



# Sentencing Guidelines Cover sheet

Scheduled Sentencing Date:

\_\_\_\_/\_\_\_\_/\_\_\_\_

Complete this form ONLY for applicable felonies sentenced on or after July 1, 2017.

## ◆ OFFENDER

First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Suffix \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
Month Day Year

Social Security Number: \_\_\_\_\_

CCRE:  V  A \_\_\_\_\_

CORIS Offender ID: \_\_\_\_\_

PSI: \_\_\_\_\_

## ◆ COURT

Judicial Circuit \_\_\_\_\_

City/County \_\_\_\_\_

FIPS Code: \_\_\_\_\_

Sentencing Judge's Name \_\_\_\_\_

\_\_\_\_\_  
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Preparer Name \_\_\_\_\_  Commonwealth's Attorney

Probation Officer

Prosecuting Commonwealth's Attorney \_\_\_\_\_ Defense Attorney \_\_\_\_\_

## ◆ CONVICTIONS

Offense	Counts	VCC	Offense Date
Primary Offense			Month Day Year
_____	____	____-____-____	____/____/____
Additional Offenses			
_____	____	____-____-____	____/____/____
_____	____	____-____-____	____/____/____

Primary Offense Code Section § \_\_\_\_\_

Docket Number \_\_\_\_\_

**Drug Type in Event** Please check all that apply. This information is for research purposes only.

- Cocaine     Codeine     Fentanyl     Heroin     Hydrocodone     Methadone  
 Methamphetamine     Methylphenidate     Morphine     Oxycodone     Any other Schedule I/II drug \_\_\_\_\_

## ◆ METHOD OF ADJUDICATION

- Jury Trial Sentence Set by Jury: \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days     Life     Juvenile     Fine Only  
 Bench Trial     Guilty Plea     Alford Plea/Nolo contendere

## ◆ SENTENCING GUIDELINES RECOMMENDATION

- Section B**
- Probation/No Incarceration
  - Incarceration 1 Day to 3 Months
  - Incarceration 1 Day to 6 Months
  - Incarceration 3 to 6 Months
  - Probation/No Incarceration or Incarceration to 6 Months

- Section C**
- Life Sentence
  - Incarceration (Enter Midpoint and Range Below)

Non Guidelines Offense  
*(Primary offense is a non guidelines offense)*

Range Midpoint \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days

Sentence Range \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days TO \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days

**Section B**  
Mandatory Minimum \_\_\_\_\_

Recommendation Adjusted for Mandatory Minimum

## ◆ NONVIOLENT RISK ASSESSMENT Section D of Drug, Fraud, and Larceny Worksheets

- Recommended for Alternative Punishment     Not Applicable (INELIGIBILITY CONDITIONS marked on Section D)  
 NOT Recommended for Alternative Punishment     Not a DRUG, FRAUD or LARCENY Offense

# ◆ Final Disposition Fill In After Sentence Has Been Pronounced

## ◆ SENTENCE

Total Time Imposed Before Suspension .....  Life Sentence + 

Years

Months

Days

Total Effective Time to Serve .....  Life Sentence + 

Years

Months

Days

Sentenced to Time Served

Post Release

Post Release Term § 18.2-10 ..... 

Years

Months

Days

Post Release Supervision Period § 19.2-295.2(A) ..... 

Years

Months

Days

Probation Period (Supervised) § 19.2-303 .....  Indefinite 

Years

Months

Days

Good Behavior Period (§ 19.2-306) \_\_\_\_\_  
Years                      Months                      Days

*Check all that apply*

- Incarceration Sentence to Run Concurrently With Another Sentencing Event
- Written Plea Agreement Accepted = Rule 3A:8(c)(1) (A) or (C)
- Plea and Recommendation Accepted = Rule 3A:8(c)(1)(B)
- Oral Sentence Recommendation Accepted
- Restitution \$ \_\_\_\_\_  Fine \$ \_\_\_\_\_

