

How Do I Contact the Agent or DDMP Monitor Who Supervises the Offender?

You may contact any DPP office in the State to get the name and contact information for the agent who supervises an offender. Tell the operator you are a victim of a crime and would like to know who is assigned to supervise the offender.

If the agent or monitor is not immediately available, leave a message asking him or her to contact you. If you do not feel the agent or monitor has been responsive, ask to speak to his or her supervisor.

You can call the Division's main office to get the contact information for any office, agent or monitor throughout the State:

Telephone (410) 585-3500
Toll Free (877) 227-8031
VTTY (800) 735-2258
Website www.dpscs.state.md.us

Additional Resources for Victims of Crime

Maryland Crime Victims' Resource Center Restitution Information and Legal Assistance

DC Metro area (301) 952-0063
Baltimore (410) 234-9885
Toll Free (877) 842-8461
Website www.mdcrimevictims.org

Criminal Injuries Compensation Board

Provides victims with financial assistance related to expenses caused by the crime.

Telephone (410) 585-3010
Toll Free (888) 679-9347
Website www2.dpscs.state.md.us/victimservs/



STATE OF MARYLAND

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GOVERNOR

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DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES

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MARYLAND DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES

Dedicated to strengthening public safety in our communities, the Department of Public Safety and Correctional Services will reduce criminal behavior and improve the quality of life for all Marylanders through its diverse programs, services, and community partnerships. The Department will continuously support its employees who will provide experienced, professional leadership in the criminal justice community and be nationally recognized for excellence.

MARYLAND DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES

CRIME VICTIMS' RESTITUTION COLLECTION AND PAYMENT PROCESS

MARYLAND DIVISION OF PAROLE AND PROBATION

6776 Reisterstown Road, Suite 305
Baltimore, Maryland 21215

Phone (410) 585-3500
Toll Free (877) 227-8031
VTTY (800) 735-2258
Website www.dpscs.state.md.us

CRIME VICTIM'S RESTITUTION COLLECTION AND PAYMENT

DIVISION OF PAROLE AND PROBATION



HOW IS RESTITUTION PAID TO ME?

Once the court has ordered restitution payments as part of a criminal sentence, the Division of Parole and Probation (DPP) will collect the restitution from the offender and forward the money to you as a monthly payment during the probation period.

Usually restitution payments will be made throughout the course of the supervision sentence through a payment plan set up by the offender's agent or monitor. Unless the judge orders otherwise, the offender must pay the total amount due ninety days prior to the end of the sentence. Generally, the payment plan is simply the amount of total money owed by the offender divided by the number of months that the offender is under the supervision of DPP.

When the offender pays DPP, the money is posted to the offender's account and a notice is sent to the Maryland Treasury. You will receive a check directly from the State of Maryland, Office of the Treasurer. The process to disburse the funds that have been received by the Treasury is initiated on the 3rd Saturday of every month. Therefore, you can expect to receive a check by the first week of the following month.

I HAVE NOT RECEIVED RESTITUTION ORDERED BY A JUDGE

There are several reasons why you may not be receiving the restitution you believe has been ordered by the judge:

Your address may not be correct.

If DPP does not have a complete or correct address for you, the Treasury will not be able to forward the restitution. You should contact the agent or monitor supervising the offender to provide updated information.

The offender has not made any payment.

Sometimes offenders do not submit payments as instructed. Agents and monitors verify payment plans regularly and take steps to ensure the offender's compliance. Also, automatic notices are sent to remind offenders of their payment obligations. Should an offender remain non-compliant, the court will be notified. If you believe that you should be receiving restitution but have not been mailed a payment, you should contact the agent or monitor who supervises the offender.

What if the offender's supervision sentence is over but I haven't received the full amount of the restitution owed to me?

At case closing, if approved by the Courts, DPP refers any unpaid balance to the state's Central Collection Unit (CCU) to continue the collection efforts. Additionally, CCU may attempt to intercept tax refunds or lottery winnings and apply them to the balance due. There are no time limits for the collection of unpaid restitution.

COLLECTING ON A MONEY JUDGMENT

An order of restitution may be converted to a money judgment, which allows you, as a creditor, to garnish the offender's wages or attach a lien to property owned by the offender.

After you convert your order of restitution to a money judgment, the judgment must be recorded and indexed in the county or city where the offender owns property.

If your case was heard in the Circuit Court the judgment of restitution will be automatically recorded and indexed as a money judgment in the county or city where the case took place. If the offender lives or owns property in another city or county, you need to record and index the judgment in each city or county where the offender lives or owns property.

If your case was heard in District Court, you need to fill out a form to record and index the order of restitution as a money judgment in each city or county in which the offender lives or owns property.

To file a wage garnishment, you need to fill out a *Request for Garnishment on Wages* form.

The agent or monitor managing the case can help you complete these forms and give you the name and address of the offender's employer.

You may attach a lien on to the offender's property or other assets.

If you attach a lien to the offender's property or assets you will become part owner of the property and will receive a share of the proceeds when the offender sells the property. Property that may be attached includes the offender's house, car or bank accounts. To attach the property of an offender, you must file a lien.

Access to the forms and instructions are available at www.courts.state.md.us.