



# COMMUNITY JUSTICE SERVICES

*Adult Services  
Community Service Program*

MAY 2005

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# **Community Service**

Community Service is a sentencing alternative that focuses on individual restitution for the offense with an emphasis on contributing to the community.

*It is a win-win situation, with individuals providing service to others, thus benefiting the community from their work.*

Offenders are able to make non-monetary restitution to the community that enables them to maintain family ties and continue working.

## **Community Service Work Crews**

Community Service Work Crews are an option offered to offenders wanting to complete 8 hours of work in a day. It is completed on weekends in supervised environments.

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## **did you know that . .**

prior to performing community service hours, each offender must meet with a case manager?

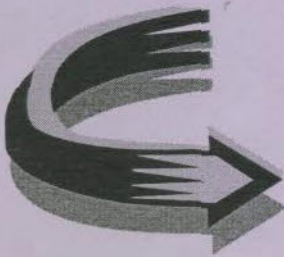
volunteer or community service hours performed prior to meeting with a case manager may not be accepted as hours for community service work?

*community service work sites must be approved by a case manager?*

full payment of the community service fee is required prior to completing the program?

community service fee payment schedules may be arranged with a case manager?

contracts verifying completion of hours must be returned to either the Longmont or Boulder office prior to completing the program?



## **Office Locations**

### **Boulder Office**

Justice Center  
1777 6th Street  
Boulder, CO 80302  
303.441.3690

### ***Walk-In Hours***

*Monday - Friday  
8:00am - 4:30pm  
Except the 2<sup>nd</sup> & 4<sup>th</sup> Tuesday  
Walk-In Hours  
11:00 am - 4:30pm only*

### **Longmont Office**

Boulder Courts Building  
1035 Kimbark Street  
Longmont, CO 80501  
303.682.6854

### ***Walk-In Hours***

*Monday - Friday  
8:00am - Noon & 1:00pm - 4:30pm  
Except the 4th Tuesday  
Walk-In Hours  
1:00pm - 4:30pm only*

## ***Instructions Upon Arriving . . .***

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Clients are to complete an interview form located at the front counter and return to the receptionist.

*A case manager will see clients only after the form is completed.*

Clients who do not visit with a case manager on the day they are referred by the court **MUST** return within two weeks from the date below.

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**There is a Community Justice Services Fee of \$100.00.**

**CJS accepts only cash, money orders and checks. Checks are made payable to "CJS".**

**A fee payment schedule can be arranged with your Case Manager.**

**The CJS fee covers insurance, placement services and supervision of your case.**