


**U.S. DEPARTMENT OF JUSTICE
Federal Bureau of Prisons**



**PROGRAM STATEMENT
Life Connections and Threshold Programs**

Approved by	 William K. Marshall III Director, Federal Bureau of Prisons
DPI	RSD
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1. PURPOSE AND SCOPE

To establish the Life Connections Program (LCP), a structured residential, personal, and spiritual development program, at designated low, medium, and high security Bureau of Prisons (Bureau) institutions.

The Threshold program, currently offered at many Bureau institutions, is a non-residential program designed for inmates who do not meet the criteria for acceptance into the LCP. Priority placement is given to inmates within two years of release from prison. Participants use a modified LCP curriculum and ordinarily meet weekly for six to nine months.

The goals of these programs are to foster personal and spiritual growth and social responsibility, as well as to reconcile relationships with victims, families, and the community utilizing a curriculum, instruction from trained leadership, and community mentors. Other desired program outcomes include increased prosocial behavior, improved institutional adjustment, successful community reentry, and reduced recidivism. These programs build upon the inmate's personal belief system, whether secular or religious, and provide the life skills and tools to transition back into the community in a positive manner.

a. Program Objectives.

- Inmates will demonstrate improved institutional adjustment and enhanced success in community reentry through living within the boundaries of their belief systems, whether secular or religious.
- Inmates will obtain the skills necessary to form realistic goals and steps toward their personal achievements as they reintegrate into society.
- Working closely with outside community organizations for release preparation, the

program will provide the necessary skills and resources to successfully transition and reintegrate back into the community.

- Inmates will be afforded the opportunity to complete the LCP and/or Threshold program and may be eligible for First Step Act (FSA) incentives, in accordance with the Program Statement **First Step Act Program Incentives**.

b. **Institution Supplement.** None.

1. RESPONSIBILITIES

a. **Warden.** The Warden at each institution ensures all aspects of this Program Statement are implemented.

b. **Associate Warden.** An Associate Warden participates in the LCP Review Committee as needed.

c. **Supervisory Chaplain.** The Supervisory Chaplain has oversight responsibilities and supervision of the LCP Chaplain. Programming and administrative oversight of the non-residential Threshold program is the responsibility of the Supervisory Chaplain. This responsibility may be delegated to a Staff Chaplain. Critical to a successful return to the community, the Chaplain overseeing the Threshold program helps participants formulate realistic personal goals reflecting outcome-based objectives and enters data into the applicable Bureau inmate management system.

d. **Chaplaincy Faith-Based Coordinator, Central Office.** The Chaplaincy Services Branch (CSB), Reentry Services Division is responsible for developing and providing technical expertise for the LCPs and Threshold programs. The Chaplaincy Faith-Based Coordinator and respective Chaplaincy Administrators provide ongoing program and curriculum development, technical assistance support, and training for institution staff to integrate the LCP and Threshold program goals with other reentry efforts.

e. **Life Connections Program (LCP) Chaplain.** Program oversight, administrative duties, and supervision of contractors and support staff are the responsibility of the LCP Chaplain. Critical to a successful return to the community, the LCP Chaplain helps participants formulate realistic goals reflecting outcome-based objectives. The LCP Chaplain also enters program codes into the applicable Bureau inmate management system. In addition, the LCP Chaplain collaborates with and participates in Inmate Program Review meetings with Unit Management staff when relevant.

f. **Unit Management.** Unit Management staff and the LCP Chaplain communicate about inmate program participation and progress during regular Inmate Program Review meetings. The Unit Manager ensures Unit Management staff collaborate with the LCP Chaplain. The Unit Manager participates in the LCP Review Committee as needed.

g. **Mentor Coordinator.** The Mentor Coordinator, a Chaplaincy Services staff member, is responsible for the organization, oversight, and administration of mentoring inmates who are enrolled in or have completed faith-based or secular programming with a mentoring component.

h. **Contractors.** Bureau staff are primarily responsible for the administration of the LCP. The majority of the instruction within LCP is conducted by community organizations which are contracted to provide regular instruction, and special activities including electives and course-specific seminars. Contractors are overseen and supervised by the LCP Chaplain.

