

 State of Connecticut Department of Correction ADMINISTRATIVE DIRECTIVE	Directive Number 9.13	Effective Date 6/29/2026	Page 1 of 5
Approved By  Interim Commissioner Sharonda Carlos	Supersedes New Directive Title Community Release		

1. **Policy.** Each inmate under the custody of the Commissioner of Correction shall be reviewed to determine community release eligibility in accordance with Connecticut General Statutes, Administrative Directives and Policies. Community release programs may provide eligible inmates with the opportunity to apply for discretionary release consideration.
2. **Authority and Reference.**
 - a. Connecticut General Statutes, Sections 14-227(a), 14-227(m), 14-227(k), 14-215(c), 18-73, 18-81, 18-86, 18-100, 18-100c, 21a-277(d), 21a-279(e) and 54-102(g).
 - b. Memorandum of Agreement 2007 CG-87, Coordination of Community Release.
 - c. Administrative Directives 1.6, Monthly and Annual Reports; 4.2, Sentence Computation and Timekeeping; 4.2a, Risk Reduction Earned Credit; 8.16, Nursing Home Release; 9.2, Objective Classification; 9.8, Furloughs; 9.12, Driving Under the Influence Home Confinement Program; 10.13 Offender Programs, and 11.1, Parole and Community Services.
3. **Definitions.** For the purposes stated herein, the following definitions apply:
 - a. **Classification.** The ongoing process of collecting and evaluating information about each inmate to determine the inmate's risk and need level for appropriate confinement location, treatment, programs, and employment assignment whether in a facility or the community.
 - b. **Commitment.** The status of an inmate when legal custody is maintained by the Department of Correction. Custody may be in a correctional institution or the community.
 - c. **Community Release Program.** A discretionary release program for eligible inmates to complete the remainder of their sentence in the community.
 - d. **CRU. Community Release Unit**
 - e. **Disposition.** A decision rendered by the Director of CRU or designee.
 - f. **Sponsor.** An individual who agrees to allow an inmate on community supervision to reside at their residence to include self-sponsor. Sponsor approval shall be at the discretion of Parole and Community Services (PCS).
 - g. **Self-Sponsor.** An inmate may reside by themselves in cases where they have secured their own residence.
 - h. **Victim.** An individual who has suffered as a result of any criminal offense for which the inmate has served or is serving a sentence, or stands convicted of, or disposition is pending, including, but not limited to:
 - i. an individual who has suffered direct or threatened physical, emotional or financial harm as a result of a crime for which another individual is or has been incarcerated;
 - ii. a member of the deceased victim's immediate family; or,
 - iii. a legal representative of the victim.
4. **Director of Community Release Unit.** The duties and responsibilities of the Director of CRU shall include, but are not limited to, the following:
 - a. Serve as the Commissioner's designee under statutory authority for all discretionary release decisions;
 - b. Receive, review and render decisions on discretionary release applications for eligible inmates in accordance with State Statutes, Administrative Directives and Department policies;
 - c. Designate personnel to assist facility-based staff with community release preparation activities; and,

Directive Number 9.13	Effective Date 6/29/2026	Page 2 of 5
Title Community Release		

d. Submit monthly reports in accordance with Administrative Directive 1.6, Monthly and Annual Reports.

5. Suitability Factors. Director of CRU or designee, shall consider the following factors when reviewing an inmate for community release program participation:

- a. Public safety;
- b. All criminal history, to include: severity and patterns of violence; sexual offenses; escape; institutional behavior; significant history of domestic violence; and Security Risk Group affiliation;
- c. Program need or benefit to include: substance abuse; mental health status; and prior program participation/failure;
- d. Any record of victim concerns to include any active restraining orders or victim notifications; and,
- e. Any prior performance while on community supervision.

6. General Provisions.

- a. Each inmate under the custody of the Commissioner of Correction shall be reviewed to determine eligibility in accordance with this Administrative Directive.
- b. All eligible inmates may apply for discretionary release consideration.
- c. Applications for discretionary release shall be reviewed and decided upon by the Director of CRU or designee.
- d. If approved, inmates shall be supervised in the community by the Department's PCS Division, in accordance with Administrative Directive 11.1, Parole and Community Services.
 - i. Community release program placement dates and conditions of supervision shall be at the discretion of Director of PCS or designee.
- e. Discretionary Community Release Programs:
 - i. Transitional Supervision(TS);
 - ii. Dual Supervision/Transitional Supervisions(DS/TS);
 - iii. Driving Under the Influence Home Confinement (DUI HC);
 - iv. Residential Halfway House (HWH) placement;
 - v. Halfway House Conversion(HWC);
 - vi. Nursing Home Release;
 - vii. 45-Day Re-entry Furlough(REF); and,
 - viii. Medical Furlough.
- f. An inmate may waive consideration for community release programing;
 - i. A CN 91301, Community Release Waiver form, shall be completed by the facility.
- g. Any inmate, who refuses to sign and/or is in non-compliance status with their Offender Accountability Plan (OAP), may be excluded from community release program consideration until they are in compliance.
- h. The Director of CRU or designee may waive a disciplinary decision in accordance with Administrative Directive 9.5, Code of Penal Discipline, in order to review a Community Release Program application, and render a decision.
 - i. The Director of CRU does not have the authority to dismiss, overturn, or alter any sanctions resulting from the disciplinary process in accordance with, Administrative Directive 9.5, Code of Penal Discipline.
- i. An escape from community supervision may be waived at the discretion of the Director of CRU or designee, in order to review a community release program application, and rendering a decision.
- j. Discretionary community release program decisions are not subject to appeal or administrative remedy.

