



**APRIL 22, 2024 - 7:00 PM**

**AGENDA  
CORRECTIONS AND LAW ENFORCEMENT  
PURSUANT TO RESOLUTION NO. 08-100, RULES I, II, AND III**

**I. COMMUNICATIONS**

**II. RESOLUTIONS, MOTIONS, AND NOTICES**

1. Resolution confirming appointments to the Chemung County Fire Investigation Team
2. Resolution authorizing application for and acceptance of New York State Division of Criminal Justice Services Gun Involved Violence Elimination Grant on behalf of the Chemung County Sheriff, Chemung County District Attorney, and Chemung County Probation Department
3. Resolution authorizing agreement with Western New York Polygraph Services, Inc. on behalf of the Chemung County Probation Department
4. Resolution authorizing application for and acceptance of funding from the New York State Division of Criminal Justice Services on behalf of the Chemung County Probation Department (Raise the Age)
5. Resolution authorizing service agreement for Transport Services on behalf of the Chemung County Sheriff
6. Resolution authorizing Inter-municipal agreement with the City of Elmira on behalf of the Chemung County Office of Fire and Emergency Management (Hazardous Materials Response Team)
7. Resolution authorizing acceptance of the High Visibility Engagement Campaign Award from the New York State STOP-DWI Foundation, Inc. on behalf of Chemung County STOP DWI Office
8. Resolution authorizing increase in fee for court ordered attendees before the Victim's Impact Panel on behalf of the Chemung County STOP-DWI Office

**III. OLD BUSINESS**

**IV. NEW BUSINESS**

**V. ADJOURNMENT**



CHEMUNG COUNTY ROUTE SLIP \* PERSONNEL REQUISITION

Resolution confirming appointments to the Chemung County Fire Investigation Team

Resolution #:

Slip Type: OTHER

SEQRA status

State Mandated False

Explain action needed or Position requested (justification):

The Fire Coordinator requests authorization to appoint the following persons to the Chemung County Fire Investigation Team effective immediately:

1. Jeffrey A. Gray. Current Chemung County Fire Coordinator
2. Joseph Reed. Current member of the Horseheads Fire Department
3. Robert Gruver. Current Chief of the Millport Fire Department

The three appointees recently successfully completed the Fire Investigator course at the NYS Fire Academy.

The appointees, designated as Investigators will bring the fire investigation team personnel count to a staff of six.

**CREATION:**

Date/Time:	Department:
4/2/2024 2:49:38 PM	County Executive

**APPROVALS:**

Date/Time:	Approval:	Department:	
4/2/2024 2:51 PM	Approved	County Executive	
4/9/2024 9:27 AM	Approved	Legislature Chairman	

**ATTACHMENTS:**

Name:	Description:	Type:
 <a href="#">Fire_Investigation_Team_Request.pdf</a>	Fire Investigation Team Request	Cover Memo



**CHEMUNG COUNTY  
OFFICE OF FIRE AND  
EMERGENCY MANAGEMENT**



425 Pennsylvania Ave. PO Box 588 Elmira, NY 14902-0588  
Jeff Gray – Fire Coordinator (607)737-2096 FAX (607)737-2098  
[jgray@chemungcountyny.gov](mailto:jgray@chemungcountyny.gov)  
[ChemungFire\\_EMO@chemungcountyny.gov](mailto:ChemungFire_EMO@chemungcountyny.gov)

04/01/2024

**Chemung County Fire Investigation Team**

<u>Member:</u>	<u>Appointment Date</u>	<u>Resolution</u>
Richard R. Skebey, Horseheads Fire Department	5/13/2014	14-188
Robert A. Young, Horseheads Fire Department	5/13/2014	14-188
Brandon Ricks, Southport Fire Department	12/2020	21-005

Request to appoint the following effective immediately:

Jeffrey A. Gray, Chemung County Fire Coordinator

Joseph Reed, Horseheads Fire Department

Robert Gruver, Chief Millport Fire Department

STAMP\_ITEMNUMB



CHEMUNG COUNTY ROUTE SLIP \* PERSONNEL REQUISITION

Resolution authorizing application for and acceptance of New York State Division of Criminal Justice Services Gun Involved Violence Elimination Grant on behalf of the Chemung County Sheriff, Chemung County District Attorney, and Chemung County Probation Department

Resolution #:

Slip Type: GRANT

SEQRA status

State Mandated False

Explain action needed or Position requested (justification):

Submit for new GIVE grant from NYS. This grant is a continuation from the previous award that involves the Sheriff's Office, Probation Department, District Attorney Office, and the Elmira Police Department. The Sheriff's Office uses our share to pay for two part-time Crime Analyst positions.

Prior Resolution 23-304

Vendor/Provider	NYS Division of Criminal Justice Service				
Term	1 Year	Total Amount	\$383,147	Prior Amount	\$383,147
	7/1/24-6/30/25				
Local Share	0	State Share	100%	Federal Share	0
Project Budgeted?	No	Funds are in Account #	10-3120-3110-50100.01		

**CREATION:**

Date/Time:	Department:
3/22/2024 1:14:30 PM	County Executive

**APPROVALS:**

Date/Time:	Approval:	Department:
3/22/2024 1:41 PM	Approved	County Executive
4/9/2024 9:34 AM	Approved	Legislature Chairman

**ATTACHMENTS:**

Name:	Description:	Type:
<a href="#">GIVE XI Guidance Document Final 2-29-24.pdf</a>	GIVE XI Guidance Document Final	Cover Memo
<a href="#">INTERMUNICIPAL AGREEMENT Give Grant.pdf</a>	Intermunicipal Agreement GIVE Grant	Cover Memo



**2024-25  
Gun Involved Violence Elimination (GIVE)  
Comprehensive Plan Proposal  
Guidance Document and Funding Requirements  
Parts I and II**

**Important Information and Dates:**

GIVE Comprehensive Plan Proposal Released	February 29, 2024
GIVE Comprehensive Plan Proposal 1 <sup>st</sup> Draft Due	April 2, 2024
GIVE Comprehensive Plan Proposal Final Draft Due	April 26, 2024
GIVE 2024-25 Contract Cycle	July 1, 2024, through June 30, 2025

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Attachment 1: GIVE 2024-25 Budget Worksheet

# **2024-25**

## **Gun Involved Violence Elimination (GIVE)**

### **Comprehensive Plan Proposal**

#### **Guidance Document and Funding Requirements**

#### **Parts I and II**

#### **Introduction**

First implemented in July 2014, the Gun Involved Violence Elimination (GIVE) Initiative is now a DCJS flagship program and a key component of New York's commitment to invest in programs to reduce shootings and violent crime.

GIVE provides state funding to local law enforcement agencies for equipment, overtime, and personnel, as well as focused training and technical assistance. GIVE supports 28 police departments, district attorneys' offices, probation departments and sheriffs' offices in 21 counties that historically account for more than 80 percent of the violent crime that occurs in New York State outside of New York City.

GIVE is an evidence-based initiative involving the integrated efforts of the key criminal justice agencies and support services organizations in each funded jurisdiction. These efforts must be focused on the four core elements of GIVE (further explained below): People, Places, Alignment and Engagement.

GIVE jurisdictions (Tier I and II) reported a 24% decrease in shootings between 2022 and 2023. While this is promising news, there is more work to be done to bring gun violence rates down. DCJS realizes that as criminal behavior evolves and adapts, so too must the GIVE Initiative. In 2023-2024, GIVE funding was increased from \$18M to \$36M leading to significant changes including the addition of four new counties and 8 police departments. Additionally, a Two-Tier system was created. This system includes jurisdictions that will continue to focus on shootings and other jurisdictions that will focus on violent crime reduction. DCJS also expanded its overall staffing and capacity within the Law Enforcement Strategic Assistance Unit (LESAU), increasing officer training courses, and providing more technical assistance visits to GIVE Sites in 2023-2024.