### Other Sentencing Programs (check all that apply)

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Day Reporting</li> <li><input type="checkbox"/> Detention Center Incarceration</li> <li><input type="checkbox"/> Diversion Center Incarceration</li> <li><input type="checkbox"/> Electronic Monitoring</li> <li><input type="checkbox"/> Intensive Probation</li> <li><input type="checkbox"/> § 18.2-251/§ 18.2-258.1</li> <li><input type="checkbox"/> Substance Abuse Treatment</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Community-Based Program _____</li> <li><input type="checkbox"/> <b>CCAP</b> Detention/Diversion Center Incarceration, 22-28 weeks</li> <li><input type="checkbox"/> <b>CCAP</b> Detention/Diversion Center Incarceration, 42-48 weeks</li> <li><input type="checkbox"/> Drug Court</li> <li><input type="checkbox"/> Youthful Offender</li> <li><input type="checkbox"/> <b>DJJ</b> Commitment    <input type="checkbox"/> Indeterminate    <input type="checkbox"/> Determinate</li> <li><input type="checkbox"/> Other _____</li> </ul> |
|--|---|

Office Use Only

Other	CBP

## ◆ REASON FOR DEPARTURE AND/OR MODIFICATION OF JURY SENTENCE

Must be completed pursuant to § 19.2-298.01(B) and/or § 19.2-295(B)/ § 19.2-303

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## ◆ SENTENCING DATE

Month

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Day

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Year

\_\_\_\_\_ *Judge's Signature*

## ◆ ATTACH COURT ORDER AND MAIL Pursuant to § 19.2-298.01(E)

After sentencing, send to:

**Virginia Criminal Sentencing Commission • 100 North Ninth Street • Fifth Floor • Richmond, Virginia 23219**

# Drug/Other Section A

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

## ◆ Primary Offense

A. Other than listed below (1 count) .....	1
B. Sell, etc. 1/2 ounce - 5 pounds of marijuana for profit; Sell, etc. marijuana to inmate for accommodation	
1 count .....	3
2 counts .....	8
C. Sell, etc. more than 5 pounds of marijuana for profit; Sell, etc. third or subsequent felony (1 count) .....	12
D. Sell, etc. marijuana to minor (1 count) .....	11
E. Manufacture marijuana not for personal use (1 count) .....	8
F. Transport 5 pounds or more of marijuana into Commonwealth (1 count) .....	12
G. Sell, etc. Schedule III or IV drug to minor (1 count) .....	11
H. Sell, etc. Schedule III drug-not anabolic steroid	
1 count .....	8
2 counts .....	10
I. Sell, etc. Schedule IV drug	
1 count .....	6
2 counts .....	8

Score

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## ◆ Primary Offense Remaining Counts Total the maximum penalties for counts of the primary not scored above

Years: 5 - 10 .....	0
11 - 21 .....	2
22 - 30 .....	3
31 - 42 .....	4
43 or more .....	5

0	
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## ◆ Additional Offenses Total the maximum penalties for additional offenses, including counts

Years: Less than 4 .....	0
4 - 10 .....	1
11 - 21 .....	2
22 - 30 .....	3
31 - 42 .....	4
43 or more .....	5

0	
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## ◆ Knife or Firearm in Possession at Time of Offense ————— If YES, add 2

0	
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## ◆ Conviction in Current Event Requiring Mandatory Minimum Term (6 mos or more) ————— If YES, add 9

0	
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## ◆ Prior Convictions/Adjudications Total the maximum penalties for the 5 most recent and serious prior record events

Years: Less than 7 .....	0
7 - 26 .....	1
27 - 48 .....	2
49 or more .....	3

0	
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## ◆ Prior Incarcerations/Commitments ————— If YES, add 2

0	
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## ◆ Prior Felony Drug Convictions/Adjudications

Number of Counts: 1 - 2 .....	1
3 - 4 .....	2
5 .....	3
6 or more .....	4

0	
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## ◆ Prior Juvenile Record ————— If YES, add 1

0	
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## ◆ Legally Restrained at Time of Offense

None .....	0
Other than parole/post-release, supervised probation or CCCA .....	1
Parole/post-release, supervised probation or CCCA .....	4

0	
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## Total Score

————— If total is 10 or less, go to **Section B**. If total is 11 or more, go to **Section C**.

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# Drug/Other Section B

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

## ◆ Primary Offense

A. Other than listed below (1 count) .....	1
B. Sell, etc. 1/2 ounce - 5 pounds of marijuana for profit; Sell, etc. marijuana to inmate for accommodation	
1 count .....	6
2 counts.....	9
C. Manufacture marijuana not for personal use (1 count).....	5
D. Sell, etc. Schedule III drug - not anabolic steroid	
1 count .....	7
2 counts.....	12
E. Sell, etc. Schedule IV drug	
1 count .....	6
2 counts.....	9

**Score**

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## ◆ Primary Offense Remaining Counts Total the maximum penalties for counts of the primary not scored above

