51b		51c
	52 Inventories for sale or use	1,324,517.	52	1,278,312.
	53 Prepaid expenses and deferred charges	267,629.	53	362,891.
	54 Investments - securities (attach schedule) STMT. 9. <input type="checkbox"/> Cost <input checked="" type="checkbox"/> FMV	2,374,742.	54	2,370,046.
	55a Investments - land, buildings, and equipment: basis	55a		
	b Less: accumulated depreciation (attach schedule)	55b		55c
56 Investments - other (attach schedule)		56		
57a Land, buildings, and equipment: basis STMT. 10.	57a 1,128,698.			
b Less: accumulated depreciation (attach schedule)	57b 935,808.	185,420.	57c 192,890.	
58 Other assets (describe ►)		58		
59 Total assets (add lines 45 through 58) (must equal line 74)	5,491,753.	59	5,576,588.	
Liabilities	60 Accounts payable and accrued expenses	1,061,110.	60	861,548.
	61 Grants payable		61	
	62 Deferred revenue	1,162,709.	62	1,108,193.
	63 Loans from officers, directors, trustees, and key employees (attach schedule)		63	
	64a Tax-exempt bond liabilities (attach schedule)		64a	
	b Mortgages and other notes payable (attach schedule)		64b	
	65 Other liabilities (describe ► STMT. 12)	755,557.	65	872,629.
66 Total liabilities (add lines 60 through 65)	2,979,376.	66	2,842,370.	
Net Assets or Fund Balances	Organizations that follow SFAS 117, check here <input checked="" type="checkbox"/> and complete lines 67 through 69 and lines 73 and 74.			
	67 Unrestricted	2,512,377.	67	2,734,218.
	68 Temporarily restricted		68	
	69 Permanently restricted		69	
	Organizations that do not follow SFAS 117, check here <input type="checkbox"/> and complete lines 70 through 74.			
	70 Capital stock, trust principal, or current funds		70	
	71 Paid-in or capital surplus, or land, building, and equipment fund		71	
	72 Retained earnings, endowment, accumulated income, or other funds		72	
	73 Total net assets or fund balances (add lines 67 through 69 or lines 70 through 72; column (A) must equal line 19; column (B) must equal line 21)	2,512,377.	73	2,734,218.
	74 Total liabilities and net assets / fund balances (add lines 66 and 73)	5,491,753.	74	5,576,588.

Form 990 is available for public inspection and, for some people, serves as the primary or sole source of information about a particular organization. How the public perceives an organization in such cases may be determined by the information presented on its return. Therefore, please make sure the return is complete and accurate and fully describes, in Part III, the organization's programs and accomplishments.

Part VI Other Information (See page 28 of the instructions.)

		Yes	No
76	Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity . . .	76	X
77	Were any changes made in the organizing or governing documents but not reported to the IRS? STMT. 17	77	X
If "Yes," attach a conformed copy of the changes			
78 a	Did the organization have unrelated business gross income of \$1,000 or more during the year covered by this return?	78a	X
b	If "Yes," has it filed a tax return on Form 990-T for this year?	78b	X
79	Was there a liquidation, dissolution, termination, or substantial contraction during the year? If "Yes," attach a statement	79	X
80 a	Is the organization related (other than by association with a statewide or nationwide organization) through common membership, governing bodies, trustees, officers, etc., to any other exempt or nonexempt organization?	80a	X
b	If "Yes," enter the name of the organization: _____ and check whether it is <input type="checkbox"/> exempt or <input type="checkbox"/> nonexempt		
81 a	Enter direct and indirect political expenditures. See line 81 instructions. 81a NONE		
b	Did the organization file Form 1120-POL for this year?	81b	X
82 a	Did the organization receive donated services or the use of materials, equipment, or facilities at no charge or at substantially less than fair rental value?	82a	X
b	If "Yes," you may indicate the value of these items here. Do not include this amount as revenue in Part I or as an expense in Part II. (See instructions in Part III.) 82b N/A		
83 a	Did the organization comply with the public inspection requirements for returns and exemption applications?	83a	X
b	Did the organization comply with the disclosure requirements relating to quid pro quo contributions?	83b	N/A
84 a	Did the organization solicit any contributions or gifts that were not tax deductible?	84a	X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	84b	N/A
85	501(c)(4), (5), or (6) organizations. a Were substantially all dues nondeductible by members? 85a N/A		
b	Did the organization make only in-house lobbying expenditures of \$2,000 or less? 85b N/A		
If "Yes" was answered to either 85a or 85b, do not complete 85c through 85h below unless the organization received a waiver for proxy tax owed for the prior year.			
c	Dues, assessments, and similar amounts from members 85c N/A		
d	Section 162(e) lobbying and political expenditures 85d N/A		
e	Aggregate nondeductible amount of section 6033(e)(1)(A) dues notices 85e N/A		
f	Taxable amount of lobbying and political expenditures (line 85d less 85e) 85f N/A		
g	Does the organization elect to pay the section 6033(e) tax on the amount on line 85f? 85g N/A		
h	If section 6033(e)(1)(A) dues notices were sent, does the organization agree to add the amount on line 85f to its reasonable estimate of dues allocable to nondeductible lobbying and political expenditures for the following tax year? 85h N/A		
86	501(c)(7) orgs. Enter: a Initiation fees and capital contributions included on line 12 86a N/A		
b	Gross receipts, included on line 12, for public use of club facilities 86b N/A		
87	501(c)(12) orgs. Enter: a Gross income from members or shareholders 87a N/A		
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.) 87b N/A		
88	At any time during the year, did the organization own a 50% or greater interest in a taxable corporation or partnership, or an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Part IX	88	X
89 a	501(c)(3) organizations. Enter: Amount of tax imposed on the organization during the year under: section 4911 NONE ; section 4912 NONE ; section 4955 NONE		
b	501(c)(3) and 501(c)(4) orgs. Did the organization engage in any section 4958 excess benefit transaction during the year or did it become aware of an excess benefit transaction from a prior year? If "Yes," attach a statement explaining each transaction	89b	X
c	Enter: Amount of tax imposed on the organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 NONE		
d	Enter: Amount of tax on line 89c, above, reimbursed by the organization NONE		
90 a	List the states with which a copy of this return is filed NONE		
b	Number of employees employed in the pay period that includes March 12, 2003 (See instructions) 90b 72		
91	The books are in care of THE ASSOCIATION Telephone no 301-918-1800		
	Located at 4380 FORBES BLVD, LANHAM, MD ZIP + 4 20706		
92	Section 4947(a)(1) nonexempt charitable trusts filing Form 990 in lieu of Form 1041 - Check here <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year 92 N/A		

Form 990 (2003)

Part VII Analysis of Income-Producing Activities (See page 33 of the instructions.)

Note: Enter gross amounts unless otherwise indicated.

	Unrelated business income		Excluded by section 512, 513, or 514		(E) Related or exempt function income
	(A) Business code	(B) Amount	(C) Exclusion code	(D) Amount	
93 Program service revenue:					
a ACCREDITATION CONT					3,015,569.
b CONFERENCES			07	1,743,193.	1,005,652.
c TRAINING WORKSHOPS					66,554.
d COMPENDIUM					16,596.
e					
f Medicare/Medicaid payments					
g Fees and contracts from government agencies					
94 Membership dues and assessments					631,090.
95 Interest on savings and temporary cash investments			14	68,829.	
96 Dividends and interest from securities					
97 Net rental income or (loss) from real estate:					
a debt-financed property					
b not debt-financed property					
98 Net rental income or (loss) from personal property					
99 Other investment income					
100 Gain or (loss) from sales of assets other than inventory					
101 Net income or (loss) from special events					
102 Gross profit or (loss) from sales of inventory					1,297,950.
103 Other revenue: a					
b ADVERTISING	541800	756,733.			
c MAILING LIST	900004	140,240.			
d MISCELLANEOUS			01	148,536.	
e					
104 Subtotal (add columns (B), (D), and (E))		896,973.		1,960,558.	6,033,411.
105 Total (add line 104, columns (B), (D), and (E))					8,890,942.

Note: Line 105 plus line 1d, Part I, should equal the amount on line 12, Part I.

Part VIII Relationship of Activities to the Accomplishment of Exempt Purposes (See page 34 of the instructions.)

Line No.	Explain how each activity for which income is reported in column (E) of Part VII contributed importantly to the accomplishment of the organization's exempt purposes (other than by providing funds for such purposes).
1	STMT 18

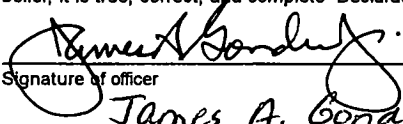
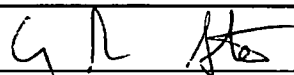
Part IX Information Regarding Taxable Subsidiaries and Disregarded Entities (See page 34 of the instructions.)

(A) Name, address, and EIN of corporation, partnership, or disregarded entity	(B) Percentage of ownership interest	(C) Nature of activities	(D) Total income	(E) End-of-year assets
N/A	%			
	%			
	%			
	%			

Part X Information Regarding Transfers Associated with Personal Benefit Contracts (See page 34 of the instructions.)

(a) Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	Yes	<input checked="" type="checkbox"/>	No
(b) Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	Yes	<input type="checkbox"/>	No

Note: If "Yes" to (b), file Form 8870 and Form 4720 (see instructions).

Please Sign Here	Under penalties of perjury, I declare that I have examined this return and belief, it is true, correct, and complete Declaration of preparer (other than officer) is based on all information of which preparer has knowledge.
	Signature of officer  Type or print name and title James A. Conates
Paid Preparer's Use Only	Preparer's signature 
	Firm's name (or yours if self-employed), address, and ZIP + 4 ARONSON & COMPANY 700 KING FARM BLVD ROCKVILLE, MD

SCHEDULE A
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Name of the organization

Organization Exempt Under Section 501(c)(3)

(Except Private Foundation) and Section 501(e), 501(f), 501(k),
501(n), or Section 4947(a)(1) Nonexempt Charitable Trust

Supplementary Information - (See separate instructions.)

▶ **MUST be completed by the above organizations and attached to their Form 990 or 990-EZ**

OMB No. 1545-0047

2003

Employer identification number

AMERICAN CORRECTIONAL ASSOCIATION

13-1977456

Part I Compensation of the Five Highest Paid Employees Other Than Officers, Directors, and Trustees
(See page 1 of the instructions. List each one. If there are none, enter "None.")

(a) Name and address of each employee paid more than \$50,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
<u>MARGE RESTIVO</u> 4380 FORBES BLVD LANHAM, MD 20706	DIR -CACR 40	107,560.	29,041.	NONE
<u>ROBERT VERDEYEN</u> 4380 FORBES BOULEVARD LANHAM, MD 20706	Director 40	96,112.	25,950.	NONE
<u>CATHY GIBNEY</u> 4380 FORBES BOULEVARD LANHAM, MD 20706	DIRECTOR 40	78,944.	21,315.	NONE
<u>GABBY DALEY</u> 4380 FORBES BOULEVARD LANHAM, MD 20706	DIRECTOR 40	73,311.	19,794.	NONE
<u>JEFFREY WASHINGTON</u> 4380 FORBES BOULEVARD LANHAM, MD 20706	DIRECTOR 40	99,235.	26,793.	NONE
Total number of other employees paid over \$50,000 ▶	4			

Part II Compensation of the Five Highest Paid Independent Contractors for Professional Services
(See page 2 of the instructions. List each one (whether individuals or firms). If there are none, enter "None.")

