



**LOUISIANA  
BOARD OF PARDONS & PAROLE**

**Number: 01-126-DIR  
Date: October 26, 2020  
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**BOARD DIRECTIVE**

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**SUBJECT: RESEARCH AND SURVEY PROJECTS**

**PURPOSE:** To establish guidelines for participation in research and survey projects.

**REFERENCES:** ACA Standards 2-1064 through 2-1069, DPS&C Regulation AM-G, "Social Science Research Regarding Prisons, Offenders and/or Effects of Incarceration"

**AUTHORITY:** LAC Title 22, Part V and Part XI

**POLICY:**

Research assists the Board of Pardons and Parole in establishing goals, objectives, and plans for the future and may contribute to more efficient and effective supervision of offenders, conservation of resources, and increased public safety. The Louisiana Board of Pardons shall encourage, support, engage in and use research activities relevant to program services and operations. Requests and proposals for valid research projects shall be reviewed and approved in accordance with the provisions of this policy and Department of Public Safety & Corrections (DPS&C) Regulation AM-G-7, "Social Science Research Regarding Prisons, Offenders and/or Effects of Incarceration" when the research involves offenders under the jurisdiction and/or control of the DPS&C.

**PROCEDURES:**

- A. The Chairman or designee shall review the research proposal and discuss with the researcher(s) the contents of the proposal and plans for dissemination of the research results.
- B. The following criteria shall be considered during the Chairman's (or designee's) review of the research proposal:
  - 1) The conduct of research complies with professional and scientific ethics and with applicable state and federal guidelines, including HIPPA compliance, for the use and dissemination of research findings.
  - 2) The research may consist of written questionnaires, surveys, and analysis of data.

- 3) Board Members and/or designated staff shall participate with researchers in deciding which questions should be addressed, which data should be gathered, and how that data should be presented.
- 4) Research on practices, either innovative or accepted, which have the intent and reasonable probability of improving the effective and efficient operations of the Board will be strongly supported and encouraged.
- 5) Board staff may assist research personnel in carrying out research and evaluation.
- 6) The results of the research shall be shared with the Board and the DPS&C.
- 7) The research activities will not interfere with the normal operations of the Board.
- 8) The persons conducting the research are qualified to do so.
- 9) Confidentiality and privacy shall be a primary consideration upon review of any research project or survey.
- 10) Unless conducted at the Board's request, the research shall be conducted at no cost to the Board or DPS&C.
- 11) No studies or research may be conducted which would provide a monetary profit to any entity.
- 12) From the point that a research project has been approved by the Chairman, the Chairman or designee shall monitor its progress to ensure compliance with the provisions of this directive.

**SHERYL M. RANATZA, CHAIRMAN**

*\*Signature on file*

*This directive replaces and supersedes Board Directive 01-126-DIR, "Research and Survey Projects" dated May 18, 2020. (Technical Revision Only)*