

Incarcerated Cases

Application Process

Applicant must request (in writing) an official application from the Board of Pardons.

\$8.00 Application fee or In Forma Pauperis form – fee waiver.

The application is then filed with the Board of Pardons.

- The filing fee cost is **\$25.00** Forma Pauperis (subject to change). Applicants who are requesting commutation of their death sentence do not need to pay the filing fee.

Facility Report to the Board

Additionally, the Board of Probation and Parole and the State Police will provide facts of the crime and the applicant's prior criminal history to the Board of Pardons for their review.

Once the application is filed with the Board, the following individuals: the Judge, District Attorney, Superintendent, and, if a public hearing is granted, the victim or the surviving family members will be asked for their opinions on the merits of the clemency plea.

The notification to the Superintendent begins the staffing process and completion of the Commutation Summary Packet.

Conduct, academic, vocational work, religion, medical, counseling, psychological and psychiatric reports are prepared.

The staff, specifically the Superintendent, recommends for or against clemency based on the merits of the application and the findings of the reports.



For more information contact:

PA Board of Pardons- 717-787-2596

PA Department of Corrections - Bureau of Treatment Services- 717-728-0386

Office of Lt. Governor Mike Stack-

717-787-3300

Board Of Probation and Parole complete a Summary Investigative Report for the Board Of Pardons.

The reports and recommendations are sent to the Bureau of Treatment Services for additional recommendations. Completed reports and recommendations are forwarded to the Board.



Merit Review Session

- Board of Pardon members vote to determine if an application will be granted a public hearing.

GRANTED a Public Hearing

- If two of the five Board members publicly vote yes for applicants who **did not commit crimes of violence**, the applicant is granted a public hearing.
- If three of the five Board members publicly vote yes for applicants **convicted of crimes of violence**, the applicant is granted a public hearing.

DENIED a Public Hearing

- If the required number of votes are not obtained, the process ended and the applicant will not receive a recommendation for a pardon or commutation.

Applicant will receive notification of the hearing date.

Applicants who committed Murder, Voluntary Manslaughter, or attempt of these offense and are serving a sentence of death or life sentence are typically interviewed at SCI-Camp Hill by Board Members.

- 60 minutes scheduled interview
- Applicant and representative answer questions from Board.

Reapplication

- The applicant may reapply 12 months from the date of the final adverse decision.
- If a second application is denied, the applicant may reapply 24 months after the date of the final adverse decision.

The representative, applicant's supporters, and those in opposition have a total of 15 minutes to present their case

Public Hearing

- Supreme Court, Capital Rotunda Room 437, Main Capital Building, Harrisburg, PA.

After all the applicants are heard the Board adjourns, then returns to vote publicly. Application for Death or Life Sentence must be approved by a unanimous vote.

Recommendation

Reconsideration

- The applicant must show a change in circumstances since the application was filed, or other compelling reasons, sufficient to justify reconsideration. Dissatisfaction with the Board's decision is not grounds to request reconsideration.

Denied Recommendation

Governor's Counsel for further investigation

Recommendation goes to the Governor for final decision

Once parole is granted, the applicant will **serve life on parole** and be interviewed weekly for the **first six months**.

Act 16 of 1995 – Applicant must serve 1 year at a Community Corrections Center.