Listed below are some of the enhancements made to the initiative that are outlined in this document to ensure continuous improvement of the GIVE initiative. Changes include:

- An updated template for GIVE Executive Board requirements.
- Enhanced community engagement component.
- Enhanced minimum standard for the required Anti-Violence Coordinator position.
- Clarified Language for:
  - Non-Fatal Shooting Program
  - Trust Building
  - Updated allowable expenses based on feedback received by stakeholders.
- Updated SNUG requirement requiring immediate notification to SNUG for any shooting incident in the SNUG catchment area.
- Updated crime gun requirements.
- A change in quarterly reporting requirements.

In GIVE XI, the Two-Tier Model will remain the same.

Tier I jurisdictions will continue to focus on the reduction of shootings. A detailed list of all Tier I agencies can be found in [Appendix 2024 - 2025 GIVE Eligible Agencies](#).

Tier II jurisdictions include county-wide partnerships and additional agencies within existing GIVE counties. These jurisdictions will focus their crime reduction efforts on violent crime with an emphasis on violent crime by firearm offenses. A detailed list of all Tier II agencies can be found in [Appendix 2024 - 2025 GIVE Eligible Agencies](#).

#### A. Funding Eligibility and Information for GIVE 2024-25

Subject to available appropriation in the enacted New York State FY 2025 Budget, approximately \$36 million dollars will be made available to support the statewide 2024-25 GIVE grant awards.

Eligible GIVE Jurisdictions will receive an award no greater than the amount included in their award letter. Counties are able to alter the funding per eligible agency based on the needs noted in the jurisdictions comprehensive plan.

The award amount for GIVE Tier I jurisdictions, whose focus will be reducing shooting violence, is based on calculations that include annual averages of violent crime, violent crime by firearm, shooting incidents involving injury, and prior compliance with GIVE program guidelines. Award amounts for Tier II jurisdictions are based on annual averages of violent crime and violent crime by firearm.

To receive 2024-25 funding, DCJS requires all GIVE jurisdictions to submit answers to the response requirements located in Part II of this package. The responses will make up a GIVE Comprehensive Plan, and funding is contingent upon DCJS' approval of the plan.

A GIVE Comprehensive Plan proposal must be submitted by the county's GIVE co-chairs, with each participating agency's role clearly delineated and defined. DCJS reserves the right to rescind or reduce county/award allocations based on the completeness and appropriateness of the relevant GIVE Comprehensive Plan submission.

GIVE counties are required to empanel a GIVE Executive Board that consists of the chief executive from each of the funded GIVE agencies in each county (Police, District Attorney, Probation, Sheriff). This board is required to meet at least quarterly to discuss the implementation of the GIVE Comprehensive Plan. This meeting should be facilitated by the jurisdictions Anti-Violence Coordinator. Contact the LESAU Staff at [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov) for a sample template for GIVE Executive Board meetings.

All funding provided must support program efforts during the contract period. The funding must supplement, not supplant, non-grant funds that would otherwise be available for expenditure on the strategy proposed.

**This document consists of two parts: Part I provides background and reference information necessary for jurisdictions to draft their GIVE Comprehensive Plan proposals, and Part II includes narrative questions which jurisdictions must answer to delineate the specifics of their proposed GIVE Comprehensive Plan strategies.**

Responses to the questions in Part II of this document must describe the strategies and interventions that participating agencies will use to combat gun crime or violent crime where applicable, and how grant funding will be distributed among each agency participating in the partnership. Jurisdictions are required to demonstrate how the community was given a voice in the development of the plan, and how they will be updated with plan implementation regularly throughout the GIVE cycle.

All plans must include how the probation department's requirements noted in [Appendix: GIVE Probation Model](#) will be incorporated into the overall GIVE Comprehensive Plan.

The New York State Department of Corrections and Community Supervision (DOCCS) supports the GIVE initiative with Senior Parole Officers (SPOs) and Office of Special Investigations (OSI) Senior Investigators (SI) assigned across various GIVE jurisdictions. During regularly scheduled details, SPOs target the gun-involved releasee population, provide intelligence sharing, focused deterrence, and support of the prosecution of releasees, where appropriate. Additionally, SAVE Parole Officers (Supervision Against Violent Engagement Officers) are assigned to the following GIVE counties: Albany, Erie, Monroe, and Onondaga. They supervise those releasees identified by an actuarial risk assessment tool as having the highest risk of reoffending. These cases include the use of an electronic monitoring (EM) device, which is tracked by the Community Supervision Operations Center around the clock and alerts local police whenever there is tampering with an EM device.

DOCCS OSI Senior Investigators (SIs) are assigned to Crime Analysis Centers (CAC) in Albany, Broome, Erie, Franklin, Monroe, Niagara, Oneida, Onondaga, Orange, and Suffolk Counties, the New York State Intelligence Center (NYSIC) in Rensselaer County and the High-Intensity Drug Trafficking Areas (HIDTA) in New York City to collaborate with and support CAC investigations. SIs serve as liaisons with law enforcement agencies on behalf of NYS DOCCS, coordinating information for NYS DOCCS parole officer safety and vetting intelligence pertaining to drug-related violence intelligence, and firearms investigations. Additionally, OSI SIs will conduct investigations and debriefings of incarcerated individuals, parolees, and others associated with NYS DOCCS committing gun violence, gun trafficking, narcotics distributions, and other serious crimes as necessary.

All jurisdictions must include how collaboration with DOCCS will be incorporated within the GIVE Comprehensive Plan.

Grantees should read Part I thoroughly prior to responding to questions in Part II.

## B. Submitting the GIVE Comprehensive Plan Proposal

**An initial draft of the GIVE Comprehensive Plan must be submitted to DCJS no later than noon on 4/2/24 via email at [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov). This version should clearly be marked as “DRAFT” using a watermark or other identifying feature. Complete GIVE Comprehensive Plan Proposals must be submitted to DCJS via the email no later than noon on 4/26/24.**

DCJS will work with and provide technical support to jurisdictions as they develop their GIVE Comprehensive Plans consistent with the state’s evidence-based GIVE strategies. This will be a collaborative process: DCJS encourages all jurisdictions to solicit and take advantage of guidance from DCJS agency staff and their designated Field Advisor when developing their GIVE Comprehensive Plan proposals. For assistance, contact the DCJS Office of Public Safety, Law Enforcement Strategic Assistance Unit (LESAU) via email at [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov).

DCJS is planning to hold one webinar that will review the updated guidance found in this document, as well as other topics that are important for violence-reduction interventions. All GIVE funded jurisdictions will be required to participate in the GIVE Orientation Webinar. The initial Webinar will be recorded and can be rescheduled to accommodate absent and/or new staff. The date, time, and registration link of the webinar is noted below:

Tier I and Tier II Agencies – (Wednesday 3/6/24 @1:00 pm) please use this link to register for the webinar: <https://meetny.webex.com/meetny/j.php?MTID=m5edd32bebe4805b885c32a5504204244>

Recorded Webinar make-up sessions available by request to [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov).

Additionally, DCJS will be scheduling an in-person GIVE Orientation that will discuss the GIVE evidence-based policing strategies, the requirements associated with grant participation, and other important topics. The event will be held prior to the beginning of the GIVE cycle, and event details will be distributed in the coming weeks.