(a) Name and address of each independent contractor paid more than \$50,000	(b) Type of service	(c) Compensation
<u>NONE</u>		
Total number of others receiving over \$50,000 for professional services ▶	NONE	

For Paperwork Reduction Act Notice, see the Instructions for Form 990 and Form 990-EZ.
JSA

Schedule A (Form 990 or 990-EZ) 2003

Part III Statements About Activities (See page 2 of the instructions.)

Yes No

1	During the year, has the organization attempted to influence national, state, or local legislation, including any attempt to influence public opinion on a legislative matter or referendum? If "Yes," enter the total expenses paid or incurred in connection with the lobbying activities ▶ \$ <u>152,925</u> . (Must equal amounts on line 38, Part VI-A, or line I of Part VI-B.)	1	X	
Organizations that made an election under section 501(h) by filing Form 5768 must complete Part VI-A. Other organizations checking "Yes," must complete Part VI-B AND attach a statement giving a detailed description of the lobbying activities				
2	During the year, has the organization, either directly or indirectly, engaged in any of the following acts with any substantial contributors, trustees, directors, officers, creators, key employees, or members of their families, or with any taxable organization with which any such person is affiliated as an officer, director, trustee, majority owner, or principal beneficiary? (If the answer to any question is "Yes," attach a detailed statement explaining the transactions.)			
a	Sale, exchange, or leasing of property?	2a		X
b	Lending of money or other extension of credit?	2b		X
c	Furnishing of goods, services, or facilities?	2c		X
d	Payment of compensation (or payment or reimbursement of expenses if more than \$1,000)? <u>STMT. 19</u>	2d	X	
e	Transfer of any part of its income or assets?	2e		X
3a	Do you make grants for scholarships, fellowships, student loans, etc.? (If "Yes," attach an explanation of how you determine that recipients qualify to receive payments.)	3a		X
b	Do you have a section 403(b) annuity plan for your employees?	3b		X
4	Did you maintain any separate account for participating donors where donors have the right to provide advice on the use or distribution of funds?	4		X

Part IV Reason for Non-Private Foundation Status (See pages 3 through 6 of the instructions.)

The organization is not a private foundation because it is. (Please check only ONE applicable box.)

- 5 ☐ A church, convention of churches, or association of churches. Section 170(b)(1)(A)(i).
- 6 ☐ A school. Section 170(b)(1)(A)(ii). (Also complete Part V.)
- 7 ☐ A hospital or a cooperative hospital service organization. Section 170(b)(1)(A)(iii).
- 8 ☐ A Federal, state, or local government or governmental unit. Section 170(b)(1)(A)(v).
- 9 ☐ A medical research organization operated in conjunction with a hospital. Section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state ▶ _____
- 10 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit. Section 170(b)(1)(A)(iv). (Also complete the Support Schedule in Part IV-A.)
- 11a ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public. Section 170(b)(1)(A)(vi). (Also complete the Support Schedule in Part IV-A.)
- 11b ☐ A community trust. Section 170(b)(1)(A)(vi). (Also complete the Support Schedule in Part IV-A.)
- 12 ☒ An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its charitable, etc., functions - subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Also complete the Support Schedule in Part IV-A.)
- 13 ☐ An organization that is not controlled by any disqualified persons (other than foundation managers) and supports organizations described in (1) lines 5 through 12 above, or (2) section 501(c)(4), (5), or (6), if they meet the test of section 509(a)(2). (See section 509(a)(3).)

Provide the following information about the supported organizations. (See page 5 of the instructions.)

(a) Name(s) of supported organization(s)	(b) Line number from above

- 14 ☐ An organization organized and operated to test for public safety. Section 509(a)(4). (See page 6 of the instructions.)

Part IV-A Support Schedule (Complete only if you checked a box on line 10, 11, or 12.) *Use cash method of accounting.***Note:** You may use the worksheet in the instructions for converting from the accrual to the cash method of accounting.

Calendar year (or fiscal year beginning in)	(a) 2002	(b) 2001	(c) 2000	(d) 1999	(e) Total
15 Gifts, grants, and contributions received. (Do not include unusual grants. See line 28.)	605,532.	903,871.	1,403,647.	1,837,771.	4,750,821.
16 Membership fees received					
17 Gross receipts from admissions, merchandise sold or services performed, or furnishing of facilities in any activity that is related to the organization's charitable, etc., purpose	8,533,659.	8,356,240.	8,694,553.	9,163,801.	34,748,253.
18 Gross income from interest, dividends, amounts received from payments on securities loans (section 512(a)(5)), rents, royalties, and unrelated business taxable income (less section 511 taxes) from businesses acquired by the organization after June 30, 1975	1,032,788.	1,150,055.	279,145.	1,462,178.	3,924,166.
19 Net income from unrelated business activities not included in line 18					
20 Tax revenues levied for the organization's benefit and either paid to it or expended on its behalf					
21 The value of services or facilities furnished to the organization by a governmental unit without charge. Do not include the value of services or facilities generally furnished to the public without charge					
22 Other income. Attach a schedule. Do not include gain or (loss) from sale of capital assets					
23 Total of lines 15 through 22	10,171,979.	10,410,166.	10,377,345.	12,463,750.	43,423,240.
24 Line 23 minus line 17	1,638,320.	2,053,926.	1,682,792.	3,299,949.	8,674,987.
25 Enter 1% of line 23	101,720.	104,102.	103,773.	124,638.	
26 Organizations described on lines 10 or 11: a Enter 2% of amount in column (e), line 24 NOT APPLICABLE					26a
b Prepare a list for your records to show the name of and amount contributed by each person (other than a governmental unit or publicly supported organization) whose total gifts for 1999 through 2002 exceeded the amount shown in line 26a. Do not file this list with your return. Enter the total of all these excess amounts					26b
c Total support for section 509(a)(1) test: Enter line 24, column (e)					26c
d Add: Amounts from column (e) for lines: 18 _____ 19 _____ 22 _____ 26b _____					26d
e Public support (line 26c minus line 26d total)					26e
f Public support percentage (line 26e (numerator) divided by line 26c (denominator))					26f %
27 Organizations described on line 12: a For amounts included in lines 15, 16, and 17 that were received from a "disqualified person," prepare a list for your records to show the name of, and total amounts received in each year from, each "disqualified person." Do not file this list with your return. Enter the sum of such amounts for each year: (2002) <u>NONE</u> (2001) <u>NONE</u> (2000) <u>NONE</u> (1999) <u>NONE</u>					
b For any amount included in line 17 that was received from each person (other than "disqualified persons"), prepare a list for your records to show the name of, and amount received for each year, that was more than the larger of (1) the amount on line 25 for the year or (2) \$5,000. (Include in the list organizations described in lines 5 through 11, as well as individuals.) Do not file this list with your return. After computing the difference between the amount received and the larger amount described in (1) or (2), enter the sum of these differences (the excess amounts) for each year: (2002) <u>NONE</u> (2001) <u>NONE</u> (2000) <u>NONE</u> (1999) <u>NONE</u>					
c Add: Amounts from column (e) for lines: 15 <u>4,750,821.</u> 16 _____ 17 <u>34,748,253.</u> 20 _____ 21 _____					27c 39,499,074.
d Add: Line 27a total <u>NONE</u> and line 27b total <u>NONE</u>					27d NONE
e Public support (line 27c total minus line 27d total)					27e 39,499,074.
f Total support for section 509(a)(2) test: Enter amount from line 23, column (e)					27f 43,423,240.
g Public support percentage (line 27e (numerator) divided by line 27f (denominator))					27g 90.9630 %
h Investment income percentage (line 18, column (e) (numerator) divided by line 27f (denominator))					27h 9.0370 %
28 Unusual Grants: For an organization described in line 10, 11, or 12 that received any unusual grants during 1999 through 2002, prepare a list for your records to show, for each year, the name of the contributor, the date and amount of the grant, and a brief description of the nature of the grant. Do not file this list with your return. Do not include these grants in line 15.					

Part V Private School Questionnaire (See page 7 of the instructions.)(To be completed ONLY by schools that checked the box on line 6 in Part IV) **NOT APPLICABLE**

	Yes	No
29 Does the organization have a racially nondiscriminatory policy toward students by statement in its charter, bylaws, other governing instrument, or in a resolution of its governing body?	29	
30 Does the organization include a statement of its racially nondiscriminatory policy toward students in all its brochures, catalogues, and other written communications with the public dealing with student admissions, programs, and scholarships?	30	
31 Has the organization publicized its racially nondiscriminatory policy through newspaper or broadcast media during the period of solicitation for students, or during the registration period if it has no solicitation program, in a way that makes the policy known to all parts of the general community it serves? If "Yes," please describe; if "No," please explain. (If you need more space, attach a separate statement.) ----- ----- -----	31	
32 Does the organization maintain the following:		
a Records indicating the racial composition of the student body, faculty, and administrative staff?	32a	
b Records documenting that scholarships and other financial assistance are awarded on a racially nondiscriminatory basis?	32b	
c Copies of all catalogues, brochures, announcements, and other written communications to the public dealing with student admissions, programs, and scholarships?	32c	
d Copies of all material used by the organization or on its behalf to solicit contributions?	32d	
If you answered "No" to any of the above, please explain. (If you need more space, attach a separate statement.) ----- -----		
33 Does the organization discriminate by race in any way with respect to:		
a Students' rights or privileges?	33a	
b Admissions policies?	33b	
c Employment of faculty or administrative staff?	33c	
d Scholarships or other financial assistance?	33d	
e Educational policies?	33e	
f Use of facilities?	33f	
g Athletic programs?	33g	
h Other extracurricular activities?	33h	
If you answered "Yes" to any of the above, please explain. (If you need more space, attach a separate statement.) ----- ----- -----		
34a Does the organization receive any financial aid or assistance from a governmental agency?	34a	
b Has the organization's right to such aid ever been revoked or suspended? If you answered "Yes" to either 34a or b, please explain using an attached statement.	34b	
35 Does the organization certify that it has complied with the applicable requirements of sections 4.01 through 4.05 of Rev. Proc. 75-50, 1975-2 C.B. 587, covering racial nondiscrimination? If "No," attach an explanation	35	

Part VI-A Lobbying Expenditures by Electing Public Charities (See page 9 of the instructions.)(To be completed **ONLY** by an eligible organization that filed Form 5768)Check ☒ **a** If the organization belongs to an affiliated group. Check ☐ **b** if you checked "a" and "limited control" provisions apply.**Limits on Lobbying Expenditures**

(The term "expenditures" means amounts paid or incurred.)

	(a) Affiliated group totals	(b) To be completed for ALL electing organizations
36 Total lobbying expenditures to influence public opinion (grassroots lobbying) . . .	36	NONE
37 Total lobbying expenditures to influence a legislative body (direct lobbying) . . .	37	91,897.
38 Total lobbying expenditures (add lines 36 and 37) . . .	38	91,897.
39 Other exempt purpose expenditures . . .	39	9,499,067.
40 Total exempt purpose expenditures (add lines 38 and 39) . . .	40	9,590,964.
41 Lobbying nontaxable amount. Enter the amount from the following table -		
If the amount on line 40 is -		
Not over \$500,000 20% of the amount on line 40		
Over \$500,000 but not over \$1,000,000 . . . \$100,000 plus 15% of the excess over \$500,000		
Over \$1,000,000 but not over \$1,500,000 . . \$175,000 plus 10% of the excess over \$1,000,000		
Over \$1,500,000 but not over \$17,000,000 . \$225,000 plus 5% of the excess over \$1,500,000		
Over \$17,000,000 \$1,000,000		
The lobbying nontaxable amount is -		
41		629,548.
42 Grassroots nontaxable amount (enter 25% of line 41)	42	157,387.
43 Subtract line 42 from line 36. Enter -0- if line 42 is more than line 36	43	
44 Subtract line 41 from line 38. Enter -0- if line 41 is more than line 38	44	

Caution: If there is an amount on either line 43 or line 44, you must file Form 4720.**4-Year Averaging Period Under Section 501(h)**

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below.