7. Community Release Programs.

- a. Transitional Supervision. An inmate committed to the Department of Correction for a definite total effective sentence of two (2) years or less to include any unpaid fine(s), may be considered for discretionary release into the community to reside with a sponsor.
 - i. Eligibility Criteria. The following criteria must be met:
 1. Classified below level 5;

Directive Number 9.13	Effective Date 6/29/2026	Page 3 of 5
Title Community Release		

2. Served at least 50 percent of the sentence imposed minus jail credit and any earned RREC on the controlling sentence, at the time of review;
 3. All motor vehicle offenses with mandatory sentences imposed shall be ineligible for TS consideration until the mandatory portion of the sentence has been satisfied, and there are no other consecutive motor vehicle related sentences requiring a mandatory term of confinement;
 4. Reviews for inmates with a mental health score greater than three (3), or a score of three (3), accompanied by an identified subcode pursuant to the classification manual, shall be forwarded to the facility Health Services Unit(HSU). HSU staff must complete a Community Supervision Screening form and clear the inmate before the review is submitted to CRU;
 - a. Inmates with a mental health needs score of a five (5) shall be temporality ineligible, until cleared by mental health staff and the mental health score is lowered.
 5. Shall be discipline free of a class A offense during the preceding 120 days, or a class B offense during the preceding 60 days;
 - a. Disciplinary reports may be waived at the discretion of the Director of CRU or designee.
 6. No escapes from any community release program, to include absconding from parole, during the preceding 180 days;
 7. No community release program violations during the preceding 120 days;
 8. No pending charges or detainers;
 - a. This includes all out of state pending charges unless it has been verified that the other state or jurisdiction does not wish to seek extradition.
 - i. If the pending charge(s) is a level four (4) offense, then the inmate shall not be eligible even if the other state or jurisdiction chooses not to extradite the inmate.
 - b. If an inmate posts bond for Connecticut pending charges prior to and/or during present incarceration, they will not be eligible for community release, unless the case has been adjudicated.
 9. Shall have no active parole or probation in other State(s) or Federal jurisdiction, unless that jurisdiction is amenable to the community release program;
 10. Shall not be serving special parole commitment time unless Memorandum of Agreement criteria has been met;
 11. Shall not be designated with the following status(s):AS (Administrative Segregation), SRG(Security Risk Group), CD(Chronic Discipline), and/or SN(Special Needs);
 - a. An inmate classified as High Security (HS) may be reviewed on a case-by-case-basis in consultation with the Unit Administrator and the Director of Offender Classification and Population Management/ Sentence Calculation Interstate Compact (OCPM/SCIM).
 12. Shall have a proposed sponsor; and,
 - a. All sponsor approvals shall be at the discretion of the Division of PCS.
 13. All inmates shall comply with Felony DNA requirements.
 - a. Any inmate who refuses to comply with DNA Felony requirements shall be ineligible until they comply with requirements.
 - b. Felony DNA requirements must be satisfied prior to application being submitted to CRU for review and decision.
- ii. Application and Decision.
1. An application for TS may be initiated up to 120 days prior to an inmate's eligibility date.

Directive Number 9.13	Effective Date 6/29/2026	Page 4 of 5
Title Community Release		

