



MEMORANDUM OF UNDERSTANDING
December 15, 2015

Colonel Martin Kumer
Superintendent

Prison Rape Elimination Act (PREA)
(§ 115.51 (B) – Inmate Report *Outside Agency*)

Between the
Offender Aid and Restoration (OAR-JACC)
And
Albemarle-Charlottesville Regional Jail (ACRJ)

By signing this agreement, both the **Offender Aid and Restoration - Jefferson Area Community Corrections** (herein referred to as OAR-JACC) and the **Albemarle-Charlottesville Regional Jail** (herein referred to as ACRJ). These parties agree to collaborate in efforts to provide better services to alleged victims of violent crimes and to hold offenders accountable. This agreement is in effect for any inmate/or representative on their behalf who alleges sexual harassment, abuse or misconduct by any staff member, volunteer, contractor, or other inmate while incarcerated in ACRJ regardless when the incident occurred, victim's age, sex, race, religion, sexual orientation, disability, criminal history, mental health and economic status. OAR-JACC is not part of ACRJ.

OAR-JACC agrees to the following:

- Serve as a outside reporting designee for ACRJ inmates to report abuse
- Select a designee to whom all reports are made to
- Reports will be accepted in the following ways:
 - Completing and submitting the REPORT OF PRISON RAPE (PREA) ALLEGATION TO AN OUTSIDE AGENCY FORM or other written notice
 - By email to: prea@oar-jacc.org or
 - By mail to: OAR ---PREA Contact, 750 Harris St, Suite 207, Charlottesville, VA 22903
 - **Note: Phone calls are not accepted for these types of reports to this agency it shall be done in writing.**
- That the agency is able to receive and will immediately forward **all reports** of sexual harassment, abuse or misconduct regarding ACRJ inmates, staff, volunteers and contractors to the ACRJ PREA Coordinator
- To allow the inmate or reporting party to remain anonymous upon request
- Provide local service numbers/statistics to aid in the pursuit of funding opportunities and accreditation
- Maintain confidentiality as required by PREA, state standards, policies and procedures and limited to only a need to know basis within the agency
- Communicate any questions or concerns about the MOU to ACRJ superintendent or PREA coordinator.
- Work with designated ACRJ officials to obtain security clearance and follow all ACRJ guidelines for safety and security, as necessary.
- Respect the nature of communication of the report, the reporter and the standards requirements
- OAR-JACC administration will ensure that all staff that work with ACRJ inmates are aware and continues to be aware of/ report any knowledge of or suspicion of sexual

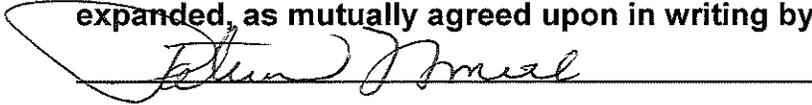
abuse or sexual assault that occurred within ACRJ by staff, inmates, volunteers or any other person regardless of how recent the incident occurred, individual(s) who were allegedly involved, their rank, status, sexual orientation or criminal history to OAR-JACC PREA contact and their right to remain anonymous if so chosen

- Provide stats regarding the PREA reports received
- Ensure all OAR-JACC staff that work with ACRJ inmates receive appropriate training as required by the PREA standards and requested by ACRJ
- Develop any policies or procedures necessary to ensure OAR-JACC staff is in compliance with this MOU.
- Work together to ensure that staff, inmates, volunteers, contractors and third party reporters are not retaliated on after making such reports

ACRJ agrees to do the following:

- Ensure that advocates and staff are cleared to enter the jail for meetings, training sessions, or other program activities.
- Respond and fully investigate as required by law and PREA standards to allegations of sexual abuse or assault are brought to the attention of ACRJ.
- Provide follow-up services and crisis intervention contacts to victims of sexual assault at the ACRJ, as mandated and resources allow.
- Work together to hold offenders accountable and to protect victims of sexual violence from further violence
- Ensure that all training required or requested by the PREA standards, ACRJ policies, rules and regulations are provided to OAR-JACC
- Provide local service numbers/statistics to aid in the pursuit of funding opportunities and accreditation
- Ensure that staff, inmates, volunteers, contractors and third party reporters are not retaliated on after making such reports
- Ensure that all training required or requested by the OAR-JACC policies, rules and regulations are provided to ACRJ
- Communicate any questions or concerns about the MOU to OAR-JACC Director or PREA Contact designee
- The REPORT OF PRISON RAPE (PREA) ALLEGATION TO AN OUTSIDE AGENCY FORM shall be available in English and Spanish
- *Inmates detained solely for civil immigration purposes shall be provided information on how to contact relevant consular officials and relevant officials at the Department of Homeland Security.*

This agreement is effective December 15, 2015 and will remain enforced until any party terminates in writing. This agreement may be amended, modified, and/or expanded, as mutually agreed upon in writing by all parties as needed.


Pat Smith, Director
OAR-Jefferson Area Community Corrections
Offender Aid and Restoration

11 4 16
Date


Martin Kumer, Superintendent
Albemarle-Charlottesville Regional Jail

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Date