See the instructions for lines 45 through 50 on page 11 of the instructions.)

Lobbying Expenditures During 4-Year Averaging Period					
Calendar year (or fiscal year beginning in) ▶	(a) 2003	(b) 2002	(c) 2001	(d) 2000	(e) Total
Lobbying nontaxable					
45 amount	629,548.	495,088.	654,570.	668,018.	2,447,224.
Lobbying ceiling amount					
46 (150% of line 45(e)) . . .					3,670,836.
Total lobbying expenditures	91,897.	152,925.	195,828.	88,482.	529,132.
Grassroots nontaxable					
48 amount	157,387.	123,772.	163,643.	167,005.	611,807.
Grassroots ceiling amount					
49 (150% of line 48(e)) . . .					917,711.
Grassroots lobbying					
50 expenditures	NONE	NONE	NONE	NONE	NONE

Part VI-B Lobbying Activity by Nonelecting Public Charities

(For reporting only by organizations that did not complete Part VI-A) (See page 12 of the instructions.)

During the year, did the organization attempt to influence national, state or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of:

	Yes	No	Amount
a Volunteers	N/A		
b Paid staff or management (Include compensation in expenses reported on lines c through h.) . . .	N/A		
c Media advertisements	N/A		
d Mailings to members, legislators, or the public	N/A		
e Publications, or published or broadcast statements	N/A		
f Grants to other organizations for lobbying purposes	N/A		
g Direct contact with legislators, their staffs, government officials, or a legislative body	N/A		
h Rallies, demonstrations, seminars, conventions, speeches, lectures, or any other means	N/A		
i Total lobbying expenditures (Add lines c through h.)			

If "Yes" to any of the above, also attach a statement giving a detailed description of the lobbying activities.

17

FORM 990, PART I - GROSS SALES LESS RETURNS AND ALLOWANCESDESCRIPTION
-----AMOUNT

DIRECTORY SALES	142,440.
CORRESPONDENCE COURSES	348,339.
PUBLICATION SALES, NET	1,095,063.

TOTAL	1,585,842.
	=====

FORM 990, PART I - COST OF GOODS SOLD

INVENTORY AT BEGINNING OF YEAR	1,324,517.
PURCHASES	241,687.
SALARIES AND WAGES	
OTHER COSTS	

SUBTOTAL	1,566,204.
MINUS ENDING INVENTORY	1,278,312.

COST OF GOODS SOLD	287,892.
	=====

FORM 990, PART I - OTHER INCREASES IN FUND BALANCESDESCRIPTIONAMOUNT

UNREALIZED GAIN ON INVESTMENT

176,475.

TOTAL

176,475.

FORM 990, PART II - OTHER EXPENSES

=====

DESCRIPTION -----	TOTAL -----	PROGRAM SERVICES -----	MANAGEMENT AND GENERAL -----	FUNDRAISING -----
ADVERTISING	196,276.	105,832.	90,444.	
BAD DEBT	198.	198.		
BUILDING OPERATING EXPENSE	18,012.	15,223.	2,531.	258.
DUES/SUBSCRIPTIONS	39,520.	10,226.	29,294.	
EDUCATION/SEMINARS	7,418.	3,613.	3,805.	
IDC EXPENSES		35,602.	-35,602.	
INSURANCE	96,672.	44,603.	52,069.	
MAINTENANCE	32,499.		32,499.	
PHOTOCOPYING	103,542.	97,154.	6,157.	231.
ROYALTIES	60,897.	60,897.		
MAILING LIST RENTALS	15,530.	15,530.		
BANK FEES AND SERVICE CHARGES	89,604.	497.	89,107.	
PROFESSIONAL FEES	1,618,429.	1,380,964.	237,465.	
TEMPORARIES	13,832.	5,380.	8,452.	
COMMITTEES	214,830.	153,741.	61,089.	
INCOME TAX EXPENSE	14,997.		14,997.	
TOTALS	2,522,256.	1,929,460.	592,307.	489.

FORM 990, PART III - ORGANIZATION'S PRIMARY EXEMPT PURPOSE

TO EXERT A POSITIVE INFLUENCE ON THE SHAPING OF NATIONAL CORRECTIONAL
POLICY AND TO PROMOTE THE PROFESSIONAL DEVELOPMENT OF PERSONS WORKING
WITHIN ALL ASPECTS OF CORRECTIONS

FORM 990, PART III - STATEMENT OF PROGRAM SERVICE ACCOMPLISHMENTS

DESCRIPTION	EXPENSES
CONFERENCES - TWO CONFERENCES FOR MEMBERS TO MEET & DISCUSS ISSUES, DEVELOPMENTS & POLICIES OF INTEREST TO THOSE IN THE CORRECTIONAL FIELD. TOTAL ATTENDEES - 6,588	1,778,347.
FACILITIES ACCREDITATION - PERFORMED APPROXIMATELY 467 ACCREDITATIONS OF PRISON FACILITIES TO ENSURE THOSE FACILITIES MEET INDUSTRY STANDARDS ENDORSED BY THE ASSOCIATION	2,078,018.
CORRECTIONS TODAY - PUBLISHED 7 ISSUES OF THE PERIODICAL JOURNAL WHICH PROVIDES MEMBERS WITH CURRENT INFORMATION & RESOURCES RELEVANT TO THE CORRECTIONAL FIELD.	1,103,013.
PUBLICATIONS - DISSEMINATED INFORMATION RELATING TO CORRECTIONS THROUGH 59,246 PUBLICATIONS SOLD TO MEMBERS	531,549.
TOTAL	5,490,927.

FORM 990, PART III - OTHER PROGRAM SERVICES

=====

DESCRIPTION	-----
-------------	-------

ADMINISTRATION OF FEDERALLY FUNDED PROGRAMS	371,167.
MEMBERSHIP SERVICES	330,230.
DIRECTORIES	215,625.
CORRESPONDENCE COURSES	361,560.
TRAINING	145,364.
MAILING LISTS	58,430.
GOVERNMENT AFFAIRS	91,987.
COMPENDIUM	52,406.
PROGRAM COUNCIL	283,690.
CERTIFICATION	106,586.
ONLINE ACADEMY	78,950.

TOTALS

371,167.	=====
330,230.	-----
215,625.	
361,560.	
145,364.	
58,430.	
91,987.	
52,406.	
283,690.	
106,586.	
78,950.	
2,095,995.	=====

GRANTS AND ALLOCATIONS	-----	EXPENSES	-----
------------------------	-------	----------	-------

FORM 990, PART IV - PREPAID EXPENSES AND DEFERRED CHARGES

DESCRIPTION -----	ENDING BOOK VALUE -----
PREPAID EXPENSES, OTHER ASSETS	362,891.
TOTALS	----- 362,891. =====

FORM 990, PART IV - INVESTMENTS - SECURITIES

DESCRIPTION -----	ENDING BOOK VALUE -----
EQUITY SECURITIES	74,799.
MUTUAL FUND	NONE
LEGG MASON BOND FUNDS	453,122.
LEGG MASON EQUITY FUNDS	570,898.
MONEY MARKET FUNDS	471,125.
FOREIGN DEBT FUND	151,274.
CERTIFICATES OF DEPOSIT	648,828.

TOTALS	2,370,046.
	=====

ACCUMULATED DEPRECIATION DETAIL

ACCUMULATED DEPRECIATION DETAIL

ASSET DESCRIPTION	METHOD/ CLASS	BEGINNING BALANCE	ADDITIONS	DISPOSALS	ENDING BALANCE	BEGINNING BALANCE	ADDITIONS	DISPOSALS	ENDING BALANCE
COMPUTER EQUIPMENT	SL	1,019,567.			1,019,567.	783,231.	94,511.		877,742.
EQUIPMENT	SL	109,131.			109,131.	39,862.	18,204.		58,066.
EQUIPMENT	SL	40,155.			40,155.	35,136.			35,136.
TOTALS		1,168,853.			1,128,698.	858,229.			935,808.

FORM 990, PART IV - DEFERRED REVENUE

DESCRIPTION -----	ENDING BOOK VALUE -----
DEFERRED MEMBERSHIP DUES	1,108,193.

TOTALS	1,108,193.
	=====

FORM 990, PART IV - OTHER LIABILITIES

DESCRIPTION -----	ENDING BOOK VALUE -----
DEFERRED ACCREDITATION REVENUE	872,629.

TOTALS	872,629.
	=====

NAME AND ADDRESS	TITLE AND TIME DEVOTED TO POSITION	COMPENSATION	CONTRIBUTIONS TO EMPLOYEE BENEFIT PLANS	EXPENSE ACCT AND OTHER ALLOWANCES
THE HONORABLE BETTY ADAMS GREEN JUDGE, METROPOLITAN NASHVILLE 100 WOODLAND STREET NASHVILLE, TN 37213	PAST PRESIDENT	NONE	NONE	NONE
CHARLES J. KEHOE 11805 HEATHMERE CRESCENT MIDLOTHIAN, VA 23113	PRESIDENT	NONE	NONE	NONE
JAMES A. GONDLES ACA 4380 FORBES BOULEVARD LANHAM, MD. 20706	EXECUTIVE DIRECTOR	178,026.	48,067.	NONE
GWENDOLYN C. CHUNN 709 LATTA STREET RALEIGH, NC 27607-7203	PRESIDENT ELECT	NONE	NONE	NONE
HAROLD CLARKE NEBRASKA DEPARTMENT OF CORRECTIONS P.O. BOX 94661 FOLSOM & PROSPECTOR PLACE, BLDG 15 LINCOLN, NE 68509-4661	TREASURER	NONE	NONE	NONE
TERRY L. STEWART C/O AMERICAN CORRECTIONAL ASSOC 4380 FORBES BLVD LANHAM, MD 20706	VICE PRESIDENT	NONE	NONE	NONE
DONALD G. EVANS CANADIAN TRAINING INSTITUTE	GOVERNOR	NONE	NONE	NONE

NAME AND ADDRESS	TITLE AND TIME DEVOTED TO POSITION	COMPENSATION	CONTRIBUTIONS TO EMPLOYEE BENEFIT PLANS	EXPENSE ACCT AND OTHER ALLOWANCES
50 EUSTON AVENUE TORONTO, ONTARIO M4J3N3 CANADA				
MARY L. LIVERS MARYLAND DEPARTMENT OF PUBLIC SAFETY & CORRECTIONAL SERVICES 300 EAST JOPPA ROAD, SUITE 1000 BALTIMORE, MD 21286-3068	GOVERNOR 2	NONE	NONE	NONE
EVELYN RIDLEY-TURNER IN DEPARTMENT OF CORRECTION 302 W. WASHINGTON ST, #E334 INDIANAPOLIS, IN 46204-2738	GOVERNOR 2	NONE	NONE	NONE
JEANNA GOMEZ GOMEZ COUNSELING & CONSULTING SVCS P.O. BOX 5 GRANTS, NM 87020-0005	GOVERNOR 2	NONE	NONE	NONE
JOHN BITTICK MONROE COUNTY SHERIFF'S OFFICE P.O. BOX 276 FORSYTH, GA 31029-0276	GOVERNOR 2	NONE	NONE	NONE
RALPH E. KELLY DEPARTMENT OF JUVENILE JUSTICE 219 CRIMSON DRIVE RICHMOND, KY 40475-7710	GOVERNOR 2	NONE	NONE	NONE
RALPH MOULDER 4333 SEMINOLE STREET STARK, FL 32091	GOVERNOR 2	NONE	NONE	NONE