2. LCP PROGRAM DESCRIPTION

a. **LCP Program Selection Criteria.** To apply and participate in the LCP, inmates must meet the following requirements:

- Complete a BP-A0741, Life Connections Program (LCP) Program Participation Request form and a BP-A0743, Life Connections Program (LCP) Participation Agreement form.
- Are ordinarily within 36 to 48 months of their earliest departure date to the community (e.g., FSA conditional placement date [FCPD], projected release date). To facilitate program completion, inmates with shorter time remaining on their sentence are given priority placement.
- Must not have a written removal order.
- Must have a clear disciplinary record for the past 12 months.
- Must not be in Financial Responsibility Program (FRP) refuse status in the applicable Bureau inmate management system.
- Are meeting or have met General Educational Development (GED) obligations in accordance with the Program Statement **Literacy Program (GED Standard)**. Specifically, inmates who are in GED unsatisfactory status in the applicable Bureau inmate management system are not eligible for the LCP.
- Have met English as a Second Language (ESL) obligations in accordance with the Program Statement **English-as-a-Second Language Program (ESL)**.
- Are willing to be designated to the LCP.
- Participate in a three-session orientation at current institution.

b. **LCP Program Structure.**

- **Program Population.** The number of participants in each program may not exceed 36 inmates per cohort for a total of three cohorts at one time. The second cohort of 36 inmates ordinarily begins after the first cohort completes 6 months of the LCP, and a third cohort begins after the first cohort completes 12 months of the LCP. The program duration is 18 months.
- **Course Structure.** The program is open to inmates seeking direction in personal

spirituality, positive values, or responsibilities, whether or not they have a religious affiliation. The LCP is designed to facilitate the range of beliefs represented by the inmate population.

- **Schedule for Program Activities.** The curriculum involves five days of regular afternoon and evening programming, as well as weekend activities. Participants have institution work assignments for up to four hours a day during unscheduled program hours. Evening and weekend programming involves special activities with mentors, electives, and course-specific components. Inmates are encouraged to participate in scheduled activities with the general population for religious study and worship services in accordance with their personal beliefs, education, leisure time activities, work assignments, etc.
- **LCP Housing.** The LCP is a residential program. Ordinarily, all inmates living in the assigned housing unit must be waiting to participate, be actively engaged in the LCP, or have completed the program. Participants will work, study, and reflect together in small groups per the objective of their coursework. The conditions of confinement for the LCP inmates must be consistent in terms of provisions and standards as compared with the other general population housing units at the institution.
- **LCP Incentives.** Institutions will refer to the Program Statement **First Step Act Program Incentives** and the CSB page of the Bureau's intranet site for guidance about incentives for inmates participating in and completing the LCP.
- **LCP Program Referral.** Inmates interested in participating in the LCP will submit a completed application packet to the institution Chaplain and participate in a self-directed three-session orientation:
 - **Session 1:** Overview of the LCP.
 - **Session 2:** Feedback and exploration of the LCP. Completion of the BP-A0741, Life Connections Program (LCP) Program Participation Request form and of the BP-A0743, Life Connections Program (LCP) Participation Agreement form.
 - **Session 3:** A private interview with an institution Chaplain regarding program eligibility and a review of application materials.

Upon identifying an inmate as eligible, the institution Chaplain consults with the inmate's Unit Manager for their recommendation regarding appropriateness for the LCP. While considering an inmate for referral, Unit Management staff follows policies and procedures for re-designation and transfer of inmates. Upon approval by the Warden, Unit Management staff submit completed referral packets to the Central Office LCP email address, and packets include the following:

- BP-A0741, Life Connections Program (LCP) Program Participation Request form, BP-A0742, Life Connections Program (LCP) Referral Form, and BP-A0743, Life Connections Program (LCP) Participation Agreement form.
- The most recent Program Review Report.
- Request for EMS-A409, Transfer/Application of Management Variable form with program participation code 324.

Any applicant with the security threat group assignment of International or Domestic Terrorism must be reviewed by the Counter Terrorism Unit (CTU) for potential safety and security concerns.

The Chaplaincy Faith-Based Coordinator reviews applications, refers applications to the CTU for review as needed, and recommends designation of qualified applicants to a program site. The referred applications are then forwarded to the Designation and Sentence Computation Center (DSCC) for final approval and processing.

If an applicant is currently housed at an institution with a program, the LCP Chaplain consults with the Unit Manager when reviewing the application. The LCP Chaplain also consults with Special Investigative Services (SIS) regarding each applicant to determine if security threat group codes are present in the applicable Bureau inmate management system. If so, following the Warden approval, a copy of the completed application packet will be forwarded to the Chaplaincy Faith-Based Coordinator in Central Office for CTU review if needed. If not, upon the Warden's approval, the inmate may be admitted to the program.

