

Sentencing Guidelines Cover Sheet

Scheduled Sentencing Date:

 / /

Complete this form ONLY for applicable felonies sentenced on or after July 1, 2012.

OFFENDER

First _____ Middle _____ Last _____ Suffix _____

Date of Birth: / /
Month Day YearSocial Security Number: - - CCRE: V A CORIS Offender ID: PSI #:

COURT

Judicial Circuit City/County _____ FIPS Code: Sentencing Judge's Name _____ For Office Use OnlyPreparer Name _____ Commonwealth's Attorney Probation Officer

Prosecuting Commonwealth's Attorney _____ Defense Attorney _____

CONVICTIONS

Offense	Counts	VCC	Offense Date
			<small>Month Day Year</small>
Primary Offense	<input type="text"/>	<input type="text"/>	<input type="text"/>
Additional Offenses	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Primary Offense Code Section § _____ Docket Number _____

Crime was Witnessed by or Committed in the Presence of a Child

 Please check box if any crime(s) in current event were witnessed by or committed in the presence of a minor child (age 17 or under).
A child is present if he or she is within sight or sound of the offense when it occurs. This information is for research purposes only.

METHOD OF ADJUDICATION

 Jury Trial Sentence Set by Jury: Years Months Days Life Juvenile Fine Only Bench Trial Guilty Plea Alford Plea/Nolo contendere

SENTENCING GUIDELINES RECOMMENDATION

Section B

- Probation/No Incarceration
 Incarceration 1 Day to 3 Months
 Incarceration 1 Day to 6 Months
 Incarceration 3 to 6 Months
 Probation/No Incarceration or Incarceration to 6 Months

Section B

Mandatory Minimum _____

Section C

- Life Sentence
 Incarceration (Enter Midpoint and Range Below)

Range Midpoint Years Months DaysSentence Range Years Months Days TO Years Months Days Recommendation Adjusted for Mandatory Minimum

NONVIOLENT RISK ASSESSMENT Section D of Drug, Fraud, and Larceny Worksheets

- Recommended for Alternative Punishment Not Applicable (INELIGIBILITY CONDITIONS marked on Section D)
 NOT Recommended for Alternative Punishment Not a DRUG, FRAUD or LARCENY Offense

Fraud Section A

Offender Name: _____

◆ Primary Offense

A. Other than listed below	
1 count	3
2 counts	7
3 counts	11
B. Credit card theft	
1 count	4
2 counts	11
C. Welfare or food stamp fraud (\$200 or more); false application for public assistance	
1 count	2
2 counts	3
D. Passing bad checks (\$200 or more); Credit card fraud (\$200 or more); Receiving goods from credit card(\$200 or more); Making false statement to obtain goods or utilities (\$200 or more)	
1 count	1
2 counts	2
3 counts	8
E. Forging coins, checks or bank notes, or other writings; Uttering; Making or possessing forging instruments	
1 count	2
2 counts	3
3 counts	5
F. Construction fraud	
1 count	2
2 counts	3
G. Use identifying information to defraud, > \$200 (1 count)	6

Score

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◆ Primary Offense Additional Counts Total the maximum penalties for counts of the primary not scored above

Years:	Less than 40	0
	40 or more	1

0	
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◆ Additional Offenses Total the maximum penalties for additional offenses, including counts

Years:	Less than 5	0
	5 - 14	1
	15 - 29	2
	30 - 39	3
	40 or more	4

0	
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◆ Prior Convictions/Adjudications Total maximum penalties for the 5 most recent and serious prior record events

Years:	Less than 2	0
	2 - 7	1
	8 - 17	2
	18 - 24	3
	25 - 35	4
	36 or more	5

0	
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◆ Prior Felony Property Convictions/Adjudications

Number	1 - 2	1
of Counts:	3 - 4	3
	5	4
	6 or more	5

0	
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◆ Prior Misdemeanor Convictions/Adjudications

Number	1 - 3	1
of Counts:	4 - 6	2
	7 or more	3

0	
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◆ Prior Incarcerations/Commitments _____ If YES, add 3

0	
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◆ Prior Revocations of Parole/Post-Release, Supervised Probation or CCCA _____ If YES, add 3

0	
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◆ Prior Juvenile Record _____ If YES, add 1

0	
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◆ Legally Restrained at Time of Offense

None	0
Other than parole/post-release, supervised probation or CCCA	4
Parole/post-release, supervised probation or CCCA	9

0	
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Total Score

_____ If total is 10 or less, go to **Section B**. If total is 11 or more, go to **Section C**.

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Fraud ❖ Section B

Offender Name: _____

◆ Primary Offense

- A. Other than listed below
 - 1 count 2
 - 2 counts 4
- B. Credit card theft (1 count) 6
- C. Welfare or food stamp fraud (\$200 or more); false application for public assistance
 - 1 count 1
 - 2 counts 6
- D. Passing bad checks (\$200 or more); Credit card fraud (\$200 or more); Receiving goods from credit card (\$200 or more); Making false statement to obtain goods or utilities, (\$200 or more)
 - 1 count 4
 - 2 counts 7
- E. Forging coins, checks or bank notes, other writings; Uttering; Making or possessing forging instruments (1 count) 6
- F. Construction fraud (1 count) 1
- G. Use of identifying information to defraud, > \$200(1 count) 6

Score

0	
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◆ Primary Offense Additional Counts Total the maximum penalties for counts of the primary not scored above