13-1977456

NAME AND ADDRESS	TITLE AND TIME DEVOTED TO POSITION	COMPENSATION	CONTRIBUTIONS TO EMPLOYEE BENEFIT PLANS	EXPENSE ACCT AND OTHER ALLOWANCES
RICHARD NIMER DIRECTOR OF PROGRAM SERVICES FLORIDA DEPARTMENT OF CORRECTIONS 305 SARATOGA DRIVE TALLAHASSEE, FL 32312-2041	GOVERNOR 2	NONE	NONE	NONE
DAVID GASPER AZ DEPT OF JUVENILE CORRECTIONS 1624 W. ADAMS, ROOM 302 PHOENIX, AR 85007-2632	GOVERNOR 2	NONE	NONE	NONE
JOHN JOHNSON NYS OFFICE OF CHILDREN SERVICES 52 WASHINGTON STREET RENSSELAER, NY 12144-2735	GOVERNOR 2	NONE	NONE	NONE
DENNIS AVERY 525 PORTLAND AVENUE, SUITE 710 MINNEAPOLIS, MN 55415 1569	GOVERNOR 2	NONE	NONE	NONE
PAMELA CLINE INDIANA DEPARTMENT OF CORRECTIONS 302 WEST WASHINGTON, E-334 INDIANAPOLIS, IN 46204	GOVERNOR 2	NONE	NONE	NONE
MARK SAUNDERS CORRECTIONAL RECEPTION CENTER PO BOX 300 ORIENT, OH 43146-0300	GOVERNOR 2	NONE	NONE	NONE
WAYNE R. LIDDELL GOVERNOR	2	NONE	NONE	NONE

NAME AND ADDRESS	TITLE AND TIME DEVOTED TO POSITION	COMPENSATION	CONTRIBUTIONS TO EMPLOYEE BENEFIT PLANS	EXPENSE ACCT AND OTHER ALLOWANCES
BERRIEN COUNTY JUVINILE CENTER 6414 DEANS HILL ROAD BERRIEN CENTER, MI 49102				
MAE B. MCLENDON OFFICE OF CITIZEN PARTICIPATION 109 CALDWELL STREET CHAPEL HILL, NC 27516-2100	GOVERNOR 2	NONE	NONE	NONE
MARY ANN SAAR 329 BROADMOOR ROAD BALTIMORE, MD 21212-3808	GOVERNOR 2	NONE	NONE	NONE
BRUCE I. WOLFORD EASTERN KENTUCKY UNIVERSITY 300 STRATTON BUILDING RICHMOND, KY 40475-3131	GOVERNOR 2	NONE	NONE	NONE
JUDY BRISCOE 8302 SUMMERWOOD DRIVE AUSTIN, TX 78759	GOVERNOR 2	NONE	NONE	NONE
=====				
GRAND TOTALS		178,026.	48,067.	NONE

FORM 990, PART VI - CHANGES TO ORGANIZING OR GOVERNING DOCUMENT

AMENDMENT TO BYLAWS

FORM 990, PART VIII - ACCOMPLISHMENT OF EXEMPT PURPOSES

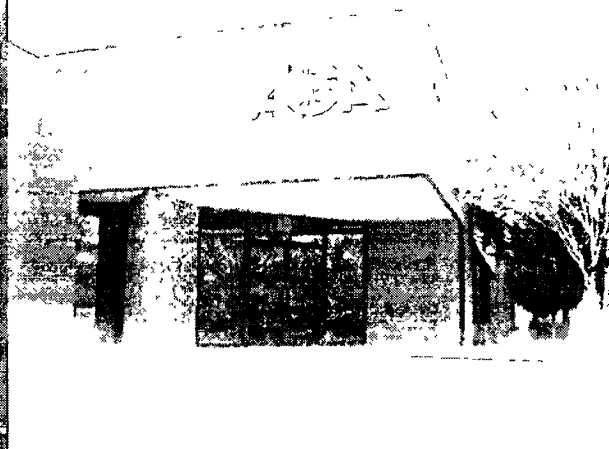
LINE NO. ---	EXPLANATION OF HOW EACH ACTIVITY FOR WHICH INCOME IS REPORTED IN COLUMN (E) OF PART VII CONTRIBUTED IMPORTANTLY TO THE ACCOMPLISHMENT OF EXEMPT PURPOSES -----
93A	PROMOTES A PROGRAM OF ACCREDITATION FOR CORRECTIONAL DEPARTMENTS AND AGENCIES-ASSURES STANDARDS ARE MAINTAINED
93B	PROVIDES AN OPPORTUNITY TO EXCHANGE IDEAS AND INFORMATION AMONG CORRECTIONS' PROFESSIONALS
93C	PROVIDES TRAINING FOR THOSE INVOLVED IN THE FIELD OF CORRECTIONS
93D	CORRECTIONS COMPENDIUM IS A MONTHLY JOURNAL THAT PUBLISHES RESEARCH-BASED ARTICLES WRITTEN BY CORRECTIONS PRACTITIONERS AND ACADEMICIANS
94	MEMBERSHIP DUES ARE RECEIVED IN CONSIDERATION FOR PROVIDING MEMBERS WITH NO COST GOODS AND SERVICES WHICH CONSTITUTE THE BASIS FOR ACA'S EXEMPTION. THESE GOODS AND SERVICES ARE DESCRIBED IN PART III OF THIS RETURN
102	COURSES PREPARE INDIVIDUALS FOR WORK IN THE FIELD OF CORRECTIONS

SCHEDULE A, PART III - EXPLANATION FOR LINE 2D

SEE FORM 990 PART V

CONSTITUTION *Bylaws*

Of The American
Correctional
Association



APPROVED AND IMPLEMENTED BY THE ACA MEMBERSHIP
JUNE 2004

Foreword



An organization's constitution and bylaws are its foundation. They are the written manifestation of the shared ideals that bind members together. Because constitutions and bylaws set the goals and operations of any association, they must be dynamic to allow the association to respond to changes and meet new challenges. They must also be strong enough to hold to time-honored principles and values.

The constitution and bylaws of the American Correctional Association have always been our foundation. They have been updated many times in our 134-year history, and each change has signified our development and growth in a world much different than the one in which we were founded. Many people do not like change, but change coupled with understanding and integrity can lead to great accomplishments. Knowing this, our members have come together on numerous occasions to face the challenges of new times through the revision of our governing documents. Each time our constitution and bylaws have been revised (1955, '72, '77, '79, '84, '88, '96), we as a unified group have acknowledged that we are willing to work together to evolve into an organization which sets the pace for future generations. As corrections professionals and members of the American Correctional Association, we deal with issues and problems that our founders probably could never have imagined.

Our profession has witnessed important developments and trends and has even been rocked by world events since the last time our constitution and bylaws were amended. Our constitution and bylaws must continue to be the compass that guides us through these times. As we move through the 21st century, preparing for, but not knowing, what the future holds, we can find strength, unity and pride in these governing documents. I am proud to present them in their newly amended form, and I thank the members of the Constitution and Bylaws Committee for all their dedication and hard work. The American Correctional Association's ability to adapt demonstrates that rapid change and turbulent times will not leave us behind. We can be assured that, just as we are an important part of corrections' history, we will continue to help shape its future.

James A. Gondles, Jr., CAE
Executive Director



Constitution

- I. The name of the Association is The American Correctional Association.
- II. The Association is a corporation as defined in Chapter 792, subparagraph (a) (5) of Sections 102 (Definitions) and 201 (Purposes) of the Not for Profit Corporation Law of the State of New York.
- III. The purposes and objectives of the Association are as follows:
 - 1 To provide a professional association of persons, agencies, and organizations, both public and private, who hold in common the goal of bettering the profession of corrections and enhancing their contribution to that profession.
 2. To encourage enrollment, as affiliates to the Association, of other organizations whose areas of interest, expertise, and concern have commonality with the field of corrections and whose goals and principles are consistent with those of the Association
 - 3 To establish corporate missions and promulgate and promote national and international corrections policies consistent with the Association's Declaration of Principles
 - 4 To develop standards for all areas of corrections and implement a system for accreditation for correctional programs, facilities and agencies based on these standards. Where feasible, standards shall be based on performance outcome
 - 5 To support laws and administrative procedures to safeguard the rights of corrections workers, victims, and offenders in the adult and juvenile correctional process
 - 6 To publish and distribute journals and other informative materials relating to criminology, crime prevention, and corrections and to encourage and stimulate research of these matters—such materials to include relevant statistical information, significant and validated research findings, forecasting trends, news of correctional programs and events, and discussions of concepts and ideas of current concern to the profession
 - 7 To conduct or sponsor corrections conferences, congresses, institutes, forums, seminars, and meetings
 - 8 To broaden and strengthen the support for Association goals by advocating Association policies, resolutions, positions, and standards to policymakers and the public and by forming coalitions with other professional organizations sharing these goals

9. To implement an information program for legislators, government leaders, and the public in order to promote rational legislation governing the criminal justice process for adult and juvenile offenders
 10. To promote recognition of corrections as a profession, and those who work in corrections as professionals, and to ensure validity of that recognition by encouraging the recruitment and development of highly qualified staff
 11. To ensure representation of minorities, women, and other protected classes in the ranks of corrections professionals and to inform policymakers and the public of the importance of such representation for a safe and effective corrections system
 12. To promulgate and promote a code of correctional ethics applicable to individuals and to public and private agencies, institutions, programs, and services throughout the correctional field
 13. To stimulate the establishment by universities and other educational institutions of on campus and extension courses preparing interested persons for work in the correctional field and for assisting employed personnel in the enhancement and advancement of their careers
- IV. The business affairs and the programs of the Association shall be conducted on a non discriminatory basis.**
1. Membership shall be available to anyone regardless of age, race, religion, color, national origin, marital status, disabilities, or sex
 2. The Association shall require non-discriminatory activities and programs within its affiliates and chapters
- V. Individuals and organizations shall be admitted to membership in the Association as provided in the Bylaws.**
- VI. The Association is not organized for profit and no part of its net earnings shall inure to the benefit of any Governor, officer, employee or individual, and no Governor, officer, employee or individual of the Association shall receive or be entitled to receive any income of any kind therefrom, except for reasonable compensation for services rendered to or for the Association in effecting one or more of its purposes. No Governor, officer or employee of the Association or private individual shall be entitled to share in the distribution of the Association's property or assets in the event of liquidation or dissolution of the Association, whether voluntary or involuntary, and in such event all of the remaining property and assets of the Association shall, after deducting all necessary expenses of liquidation or dissolution, as the case may be, be distributed to such organizations**

as shall qualify under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), subject to an order of a Justice of the Supreme Court of the State of New York.