The 2024-25 GIVE Comprehensive Plan proposals must include 2024-25 Memorandum of Understandings(s)/Memorandum of Agreement(s) signed by GIVE agency heads (include justification for any required member signatures not included). These MOU(s)/MOA(s) must indicate the knowledge of, and support of the comprehensive plan submitted by the jurisdiction. Grant contracts will not be finalized until MOU(s)/MOA(s) are received by DCJS.

The GIVE Comprehensive Plan proposal for your jurisdiction must include detailed narrative answers for each of the response requirements located in **Part II: GIVE 2024-25 Comprehensive Plan Proposal Required Questions**, along with a combined requested budget and narrative justification that includes contributions from each GIVE partner within the jurisdiction.

DCJS reserves the right to approve the final submissions and will assist the jurisdictions on amending and resubmitting their draft Plans if needed. Once final funding determinations are made by DCJS, all participating GIVE agencies will receive formal grant award notifications, and the contracting process will begin.

**Narrative responses to all questions must be submitted as one complete Microsoft Word document, using Arial 11-point font, 1.5-line spacing format. All narrative responses to the questions in the Response Requirements section, as well as the Budget justification narrative, must be consolidated into a single Word document. The total narrative should not exceed 25 pages.**

GIVE Comprehensive Plan proposals submitted in alternate formats will not be accepted or reviewed by DCJS. Use of the Portable Document Format (PDF) is NOT acceptable when submitting the narrative responses, however, other types of supporting documentation, e.g., charts and maps developed by crime analysts, may be submitted in PDF format. Do not submit photographs or media articles as part of a proposal. These will not be reviewed or considered by DCJS.

**Proposals not meeting the following requirements will be returned for revision and re-submission:**

- **Must answer each of the required responses located in Part II: GIVE Comprehensive Plan Proposal Response Requirements,**
- **Must comply with all requirements noted in this document, and**
- **Must adhere to the formatting guidelines above.**

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# 2024-25 Gun Involved Violence Elimination (GIVE) Comprehensive Plan Proposal Guidance Document and Funding Requirements

## I. GIVE 2024-25 GUIDANCE AND REFERENCE PART I

### A. SARA (Scanning, Analysis, Response, and Assessment) Model

Informed decision-making through data-driven policing is recognized as the foundation for effective crime reduction strategies. The GIVE Initiative is rooted in the Problem-Oriented Policing (POP) SARA (Scanning, Analysis, Response, and Assessment) Model. DCJS has applied the principles of POP in developing the narrative portions of the GIVE Comprehensive Plan proposal. A link to the POP Key Element Tool can be found [here](#). As indicated above, GIVE Comprehensive Plan proposals must focus specifically on the reduction of shootings and homicides or violent crime/violent crime by firearm where applicable.

#### 1. Assessment of Previous GIVE Efforts

A critical first step in the development and institutionalization of any crime reduction strategy is an assessment of the strategy's previous effectiveness in achieving the desired outcome.

Assessment requires an understanding of the expected outcomes of the proposed plan and a definition of qualitative and quantitative performance measures to determine whether the expectations were met. Assessment also requires a clear picture of how strategies were expected to be implemented, the fidelity of the actual implementation, and a periodic review of how the strategies can be modified and improved.

**All current GIVE jurisdictions MUST conduct an assessment of their previous GIVE efforts, with emphasis on the 2023-24 GIVE contract period, prior to developing their 2024-25 GIVE Comprehensive Plan Proposals.**

The Problem-Oriented Policing Key Element Tool has been developed for jurisdictions to utilize for this purpose. See [Appendix: Key Elements Tools](#) for additional information.

## 2. Scanning

While DCJS has provided data to be used as a starting point in the scanning of your local crime and community, jurisdictions must consider other data sources to assist in identifying the underlying issues associated with your shooting or violent crime problem. **This is required in your GIVE Comprehensive Plan Proposal.** The DCJS data is available in the following [Appendices](#):

**Appendix (1): Shooting Related Violence – GIVE Tier I Jurisdictions.** This table provides cumulative 36-month (January 2021 - December 2023) totals showing the number of shooting incidents, individuals killed by gun violence, reported homicides, and reported violent crimes involving a firearm in each GIVE jurisdiction.

**Appendix (2): Shooting Incidents Involving Injury – GIVE Tier 1 Jurisdictions (2014-2023).** This table provides the annual number of shooting incidents involving injury for each of the past ten years.

**Appendix (3): Reported Violent Crime and Violent Crime by Firearm – GIVE Tier II Agencies (2021-2023).** This table provides a cumulative 36-month totals showing the number of violent crime and violent crime by firearm incidents reported in each GIVE Tier II jurisdiction.

**Appendix (4): Firearm Related Crime Activity Reports.** These jurisdiction specific data pages can be used as an initial step in assessing firearm-related crime trends within a jurisdiction. Additional, more comprehensive local analysis must also be performed. The graphs and data tables present a comparison between 2023 and the prior reporting year (2022) and show the 5 Year Average for the same YTD period 2019 through 2023.

## 3. Analysis

In compiling the GIVE Comprehensive Plan proposals, jurisdictions must conduct an analysis of their communities that includes three sections: a Jurisdiction-wide Analysis, a Place-based Analysis, and a People-based analysis. Your local Crime Analysis Center should play a prominent role in all three parts and there must be an explanation of the role the Center played in the development of the plan, and how the Center will be included in the implementation and assessment of the plan.

**Jurisdiction-Wide Analysis** – Jurisdictions must coordinate with a CAC or their agency crime analyst to prepare a comprehensive analysis of shootings and homicides (or violent crime/violent crime by firearm where applicable). The goal is to identify patterns, trends, locations, and top offenders that contribute to the majority of the firearm related or violent crimes within your jurisdiction. Jurisdictions should retain the final work-products of all analyses conducted with Crime Analysis Center or agency Crime Analyst(s) for inclusion in their GIVE Comprehensive Plan proposals, including maps of GIVE hotspot geographic locations.

Current GIVE Jurisdictions should also examine any significant changes to these conditions that may have occurred during the previous GIVE contract periods (which may also be addressed in the narrative submission in the Response Section) and prepare a summary of the significant data points used in their analysis.

### **Tier I Requirements**

In addition to the above requirements, all Tier I jurisdictions must, at a minimum, submit the following crime analysis reports as part of their GIVE Comprehensive Plan:

- Problem Analysis – This process includes conducting an audit of all groups involved in violent crime in your jurisdiction and should not be limited to formal “gang” designations. “Groups” as defined by the National Network for Safe Communities (NNSC) refers to any social network whose members commit violent crimes together”. It also involves conducting a review of all shooting incidents that have occurred in your jurisdiction, with specific focus on group involvement (perpetrator or victim of crime), location, suspect/known offender(s), and perpetrator/victim of crime associates. More information on the steps involved in the Problem Analysis can be found at this link: (<https://counciloncj.org/wp-content/uploads/2021/09/NNSC-Introduction-to-the-Problem-Analysis-93.pdf>.)
- Three-year analysis depicting the time of day, day of week, and time of year regarding bullet-to-body shooting incidents, confirmed shots fired, and violent crimes with firearm.
- Maps depicting the location of shooting incidents (bullet-to-body) for 2023 and YTD 2024. Refer to Appendix for mapping requirements.
- Density maps depicting hot-spots for bullet-to-body shootings for (years).
- Listing of street segments (micro hot-spots) in your jurisdiction that account for a disproportionate number of shootings.
- The criteria used to designate top/chronic offenders (no personal identifying information is to be submitted to DCJS).

