

**The following is a brief description of active *Federal Advisory Committee on Juvenile Justice* Sub committees, their Purpose and Role**

**Bylaws: Section IX: Sub committees**

"Sub committees may be established by the Chair, after consultation with the DFO, on a short-term or long-term basis, for more detailed discussion and development of particular issues important to juvenile justice and delinquency prevention, and for subsequent presentation to the full Committee. Each sub committee may select a spokesman, who shall represent the position of the sub committee at regular meetings of the full Committee. To the extent that the spokesmen of several sub committees may meet as a group, the requirement of the FACA to take minutes of these meetings shall be observed."

**Annual Report Subcommittee:**

The purpose of the Annual Report Sub Committee ("ARSC") is to research and draft for consideration by the entire FACJJ, the two annual reports. These reports are the vehicle by which the FACJJ provide advice and guidance to the Administrator of the Office of Juvenile Justice and Delinquency Prevention (OJJDP) on the functions and work of OJJDP and provides advice to OJJDP, the President, and Congress on the operation of OJJDP, legislation, OJJDP's budget, and the "state of the states" on juvenile justice matters.

The Administrator has advised the FACJJ that the report to the OJJDP Administrator should be of a "nuts and bolts" nature, and viewed as a vehicle to present issues the states wish for the OJJDP Administrator to act upon. The report to the President and Congress should present policy issues and program initiatives that are beyond the authority of the OJJDP Administrator. For example, budgetary issues are probably best placed in the report to Congress, he stated, while issues that do not require congressional approval or action would be better suited for the report to the OJJDP Administrator.

In addition to meeting at the spring/fall FACJJ meetings the ARSC will have one in-person meeting per year as well as conference calls on an as needed basis.

**Planning Sub Committee:**

The purpose of the Planning Sub Committee (“Planning”) is to assess the needs of the FACJJ (staff, resources, funds, meetings), and work with the DFO to plan semi-annual and special meetings. Additionally, Planning is responsible for the development and drafting of an annual state survey, the purpose of which is gauging concerns and issues prevalent among states and their SAGs. Planning meets twice a year at the spring/fall FACJJ meetings as well as holding conference calls on an as needed basis.

**Legal Sub Committee:**

The purpose of the Legal Sub Committee (“Legal”) is to review and recommend changes, if needed, to FAC; address grant making issues; and draft, amend, review rules and procedures for the FAC subcommittees; and address other issues as requested. Legal meets twice a year at the spring/fall FACJJ meetings.