

VOTING RIGHTS ARE HUMAN RIGHTS

Arkansas Parole Discharge Checklist

Nothing in this document should be construed as legal advice.

In 2019 and 2023, laws were passed that allow certain individuals on parole in the state of Arkansas to have their parole discharged and their right to vote restored. To assist anyone interested in pursuing the restoration of their voting rights, this document provides a checklist of steps to confirm eligibility and go through the parole discharge process.

If you have any questions about the checklist or would like assistance in seeking discharge from parole, please contact Laura Nicks at lnicks@humanrightsforkids.org.

Step 1: Confirm Eligibility

To be eligible, you must be able to answer yes to both of these questions:

- Have you completed at least 5 years of parole with no violations?
- Was the offense you were convicted of committed when you were under 18?

Speak with your parole officer to ensure all conditions of parole have been met and request a written summary.

Step 2: Assemble a packet to the Parole Board requesting discharge of your parole

Packets may include:

- A letter making the request (please contact HRFK for a letter template) and providing information on:
 - Meeting eligibility requirements under Arkansas Code § 16-93-622
 - Housing or efforts to find housing
 - Employment or efforts to find employment
 - Ways you are active in the community
- Summary from parole officer
- Letters of support from:
 - Parole officer, corrections officers, or police officers
 - Members of the state legislature
 - Community members
 - Employers
 - Family
- Materials reflecting accomplishments while on parole:
 - Certificates or degrees
 - Awards or commendations
- Any other supporting documentation
 - Documentation of volunteer work
 - Documentation of a faith-related milestone such as baptism

Important note: The letters of support and other materials listed above are suggestions. They may strengthen your request but they are not required. If you only have a few of these materials or none at all, you can still request that your parole be discharged.

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Step 3: Reach out to the prosecutor in the county of conviction

After your packet is submitted to the Parole Board, the board will reach out to the prosecutor in the county where you were convicted to see if they consent to your parole discharge request. To increase the chance of getting their consent, ask for a meeting (either virtual or in person) with the prosecutor prior to submitting your packet to the parole board. A draft meeting request template/script is available below:

Dear Mr./Mrs./Ms. [insert last name of prosecutor]

My name is [insert name] and I am reaching out to you today to ask for a meeting to discuss my forthcoming request to the Arkansas Parole Board to be discharged from parole pursuant to Arkansas Code § 16-93-622. I was convicted and sentenced to serve time in prison for a crime I committed as a child here in Arkansas. I worked hard to become rehabilitated and earn release on parole. Since my release five years ago I have continued to live out my public apology by becoming a contributing member to society. I hope to be discharged from parole so that I may have my voting rights restored and become a full fledged citizen. I hope to share more about my journey with you and earn your support for my discharge request. Thank you for your time.

Sincerely,

[insert name]

Step 4: Submit your packet to the Parole Board

Packets can be mailed or delivered to:

Arkansas Parole Board
1302 Pike Ave, Suite D
N Little Rock , AR 72214