## Tier I and II Requirements

**Place-based Analysis:** Jurisdictions are **required** to undertake a Place-based Analysis of their communities to determine “hot-spots,” and must detail the process used for such determinations. In doing so, jurisdictions are strongly encouraged to take advantage of technical assistance offered by DCJS and to use information provided by the Hot-Spots Policing Key Elements Tool ([click here](#)). Jurisdictions are **required** to utilize long-term (3 year or greater) analysis to determine persistent micro-locations of gun violence within the jurisdiction, where the majority of GIVE hot-spots prevention and enforcement efforts will be concentrated. Tier I Jurisdictions focused on shooting incidents should delineate specific geographic locations where those efforts will occur, also known as Hot Spots, GIVE zones or POP areas. Tier II Jurisdictions focused on violent crime/violent crime by firearm should determine whether these crimes are concentrated in small geographic locations where hot-spots prevention and enforcement activities could be implemented.

**People-based Analysis:** Jurisdictions, are required to undertake a People-based Analysis of their communities that designates known “top offenders” in the jurisdiction.

In conducting this analysis, jurisdictions are **required** to use a non-biased, systematic ranking system to designate the top offenders in the jurisdiction, with consideration given to actionable human intelligence gathered from crime analysts, field intelligence officers, and other sources. Jurisdictions are also required to regularly update their “top offenders” reports. Steps should be taken to ensure the development of the ranking system is free of bias and supported by latest developments in top-offender designations. Steps should also be taken to ensure the accuracy of the report, including developing a policy for the removal of individuals from the list after a period of inactivity, incarceration, or other factors.

Jurisdictions should retain the final work-products of their analyses conducted with Crime Analysis Center(s) and agency Crime Analyst(s) for inclusion in their GIVE Comprehensive Plan proposals. No identifying information should be included regarding top offenders.

**Alignment with Community Programs and Resources:** Jurisdictions are **required** to map resources in their community and align their efforts and activities with these resources, programs, and initiatives to reduce shootings, homicides, and associated violence. Examples of such community-based programs and resources include but are not limited to: Byrne Criminal Justice Innovation grant recipients, street outreach programs (SNUG), Project Safe Neighborhoods, Project RISE, and other federal, state, or local programs.

Jurisdictions are encouraged to align with Victim Assistance Programs (VAPs). Information on VAP’s funded by the NYS Office of Victims Services (OVS) is available at [OVS Resource Connect \(concerncenter.com\)](http://concerncenter.com).

Note: The following GIVE jurisdictions are currently using the SNUG program as part of their overall violent crime reduction strategies: Albany, Suffolk (Wyandanch), Buffalo, Hempstead, Mt. Vernon, Poughkeepsie, Rochester, Syracuse, Troy, Newburgh, Utica, Niagara Falls, and Yonkers. These jurisdictions are required to align their GIVE and SNUG program efforts towards the goal of reducing shootings and must also comply with the GIVE/SNUG information sharing requirements provided in [Appendix: GIVE Contract Specific Requirements](#).

#### 4. Response Component of SARA

After completing the initial Assessment, Scanning, and Analysis components of SARA, jurisdictions will be required to develop one comprehensive response that sets forth multiple, integrated evidence-based strategies to:

- Reduce shootings and homicides (Tier 1),
- Reduce violent crime and violent crime by firearm (Tier 2)

These strategies must incorporate all four core elements (People, Places, Alignment, Engagement) of GIVE while addressing procedural justice considerations throughout all elements of the plan. Procedural justice focuses on the way law enforcement interacts with the public, and how these interactions influence crime rates, the public's view of law enforcement, and people's willingness to obey the law. It is not a practice, but rather a philosophy that promotes organizational change, upholds legitimacy in the community, and enhances officer safety. The four pillars of Procedural Justice are: Voice, Neutrality, Respect and Trust. For more information on Procedural Justice, please reference the strategy summary, [click here](#).

Jurisdictions are required to use integrated evidence-based strategies to respond to the shooting and or homicide (or violent crime and violent crimes by firearms where applicable) reports in their jurisdiction, and those strategies must incorporate all four of the **required GIVE Core Elements into their Comprehensive GIVE Plan proposal responses**. (See below "GIVE Core Elements"). Strategies should be integrated, with each GIVE partner or resource identified during the initial analysis playing a specific role in the comprehensive plan. Jurisdictions must integrate the efforts of crime analysts and Crime Analysis Centers in the development, implementation, and institutionalization of their Comprehensive GIVE Plan; and there must be an explanation of the role that the Center played in the development of the plan, and how the Center will be included in the implementation and assessment of the plan.

DCJS strongly encourages jurisdictions to utilize evidence-based strategies not only for the purposes of the GIVE Initiative but also in everyday practice (Institutionalization). Institutionalization of evidence-based practices is how departments incorporate evidence and research findings into day-to-day operations.

This includes, but is not limited to, crime reduction, policy development, departmental and academy training, patrol, investigations, and supervision.

When applicable, jurisdictions' comprehensive response plans should build on GIVE efforts implemented during past contract periods and consider alternative evidence-based strategies that may enhance the jurisdiction's efforts to reduce and even eliminate gun-involved violence or violent crime, where applicable.

## B. GIVE Core Elements

The following four core elements of GIVE must be incorporated into jurisdictions' GIVE Comprehensive Plans:

1. **People** – The strategy must focus on preventative and enforcement efforts on the top offenders that have been identified to be responsible for most shootings and homicides, or violent crime/violent crime by firearm, where applicable.
2. **Places** – The strategy must focus on preventative and enforcement efforts in the geographic locations (hot-spots) identified in the Scanning and Analysis sections, where most shootings and homicides, or violent crime/violent crime by firearm occur.
3. **Alignment** – The strategy must describe how partners will coordinate and align all existing resources identified in the Analysis Section in the effort to reduce shootings and homicides, or violent crime/violent crime by firearm.
4. **Engagement** – The strategy must clearly articulate how organized outreach to key stakeholders will occur, with specific focus on how the communities affected will be given a voice, and how coordination will occur in a transparent manner that fosters wide-ranging support and collaboration on violence reduction efforts.

## C. Required Evidence-Based Approaches to Response

All Tier I jurisdictions are required to utilize the Hot-spots policing strategy and choose at least one additional strategy below. Tier II sites must choose a strategy noted below that is based on their local crime problem, or another evidence-based strategy that is approved by DCJS.

Jurisdictions will be required to explain in their narrative responses located in Part II how these approaches will be incorporated into their GIVE Comprehensive Plan.

1. **Hot-spots Policing** – Hot-spots are specific locations, such as addresses, blocks, or clusters of addresses or blocks, within larger geographic areas that account for a disproportionate amount of crime. Research demonstrates that crime is not equally distributed across any jurisdiction. In a recent study in NYC, it was discovered that 50% of crime occurred in only 5.5% to 5.8% of streets and that between 1.3% and 1.4% of city streets produced 25% of crime, while 45% of street segments had no

crime reported at all. Hot-spots policing efforts in these areas can include a range of tactics, such as directed patrols, proactive arrests of chronic violent offenders, and problem-oriented policing (POP) strategies. The strategy is rooted in the idea that crime prevention is maximized when police focus resources on people and places where violent crime is highly concentrated. For more information on this strategy, [click here](#).