3. LCP CURRICULUM DESCRIPTION

The LCP curriculum was designed to promote positive values and responsibilities, while contributing to personal transformation and enhanced community reintegration by:

- providing opportunities to develop and adopt a code of ethics and morality
- creating and establishing decision-making strategies consistent with personal code of conduct
- participating in institutional worship services consistent with boundaries of faith or secular beliefs
- providing opportunities for secular or religious personal reflection, direction, and counseling
- using journals and personal reflection to develop personal growth

All LCP participants participate in the following curriculum components:

- a. **Education.** This component includes completing course-specific assignments and study material, as well as conducting interfaith or secular studies.

b. **Community Mentoring.** This component includes developing professional relationships with community-based mentors/mentoring organizations, establishing mentoring guidelines and boundaries, and meeting with participants on a regular basis/as needed in accordance with program needs.

c. **Community Service.** This component includes completing 500 hours of community service. Refer to the Program Statement **Public Works and Community Service Projects** for additional information regarding community service projects.

d. **Victim Impact.** This component includes developing the violation of relationship model, understanding and acknowledging the impact on victims, providing opportunities for interaction and dialogue with Victim Impact Panels, accepting responsibility for the harm done, and developing awareness of repercussions criminal activities have on society as a whole.

4. LCP PROGRAM CODES

Each participant's current program status is maintained in the applicable Bureau inmate management system. The LCP Chaplain or designee enter assignment code changes reflective of their status in the program (i.e., applying, unqualified, wait, voluntarily withdrew, expelled, complete, incomplete, decline, fail/withdraw, or fail/expulsed). The initial Bureau inmate management system assignment is entered by Central Office LCP staff and remains active until the code is changed by institution staff at the LCP institution. Refer to the CSB page of the Bureau's intranet site for additional and more specific information and guidance regarding required program codes.

5. LCP PROGRAM COMPLETION

Upon successfully completing the LCP, participants are ordinarily moved from the program unit to another unit or institution to make room for new participants. Unless there are documented security concerns preventing transfer, regardless of release date, inmates are ordinarily designated to an institution close to their release destination to enhance ties with the community.

Institutions will refer to the Program Statements **Good Conduct Time Under the Prison Litigation Reform Act and First Step Act of 2018 - Time Credits: Procedures for Implementation of 18 U.S.C. § 3632(d)(4)** for guidance regarding good conduct time (GCT) and FSA time credits (FTC) for inmates participating in and completing the LCP.

6. LCP PROGRAM EXPULSION

The LCP Review Committee reviews cases brought to the committee by the LCP Chaplain where inmates are being considered for expulsion from the LCP. The LCP Committee also

reviews re-applications from inmates who have previously been expelled. The committee ordinarily consists of the LCP Chaplain, Unit Manager, and an Associate Warden. Associate Wardens make the final decision regarding an inmate's expulsion or re-application to the program. Inmates may be expelled for:

- Violation of disciplinary rules and regulations as determined by the Unit Discipline Committee (UDC) or Discipline Hearing Officer (DHO).
- Failure to meet program participation or requirements in accordance with the program guidelines, such as financial responsibility or education obligations.

Ordinarily, inmates expelled from LCP are returned to the sending institution. Inmates expelled from LCP may re-apply for the program after 12 months. LCP Chaplains will refer to the CSB page of the Bureau's intranet site for the most up to date guidance regarding inmate expulsions and re-applications.

7. THRESHOLD PROGRAM DESCRIPTION

The Threshold program is a non-residential program designed for inmates who do not meet the criteria for acceptance into the LCP. Priority placement is given to inmates within two years of release from prison. Participants use a modified LCP curriculum and ordinarily meet weekly for six to nine months. The program is open to inmates seeking grounding in positive values and responsibility whether they have a religious affiliation or not. Ordinarily, cohorts meet weekly in 90-minute class sessions and include no more than 20 participants. The Threshold program utilizes Chaplains, other Chaplaincy Services staff and volunteers, as well as community and mentoring organizations for instruction.

a. **Threshold Program Selection Criteria.** Inmates submit a BP-A0148, Inmate Request to Staff to a Chaplain requesting participation in the Threshold program. Threshold program participants are recruited locally and are not transferred from or to other institutions for program participation.

b. **Threshold Program Codes.** Each Threshold program participant's status is maintained and updated in the applicable Bureau inmate management system. The Chaplain providing oversight of the Threshold program makes assignment code changes in the applicable Bureau inmate management system.

