

INTERSTATE COMMISSION FOR
ADULT OFFENDER SUPERVISION

01-2008 - TRAINING AND TECHNICAL ASSISTANCE

POLICY NUMBER	ISSUED	REVISED
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I. Purpose

This policy establishes the framework for providing training and technical assistance (TTA) through the Interstate Commission for Adult Offender Supervision (ICAOS). It ensures ICAOS funds are used appropriately for authorized Commission business and that training and technical assistance are delivered in a fair and equitable manner.

The objectives of this policy are to:

A. Provide training, technical assistance, and support to member states and other criminal justice professionals involved in interstate compact operations.
B. Promote effective training opportunities that improve understanding of ICAOS rules, practices, technology systems, and compliance expectations.
C. Assist member states in identifying and addressing operational or programmatic challenges related to interstate compact activities and provide guidance to support consistent implementation of the Compact.

II. Applicability & Scope

This policy applies to all ICAOS supported training and technical assistance activities delivered in-person, virtually or other formats. Assistance may be provided to member states and other criminal justice professionals supporting interstate compact operations and will be prioritized based on need, available resources, and impact.

III. Definitions

TTA includes a broad range of activities designed to transfer knowledge, build capacity, and address operational challenges. TTA may include structured instruction, customized consultation, mentoring, and practical tools (e.g., workshops, webinars, and toolkits) intended to enhance skills, improve performance, and support consistent implementation of ICAOS requirements. For purposes of this policy:

- **Training** refers to structured learning opportunities designed to improve understanding of ICAOS rules, policies, procedures, technology systems, and compliance requirements.
- **Technical Assistance** refers to targeted support, consultation, or guidance provided to address specific operational, legal, programmatic, or compliance-related issues associated with interstate compact business.

IV Policy

Commissioners may request training and technical assistance using the approved technical and training request form. To allow for adequate review, coordination, and scheduling, requests must be submitted no later than 30 days prior to the requested date of service, unless otherwise approved.

To support timely and effective review, requests must include:

- clearly defined objectives and desired outcomes;
- a proposed timeframe or requested dates;
- any anticipated costs or resource needs (e.g., staff travel, equipment, meeting space, fees), if applicable; and
- any additional information or special circumstances relevant to the request.

Requests will be reviewed and approved by the Training, Education and Public Relations Chair, with support from the National Office, based on alignment with Interstate Commission for Adult Offender Supervision authority, available resources, and Commission priorities.

Within 30 days, the requesting state may be required to summarize outcomes, effectiveness, or evaluation of the assistance provided.