



## I. Victim Impact Statement Instructions

### A. Why submit a Victim Impact Statement?

The Utah Board of Pardons and Parole is committed to maintaining safe and secure communities and helping victims address the effects of crime in their lives. One way that the Board seeks to accomplish this is by encouraging victims to speak out about their experiences in the form of Victim Impact Statements and Victim Impact Hearings. The Board utilizes Victim Impact Statements and Victim Impact Hearings for the following reasons:

1. They help the Board in making important decisions regarding the parole of offenders.
2. They allow victims an opportunity to be heard and to have their needs addressed. Some specific benefits to victims and the community include:
  - a. Providing important input to the Board Members as they make important decisions regarding parole.
  - b. More accurate orders requiring restitution from the offender.
  - c. Identification of specific resources that may be of help to the victim
  - d. A sense of closure for the victim.
3. They help offenders better understand the effects of criminal conduct on victims and the community.
4. Statements prepared for the court at the time of sentencing are not always forwarded to the Board. We encourage you to contact the Board to see if your statement was forwarded.

### B. How to create a Victim Impact Statement

Submitting a Victim Impact Statement is completely optional. You should not feel pressure to complete a statement if you do not want to. The Board has created this template to assist victims in creating their own Victim Impact Statement. If you need or would like assistance writing your Victim Impact Statement, you may contact the Victim Coordinator by calling 801-261-6481. When creating your Victim Impact Statement you may do any of the following:

1. You may fill out the form below.
2. You may fill out only the parts of the form below based on whether they apply to you, or whether you are comfortable answering the questions.
3. You may write your own statement without the form. **Please read the paragraph below regarding information that should not be included in a Victim Impact Statement.** Also, if possible, please include the court case number, or the offender number.
4. You may give your statement to the Board in person at a parole hearing. You may do this in conjunction with a written statement. If you plan on appearing at a hearing, please contact us

beforehand so we can make appropriate arrangements and confirm the time of the hearings, which are subject to change.

5. If the offender's hearing is more than three years away, you may appear before the Board in a Victim Impact Hearing, where you may address the Board in person.

### C. What you should and should not include in your Victim Impact Statement

What to Include:

- An honest and accurate portrayal of how the offender's actions influenced the physical, emotional, social, and financial aspects of your life
- Specific details, stories, or anecdotes

What Not to Include:

- Unnecessary inflammatory language
- Any information that you would not want the offender to know. See the box below.

**Important:** Please be advised that the Board is required by Utah Supreme Court decision to provide the offender with any information submitted to the Board. This includes your Victim Impact Statement. As a result, please do not include any sensitive information you would not want the offender to know. The Board does not reveal your contact information submitted as part of the victim notification process.

### D. What to do with your Victim Impact Statement

You may submit your Victim Impact Statement to the Board in one of the following ways:

1. Mail your completed statement to State of Utah Board of Pardons and Parole at 448 Winchester St #300, Murray, UT 84107
2. Fax your completed statement to 801-261-6481
3. E-mail the completed statement to [bopinfo@utah.gov](mailto:bopinfo@utah.gov)
4. Contact the Victim Coordinator at 801-261-6464 and arrange to deliver your statement at the offender's next hearing. This may be done in conjunction with the submission methods above.

### E. If you need help

Please feel free to contact us at any time using the information above. Also, please visit the Board website at [www.bop.utah.gov](http://www.bop.utah.gov).

## II. Victim Impact Statement Form

### A. General Information

Name: \_\_\_\_\_

Name if Other than the Victim: \_\_\_\_\_

Relation to the Victim: \_\_\_\_\_

Offender Name: \_\_\_\_\_

Offender Number (If known): \_\_\_\_\_

Crime: \_\_\_\_\_

Case Number (If known): \_\_\_\_\_

### B. Physical Effects of the Crime:

How did the crime affect you physically?

Do you still experience pain, discomfort, or other physical effects of the crime?

What concerns, if any, do you still have concerning your physical safety?

### C. Mental/Emotional Effects

How did the crime affect you emotionally?

Have you sought counseling as a result of the crime?

Yes \_\_\_ No \_\_\_ No, but plan to \_\_\_ I did not know counseling was available \_\_\_

#### **D. Social Effects**

How did the crime affect you socially?

How did the crime affect your friends and family?

Are there any future challenges in your relationships with family and friends that you anticipate as a result of the crime?

#### **E. Financial Effects**

How did the crime affect you financially?

Did you seek restitution as a result of the crime?

Yes \_\_\_ No \_\_\_ No, but plan to \_\_\_ I did not know restitution was available \_\_\_

Are there any financial effects of the crime that continue to affect you and your family? If so, explain.

## F. Input Regarding Conditions for Parole

The Board may, at its discretion, impose special conditions in conjunction with parole decisions. What suggestions, if any, do have regarding possible conditions of parole?

Length of Sentence: \_\_\_\_\_

Restrictions: Guns \_\_\_ Children \_\_\_ Alcohol and Drugs \_\_\_ Other \_\_\_

Contact with \_\_\_\_\_

Other Recommendations: \_\_\_\_\_

Justification for Recommendations:

**Note:** The Board welcomes your feedback regarding these conditions; however, the Board is not bound by any recommendations. Parole decisions are based on a wide variety of information available to the Board.

## G. Other

Is there anything else you would like the Board to consider when making parole decisions in this case?

