

# CURRENT FSA PROGRAM MODIFICATION REQUEST FORM

## GENERAL INFORMATION

A. Provide the full name of the program (including acronyms if applicable) and a link to its webpage, if available.

B. Provide your name, contact details (email and phone), and group affiliation (e.g., business, university, organization), if applicable.

C. Are you the primary point of contact for this program submission? If not, please provide the name and contact details of the designated point of contact.

D. What is your or your group's relationship to the program and if you're not the developer, please provide the name of the developer (e.g., author, researcher, publisher, or vendor).

**PROGRAM DETAILS**

E. Describe **any changes** to the program format (individual or group with max size), staff-to-inmate ratio, session length, session frequency and duration of program. If there is no change to program format, please indicate no change.

F. Describe **what changes** will be made to the current program materials such as program manuals, implementations guide, handouts or videos. If able, please attach a copy of the modified material. If there is no change to program materials/content, please indicate no change.

G. List **any changes** for training or qualifications required for Program Facilitators.

If there are changes, provide all details. If there is no change, please indicate no change.

**UPDATE FOR PROGRAM COST SUMMARY**

H. Provide **any updates** to the summary of program costs, including license fees, staff training costs (excluding staff hours), required materials with associated costs, and any additional relevant financial details. If there is no change, please indicate no change.

**REQUESTING RECONSIDERATION FOR LITERATURE REVIEW**

I. Has your program been the subject of a published, evidence-based study that demonstrates its effectiveness in reducing recidivism? If so, provide a brief summary of the study, including the study's title, date of publication, population examined, and key findings. If there are multiple studies, please cite and summarize all those applicable.

J. Is your program reliant upon tenets of a research-supported approach? If so, cite relevant literature and summarize its connection to your program, and key findings.

K. Are there published studies supporting your program's impact on reducing recidivism? If so, list each study's title, date, population studied, its connection to your program, and key findings.