Years: Less than 10.....	0
10 - 19 .....	2
20 - 28 .....	3
29 - 38 .....	4
39 or more.....	5

0	
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## ◆ Additional Offenses Total the maximum penalties for additional offenses, including counts

Years: Less than 1.....	0
1 - 9 .....	2
10 - 19 .....	3
20 - 28 .....	4
29 - 38 .....	5
39 or more.....	6

0	
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## ◆ Knife or Firearm in Possession at Time of Offense \_\_\_\_\_ If YES, add 2

0	
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## ◆ Prior Convictions/Adjudications Total the maximum penalties for the 5 most recent and serious prior record events

Years: Less than 1.....	0
1 - 22 .....	1
23 - 43 .....	2
44 or more.....	3

0	
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## ◆ Prior Misdemeanor Convictions/Adjudications

Number of Counts: 1 - 4 .....	1
5 - 9 .....	2
10 or more .....	3

0	
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## ◆ Prior Incarcerations/Commitments

Primary offense: D: Sale, etc. of a Schedule III drug - not anabolic steroid or E: Schedule IV drug
If YES, add 4

Primary offense: _____
All other offenses
If YES, add 1

0	
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## ◆ Prior Juvenile Record \_\_\_\_\_ If YES, add 1

0	
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## ◆ Legally Restrained at Time of Offense

Primary offense: D: Sale, etc. of a Schedule III drug - not anabolic steroid or E: Schedule IV drug	
None .....	Points
Other than parole/post-release, supervised probation or CCCA .....	0
Parole, post-release, supervised probation or CCCA .....	3
Parole, post-release, supervised probation or CCCA .....	4

Primary offense: _____	
All other offenses	
None .....	Points
Other than parole/post-release, supervised probation or CCCA .....	0
Parole, post-release, supervised probation or CCCA .....	2
Parole, post-release, supervised probation or CCCA .....	3

0	
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## Total Score

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See Drug/Other Section B Recommendation Table to convert score to guidelines sentence. Then, go to Section D Nonviolent Risk Assessment and follow the instructions.

# Drug/Other Section C

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

**Primary Offense** \_\_\_\_\_  **Category I**  **Category II**  **Other**

<b>A. Other than listed below: (1 count)</b>	.....	32	.....	16	.....	8
<b>B. Sell, etc. 1/2 oz - 5 pounds of marijuana for profit;</b>						
<b>Sell, etc. marijuana to inmate for accommodation</b>						
<b>Attempted, conspired or completed:</b>						
<b>1 count</b>	.....	20	.....	10	.....	5
<b>2 counts</b>	.....	28	.....	14	.....	7
<b>3 counts</b>	.....	40	.....	20	.....	10
<b>C. Sell, etc. more than 5 pounds of marijuana for profit; Sell etc. third or subsequent felony</b>						
<b>Attempted, conspired or completed:</b>						
<b>1 count</b>	.....	76	.....	38	.....	19
<b>D. Sell marijuana to minor</b>						
<b>Attempted, conspired or completed:</b>						
<b>1 count</b>	.....	60	.....	30	.....	15
<b>E. Manufacture marijuana not for personal use</b>						
<b>Attempted, conspired or completed:</b>						
<b>1 count</b>	.....	24	.....	12	.....	6
<b>F. Transport 5 pounds or more of marijuana into Commonwealth</b>						
<b>Attempted, conspired or completed:</b>						
<b>1 count</b>	.....	76	.....	38	.....	19
<b>G. Sell, etc. Schedule III or IV drug to minor</b>						
<b>Attempted, conspired or completed:</b>						
<b>1 count</b>	.....	60	.....	30	.....	15
<b>H. Sell, etc. Schedule III drug - not anabolic steroid</b>						
<b>Attempted, conspired or completed:</b>						
<b>1 count</b>	.....	20	.....	10	.....	5
<b>2 counts</b>	.....	32	.....	16	.....	8
<b>H. Sell, etc. Schedule IV drug</b>						
<b>Attempted, conspired or completed:</b>						
<b>1 count</b>	.....	8	.....	4	.....	2

**Score**

▼

0		
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**Primary Offense Remaining Counts** Assign points to each count of the primary not scored above and total the points

<b>Maximum Penalty:</b>	Less than 5	.....	1
(years)	5, 10	.....	4
	20	.....	5
	30	.....	4
	40 or more	.....	5

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**Additional Offenses** Assign points to each additional offense (including counts) and total the points