2. **Crime Prevention Through Environmental Design (CPTED)** – CPTED is based on the principle that proper design and effective use of buildings and public spaces in neighborhoods can lead to a reduction in fear and incidence of crime, and an improvement in the quality of life. For more information on the strategy, [click here](#).
3. **Focused Deterrence** – Focused deterrence strategies allow police to increase the transparency by directly engaging with known chronic offenders, often group members or those who traffic in illegal drugs, while communicating clear incentives for compliance and consequences for criminal activity. The strategy also provides strengthened access to social services to assist those wishing to cease engagement in criminal activity. For more information on this strategy, [click here](#).
4. **Street Outreach** – The SNUG Street Outreach program is an evidence-based, violence reduction initiative that treats gun violence as a public health issue by identifying the source, interrupting its transmission, and treating it by engaging individuals and communities to change community norms about violence. The program identifies high-risk individuals who engage in gun violence, addresses the issues that prompt those individuals to use a gun, and aims to change community norms and attitudes that accept violence as a part of life. The program employs street outreach workers who live in the communities where they work, many of whom had previously been engaged in street-level violence and served terms of incarceration. They are viewed as credible messengers because they have had similar experiences as the young men of color they aim to help. Street outreach workers respond to shootings to prevent retaliation, help detect conflicts and work to resolve them peacefully before they lead to additional violence; and respond to hospitals to assist family members of those who have been injured or killed. They engage the community, religious organizations and clergy, and local businesses through rallies and special events, and meet with high-risk youth involved with the program to set goals and connect them with assistance to improve their educational and job opportunities.

If another Street Outreach program is used, it must comply with the main tenets of SNUG.

For more information on this strategy, [click here](#).

## D. Key Elements Tools

In developing the overall GIVE Comprehensive Plan proposals, jurisdictions will be required to reference the Key Elements Tools as a guide to detail how most, if not all, the key strategy elements for their chosen strategies will be incorporated into their specific jurisdictional response plans.

Each Key Elements Tool can be found by clicking on the following hyperlink(s), as appropriate:

- [Hot-spots Policing](#)
- [Crime Prevention Through Environmental Design \(CPTED\)](#)
- [Focused Deterrence](#)
- [Street Outreach](#)

## E. Assessment Plan

A critical piece of the development and institutionalization of any crime reduction strategy is an assessment of that strategy's effectiveness in achieving the desired outcome. Assessment requires an understanding of the expected outcomes of the proposed plan and a definition of qualitative and quantitative performance measures to determine whether the expectations were met.

Assessment also requires a clear picture of how strategies were expected to be implemented, the fidelity of the actual implementation, and a periodic review of how the strategies can be modified and improved.

During the 2024-25 contract cycle, all GIVE jurisdictions will be required to complete GIVE Self-Assessment Tools (SATs) and Implementation Assessment Tools (IATs).

The GIVE SATs have been designed to allow GIVE jurisdictions the ability to evaluate and measure the outcomes of selected evidence-based strategies focusing on progress, pitfalls, and adherence to the GIVE model, by identifying only those elements most critical to achieving fidelity to the strategy model, and the components of those key elements. The SATs will enable jurisdictions to memorialize the evidence-based work that is critical to the foundation of GIVE.

The recently developed IAT has been designed to guide and track strategy implementation. It focuses on process, problem identification, team building, and resource allocation using the SARA Problem-Oriented Policing Model. This tool complements the existing SAT by focusing on support for new strategies development and education for new and existing staff on how to best build an infrastructure for an evidence-based strategy. The IAT will also support jurisdictional efforts when developing their GIVE Comprehensive Plan Proposal.

The SATs and IATs will also allow GIVE agencies to fulfill the progress reporting requirements required for participation in this grant funded program. Both tools were developed with input from Subject-Matter Experts from across the country, as well as internal and external GIVE stakeholders. GIVE agencies will be required to utilize these evaluative tools and report to DCJS via the web-based tool designed by DCJS and attach using the DCJS Grants Management System (GMS) on a quarterly basis. SATs and IATs will be distributed to all GIVE Jurisdictions prior to the commencement of GIVE XI. Jurisdictions must use these performance measures to satisfy the requirements noted above but are also encouraged to consider other measures that may assist in the assessment of the local GIVE strategy institutionalization efforts. Agencies that fail to submit the required reports by the end of the month following the end of the reporting quarter, may have their contracts placed in “stop-payment” status until the required reports are received by DCJS.

#### F. 2024-25 GIVE Budget/Funding Guidelines and Requirements

All funding provided must support program efforts during the contract period. The funding must supplement, not supplant, non-grant funds that would otherwise be available for expenditure on the strategy proposed. Detailed information on allowable programmatic expenses is provided in Section 1 below.

All proposed budget requests must:

- Align with the strategy proposed.
- Promote and enhance the evidence-based strategies proposed.
- Include specific justification for each budget item and its role in the strategy.
- Define and justify the role of each funded agency in each element of the overall jurisdiction strategy to reduce shootings and homicides or violent crime by firearm where applicable.

State and Federal agencies are ***not*** eligible to receive GIVE funding, but their participation is strongly encouraged, and their roles should be clearly defined by the jurisdiction in their proposal. Jurisdictions are strongly encouraged to engage and collaborate with the New York State Department of Corrections and Community Supervision (DOCCS) and the New York State Police in the development and implementation of the GIVE Comprehensive Plan.

##### 1. Allowable GIVE Program Costs

**All funding requests must relate directly to the proposed GIVE Comprehensive Plan. Funding requests not directly related to the GIVE plan will not be granted or supported.** DCJS envisions a collaborative process with our GIVE grantees, and grantees are encouraged to avail themselves of DCJS staff and guidance when developing the budget components of their GIVE Comprehensive Plan proposals.

Grantees may contact the DCJS Office of Public Safety at [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov) with questions about the comprehensive GIVE plan development and proposed budgets.

Examples of allowable categories for funding for all GIVE jurisdictions include, but are not limited to, the following:

- a) **Personnel** – All personnel supported through GIVE funding, whether as agency employees or as contractors, must devote their workday, commensurate with the percentage of salary GIVE supports, to working on the goals and objectives of the GIVE Strategy. Fully funded GIVE positions may not conduct duties unrelated to the GIVE Strategy. Requests for funding that do not clearly justify how the requested positions will support the comprehensive GIVE plan, or the enhancement of crime analysis, will not be considered.
- b) **Crime Analysts** – Requests to fund crime analysts are strongly encouraged, especially in jurisdictions with resource needs in this discipline. Agencies that utilize more than one analyst to support the GIVE-related work must note the proportion of the allotted GIVE funds that will be designated for each analyst. Jurisdictions are strongly encouraged to assign an analyst solely for GIVE-related work. GIVE-funded crime analysts must obtain DCJS certification as a NYS Crime Analyst and coordinate closely with the local CAC, where applicable. Any newly hired analyst must obtain certification within one year of being hired. For exam information, please contact us at [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov).
- c) **Crime Analysis and Intelligence-Led Policing** – As a vital component of all GIVE Initiative strategies, requests for software and other crime analysis tools are acceptable. Jurisdictions are encouraged to explore methods of sharing resources, information, and data at the county, regional and statewide levels that enhance crime analysis and support intelligence-led policing. Jurisdictions with a CAC must coordinate strategy efforts including acquisition of software and other crime analysis tools with the local CAC where applicable.
- d) **Intelligence Development** – Budget requests that will enhance agency field intelligence capacity are acceptable. Requests for overtime funding for intelligence development efforts by sworn law enforcement personnel are acceptable, provided the requests are directly related to the Strategy. Intelligence collection efforts relating to incarcerated individuals, as well as those under community-based supervision, are also acceptable uses of funding.
- e) **Enforcement/Investigative Component** – Requests for overtime funding for extra investigative and enforcement operations by sworn law enforcement personnel conducted as part of the Strategy are acceptable, provided the requests are directly related to specific operations and other enforcement efforts of the GIVE Strategy and are clearly articulated in the budget justification. Specific justification must be made as to why the operation cannot be carried out within standard working shifts.

