



AMERICAN CIVIL LIBERTIES UNION
of IDAHO

PRISONER RIGHTS COMPLAINT

Please read this page carefully. Send us all grievance responses. Fully fill out this form and mail it to: PO Box 1897, Boise, ID 83701

NAME: _____ DATE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

OUTSIDE CONTACT? _____

READ THE REST OF THIS PAGE CAREFULLY BEFORE GOING ON!

The ACLU of Idaho is a nonprofit organization. We are not a government agency. We defend the Bill of Rights, freedom, justice, and equality in Idaho. Sadly, because of our small staff, we can only take a few cases at a time. We try our best to help everyone else who writes to us by sending helpful information, as well as referring people to other organizations that might be able to help.

We usually get more than 30 complaints a week, so it will probably take us a few weeks to respond to your complaint. You are solely responsible for any deadlines, like statutes of limitation, that might apply to your case. If you think your case needs immediate attention, or that a deadline might be coming up, you need to contact a private lawyer rather than waiting for us to get back to you.

DID YOU FILE A GRIEVANCE?

Because of a federal law called the Prison Litigation Reform Act, you almost always need to file a grievance and finish appealing it before you can enforce your rights. If you have not filed a grievance and finished appealing, do that first. When you finish, send us the responses along with this form.

HOW DO WE SELECT CASES?

We only take cases that might have long-lasting impact for many people. The basic questions we ask when reviewing complaints are:

- Is this a major civil liberties issue?
- Will this case affect a lot of people?
- Do we have the resources to take on this case right now?

We can only take a handful of cases. We even have to turn down cases with real injustices and constitutional violations. If we do not take your case, it does not mean your case does not have merit.

CAN THE ACLU ADVISE ME ABOUT MY CASE?

Unless we take your case, we cannot give you advice or other legal services like reviewing papers.

1. WHAT HAPPENED?

Be sure to tell us the dates, times, and names of everyone involved, including **all witnesses**. Please be brief. We will contact you if we need more details. If you have multiple issues, please fill out a different complaint form for each one. Please do not send documents at this time.

2. DID YOU FILE A GRIEVANCE ABOUT IT? YES NO

IMPORTANT!!! If you have not finished your grievances and appeals **AND SEND US ALL OF THE PRISON STAFF RESPONSES**, we probably cannot help you.

3. WERE YOU DISCIPLINED? YES NO

If so, please explain. If you have a history of disciplinary problems, please explain that history, also.

4. HOW MANY PEOPLE DOES THIS AFFECT? _____

5. WHAT HAVE YOU ALREADY DONE TO WORK TOGETHER WITH THOSE PEOPLE?

6. ARE YOU REPRESENTED BY A LAWYER ABOUT THIS? YES NO

IF SO, WHO? _____

Your lawyer will probably need to contact us directly before we can do anything else.

7. WHAT DO YOU THINK THE ACLU OF IDAHO CAN DO?

Please explain what you want to see happen to resolve your complaint. For example, if you want the ACLU of Idaho to file a lawsuit, please explain what you hope the end result of the lawsuit would be.

8. DO WE HAVE PERMISSION TO CONTACT JAIL/PRISON OFFICIALS OR LAWYERS ABOUT YOUR COMPLAINT? YES NO

SIGNATURE: _____ DATE: _____