VII. This Constitution may be amended by the action of the general membership. Proposed amendments may be submitted to the general membership by joint agreement of the Delegate Assembly and the Board of Governors or by the petition of ten (10) percent or more members. Proposed amendments shall be presented to the general membership by mail ballot and upon majority vote of those voting the amendment shall be approved and the effective date of the amendment shall be contained within the amendment.

VIII. The principal office of the Association is in the State of Maryland. The Association shall designate a registered office in accordance with the Not for Profit Corporation Law of the State of New York and shall maintain it continuously. The Association may have offices at such other places within and without the State of Maryland as the Board of Governors may from time to time determine.

Bylaws

ARTICLE I

(Membership)

Section 1. Composition

The Board of Governors is authorized to adopt, modify and revoke such rules and regulations as it may deem necessary and appropriate with reference to the admission, classification, voting rights, and dues to the members, provided that such rules and regulations shall not be effective until they have been ratified at the next meeting of the Delegate Assembly

Section 2. Meetings

The Association shall hold an Annual Congress of Correction and Winter Conference at such time and place as shall be selected, consistent with guidelines approved by the Board of Governors. Special meetings may be called by the President or the Board of Governors and shall be called at the request of no less than five (5) percent of the Association's active membership

ARTICLE II

(Elections)

Section 1. Election of Board of Governors and At-Large Members of the Delegate Assembly

Elections shall be by ballot mailed to each member of the American Correctional Association eligible to vote and such ballots shall contain a double slate of candidates for each office or seat on the Board of Governors and Delegate Assembly drawn up by the Nominating Committee pursuant to Article VI, Section 2 of these Bylaws, as well as a provision for write in votes. A plurality of the votes cast shall elect a candidate. In considering persons for nomination, the Nominating Committee shall take into account the qualifications, discipline, race, sex, and geographical location of the prospective candidates. Procedures for counting the mail ballots will be established by the Board of Governors, in accordance with the procedure for a mailed secret ballot outlined in the parliamentary authority of the Association, Robert's Rules of Order Newly Revised. Ballots will be mailed to the membership eligible to vote at least thirty days prior to the closing date which shall be set no later than forty-five days prior to the annual meeting.

Section 2. Election of Members of the Commission on Accreditation for Corrections

The Nominating Committee shall nominate a double slate of candidates for each seat vacated or to be vacated on the Board of Commissioners, except those listed in Article V Section 2, which shall be appointed as set out in that section. A plurality of votes cast shall elect a candidate. Elections shall be by a ballot mailed to each member of the American Correctional Association eligible to vote. The procedures for counting the mailed ballots and for mail-



ing them to the membership shall be the same as those contained in Section 1

ARTICLE III

(The Board of Governors)

Section 1. Composition

The Board of Governors shall consist of the following:

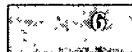
- A The President, Immediate Past President, President-Elect, Vice President, Treasurer, and Executive Director. The Executive Director is a non-voting member.
- B Nineteen (19) Governors elected by members of the American Correctional Association.
 - I The nineteen (19) elected Governors shall generally reflect the Association's disciplinary structure, the geographical distribution of its membership, and representation of ethnic minorities and women. Specific seats on the Board shall be assigned to broad areas of practice. No more than one (1) Board member shall represent a single area of practice. The areas of practice which shall be represented on the Board shall be selected from the following:
 - a At-Large Citizen (not employed in corrections)
 - b Correctional Administration (Adult)
 - c Correctional Administration (Juvenile)
 - d Institutions (Adult)
 - e Institutions (Juvenile)
 - f Probation (Adult)
 - g Probation (Juvenile)
 - h Parole or Post-Release Supervision (Adult)
 - i Aftercare or Post-Release Supervision (Juvenile)
 - j Community Programs (Adult)
 - k Community Programs (Juvenile)
 - l Detention (Adult)
 - m Detention (Juvenile)
 - n At-Large Ethnic Minority (3)
 - o Education
 - p Member At Large
 - q Health Care

Section 2. Eligibility

All officers, members of the Board of Governors, Delegate Assembly or Committees or Councils must be members of the American Correctional Association in good standing.

Section 3. Powers

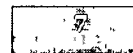
The financial and internal affairs of the Association shall be governed by the twenty-five member Board with the following powers:



- A. To establish priorities and promulgate policies concerning the internal operations of the Association and to set priorities,
- B. To approve the Association's budget and maintain prudent fiscal controls,
- C. To provide oversight of the President and the Executive Director.
- D. To appoint and, if necessary, discharge for cause the Executive Director,
- E. To approve the President's charges to committees and the establishment of Ad Hoc committees,
- F. To establish and enforce ethical standards for the Association.
- G. To fill interim vacancies for the Board of Governors, At-Large Delegates, and Officers of the Association with the exception of the President-Elect and President.
- H. To set the time and place for the Annual Congress, Winter Conference, and any special meetings and to provide guidelines for the Congress program,
- I. To set membership rights, qualifications, and requirements including dues rates, subject to approval of the Delegate Assembly.
- J. To provide consent to the Delegate Assembly for ratification of Public Policy and Resolutions according to the definitions and procedures contained in Article VI, Section 4 (A and B),
- K. To establish criteria and procedures for the affiliation and disaffiliation of other organizations or associations approved by the Delegate Assembly, and to jointly approve affiliation and disaffiliation,
- L. To establish correctional awards with the joint approval of the Delegate Assembly and the Executive Committee,
- M. To oversee the implementation of the Association's Public Policies and to establish Association goals, plans and priorities, as approved by the Delegate Assembly, and,
- N. Such other powers as defined or as required in the Constitution and Bylaws or the not-for-profit corporation law of the State of New York

Section 4. Term of Office

The term of each elected Governor shall be four (4) years and no Governor shall serve more than two consecutive terms or eight (8) consecutive years. At each biennial election, depending upon the number of seats up for election, either nine (9) or ten (10) governors shall be elected to terms of four (4) years each.



Section 5. Meetings

- A **Place of Meeting.** The meetings of the Board of Governors shall be held at the principal office of the Association or at such other place, within or without the State of Maryland, designated in the notice of meeting.
- B **Schedule of Meetings.** The Board of Governors shall meet at least semi-annually, once during the annual Congress of Correction and once at the Winter Conference, as the Governors may designate. There may be such other regular meetings of the Board of Governors as may be scheduled by the Board. Special meetings of the Board of Governors may be called at any time by the President, Executive Director, or by not less than one third (1/3) of the Governors.
- C **Notice of Meetings.** Written notice of each meeting of the Board of Governors stating the place, date and hour of the meeting shall be given to each Governor, personally or by mail, not less than ten days prior to the date thereof. Any notice and any waiver of notice of the meeting of the Board of Governors need not specify the purpose of the meeting. Notice of any meeting of the Board of Governors need not be given to any Governor who submits a signed waiver of notice, or who attends the meeting without protesting.
- D **Organization of Meetings.** At each meeting of the Board of Governors, the President shall act as Chair. When the President is absent, the Vice President shall act as Chair. The Executive Director or, in his/her absence, a person appointed by the Chair of the meeting shall act as Secretary.
- E **Quorum of Meetings.** Thirteen (13) Governors then qualified and serving shall constitute a quorum for the transaction of business.
- F **Meetings Other.** Meetings may be conducted by conference telephone and by other conferencing methods.

Section 6. Resignation/Removal

- A Any Governor may resign at any time by giving written notice to the President. Such resignation shall take effect at the time specified therein.
- B Any Governor may be removed from office either by a vote of the members or by a vote of the Board of Governors, provided there is a quorum of not less than a majority, including not less than three (3) elected officers of the Association, present at the meeting of the Board at which such action is taken.

Section 7. Vacancies

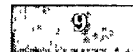
Any vacancy resulting from resignation or any other cause, except a vacancy in the office of President and President-Elect, shall be filled by the Board of Governors by a majority vote. The person filling the vacancy must come from the same discipline of the seat which was vacated as listed in Article III, Section 1, subsection B, (1 a-q).

ARTICLE IV**(Delegate Assembly)****Section 1. Composition****A Definitions.**

- 1 *Professional Affiliate* A national or international organization or association representing a major professional discipline engaged in corrections or a related field
- 2 *Geographical Affiliate* An organization or association representing all disciplines engaged in corrections, or a closely related field, within a broad geographical region
- 3 *State Affiliate* An organization or association representing the entire continuum of corrections within a state of the United States, a province of Canada, or a similar formal territorial jurisdiction in another country
- 4 *Dual Membership Chapter* Denotes a state affiliate which, upon affiliation or thereafter, enters into an agreement with the American Correctional Association (ACA) which provides that each member of the state affiliate will hold membership both in the state affiliate organization and the American Correctional Association

B Types of Representation. The Delegate Assembly is composed of five types of representation

- 1 Those Delegates designated by (a) state affiliates, (b) dual membership chapters, (c) geographical affiliates and (d) professional affiliates
- 2 The Past Presidents of the American Correctional Association
- 3 The members of the Board of Governors
- 4 Representatives of each of the military services of the United States (Army, Navy, Air Force, Marines) designated by the Military Affairs Committee
- 5 The At-Large Members representing the continuum of corrections, adult and juvenile, elected by the American Correctional Association membership biennially

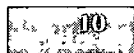
C At-Large Representation. At-Large Members shall be elected from the following disciplines of the correctional continuum

- 1 *Correctional Administration (Adult)*
- 2 *Correctional Administration (Juvenile)*
- 3 *Probation (Adult)*
- 4 *Probation (Juvenile)*
- 5 *Probation-Line Level (Adult)*
- 6 *Probation-Line Level (Juvenile)*
- 7 *Parole or Post-Release Supervision (Adult)*
- 8 *Aftercare or Post-Release Supervision (Juvenile)*
- 9 *Parole or Post-Release Supervision-Line Level (Adult)*
- 10 *Aftercare or Post-Release Supervision-Line Level (Juvenile)*
- 11 *Crime Victim Organization*
- 12 *At-Large Ethnic Minority (3)*
- 13 *Correctional Education Services (Adult) (2)*
- 14 *Correctional Education Services (Juvenile) (2)*
- 15 *Detention (Adult) (2)*
- 16 *Detention (Juvenile) (2)*
- 17 *Institutions (Adult) (2)*
- 18 *Institutions (Juvenile) (2)*
- 19 *Institutional Line Operating Personnel (Adult) (2)*
- 20 *Institutional Line Operating Personnel (Juvenile) (2)*
- 21 *Institutions of Higher Learning (4)*
- 22 *Private Community-Based Correctional Organizations (4)*
- 23 *Correctional Health (2)*
- 24 *Mental Health (2)*

Total At-Large Representatives 42

D Affiliate and Chapter Representation.

