
**PETITION FOR EXECUTIVE CLEMENCY RELIEF
COMMUTATION OF SENTENCE
IN THE MATTER OF [FIRST LAST]**

This Petition for Executive Clemency is submitted to the Prisoner Review Board and the Illinois Governor's Office by [First Last], [IDOC#], an inmate at [INSTITUTION] Correctional Center. I [waive my right to a public hearing][request a public hearing] and respectfully ask that the Prisoner Review Board and Governor Pritzker expeditiously process this request and grant relief in the form of commutation to time served.

1. Personal Information

Name:
Facility:
IDOC #:
Address: **(of the institution)**
Telephone: **(of the institution)**
Date of Birth:
Place of Birth:
Social Security Number:
Aliases:
Prior Military Service:
Clemencies:
Marital Status:

2. Conviction at Issue

Offense:
Case Number:
Date of Arrest:
County of Conviction:
Conviction Type:
Sentencing Judge:
Sentence:
Time Served:

Account of the Offense

This section should provide a description of the offense. Unless you are maintaining innocence, it is important to take full responsibility for the conduct. Please use active language (“I murdered Ms. Decedent”) as opposed to passive language (“Ms. Decedent was killed.”). If you confessed, pleaded guilty, waived an appeal, or did anything consistent with remorse, please highlight that here.

3. Other Cases for Which Clemency is Not Sought

Case Number:

Offense:

County:

Disposition:

Sentence:

Please include a brief description of each prior contact with the criminal legal system. Please include the case number, offense, county, disposition (e.g. dismissed, convicted after a guilty plea, convicted after a bench trial, etc.), and sentence. Please briefly describe the facts relating to the case. For example, “on March 1, 1999, I was arrested after taking \$30 worth of merchandise from a store. I was prosecuted for Theft in Cook County, and was convicted after pleading guilty. I was sentenced to 2 years of probation, which I completed.”

4. Personal History

Childhood, Education, and Work History

Please provide a brief description of your life prior to the offense. The goal here is to give the reader a sense of the person that you are, with family and friends and life prior to this offense. For some people, this history will be a traumatic one; for others, their childhoods and lives generally were not traumatic prior to some triggering event. Either way, strive to show the reader who you were, the circumstances of your upbringing, and the obstacles or strengths that helped shape you. Pictures, certificates, and other visual materials might be useful here.

Also, please discuss any factors or history that may be considered explaining (but not excusing) your offense. For example, you may have suffered physical or emotional abuse, dealt with undiagnosed mental illness, or struggled with addiction prior to your offense. If this was the case for you, please explain that history here. This information is offered to help the reader understand your conduct, not to excuse it. For some people, military service will be a significant source of trauma, and will warrant a more robust explanation in the next section.

Military History

Please provide a description of your military history. Include service dates, ranks, and discharge dates. Please highlight any accomplishments or injuries suffered during service. If you suffered PTSD or other emotional trauma as a result of service, please discuss that here. Please discuss any treatment he received from the VA, and please explicitly note if you received no treatment. Similarly, if you suffered a physical injury due to his service, please discuss that injury in greater detail here.

Rehabilitation: You Today

This is the meat of the petition. The idea is to give the Governor a robust view of what you have done during the time you were in prison to rehabilitate yourself. Rehabilitation looks different for everyone; some people become artists, some find religion, some become jailhouse attorneys, some work and work to send money home. Some have spent years taming mental illness or addiction, or battling physical ailments.

This section has the fewest rules, because the way this looks will really depend on your strengths, interests, and accomplishments. Do whatever you can to creatively convey the remarkable person you have become. If possible and appropriate, include a section about your remorse for your crime.

Physical Health and Care

In light of COVID-19 and the havoc it has wrought on the prison health care system, this section is extremely important. You may have significant physical health concerns that make you vulnerable in general, that are expensive or difficult to treat, or that make you vulnerable to COVID-19. You should describe those here. Please note each of your diagnoses and current medications. Please also describe your physical ailments, to help illustrate the way age and/or physical condition affects your life now. For example, you could say “I have so much pain in his hands, that I cannot reliably hold a pen,” if you have arthritis. The idea is to paint a vivid picture of your illnesses.

Mental Health Care

You may have suffered from mental illnesses, such as PTSD, bipolar disorder, or addiction, and an diagnosed mental illness may help explain (but not excuse) your conduct in the

instant offense. Please discuss any steps that you have taken to address any underlying mental illness. Please include any treatment plan and prognosis.

If you were convicted of a sex offense, please describe every single treatment program in which you participated. Note that there are not enough sex offender treatment programs in IDOC, and that preference generally goes to people with shorter sentences, so it is entirely possible that you have not yet received adequate treatment. Nonetheless, please describe any efforts you have taken to pursue alternative therapies, group work, or efforts he has made to join treatment programs (even if unsuccessful).

5. Reasons for Clemency

Health.

You can argue that based on your age or underlying medical condition, that you are at grave risk of serious infection or death, that your health condition(s) is difficult to treat in prison, or that your health conditions make it unlikely or impossible for you to reoffend.

Age.

You can argue that because of your age, you are uniquely vulnerable to serious infection or death, that you are victimized in prison, and that recidivism is unlikely.

Rehabilitation.

You can argue that commutation is appropriate because of your history of rehabilitation while in custody. To support this argument, you should include information that demonstrates your habilitation, including: certificates of accomplishments, job history, transcripts, diplomas, letters of support or recommendation from staff or inmates.

Family Connections.

It is important to emphasize community support for two reasons: first, it assures the PRB and Governor that you have the emotional resources he or she will need to succeed in the community. Second, providing proof of community support and family connections helps the PRB and Governor's Office see you as a person, not a piece of paper. You can argue that your loved ones depend on you. Perhaps your children are missing their parent, or your elderly family members may need your help. You can also argue that the family is ready and able to support you when you return from prison.

6. Type of Relief Requested: Commutation of Sentence

7. Supporting materials:

List attachments here, including letters of support, certificates of accomplishments, medical records, and other documents.

I declare under penalty of perjury that all of the assertions made in this petition are complete, truthful and accurate.

Signed

Date