2. The Unit Administrator or designee shall initiate and submit the application form through the Electronic Database System.
3. An inmate may waive consideration in accordance to section 6(h) of this directive.
4. The Director of CRU or designee shall review, and render a decision for TS applications by completing the Community Release Decision Sheet.
 - a. The inmate shall be provided notification of the decision.
5. If approved for TS, the inmate shall be re-classified to overall risk level 1.
6. All Community Release Decision Sheets shall be placed in section five (5) of the inmate's master file.
- b. Halfway House Conversion (HWC). An inmate, who meets the TS eligibility criteria in accordance with section 7(a) of this directive, but does not have a proposed sponsor, may be considered for a HWC placement.
 1. To be eligible for HWC an inmate must be an overall level 2 or 3 prior to review.
- c. Community Release Residential Program (HWH). An inmate committed to the Department of Correction, serving a total effective sentence of greater than two (2) years, may be considered for discretionary release to a HWH.
 - i. Eligibility Criteria. The following criteria must be met:
 1. Classified as an overall level 2 or 3;
 2. All motor vehicle offenses with mandatory sentences imposed shall be ineligible for HWH consideration until the mandatory portion of the sentence has been satisfied, and there are no other consecutive motor vehicle related sentences requiring a mandatory term of confinement;
 3. Reviews for inmates with medical and/or mental health scores greater than three (3), or a mental health score of three (3), accompanied by an identified subcode pursuant to the classification manual, shall be forwarded to the facility Health Services Unit(HSU). HSU staff must complete a Community Supervision Screening form and clear the inmate before the review is submitted to CRU;
 - a. Inmates with a mental health needs score of a five (5) shall be temporality ineligible, until cleared by Mental Health staff and mental health score is lowered.
 4. Remain discipline free of a Class A offense during the preceding 120 days, or Class B offense during the preceding 60 days;
 5. Have no return from escape, to include absconding from parole, during the preceding 180 days;
 6. Remain free from community release program violations during the preceding 120 days;
 7. No pending charges or detainers;
 - a. This includes all out of state pending charges unless it has been verified that the other state or jurisdiction does not wish to seek extradition.
 - i. If the pending charge(s) is a level four (4) offense, then the inmate shall not be eligible even if the other state or jurisdiction does not choose to extradite the inmate.
 - b. If an inmate posts bond for Connecticut pending charges prior to and/or during present incarceration, they will not be eligible for community release, unless that case has been adjudicated.
 8. Shall not be designated with the following status(s):AS (Administrative Segregation, SRG(Security Risk Group), CD(Chronic Discipline), and/or SN(Special Needs);
 9. All inmates shall comply with Felony DNA requirements;
 - a. Any inmate who refuses to comply with DNA Felony requirements shall be ineligible until they comply with requirements.
 - b. Felony DNA requirements must be satisfied prior to application being submitted to CRU for review and decision.

Directive Number 9.13	Effective Date 6/29/2026	Page 5 of 5
Title Community Release		

10. There shall be no current parole violations for which a revocation hearing has not been held;
 11. An inmate whose parole has been revoked then re-paroled by the BOPP shall not be eligible;
 12. Current special parole period of confinement must be satisfied; and,
 13. No active Parole or Probation in other State(s) or Federal jurisdiction, unless that jurisdiction is amenable to the community release program.
 - ii. Application and Decision.
 1. An inmate may apply for HWH consideration when they are within 18 months from their end of sentence, or voted to parole (VTP) date.
 2. An application for HWH may be initiated no earlier than the eligibility date.
 3. The Unit Administrator or designee shall initiate and submit the application form through the Electronic Database System.
 4. An inmate may waive consideration for HWH, in accordance to section 6(h) of this directive;
 5. The Director of CRU or designee shall review, and render a decision for HWH applications by completing the Community Release Decision Sheet.
 - a. The inmate shall be provided notification of the decision.
 6. If approved for HWH, the inmate shall be re-classified to overall risk level 1.
 7. All Community Release Decision Sheets shall be placed in section five (5) of the inmate's master file.
 - d. Dual Supervision (DS/TS). An inmate, who has returned from special parole and is serving a new TS eligible sentence, may be eligible for DS/TS.
 - i. In the event the Board of Pardons and Parole issues a special parole mittimus with a release date coinciding with the TS eligibility date for the term of imprisonment, the inmate may be reviewed for TS consideration.
 - ii. The inmate must meet all TS eligibility criteria in accordance with section 7(a) of this directive.
 - e. 45-Day Re-entry Furlough. A review for a 45-Day Re-entry Furlough shall be in accordance with Administrative Directive 9.8, Furloughs.
 - f. Medical Furlough. A review for a Medical Furlough shall be in accordance with Administrative Directive 9.8, Furloughs.
 - g. DUI Home Confinement Program. A review for DUI Home Confinement Program shall be in accordance with Administrative Directive 9.12, Driving Under the Influence Home Confinement Program.
 - h. Nursing Home Release. A review for a Nursing Home Release shall be in accordance with Administrative Directive 8.16, Nursing Home Release.
8. Case Review Based Upon New Information. At any time, an approved case may be reviewed based on new information. The Director CRU or designee shall make the appropriate amendments to the Community Release Decision Sheet. The inmate shall be provided notification of the revised decision.
9. Forms and Attachments.
- a. CN 91301, Community Release Waiver.
10. Exceptions. Any exceptions to the procedures in this Administrative Directive shall require prior written approval from the Commissioner.