1. Each affiliate and/or chapter is entitled to a minimum of one delegate and a maximum of five (5) delegates
2. Each affiliate and/or chapter will be entitled to one additional delegate for each group of two hundred (200) ACA Members over the first two hundred (200) ACA Members, to a maximum of five delegates.
3. All delegates and their alternates shall be members of the American Correctional Association
4. Each professional, geographical, and state affiliate shall file with the Executive Director of ACA a list of members ninety (90) days prior to a meeting of the Delegate Assembly if they wish to have additional delegates certified as voting members of the Delegate Assembly beyond the one delegate



- 5 Canada and other countries shall be considered geographical affiliates until such time as membership within their provinces, states, or similar territorial jurisdictions is sufficient to form a state affiliation.
- 6 *Affiliate and Chapter Organizations* Within the structure of the Association there are those professional, geographical, and state organizations which represent certain groups considered important to the total correctional continuum. They may be voted affiliation with the Association when the following conditions are met:
- a *Professional Affiliates* Professional Affiliates are national or international groups that
 - (i) Are commonly accepted as important elements of correctional service
 - (ii) Have a membership that includes residents of not less than twenty five (25) states or other countries, or a membership of at least fifty (50) persons
 - (iii) Have Constitutions and Bylaws that conform with the principles of the American Correctional Association
 - b *Geographical and State Affiliates* Geographical and state affiliates are groups that
 - (i) Are engaged in corrections or a closely related field and have as their primary objective the improvement of correctional services within their state or geographical area
 - (ii) Have only one ACA affiliate association representing their state or geographical area. The purpose of this requirement is to encourage the cooperative representation of the entire continuum of corrections within each state
 - (iii) Have a membership of at least one hundred and fifty (150) persons. This requirement may be waived by a two-thirds (2/3) vote of the Board of Governors and Delegate Assembly
 - (iv) Have Constitutions and Bylaws that conform with the principles of the American Correctional Association.
- 7 Dual Membership Chapters shall meet the definition specified in Article IV, Section 1, subsection A. (4). The American Correctional Association shall provide a formal program of chapter support and leadership development to each Dual Membership Chapter, and may provide other support programs to state, geographical and professional affiliates, as needed. Each Dual Membership Chapter shall present to the Executive Director annually a report of the



Chapter's activities during the past fiscal year of its operation

Section 2. Powers

Responsibilities of the Delegate Assembly include, but are not limited to

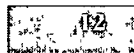
- A Initiating a Public Policy or a Resolution and provide final ratification according to the definitions and procedures contained in Article VI, Section 4, A , and B
- B Making recommendations to the Board of Governors regarding the internal management and operation of the Association;
- C Approving jointly with the Board of Governors the affiliation or disaffiliation of organizations or associations.
- D Approving correctional awards recommended by the Board of Governors and the Executive Committee.
- E Electing the members of the Nominating Committee from a slate provided by the Board of Governors and to approve procedures for the Nominating Committee.
- F Determining legislative priorities and position statements for the Association.
- G Electing two members of the Board of Governors to the Executive Committee,
- H Removing a Delegate according to procedures contained in Article IV, Section 5, (B),
- I Receiving and considering a report from the Board of Governors summarizing its stewardship since the last Delegate Assembly, and,
- J Such other powers as defined or as required in the Constitution and Bylaws

Section 3. Term of Office

Delegates designated by professional, geographical, and state affiliates and dual membership chapters shall not be limited as to the number of years they may serve as a Delegate. However, they must be designated by the affiliate or dual membership chapter they represent. The term of office of At-Large Delegate Assembly Members shall be two years (or until the end of the respective term of the predecessor if the person shall have been appointed to succeed a person who shall not have completed the term). No At-Large Delegate Assembly Members shall serve more than eight consecutive years.

Section 4. Meetings

- A. The Delegate Assembly shall meet at least twice annually, at the Congress of Correction and the Winter Conference of the Association. Additional meetings of the Delegate

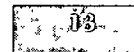


Assembly may be called by the President or by a majority vote of the members of the Board of Governors

- B. Written notice of each meeting of the Delegate Assembly stating the place, date and hour of the meeting, shall be given to each Delegate Assembly Member who has paid annual dues, personally or by mail, not less than ten or more than sixty days prior to the date of the meeting. Notice of any special meeting of the Delegate Assembly shall indicate that it is being issued by or at the direction of the President and shall state the purpose or purposes for which the meeting is being called. Each notice of a meeting of the Delegate Assembly shall be directed to each Delegate Assembly Member at the address as it appears on the record of the Delegate Assembly or, if any Member shall have filed with the Executive Director of the Association a written request that such notices be mailed to another address, then to such other address. If a meeting is adjourned to a time and place certain, no subsequent notice is required.
- C. Any corporate action (other than the election of officers and Governors) to be taken by a vote of the Delegate Assembly pursuant to the New York Not for Profit Corporation Law shall, unless otherwise required by law or the Constitution or Bylaws of the Association, be authorized by a majority of the votes cast, by those Delegate Assembly Members present, at a meeting of the Delegate Assembly entitled to vote therein. Alternates may be chosen for each affiliate or chapter Delegate Assembly Member. No other Delegate Assembly Member shall be permitted to appoint an alternate and no Delegate Assembly Member shall be allowed to vote by mail.
- D. At each meeting of the Delegate Assembly, the President shall act as Chair. In his/her absence the Vice President shall act as Chair. The Executive Director or, in his/her absence, a person appointed by the Chair of the meeting, shall act as Secretary.
- E. One third (1/3) of the Delegate Assembly Members certified by the Credentials Committee shall constitute a quorum for the transaction of business at any meeting and, except as otherwise provided by law or these Bylaws, the act of a majority of the Members present shall be the act of the Delegate Assembly. In the absence of a quorum, a meeting may be adjourned until such time as a quorum may be obtained.

Section 5. Resignation/Removal

- A. Any Delegate Assembly Member may resign at any time by giving written notice to the President. Such resignation shall take effect at the time specified therein. In the instance of Members who represent an affiliate or chapter,



written notice must also be submitted to the President of the affiliate or chapter

- B Any Delegate Assembly Member may be removed from office by a majority vote of the delegates, provided there is a quorum, including not less than three elected officers of the Association present at the meeting of the Delegate Assembly at which such action is taken

Section 6. Vacancies

Any vacancy resulting from resignation or any other cause shall be filled in the following manner in the instance of a Delegate Assembly Member who represents an affiliate or chapter, the vacancy shall be filled by and in the manner designated by the affiliate or chapter. In the instance of an At-Large Delegate the vacancy shall be filled by the Board of Governors by a majority vote. The person filling the vacancy must come from the same discipline of the seat which was vacated as listed in Article IV, Section 1, subsection C, (1-24)

ARTICLE V

(Commission on Accreditation for Corrections)

Section 1. Composition

The Commission will be governed by a Board of Commissioners of no more thirty-six (36) and never less than three (3) persons who will be selected from the following categories

- 1 *Juvenile Correctional Agencies (1)*
- 2 *Council of Juvenile Correctional Administrators (1)*
- 3 *Association of State Correctional Administrators (2)*
- 4 *National Sheriffs' Association (2)*
- 5 *American Jail Association (1)*
- 6 *North American Association of Wardens and Superintendents (1)*
- 7 *International Community Corrections Association (1)*
- 8 *American Probation and Parole Association (1)*
- 9 *Association of Paroling Authorities International (1)*
- 10 *National Juvenile Detention Association (1)*
- 11 *American Bar Association (1)*
- 12 *American Institute of Architects (1)*
- 13 *National Association of Counties (1)*
- 14 *Correctional Health (Physician) (1)*
- 15 *Juvenile Probation/Aftercare (1)*
- 16 *Adult Probation/Parole (1)*
- 17 *At-Large (17)*
- 18 *Citizen At-Large (Not in Corrections) (1)*

The number of Commissioners may be decreased or increased by two-thirds (2/3) vote of the Board of Governors of the American Correctional Association

Section 2. Eligibility and Method of Election

The Commissioners will be elected through a mail ballot by the membership of the American Correctional Association with the exception of the following: National Sheriffs' Association, American Bar Association and National Association of Counties. These three Associations shall appoint their Commissioner in accordance with criteria as established by the Commission. The remaining Associations representing a position on the Commission shall submit to the Nominating Committee a minimum of four (4) names for each Commission seat, from which the Committee shall select two for the ballot. If fewer than four names are submitted for each seat, the Nominating Committee is authorized to find qualified individuals to fill the ballot.

Section 3. Powers

The accreditation procedures shall be promulgated and the awards of the Commission shall be granted by the Board of Commissioners. All standards shall be approved by a Standards Committee jointly appointed by the Chair of the Commission and the President of the American Correctional Association. The Constitution, Bylaws, and Rules of the Commission shall not conflict with the Constitution and Bylaws and public policy of the Association.

Section 4. Term of Office

Commissioners shall serve terms of four (4) years each. No Commissioner may serve more than eight (8) consecutive years.

Section 5. Resignation and Vacancies

Vacancies shall be declared by the Commission for the following reasons: resignation, inability to serve, no longer qualifies to represent the specified Commission category, or other reasons in accordance with its Bylaws. If the member is unable to represent the specific Commission category, he or she shall submit his or her resignation within one hundred eighty (180) days from the date the person is no longer employed in that field. A successor shall be nominated by the ACA Nominating Committee and elected to serve the remaining term by the general membership of ACA during the next regularly scheduled election of new Commissioners. The Commission may make interim appointments to fill vacancies pending the next election.

ARTICLE VI

(Committees and Councils)

Section 1. Executive Committee

- A **Composition.** There shall be an Executive Committee which shall consist of the offices of the Association listed

in Article VII, Sections 1 and 3, the immediate Past President and two members of the Board of Governors, who shall be selected by a vote of the Delegate Assembly from a list recommended by the Nominating Committee. A quorum of the Executive Committee shall be one half of its members. The Executive Committee shall regularly report its proceedings to the Board of Governors at subsequent meetings of the Board. The President shall be the Chair of the Executive Committee and the Executive Director shall be its Secretary.

- B. **Powers.** The Executive Committee may exercise all the powers of the Board of Governors during the intervals between meetings of the Board, except that it shall not have authority to recommend amendment of the Constitution and Bylaws or submit to the Association any action requiring the approval of the Delegate Assembly or prohibited under New York Not For Profit Corporation Law. The Executive Committee shall fix the compensation of the Executive Director. The Executive Committee shall recommend to the Board of Governors and Delegate Assembly action on policy proposals.
- C. **Quarterly Meetings.** The Executive Committee shall meet at least quarterly and shall be responsible for the affairs of the Association between meetings of the Board.
- D. **Meetings Other.** Meetings may be conducted by conference telephone and other conferencing methods.

Section 2. Nominating Committee

There shall be a Committee, to be known as the Nominating Committee, which shall consist of no fewer than five (5) and no more than nine (9) members who are elected biennially by the Delegate Assembly. This Committee shall consist of a balanced representation from the juvenile and adult fields including all types of services in the continuum of corrections. The Chair shall be elected by the Committee members. The Committee shall nominate a slate of candidates to replace all elected officers, Governors, and Delegate Assembly Members listed in Article IV, Section C, and the seats on the Commission on Accreditation for Corrections. The Committee shall nominate at least two candidates for each position to be filled by election. The Nominating Committee shall determine an individual's eligibility to serve as a representative of the correctional areas specified based on criteria contained in the Bylaws. The Committee shall consider candidates who support the values of service and stewardship as demonstrated by attendance and participation at scheduled meetings. The Committee shall have such other functions and follow such procedures as may be determined by the Delegate Assembly.

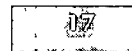
Sections 3. Committee on Standards

There shall be a Committee which shall consist of twenty (20) members, including the Chair, to be known as the Committee on Standards. Twelve (12) members will be appointed by the President and eight (8) shall be appointed by the Commission Chair. The President shall appoint three (3) members annually to a four-year term. The President shall also designate the Chair of the Standards Committee. The Chair of the Commission shall biannually appoint eight (8) Commissioners to the Standards Committee for a two-year term. No member shall serve for more than four (4) consecutive years, unless they were appointed to replace a resigning member. The time served as a replacement member shall not apply to a four (4) year term. Inasmuch as possible, appointments should generally reflect the disciplines represented on the Board of Governors and Commission on Accreditation for Corrections. If a member of the Committee ceases to work in corrections and is not retired, the person will be required to resign. The resignation shall take place within one hundred eighty (180) days from the date the person is no longer employed in corrections. The President or Commission Chair shall appoint a replacement, if possible from the same field of corrections, to complete the remainder of the term. The Committee shall have the sole authority to approve all standards for the Commission on Accreditation for Corrections and the American Correctional Association.