<b>Maximum Penalty:</b>	Less than 5	.....	0
(years)	5, 10	.....	1
	20	.....	2
	30	.....	4
	40 or more	.....	5

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**Mandatory Minimum for Weapon Conviction(s) in Current Event** Assign points to each additional offense with a mandatory minimum and total the points

	2 Year Mandatory Minimum	.....	13
	3 Year Mandatory Minimum	.....	25
	5 Year Mandatory Minimum	.....	32

▼

0		
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**Firearm in Possession at Time of Offense** \_\_\_\_\_ If YES, add 5 →

0	0	
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**Prior Convictions/Adjudications** Assign points to the 5 most recent and serious prior record events and total the points

<b>Maximum Penalty:</b>	Less than 5	.....	0
(years)	5, 10	.....	1
	20	.....	2
	30	.....	3
	40 or more	.....	4

▼

0		
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**Prior Felony Drug Convictions/Adjudications**

<b>Number of Counts:</b>	1	.....	2
	2	.....	3
	3	.....	5
	4	.....	7
	5	.....	8
	6 or more	.....	10

▼

0		
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**Prior Felony Convictions/Adjudications Against Person**

<b>Number of Counts:</b>	1	.....	3
	2	.....	6
	3	.....	9
	4 or more	.....	12

▼

0		
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**Prior Felony Property Convictions/Adjudications**

<b>Number of Counts:</b>	1, 2	.....	1
	3	.....	2
	4 or more	.....	3

▼

0	0	
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**Prior Juvenile Record** \_\_\_\_\_ If YES, add 1 →

0	0	
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**Legally Restrained at Time of Offense** \_\_\_\_\_ If YES, add 3 →

0	0	
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**Total Score** \_\_\_\_\_

See Drug/Other Section C Recommendation Table for guidelines sentence range.  
Then, go to Section D Nonviolent Risk Assessment and follow the instructions.

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# Nonviolent Risk Assessment Drug/Other Section D

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

## ◆ Ineligibility Conditions

- A. Was the offender recommended for **Probation/No Incarceration** on Section B? .....  Yes  No
- B. Do any of the offenses at sentencing involve the sale, distribution, or possession with intent, etc. of cocaine of a combined quantity of 28.35 grams (1 ounce) or more? .....  Yes  No
- C. Are any prior record offenses violent (Category I/II listed in Appendix A of the Guidelines Manual)? .....  Yes  No
- D. Are any of the offenses at sentencing violent (Category I/II listed in Appendix A of the Guidelines Manual)? .....  Yes  No
- E. Do any of the offenses at sentencing require a mandatory term of incarceration? .....  Yes  No

**If answered YES to ANY, go to "Nonviolent Risk Assessment Recommendations" on cover sheet and check Not Applicable. If answered NO to ALL, complete remainder of Section D worksheet.**

## ◆ Offender Age at Time of Offense \_\_\_\_\_

- Younger than 21 years ..... 9
  - 21 to 29 years ..... 6
  - 30 to 43 years ..... 3
  - Over 43 years ..... 1
- |  |  |
|--|--|
|  |  |
|--|--|

## ◆ Gender \_\_\_\_\_

- Offender is Male ..... 2
- |   |  |
|---|--|
| 0 |  |
|---|--|

## ◆ Prior Juvenile Adjudication \_\_\_\_\_

- Female with prior juvenile adjudication ..... 1
  - Male with prior juvenile adjudication ..... 7
  - Juvenile record unknown
- |   |  |
|---|--|
| 0 |  |
|---|--|

## ◆ Prior Adult Felony Convictions \_\_\_\_\_

- Number: 0 ..... 0
  - 1 - 2 ..... 1
  - 3 ..... 5
  - 4 or more ..... 15
- |  |  |
|--|--|
|  |  |
|--|--|

## ◆ Prior Adult Incarcerations \_\_\_\_\_

- Number: 0 ..... 0
  - 1 - 3 ..... 1
  - 4 or more ..... 8
- |   |  |
|---|--|
| 0 |  |
|---|--|

## ◆ Prior Arrest or Confinement Within Past 12 Months (Prior to Offense) — If YES, add 3 —>

0	
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## Total Score \_\_\_\_\_

- 15 or less, check Recommended for Alternative Punishment.
- 16 or more, check NOT Recommended for Alternative Punishment.

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Drug/Other/Section D

Go to **Cover Sheet** and fill out **Nonviolent Risk Assessment Recommendations**.