- Years: Less than 19 0
- 19 - 27 1
- 28 - 36 2
- 37 or more 3

0	
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◆ Additional Offenses Total the maximum penalties for additional offenses, including counts

- Years: Less than 2 0
- 2 - 9 1
- 10 - 18 2
- 19 - 27 3
- 28 - 36 4
- 37 or more 5

0	
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◆ Prior Convictions/Adjudications Total the maximum penalties for the 5 most recent and serious prior record events

- Years: Less than 2 0
- 2 - 5 1
- 6 - 10 2
- 11 - 16 3
- 17 - 21 4
- 22 - 27 5
- 28 - 32 6
- 33 - 38 7
- 39 or more 8

0	
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◆ Prior Juvenile Record If YES, add 2

0	
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◆ Legally Restrained at Time of Offense If YES, add 4

0	
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Total Score

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See **Fraud Section B Recommendation Table** to convert score to guidelines sentence. Then, go to **Section D Nonviolent Risk Assessment** and follow the instructions.

Fraud Section C

Offender Name: _____

◆ Primary Offense

— Prior Record Classification —
 Category I Category II Other

A. Other than listed below			
1 count	24	12	6
2 counts	28	14	7
3 counts	40	20	10
4 counts	56	28	14
B. Credit card theft (1 count)	36	18	9
C. Welfare fraud or food stamp fraud (\$200 or more); false application for public assistance			
1 count	12	6	3
2 counts	20	10	5
D. Forging coins, checks or bank notes, other writings; Uttering; Making or possessing forging instruments			
1 count	28	14	7
2 - 3 counts	32	16	8
4 counts	40	20	10
E. Construction fraud (1 count)	36	18	9
F. Use identifying information to defraud, > \$200 (1 count)	36	18	9

Score

▼

0			
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◆ Primary Offense Additional Counts

Assign points for each count of the primary not scored above and total the points

Maximum Penalty:	5	0
(years)	10, 20	1

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◆ Additional Offenses

Assign points to each additional offense (including counts) and total the points

Maximum Penalty:	Less than 10	0
(years)	10, 20	1
	30	2
	40 or more	3

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◆ Prior Convictions/Adjudications

Assign points to the 5 most recent and serious prior record offenses and total points

Maximum Penalty:	Less than 5	0
(years)	5, 10	1
	20	2
	30	3
	40 or more	4

0			
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◆ Prior Felony Fraud Convictions/Adjudications

Number of Counts:	1	1
	2	2
	3, 4	3
	5	4
	6	5
	7	6
	8	7
	9 or more	8

0	0		
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◆ Prior Juvenile Record

If YES, add 4 →

0	0		
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◆ On Parole/Post-Release, Supervised Probation, or CCCA at Time of Offense

If YES, add 5 →

0	0		
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Total Score

See Fraud Section C Recommendation Table for guidelines sentence range. Then, go to Section D Nonviolent Risk Assessment and follow the instructions.

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Nonviolent Risk Assessment Section D

Offender Name: _____

◆ Ineligibility Conditions

- A. Was the offender recommended for **Probation/No Incarceration** on Section B? Yes No
- B. Do any of the offenses at sentencing involve the sale, distribution, or possession with intent, etc. of cocaine of a combined quantity of 28.35 grams (1 ounce) or more? Yes No
- C. Are any prior record offenses violent (Category I/II listed in Table A of the Guidelines Manual)? Yes No
- D. Are any of the offenses at sentencing violent (Category I/II listed in Table A of the Guidelines Manual)? Yes No
- E. Do any of the offenses at sentencing require a mandatory term of incarceration? Yes No

If answered YES to ANY, go to "Nonviolent Risk Assessment Recommendations" on cover sheet and check Not Applicable. If answered NO to ALL, complete remainder of Section D worksheet.

◆ Offense Type *Select the type of primary offense* _____

Drug	3	
Fraud	3	
Larceny	11	

◆ Additional Offense(s) _____

If YES, add 5 → 0

◆ Offender *Score factors A to D and enter the total score* _____

A. Offender is a male	8			
		+		
B. Offender's age at time of offense				
Younger than 30 years	13			
30 - 40 years	8			
41 - 46 years	1			
Older than 46 years	0	+		

C. Offender not regularly employed (during 2 years prior to arrest date)	9			
		+		
D. Offender age 26 or more and never married (at time of offense)	6			
		=		Enter A to D Total

Information above not available (i.e., unable to interview defendant, defendant's lack of cooperation, etc.)

◆ Arrest or Confinement Within Past 18 Months (prior to instant offenses) _____

If YES, add 6 → 0

◆ Prior Felony Convictions and Adjudications *Select the combination of adult and juvenile felony convictions/adjudications that characterizes the offender's prior record.* _____

Adult felony convictions only	3	
Juvenile felony convictions or adjudications only	6	
Both adult and juvenile felony convictions/adjudications	9	

◆ Prior Adult Incarcerations _____

Number:	1 - 2	3	
	3 - 4	6	
	5 or more	9	

Total Score _____

- 38 or less, check Recommended for Alternative Punishment.
- 39 or more, check NOT Recommended for Alternative Punishment.

0
0

Fraud Section D

Go to **Cover Sheet** and fill out **Nonviolent Risk Assessment Recommendations**.



Additional Offenses Continuation Sheet

Offender Name: _____

Offense	Counts	VCC	Offense Date		
			Month	Day	Year
_____	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/>
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