Section 4. Advisory Committee on Resolutions and Policy Development.

There shall be a committee known as the Advisory Committee on Resolutions and Policy Development, representing a cross section of corrections and comprised of such members as may be designated by the President.

- A. **Resolutions.** A resolution is a formal statement regarding a desired course of action on a matter or issue related to the objectives of the Association. The Committee may receive resolutions from any member, committee, or organization in the Association. Resolutions shall be offered by the Committee to the Executive Committee for review and recommendation to the Board of Governors. Resolutions require joint approval by the Board of Governors and Delegate Assembly. A resolution from a member shall be presented to the Committee no later than seventy-two (72) hours prior to being offered for consideration at the meeting of the Board of Governors. The Committee on its own initiative may bring forward a resolution. A resolution, unless otherwise rescinded, shall remain in force for no more than three (3) years. A resolution may be offered for renewal.
- B. **Public Policies.** A public policy is a position statement on a criminal justice issue consistent with the Association's



Declaration of Principles that will guide and determine present and future decisions of the Association and give direction for criminal justice practices. A policy may be initiated by any member, committee or organization in the Association. Upon the initiation of a policy proposal, the Committee shall review the proposed policy to determine their recommendation. The Committee shall bring the policy concept to the Executive Committee, Board of Governors and the Delegate Assembly for their joint approval. Upon approval, the proposed policy shall be put into the policy development process which has been established by the Committee and approved by the Board of Governors. The Committee will then forward to the general membership for their review. After general membership comment the policy may be refined by the Committee and then shall be sent to the Executive Committee for their recommendation. Ratification requires joint approval by the Board of Governors and Delegate Assembly. A ratified policy will be reviewed every five (5) years by the Committee and the governing bodies of the Association.

Section 5. Committee on Affirmative Action

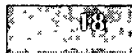
There shall be a Committee on Affirmative Action, which shall be comprised of such members as may be designated by the President. The Committee shall represent the interests of ethnic minorities and women. The Committee shall advise the Executive Committee regarding policies which the Association should consider with respect to preventing discrimination against persons because of age, race, religion, color, national origin, marital status, disabilities, or sex. It may also submit to the Executive Committee proposals for the improvement of the status of members representing minority groups employed by correctional agencies and for the protection of the human rights of offenders in the custody or under the supervision of correctional agencies, public or private. The Committee may conduct such training and other activities as may be approved by the Board of Governors.

Section 6. Committee on Constitution and Bylaws

There shall be a Committee on Constitution and Bylaws comprised of such members as may be designated by the President. The Committee shall recommend to the Executive Committee, Board of Governors and the Delegate Assembly action to be taken by the membership on proposed amendments to or revision of the Constitution and Bylaws.

Section 7. Committee on Military Affairs

There shall be a Committee on Military Affairs which shall provide interface with the American Correctional Association to promote and foster understanding of Military Corrections Programs. The Committee shall represent all aspects of correction-



al military service and members shall be appointed by their military branch. The Chair shall be designated by the Committee.

Section 8. Committee on International Relations

There shall be a Committee on International Relations which shall be appointed by the President. It shall have the responsibility of promoting dissemination and exchange of information among correctional practitioners throughout the world. It shall advise the Executive Committee concerning actions which the American Correctional Association may initiate, subject to Board of Governors approval, to further international communications.

Section 9. Committee on Membership

There shall be a Committee on Membership which shall be appointed by the President. The Committee shall promote the recruitment of Association members from all sectors of the field of corrections, public and private, and shall make recommendations to the Executive Committee regarding membership issues including the dues structure for membership, subject to Board of Governors approval. It shall also recommend to the Board action upon requests for organizational affiliation and disaffiliation with cause.

Section 10. Committee on Correctional Awards

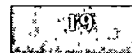
There shall be a Committee of eleven members for Correctional Awards which shall be appointed by the President and be broadly representative of the field of corrections. Members shall serve no more than (2) two consecutive terms of two years. It shall meet at the annual Congress of Correction and Winter Conference to review nominations for awards established by the Association and shall select the most qualified candidates according to the criteria of the Board of Governors for that award. An award may be proposed by any member, committee, or organization in the Association. The Committee shall have the sole authority to review and recommend to the Executive Committee, Board of Governors, and Delegate Assembly creation of awards. Establishment of an award requires approval of the Executive Committee, Board of Governors, and Delegate Assembly.

Section 11. Committee on Ethics

There shall be a Committee on Ethics with members appointed by the President from the Board of Governors and Delegate Assembly. The Committee shall recommend to the Executive Committee, revisions and additions to the ethical standards of the Association, subject to Board of Governors approval. Complaints of violation of the ethical standards of the American Correctional Association shall be submitted to the Committee who shall make their recommendation to the Board of Governors.

Section 12. Credentials Committee

- A. There shall be a Credentials Committee appointed by the President comprised of at least three (3) but not more than



five (5) members. Members of the Committee shall be members of the Delegate Assembly.

- B. The Association staff shall prepare a list of the certified Delegate Assembly Members entitled to vote as well as a list of their alternates for the Committee and present such a list to the President at the opening of any Delegate Assembly.
- C. Each affiliate and/or chapter shall present to the Executive Director at least ninety (90) days prior to the meeting of the Delegate Assembly those persons designated as their Delegate Assembly Members or their alternates.
- D. The Association staff shall verify memberships and certify a list of Delegate Assembly Members and alternates at least fourteen (14) days in advance of the meeting and supply this list to the Committee.
- E. Each affiliate and/or chapter shall be notified of those Delegates and alternates certified.
- F. The Committee shall certify voting members at the Delegate Assembly meeting and decide all disputes regarding certification.

Section 13. Committee on Legal Issues

There shall be a Committee on Legal Issues appointed by the President. The membership shall include attorneys engaged in the active practice of corrections law on behalf of correctional agencies, institutions, field services or community programs. Other members shall be knowledgeable about legal matters affecting corrections.

The Committee shall advise the Executive Committee of developments in the law relating to corrections and shall, with approval of the Board, develop materials on correctional legal topics useful to the field.

Section 14. Committee on Congress Program Planning

There shall be a Committee on Congress Program Planning which shall be appointed by the President, and inasmuch as possible, appointments should generally reflect the disciplines represented on the Board of Governors and Delegate Assembly. The Committee shall consist of a total of twelve (12) members. Under guidelines approved by the Board of Governors, the Committee shall be responsible for the development of the structure and content of the annual Congress of Correction. The Committee shall solicit input for the Congress program from all affiliates, chapters, councils, and standing committees of the Association. The Committee Chair shall assist the Association staff in the development of the Winter Conference program.

Section 15. Council of Dual Membership Chapters and State and Geographical Affiliates

There shall be a Council of Dual Membership Chapters and State and Geographical Affiliates composed of the presidents of such chapters/affiliates or designated alternates selected by the chapter affiliates.

The Council shall promote the efforts of member organizations and shall inform the Board of Governors of proposals designed to strengthen the ability of the chapters and affiliates to serve their members and to promote the objectives of the Association. No Chair shall serve for more than four (4) consecutive years.

Section 16. Council of Professional Affiliates

There shall be a Council of Professional Affiliates, composed of the president of such affiliate, or the designated alternates selected by the organization. No Chair shall serve more than four (4) consecutive years.

The Council shall coordinate activities of professional affiliates in efforts to achieve the objectives of the Association, and shall make recommendations to the Board of Governors concerning the role of professional affiliates within the Association.

Section 17. Research Council

There shall be a Research Council of no more than fifteen (15) persons who are recognized in the field of correctional research. The members shall be appointed by the President to four (4) year terms. No member shall serve more than two (2) consecutive full terms. No Chair shall serve more than four (4) consecutive years. The Council shall advise the Executive Committee and Board of Governors regarding basic research policies.

Section 18. Council on Professional Education

There shall be a Council on Professional Education of no more than fifteen (15) persons from accredited institutions of higher education. The members shall be appointed by the President to four (4) year terms. No member shall serve more than two (2) consecutive full terms. The Council shall consider the professional education and personnel requirements of the corrections field and make recommendations to the Executive Committee, subject to the approval of the Board of Governors. No Chair shall serve more than four (4) consecutive years.

Section 19. Legislative Affairs Committee

There shall be a Legislative Affairs Committee which shall be appointed by the President. The Committee will monitor legislation and assist in the development of legislative position statements on priorities established by the Association.

Section 20. Past Presidents Council

There shall be a Council made up of Past Presidents of the Association. The Chair shall be appointed by the President and shall serve for two years. The Council will receive its charge from the President.

Section 21 - Commission on Professional Certification for Corrections**A. Composition.**

1. The Commission will be governed by a Board of Commissioners of no more than twenty-five (25) and no less than three (3) persons.
2. The number of Commissioners shall be set by the Board of Governors.
3. The Commission will be representative of the various disciplines eligible for certification and shall have no fewer than twenty percent (20%) of its membership from higher education.

B. Eligibility and Method of Selection. The Commissioners shall be elected by the Board of Governors upon nomination by the President. The Board of Governors may also offer nominations. Each Commissioner shall be individually elected by the Board of Governors.

C. Powers. The requirements and procedures for certification shall be promulgated and certification awarded by the Board of Commissioners. The Commission shall have sole authority in all matters pertaining to professional certification except that no requirements and procedures shall conflict with the Constitution and Bylaws and public policies of the American Correctional Association.

D. Term of Office. Commissioners will serve a term of office of three (3) years, and no Commissioner may serve more than two full terms. The President shall annually nominate, and the Board of Governors shall elect one-third (1/3) of the Commissioners to a three-year term of office.

E. Resignation and Vacancies. Vacancies shall be declared by the Commission for the following reasons: resignation, inability to serve, no longer qualifies to represent practitioners nor academicians, or other reasons in accordance with its established procedures. The President of the American Correctional Association shall nominate a successor who shall be elected by the Board of Governors for the unexpired term of office.

F. Annual Report. The Commission shall report annually to the Board of Governors of the American Correctional Association on its activities.

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Section 22. Other Committees

The President, with the approval of the Board of Governors, shall appoint ad hoc committees as may be desirable in forwarding the work of the Association. Standing Committees are those established by the Bylaws to fulfill the Constitutional mandates of the Association and provide for the continuing existence of its programs. Ad Hoc Committees may be appointed in order to consider a special issue, or to provide a forum for addressing a contemporary correctional subject. Such committees shall be given specific charges by the President, the completion of which shall be reported to the Board of Governors.

The tenure of such committees shall not exceed the two year term of the President and shall not be extended except with approval of the Board of Governors upon the recommendation by the incoming President.

Section 23. Committees and Councils—Powers

All Committees and Councils shall perform only such duties and responsibilities as the Board of Governors may direct and in accordance with charges prepared by the President and approved by the Board.

Each Committee or Council shall report to the Board and the President on its activities after each meeting and shall file annual reports in writing with the Executive Director.

Section 24. Eligibility

All committee and council members must be members in good standing.