No GIVE funding will be provided for “zero-tolerance” overtime details or for the execution of “no-knock” search warrants. Relative to enforcement and investigations only, the following conditions apply:

- The use of overtime funds for GIVE hot-spot policing details must be focused in the specific hot-spot locations within the city, village, or municipality. These overtime details must be tracked using the *GIVE Tracker* and submitted quarterly to DCJS in GMS with the quarterly progress report.
  - To be eligible for support under GIVE, proposed use of overtime must be based on an analysis of the time of year, day(s) or week, and hours of the day when most of the gun violence, or aggravated assaults occurs.
  - Overtime funds can be used to support compliance with the [NIBIN Evidence Lab Submission Requirements](#) noted in the Crime Gun Requirements section later in this document.
- f) Travel and Training Funds** – Funding to support travel costs to attend meetings, trainings and conferences sponsored or encourage by DCJS are acceptable requests. NOTE: When requested, funded personnel and command staff are required to, where applicable, attend DCJS sponsored trainings, meetings, and conferences, including the annual Public Safety Symposium scheduled for September 17-20, 2024. Appropriate staff are required to make every effort to attend technical assistance training(s) that support the strategies that have been chosen. Agencies are encouraged to plan their funding requests to address any anticipated costs they may incur to attend these events, as well as any other travel that fosters inter-jurisdictional information sharing, or the advancement of evidence-based practices in your jurisdiction.

The below areas are required elements of funding requests for the specific jurisdictions noted in each section. While these areas are required for those jurisdictions, nothing precludes other jurisdictions from requesting funding for the below items if appropriate and justified in the GIVE Comprehensive Plan.

- g) Anti-Violence Coordinators** – Personnel assigned to coordinate Tier I GIVE-related efforts in specific jurisdictions are required. (See Appendix for required agencies) These positions should have authority within the jurisdiction to develop, coordinate and assess GIVE-related efforts for the entire jurisdiction, as well as collaborate with all funded and non-funded GIVE partners. This position is responsible for oversight and development of the comprehensive plan to combat gun violence. The coordinator must adopt evidence-based problem-solving methodologies, prepare budget reports and related documents, and establish protocols for intake, referral, and case management. The selection of this position and staff guidance and oversight is to be determined by the GIVE Executive

Board. For a sample job description and minimum standards for this position, please review [Appendix: Anti-Violence Coordinator Job description](#).

- h) Non-Fatal Shooting Program** – Tier I agencies are required to, and Tier II agencies may, participate in work focused on non-fatal shootings. The program is meant to be a collaborative effort between the police department, the district attorney's office, and assigned crime analysts, which employs dedicated resources and staff to investigate and prosecute non-fatal shooting cases. Agencies are strongly encouraged to create or support a dedicated non-fatal shooting team/unit. At a minimum, they are required to dedicate resources within the police department, district attorney's office, and crime analysis to these cases. Funding should be used to add or supplement personnel. Some examples include, but are not limited to, detectives, detective supervisors, crime analysts, assistant district attorneys, and DA detectives. Funding can also be allocated to overtime investigative follow-up with the goal of improving evidence and case closure rates.

All agencies that are currently receiving funding under GIVE X for non-fatal shooting investigations have been required to collaborate and complete coding of historical non-fatal shooting cases. In order to receive funding for GIVE XI, all historical coding must be completed by **4/26/24**. The Requirements for the Non-Fatal Shooting program can be found in [Appendix: Evidence-Based Policing Resources and Key Element Tools](#).

- i) Community and Youth Engagement** – All agencies are required to apportion funding for programs that involve law enforcement participation in youth engagement and community-based initiatives. These programs, critical to public safety efforts, should promote the positive development of youth, reduce delinquency, or reduce the reliance on pretrial detention and/or incarceration. These programs should include cross-collaboration with all GIVE partners. Agencies are strongly encouraged to utilize evidence-based programming or promising practices. Jurisdictions should have clear guidelines for implementation in place to track and guide progress. Additional information on the Youth Engagement can be found in [Appendix: Evidence: Based Policing Resources](#)
- j) Place Network Investigations (PNI)** – Funding can be used for training and investigative positions that support PNI. This strategy is grounded in evidence that suggests persistent crime patterns and violent hotspots are visible indicators of underlying crime place networks. Crime place networks consist of specific locations that offender groups use to conduct on-going illegal activities. These locations provide the “infrastructure” necessary to operate illicit markets and often promote violent interactions. Additional information on PNI can be found in [Appendix: Evidence – Based Policing Resources](#).

Place network investigations (PNI) can be implemented by GIVE jurisdictions that have substantiated the need for it through results of the scanning and analysis process in their jurisdiction and have the capacity to implement it.

- k) **Trust Building** – It is strongly encouraged to include a budgetary investment for initiating Trust Building Sessions within the GIVE jurisdictions. Trust Building sessions are designed to increase public confidence and transparency and are aimed to improve community/police relationships. The funding requested can include payments for all participants (including LE overtime and community member stipends), costs of an appropriate regular meeting location, as well as food to be provided at the sessions. Additional expenses may be approved with appropriate justification. These sessions must be compliant with recommendations set forth in the ‘Trust Building Guidance Document’ provided by DCJS. To obtain a copy of the document please contact us at [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov).
- l) **Equipment / Hardware** – Necessary equipment related to the GIVE Initiative may be considered on a case-by-case basis. When proposing allocating funds for equipment, hardware components, or software, jurisdictions should first review the *Unallowable Budget Items* section below. Jurisdictions should include a thorough justification for the proposed equipment, including how it is related to the GIVE Initiative, how it will assist in accomplishing agency or partnership goals, and how the use of such equipment could be evaluated for effectiveness. Requests for equipment funding should be well-defined and will be carefully reviewed.

## 2. [Unallowable Budget Items](#)

GIVE funds may **not** be used to support the following purchases or expenses:

- a) Vehicles, firearms, or conductive energy devices (e.g., Tasers and Stingers)
- b) Fringe benefits costs for overtime expenses
- c) Air cards, Leads online or similar programs
- d) Support staff not specifically tied to the GIVE strategy
- e) Traditional “gun buy-back” programs
- f) “No-Knock” search warrants
- g) Zero-Tolerance deployments
- h) Indirect costs expenses for units of local government

### 3. Budget Restrictions

The following restrictions apply to the GIVE Comprehensive Plan funding requests:

- a) A jurisdiction's total GIVE Comprehensive Plan funding request (for all participating agencies in the county) may not exceed the maximum amount specified in the jurisdiction's tentative, or final, award notice.
- b) Each GIVE jurisdiction must ensure that the minimum funding amount for each agency noted in the county award letter is reflected in the final budget narrative and worksheet. Jurisdictions can exceed the minimum amount noted if the plan supports the increase and the overall county award does not exceed the amount in the award letter.
- c) DCJS must formally approve the final submissions and will assist the jurisdictions on amending the submitted budgets if needed.

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## II. GIVE 2024-25 COMPREHENSIVE PLAN PROPOSAL REQUIREMENTS AND QUESTIONS - PART II

### A. GIVE Comprehensive Plan Proposal Narrative Response Requirements Instructions

2024-25 GIVE Comprehensive Plan proposals submitted by all jurisdictions must include narrative responses to the following requirements describing the approaches and activities that participating agencies will use to combat shootings, or violent crime/violent crime by firearm, where applicable, and detail how grant funding will be distributed among participating agencies. Jurisdictions must use the guidance found in Part I of this document and all appendices, when developing and describing their answers.