For more specific information and guidance regarding required program codes, incentives, and Threshold program acceptance and expulsion, refer to the CSB page of the Bureau's intranet site.

8. INVOLVEMENT OF COMMUNITY ORGANIZATIONS

As a major component of the programs, the LCP and Threshold program staff facilitate the use of

community volunteers in a mentoring capacity during the incarceration and post-incarceration phases of the programs, including the connection with a mentoring organization at the inmate's release destination.

a. **Mentoring During Incarceration Phase.** A trained mentor is matched with each participant during the incarceration phase by the Mentor Coordinator or designee.

The mentors meet with participants to reflect on issues of brokenness and healing, family relationships, spiritual development, and other topics discussed in the program. Mentors model appropriate social behaviors. They also help develop a maintenance plan for healthy and productive living upon reentry into the community.

b. **Mentoring During Post-Incarceration Phase.** Title 34 U.S.C. § 60533 provides that “any person who provides mentoring services to an incarcerated offender is permitted to continue such services after that offender is released from prison.” In accordance with the authority provided to the Director in the statute, Wardens can prohibit mentors from providing mentoring to released inmates if it is determined that post-release mentoring services would pose a significant security risk to the released inmate, any other inmate, any person who provides mentoring services, or any other person. Failure to abide by this prohibition could result in the mentor being prohibited from continuing to serve in this role at the institution. Mentors participate in this component in compliance with program guidelines. The LCP and the Threshold program Chaplains will provide guidance to mentors and communicate with them for documentation purposes.

c. **Documentation During Mentoring Phases.** Phone calls and correspondence within the institution are subject to monitoring and other agency screening procedures. All instances of telephone, electronic, and written communication between an incarcerated inmate and a mentor, whether initiated by the mentor or the inmate's family, must be documented by mentors using form BP-A1068, Transitional/Mentor Volunteer Contact - Form. Mentors submit these forms to the Chaplain monthly, or as otherwise determined by the Chaplain.

d. **Partnering with Community Mentoring Organizations.** Mentor Coordinators or designees shall establish and maintain communication with shareholders and community partners including U.S. Probation, Residential Reentry Centers (RRCs), faith-based and community mentoring organizations. This partnership is designed to help the inmate with healthy community reintegration upon release.

Training materials are provided for sponsoring mentoring organizations. Correspondence with inmate mentees is recommended to encourage a sense of belonging to the community prior to release.

9. PROGRAM EVALUATION

The LCP and Threshold program participants must complete the pre-program assessment prior to starting the program and the post-program assessment upon successful completion. These assessments are administered by the Chaplain or designee. The completed assessments must be emailed to the Chaplaincy Faith-Based Coordinator in Central Office for review and further evaluation on the effectiveness of the program.

10. PROGRAM RESOURCES

Funding for the LCP and Threshold program is distributed to the institution Chaplaincy Services' cost center.

11. STAFF TRAINING

Chaplaincy Services staff receive training provided by the Chaplaincy Services Branch, focusing on a review of the Bureau's faith-based philosophy, program implementation requirements, instructional skills and materials, guidelines for integrating the program into the institution, and facilitating the assessment of inmates' progress through the programs.

REFERENCES

Program Statements

English-as-a-Second Language Program (ESL)

First Step Act Program Incentives

First Step Act of 2018 - Time Credits: Procedures for Implementation of 18 U.S.C. § 3632(d)(4)

Good Conduct Time Under the Prison Litigation Reform Act

Literacy Program (GED Standard)

Bureau Forms Prescribed by 5319.01

BP-A0741 Life Connections Program (LCP) Program Participation Request

BP-A0742 Life Connections Program (LCP) Referral Form

BP-A0743 Life Connections Program (LCP) Participation Agreement

Other Bureau Forms

BP-A0148 Inmate Request to Staff

BP-A1068 Transitional/Mentor Volunteer Contact - Form

EMS-A409 Request for Transfer/Application of Management Variable

Federal Statutes

34 U.S.C. § 60533

ACA Standards

Performance-Based Standards and Expected Practices for Adult Correctional Institutions,
5th Edition: 5-ACI-1E-02

Records Retention Requirements

Requirements and retention guidance for records and information applicable to this program are available in the Records and Information Disposition Schedule (RIDS) on the Bureau's intranet site.