



STATE OF NEW YORK
DIVISION OF CRIMINAL JUSTICE SERVICES
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Albany, New York 12203
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ACTING COMMISSIONER

ROBERT M. MACCARONE
DEPUTY COMMISSIONER
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TO: Probation Directors, Commissioners, Supervisors and Officers

FROM: Robert M. Maccarone, Deputy Commissioner and Director

DATE: February 14, 2011

SUBJECT: Director's Award for Outstanding Service by a Probation Officer

I am pleased to request nominations for this year's "**Director's Award for Outstanding Service by a Probation Officer**"-- formal recognition of a probation officer who has demonstrated exceptional work within his/her department and community in New York State. The recipient of this award will be honored at the Middle Atlantic States Correctional Association (MASCA) Conference to be held in Albany at The Crowne Plaza, June 5 – 8, 2011. The award recipient will receive a scholarship for the registration to attend the MASCA Conference. Details of this year's conference are available on the MASCA website, [Middle Atlantic State Correctional Association](http://www.masca.org) .

Please help us recognize the work and contribution made by a probation officer in your department by submitting nomination(s) by Wednesday, **March 16, 2011**. Thank you in advance for your consideration and I look forward to reviewing the nominations and seeing you at this year's MASCA Conference.

Attachment

**NYS Division of Criminal Justice Services
Office of Probation and Correctional Alternatives**

**2011 DIRECTOR'S AWARD FOR
OUTSTANDING SERVICE BY A PROBATION OFFICER
NOMINATION FORM**

DEADLINE FOR SUBMISSION: WEDNESDAY, MARCH 16, 2011

The 2011 Director's Award for Outstanding Service by a Probation Officer is presented in recognition of exceptional service, dedication and professionalism demonstrated by a probation officer which has significantly contributed to the field of community corrections and strengthened its role within the criminal justice and/or juvenile justice system.

NAME OF NOMINEE: _____
TITLE: _____
PROBATION DEPARTMENT: _____

INSTRUCTIONS: Please address as many of the following that are applicable to your nominee. You may attach additional sheets as necessary and you may nominate more than one person. Enclose copies of any supporting documentation (e.g. media coverage, letters of recommendation) which would support your recommendation.

1. Describe in detail the action(s) performed by nominee in achieving offender success and/or accountability.

2. Provide examples of how their individual efforts have resulted in positive offender change and/or enhanced either or both public/victim safety within the community.

6. Briefly summarize any volunteer involvement of the nominee that may demonstrate the nominee's overall contribution to the community or the field of community corrections.

Name/Title of Individual Submitting Nomination: _____

Signature of Nominating Individual: _____

Signature of Probation Director: _____

Return completed nomination form(s) by Wednesday, March 16, 2011 to:

Robert M. Maccarone, Deputy Commissioner and Director
DCJS, Office of Probation and Correctional Alternatives
4 Tower Place
Albany, New York 12203

Nominations may also be faxed to: (518) 485-5140