Please answer each response requirement in the section below when developing your narrative response for the 2024-25 GIVE Comprehensive Plan. **Each funded partners role must be included in the narrative for each Response Requirement noted below.**

**Narrative responses to all questions must be submitted as one complete Microsoft Word document, using Arial 11-point font, 1.5-line spacing format. All narrative responses to the questions in Response Requirements section, as well as the Budget justification narrative, must be consolidated into a single Word document. Appropriate headings should be included that indicate which question the response pertains to (i.e., Response #1, Response #2, etc.) The total narrative for the GIVE Comprehensive Plan should not exceed 25 pages.**

GIVE comprehensive plan proposals submitted in alternate formats will not be accepted or reviewed by DCJS. Use of the Portable Document Format (PDF) is NOT acceptable when submitting the narrative responses, however, other types of supporting documentation, e.g., charts and maps developed by crime analyst, may be submitted in PDF format. Do not submit photographs or media articles as part of a proposal. These will not be reviewed or considered by DCJS.

**Jurisdictions that do not sufficiently answer each of the required question(s) below, or do not adhere to the formatting guidelines above, will be contacted by DCJS to revise and resubmit their proposal.**

## B. Response Requirements

**Response #1** – Describe how you assessed your previous violence reduction implementation effort(s), and what conclusions you reached as a result of your assessment? Specifically, describe any issues, concerns, and obstacles that may have hindered successful implementation of your strategies.

**Response #2** – Describe the local issues that contribute to the shooting, violent crime, or violent crime by firearm problem(s) in your jurisdiction found as a result of the Scanning process.

**Response #3** – Provide crime analysis reports, described above, and a summary of them that was utilized in the scanning process to substantiate the local problem and subset(s) of the problem you've identified. Refer to [Section II-A \(3\) Analysis](#).

**Response #4** – Describe the process used to analyze the shooting, violent crime, or violent crime by firearm issue in your jurisdiction and provide a summary of the results. Specifically provide the results of the Problem-Analysis, describe the criteria used to identify top/chronic/high-risk individuals, and the methodology used to identify micro-locations (city-block segments) where GIVE efforts will be focused.

**Response #5** – Describe the plan to monitor top-offenders and hot-spot locations to ensure that appropriate individuals and locations are engaged.

**Response #6** – Describe which evidence-based strategies you have chosen to reduce gun-violence (or violent crime or violent crime by firearm) in your jurisdiction.

- a. Describe how your strategy choices align with the results of your scanning and analysis.
- b. Provide a robust description of your implementation plan, including the role of each funded and non-funded partner agency, how your plan addresses the four core principles of GIVE, and how the plan incorporates the Key Elements found in the Strategy Self-Assessment Tool.
- c. Describe external resources needed to assist with plan implementation. Examples include other sources of funding, external agency support, training, or technical assistance from DCJS or other providers.
- d. Describe how your jurisdiction will align and coordinate with other gun-violence reduction efforts into the comprehensive plan, specifically noting how community-based organizations and other federal state and local agencies will be engaged.
- e. Describe how your jurisdiction has established an Executive Board consisting of executives from the partnering agencies (police, DA, sheriff, and probation) and how they work collaboratively to ensure fidelity to the program.

**Response #7** – Describe how your jurisdiction plans to institutionalize its evidence-based GIVE strategies into broader violence reduction efforts.

**Response #8** – Describe your jurisdiction’s plan for ongoing assessment of your GIVE Comprehensive Plan. Specifically note how your agency crime analyst and/or local CAC will contribute to this assessment.

**Response #9** – Describe how you will include procedural justice into all elements of your plan and provide a summary of how the agencies included in the plan have adjusted policies, practices, and culture to conform with 21<sup>st</sup> Century policing models.

**Response #10** – Describe the jurisdiction’s plan to include the GIVE Probation Model requirements found in the [Appendix GIVE Probation Model](#) into the Comprehensive GIVE Plan.

**Response #11** – Describe how you have given a voice to the community in the development of your plan and how you will update the community throughout implementation.

**Response #12** – Describe how all GIVE partners participate in youth engagement and community-based initiatives in your jurisdiction. This can include programming, outreach, and support services.

**Response #13** – Budget Narrative (see below for details)

**Response #14** – Budget Worksheet (see below for details)

## C. GIVE 2024-25 Budget Worksheet and Budget Narrative

### General Instructions

One comprehensive GIVE plan Budget worksheet (a Microsoft Excel document; see Attachment 1: *GIVE Budget Worksheet*) and one complete narrative budget response must be submitted for each jurisdiction requesting funding.

Using the guidance provided in Part I, Section F (2024-25 GIVE Budget/Funding Guidelines and Requirements) each participating GIVE agency must complete the applicable section of the budget spreadsheet referencing their agency, detailing the specific funding amounts requested to support each of the evidence-based strategy categories listed. Appropriate justification must also be provided for each amount requested in the required budget narrative. Only requests for funded personnel/positions are to be detailed in the “personnel” section of the budget spreadsheet, including salary and fringe benefit costs.

Tier II agencies within established GIVE Counties will be required to complete their budget under the “Additional Police Agencies” tab on the budget spreadsheet referencing their agency, detailing the specific funding amounts requested to support each of the evidence-based strategy categories listed. This should be done in consultation with the other agencies in your jurisdiction. Additionally, appropriate justification must be provided for each amount requested in the required budget narrative. DCJS will provide funding guidance and allocation recommendations. All documentation of this support will be outlined in the agencies’ budget narrative. Only one budget worksheet will be submitted by these agencies. All remaining Tier II jurisdictions will complete their budgets according to the guidance in this document.

Additional information and instructions are located in the Budget Worksheet section of Part II: Required Questions.

If your budget request requires a sub-contract with another organization, that must be noted in the budget narrative and a line-item must be included in the budget for the agency that will be responsible for the oversight of the sub-grant award.

The detailed budget for the grant must provide sufficient justification for each component. It must also be reasonable and appropriate, as determined by DCJS, and directly tied to the comprehensive plan.

Jurisdiction budgets should include expenses for travel and training. DCJS reserves the right to make mathematical corrections to requested budgets.

**1. Complete Attachment 1: Comprehensive GIVE Plan Budget Worksheet and submit as described below:**

Complete the operating budget worksheet in Attachment 1: *GIVE Initiative Budget Worksheet*. Operating budgets should project total costs for the contract period and must not exceed the jurisdiction's eligible award. Please note that Tab 2 of the attached budget worksheet (Attachment 1) allows for the entry of other agencies outside of the four primary GIVE partners (police departments district attorneys' offices, county sheriffs' offices, and county probation departments). This Worksheet must be submitted with the Completed Comprehensive GIVE plan.

**2. Budget Narrative(s) – One combined response must be submitted for each jurisdiction requesting funding. The budget narrative for each jurisdiction should be included within the single Word document providing answers to the Narrative Response Questions, under the Heading: **Budget Narrative**.**

Narratives should justify support for each of the evidence-based strategy categories listed in the budget spreadsheet. Guidance for what is, and what is not, allowable with GIVE funds is provided in Part I, Section F (2024-25 GIVE Budget/Funding Guidelines and Requirements).

**When developing their budget narratives, jurisdictions are encouraged to use the budget checklist found in the Appendix: Checklist to ensure that all information has been submitted to support the budget request.**

As stated above, one GIVE Initiative Budget worksheet (see Attachment 1) along with a complete narrative budget response, must be submitted by each jurisdiction requesting funding.

