



Sentencing Guidelines Cover Sheet

Scheduled Sentencing Date:

Month Day Year

Complete this form ONLY for applicable felonies sentenced on or after July 1, 2013.

OFFENDER

First Middle Last Suffix

Date of Birth: Month Day Year Social Security Number: . . .

CCRE: V A CORIS Offender ID: PSI #:

COURT

Judicial Circuit City/County FIPS Code:

Sentencing Judge's Name For Office Use Only

Preparer Name Commonwealth's Attorney Probation Officer

Prosecuting Commonwealth's Attorney Defense Attorney

CONVICTIONS

Offense	Counts	VCC	Offense Date
Primary Offense			Month Day Year
Additional Offenses			

Primary Offense Code Section § Docket Number

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 Days

Sentence 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 Recommended for Alternative Punishment
- Not Applicable (INELIGIBILITY CONDITIONS marked on Section D)
- 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 Remaining 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 of Counts: 1 - 2 1
- 3 - 4 3
- 5 4
- 6 or more 5

0	
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◆ Prior Misdemeanor Convictions/Adjudications (Excludes Traffic)

- Number of Counts: 1 - 3 1
- 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 Remaining 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

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

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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

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0		
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◆ Primary Offense Remaining 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 ❖ Fraud Section D

Offender Name: _____

◆ Ineligibility Conditions

- A. Was the offender recommended for **Probation/No Incarceration** on Section B? Yes No
- B. Are any prior record offenses violent (Category I/II listed in Appendix A of the Guidelines Manual)? Yes No
- C. Are any of the offenses at sentencing violent (Category I/II listed in Appendix A of the Guidelines Manual)? Yes No
- D. 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.

◆ Offender Age at Time of Offense _____

- Younger than 21 years 22
- 21 to 29 years 16
- 30 to 43 years 7
- Older than 43 years 1

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◆ Gender _____

- Offender is Female 1
- Offender is Male 10

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◆ Prior Adult Felony Convictions _____

- Number of Counts: 0 0
- 1 - 2 5
- 3 or more 15

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◆ Prior Adult Incarcerations _____

- Number: 0 0
- 1 - 9 4
- 10 or more 32

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◆ Legally Restrained at Time of Offense _____

If YES, add 6 →

0	
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Total Score _____

- 31 or less, check Recommended for Alternative Punishment.
- 32 or more, check NOT Recommended for Alternative Punishment.

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

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Fraud/Section D