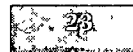
Section 25. Committee Liaison

There shall be a liaison from the Executive Committee or the Board of Governors appointed by the President to each Committee or Council. The Liaison shall serve as a policy liaison between committees and councils and the Executive Committee and the Board of Governors. Each Liaison and/or Committee Chair may present reports to the Board of Governors and the Delegate Assembly.

ARTICLE VII ***(Officers)***

Section 1. Number

The Members shall elect a President, a President-Elect, a Vice President and a Treasurer, who shall have such powers and perform such duties as may be provided by these Bylaws, the parliamentary authority of the Association, or as the Board of Governors may determine.



Section 2. Term of Office

The term of President and President-Elect shall be limited to two years (or until the end of the respective term of the predecessor if the person shall not have completed such term) and until the election and qualification of a successor. The Vice President and the Treasurer are elected for two-year terms and may serve two consecutive terms, or four (4) consecutive years.

Section 3. Appointment of Executive Director

The Board of Governors shall contract with and appoint an Executive Director. The contract may be revised or terminated for cause by the Board of Governors with 90-days notice. No later than one year prior to the completion of the contract, the Board of Governors shall determine whether a new contract will be offered and the Executive Director shall immediately be notified of the Board's decision. The Executive Director may request the termination of the contract within 90 days after having given notice to the Board.

This officer shall be a nonvoting member of the Board of Governors, the Executive Committee, and the Delegate Assembly.

Section 4. Resignation

Any officer may resign by giving written notice to the Board of Governors or to the President. Such resignation shall take effect at the time specified therein and acceptance shall not be necessary to make it effective.

Section 5. Vacancies

A vacancy in any office except that of President and President-Elect because of resignation, or any other cause, may be filled for the unexpired portion of the term of that office by the Board of Governors.

Section 6. The President

The President shall be responsible to the Board of Governors. Except as otherwise provided in these Bylaws or ordered by the Board of Governors, the President shall appoint all committees and councils and the chairs of the committees and councils other than those committees appointed by the Board and those elected by the Delegate Assembly. In the appointment of Standing Committees the President shall give due consideration to the geographical representation of their membership as well as the representation of ethnic minorities and women. To ensure continuity in the work of such committees, the President shall consider for re-appointment members who have previously participated actively in their work. The President shall be an ex officio voting member of all committees and councils and shall be given notice of and shall have the right to attend all committee and council meetings. However, unless the President is designated by these Bylaws or by the Board of Governors or the Executive Committee as a regular member of the committee, the President shall be under no obliga-

tion to attend such meetings and shall not be counted to determine the number necessary to make a quorum or to determine whether or not a quorum is present. The President is the official spokesperson for the Association during his/her term of office. The President shall perform such other duties as may be assigned to him/her from time to time by the Board of Governors.

Section 7. The President-Elect

The President-Elect shall have such general administrative and other duties as may be assigned by the Board of Governors or the President. If the President-Elect, because of resignation or any other reason, is unable to serve, the President shall activate the currently elected Nominating Committee. The Committee shall nominate two candidates for the office and a special election will be held to fill the vacancy.

Section 8. The Vice President

In the absence or disability of the President, the Vice President shall have the powers and duties of the President. In the event of a vacancy in the office of President, the Vice President shall succeed to that office for the unexpired portion of the term. The Vice President shall also have general administrative duties under the direction of the President and such other duties as may be assigned by the Board of Governors.

Section 9. The Executive Director

- A. The Executive Director shall be the chief administrative officer of the Association and is authorized to speak for the Association to communicate Association policies, standards, resolutions, and positions. This office shall be responsible to the Board of Governors for the administration and the business affairs of the Association.
- B. The Executive Director shall discharge the usual duties of a corporate secretary and record or cause to be recorded in books provided for the purpose, the proceedings of the meetings of the Association including those of the Delegate Assembly, the Board of Governors, the Executive Committee and shall provide staff support to committees at his/her discretion, shall see that all notices are fully given in accordance with the provision of these Bylaws and as required by law, shall be custodian of the records and of the Corporate Seal of the Association, shall see that the books, reports, statements, certificates, and all other documents and records required by law are properly kept and filed, and shall perform such duties as may from time to time be assigned to him/her by the Board of Governors or Executive Committee. The Executive Director shall be an ex officio voting member of all committees and councils and shall be given notice of and shall have the right to attend, all committee and council meetings. However, unless the Executive Director is designat-

ed by these Bylaws or by the Board of Governors or the Executive Committee a regular member of the committee, the Executive Director shall be under no obligation to attend such meetings and shall not be counted to determine the number necessary to make a quorum or to determine whether or not a quorum is present

- C The Executive Director shall be the financial administrator of the Association and shall be responsible for the custody and disbursement of Association funds and assets. The Executive Director shall give bond for the faithful discharge of his/her duties as the Board of Governors may require, at the expense of the Association.

Section 10. The Treasurer

The Treasurer shall be the legal custodian of the financial records of the Association's investments and Association's funds, subject to the direction and approval of the Board of Governors on the status of the Association's financial affairs, and make such recommendations regarding the Association's fiscal policies and practices as may be recommended by the financial auditors employed by the Association, or which may otherwise be indicated.

Section 11. Conflict of Interest Statement

All officers and Board of Governors shall sign and abide by a Conflict of Interest Statement that requires disclosure of any potential conflict that an officer or Board member's private financial interests may have with the Association as a legal entity.

ARTICLE VIII ***(Miscellaneous)***

Section 1. Contracts and Instruments

The Board of Governors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any contract or any other instrument in the name of and on behalf of the Association, and such authority may be general or confined to specific instances. No purchase, sale, or mortgage of real property shall be made unless authorized by two-thirds (2/3) vote of the Board of Governors.

Section 2. Checks, Drafts

- A All checks, drafts, or other evidence of indebtedness issued in the name of the Association shall be signed or endorsed by such officer or officers, employee or employees, of the Association as shall be determined from time to time by the resolution of the Board of Governors. Each of such officers or employees shall give such bond as the Board of Governors may require, at the expense of the Association.
- B Checks issued for General Fund disbursements in excess of \$50,000 with the exception of printing, publication

costs and bank transfer shall be authorized in writing by the Treasurer. The signature of the Treasurer, or Executive Director, or Executive Director's designee shall be required on all checks other than those which must be signed by the Treasurer.

- C. The funds of the Association shall be disbursed only for those purposes set forth in the approved budget of the General Fund and the Government Projects Fund. All disbursements of funds from the Government Projects Fund shall be in accordance with the terms and conditions of approved grants and contracts and the financial budgets which are part thereof.

Section 3. Deposits

All the funds of the Association not otherwise employed shall be deposited from time to time to the credit of the Association in such banks, trust companies or other depositories as the Executive Director may from time to time designate, subject to the direction or approval of the Board of Governors, or as may be designated by any officer or officers, agent or agents of the Association to whom such power may be delegated by the Board of Governors for the purpose of such deposits.

Section 4. Loans Prohibited

No funds of the Association shall be loaned to any Governor or officer of the Association, or to any corporation, firm, association or other entity in which any Governor or officer of the Association is a director or officer or holds a substantial financial interest.

Section 5. Seal

The Corporate Seal shall have inscribed thereon the name of the Association, the year of its organization and the words, "Corporate Seal, New York."

Section 6. Fiscal Year

The fiscal year of the Association shall be from October 1 through September 30.

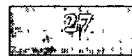
Section 7. Nonaffiliated Groups

The American Correctional Association for the benefit of the Association may enter into agreements with nonaffiliated groups. However, these groups shall not have representation on the Delegate Assembly.

ARTICLE IX

(Annual Report)

At the annual meeting of the Delegate Assembly of the Association, the Board of Governors shall, pursuant to the provisions of Section 519 of the New York Not for Profit Corporation Law, present a report, verified by the President and the Treasurer or by a majority of the Board, or certified by an independent pub-



lic or certified public accountant or a firm of such accountants selected by the Board, showing in appropriate detail the following: independent auditor's report, audited financial statements, and other audited financial information as required by generally accepted accounting principles and federal, state, or local agencies.

ARTICLE X

(Parliamentary Authority)

- 1 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the Constitution and Bylaws and any special rules of order the Association may adopt.
- 2 Meetings of the Executive Committee, Board of Governors, and Delegate Assembly shall be open unless attendance is restricted by majority vote. The Executive Committee, Board of Governors, and Delegate Assembly may vote to go into Executive Session. The Executive Session is limited to members from each body unless a majority of that body invites specific persons to participate.

ARTICLE XI

(Amendments)

Section 1.

These Bylaws may be amended by the action of the general membership.

Section 2.

Proposed amendments may be submitted to the general membership by joint agreement of the Delegate Assembly and the Board of Governors or by the petition of ten (10) percent or more members.

Section 3.

Proposed amendments shall be presented to the general membership by mail ballot and upon majority vote of those voting the amendments shall be approved and the effective date of the amendment shall be contained within the amendment.

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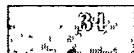
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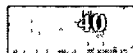


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Arizona Probation, Parole, & Corrections Association
 Colorado Criminal Justice Association
 Connecticut Criminal Justice Association
 Correctional Association of Massachusetts
 Hawaii Criminal Justice Association
 Illinois Correctional Association
 Indiana Correctional Association
 Iowa Correctional Association
 Kansas Correctional Association
 Louisiana Correctional Association
 Maryland Criminal Justice Association
 Michigan Corrections Association
 Missouri Corrections Association
 Nebraska Correctional Association
 Nevada Correctional Association
 New Jersey Chapter
 New Mexico Correctional Association
 New York Corrections and Youth Services Association
 North Carolina Correctional Association
 Ohio Correctional & Court Services Association
 Oklahoma Correctional Association
 Puerto Rico Corrections and Rehabilitation Association
 South Carolina Correctional Association
 Virginia Correctional Association
 Washington Correctional Association
 Wisconsin Correctional Association

State & Regional Affiliates

Alabama Council on Crime & Delinquency
 California Probation, Parole, and Correctional Association
 Caribbean Correctional Association
 Florida Council on Crime & Delinquency
 Integrated Correctional Association of the Philippines
 Kentucky Council on Crime & Delinquency
 Middle Atlantic States Correctional Association
 Minnesota Corrections Association
 Oregon Criminal Justice Association
 Pennsylvania Association on Probation, Parole, and Corrections
 Southern States Correctional Association
 Tennessee Corrections Association
 Texas Correctional Association
 Utah Correctional Association

Western Correctional Association***Professional Affiliates***

Alston Wilkes Society
 American Association for Correctional and Forensic Psychology
 American Correctional Chaplains Association
 American Correctional Food Services Association
 American Correctional Health Services Association
 American Institute of Architects
 American Jail Association
 American Probation and Parole Association
 Association for Correctional Research and Information Management
 Association of Paroling Authorities International
 Association of State Correctional Administrators
 Association on Programs for Female Offenders
 Correctional Accreditation Managers Association
 Correctional Education Association
 Council of Juvenile Correctional Administrators
 Family and Corrections Network
 Historical Association for Corrections
 International Association of Correctional Training Personnel
 International Association of Correctional Officers
 International Community Correctional Association
 International Correctional Arts Network
 Juvenile Justice Trainers Association
 National Association of Blacks in Criminal Justice
 National Association of Juvenile Correctional Agencies
 National Association of Probation Executives
 National Correctional Industries Association
 National Council on Crime and Delinquency
 National Juvenile Detention Association
 National Major Gang Task Force
 North American Association of Wardens & Superintendents
 Parole and Probation Compact Administrators Association
 Prison Fellowship
 The Salvation Army
 Volunteers of America