#### D. GIVE Comprehensive Plan Proposal Checklist

- A single request must be submitted for each eligible county by the county co-chairs.
- **An initial draft of the GIVE Comprehensive Plan must be submitted to DCJS no later than noon on April 2, 2024) via email at [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov). This version must clearly be marked as “Draft” by a watermark or other identifying feature. Complete GIVE Comprehensive Plan proposals must be submitted to DCJS via the email no later than noon on April 26, 2024.**
- GIVE Comprehensive Plan proposals must be complete and provided in the form of a word document with answers to questions labeled by headings as described in Part II of this package.
- Attachment 1: *GIVE BUDGET Worksheet* must be submitted as an attachment with the proposal. The Worksheet itemizes operating expenses in support of the program.
- All other attachments and required documents are submitted with the proposal to [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov).
- Attach the 2024 - 2025 Memorandum of Understanding(s)/Memorandum of Agreement(s) signed by the partnership members (include justification for any required member signatures not included), to the proposal. Grant contracts will not be finalized until MOU(s)/MOA(s) are received by DCJS.
- Ensure that Monthly crime data is submitted for primary and secondary police departments where applicable, and no reports are outstanding at the time of proposal submission.
- Ensure Weekly Gun Data Reports are submitted for primary and secondary police departments where applicable and that no reports are outstanding at the time of proposal submission.
- Weekly Shooting Data – All participating police departments must submit their weekly shooting data using the template developed by DCJS each Monday for the preceding week. This data will be sent to the DCJS Crime Stat Unit’s mailbox at [CrimeStat@dcjs.ny.gov](mailto:CrimeStat@dcjs.ny.gov).

Note: Grantees may contact the DCJS Office of Public Safety via email at [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov) for information and assistance in preparing their GIVE Comprehensive Plan Proposals.

## APPENDICES

### Appendix: 2024 - 2025 GIVE Eligible Agencies

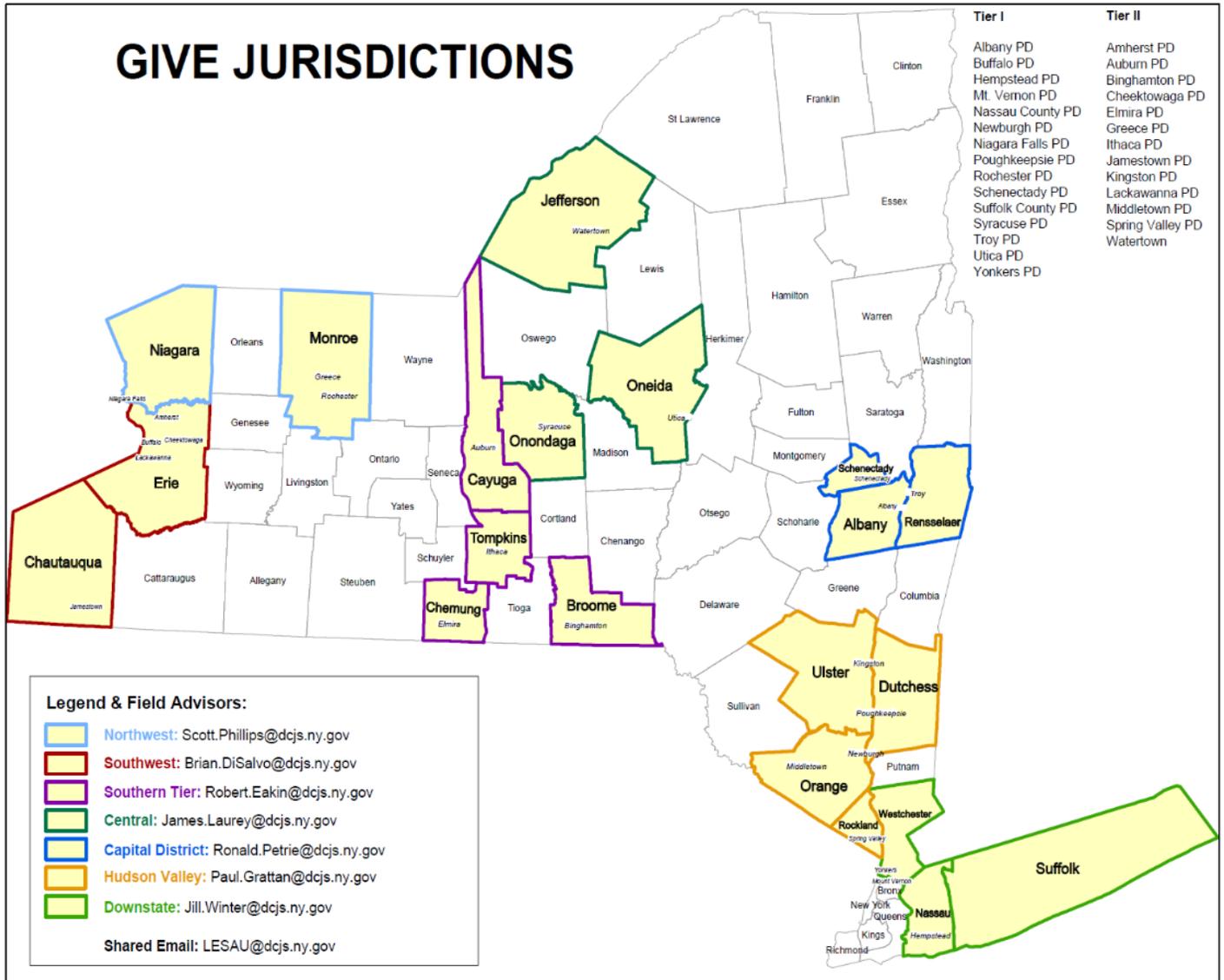
Note: Each eligible county must develop a comprehensive plan and partnership that consists of the eligible police department(s), District Attorney's office, Sheriff's office, and Probation Department. The Co-Chairs of the partnership are the District Attorney and the Chief of Police in the Eligible Law Enforcement Agencies\* noted below. Other agencies within eligible jurisdictions that are approved by the co-chairs and DCJS (e.g., not-for-profit agencies, and local governmental agencies that require funding to address the needs of certain populations) can also receive funding\*\*. Tier I jurisdictions will focus their efforts on violent crimes with firearms (shootings and homicides). Tier II jurisdictions will focus on violent crimes including but not limited to violent crimes with firearms.

TIER I JURISDICTIONS		TIER II JURISDICTIONS	
<u>Albany County</u>	<u>Onondaga County</u>	<u>Broome County</u>	<u>Monroe County</u>
Albany PD*	Syracuse PD*	Binghamton PD*	Greece PD
<u>Dutchess County</u>	<u>Orange County</u>	<u>Cayuga County</u>	<u>Orange County</u>
Poughkeepsie PD*	Newburgh PD*	Auburn PD*	Middletown PD
<u>Erie County</u>	<u>Rensselaer County</u>	<u>Chautauqua County</u>	<u>Rockland County</u>
Buffalo PD*	Troy PD*	Jamestown PD*	Spring Valley PD*
<u>Monroe County</u>	<u>Schenectady County</u>	<u>Chemung County</u>	<u>Tompkins County</u>
Rochester PD*	Schenectady PD*	Elmira PD*	Ithaca PD*
<u>Nassau County</u>	<u>Suffolk County</u>	<u>Erie County</u>	<u>Ulster County</u>
Nassau County PD*	Suffolk County PD*	Amherst PD	Kingston*
Hempstead PD		Cheektowaga PD	
	<u>Westchester County</u>	Lackawanna PD	
<u>Niagara County</u>	Yonkers PD*		
Niagara Falls PD*	Mt Vernon PD	<u>Jefferson County</u>	
		Watertown PD*	
<u>Oneida County</u>			
Utica PD*			

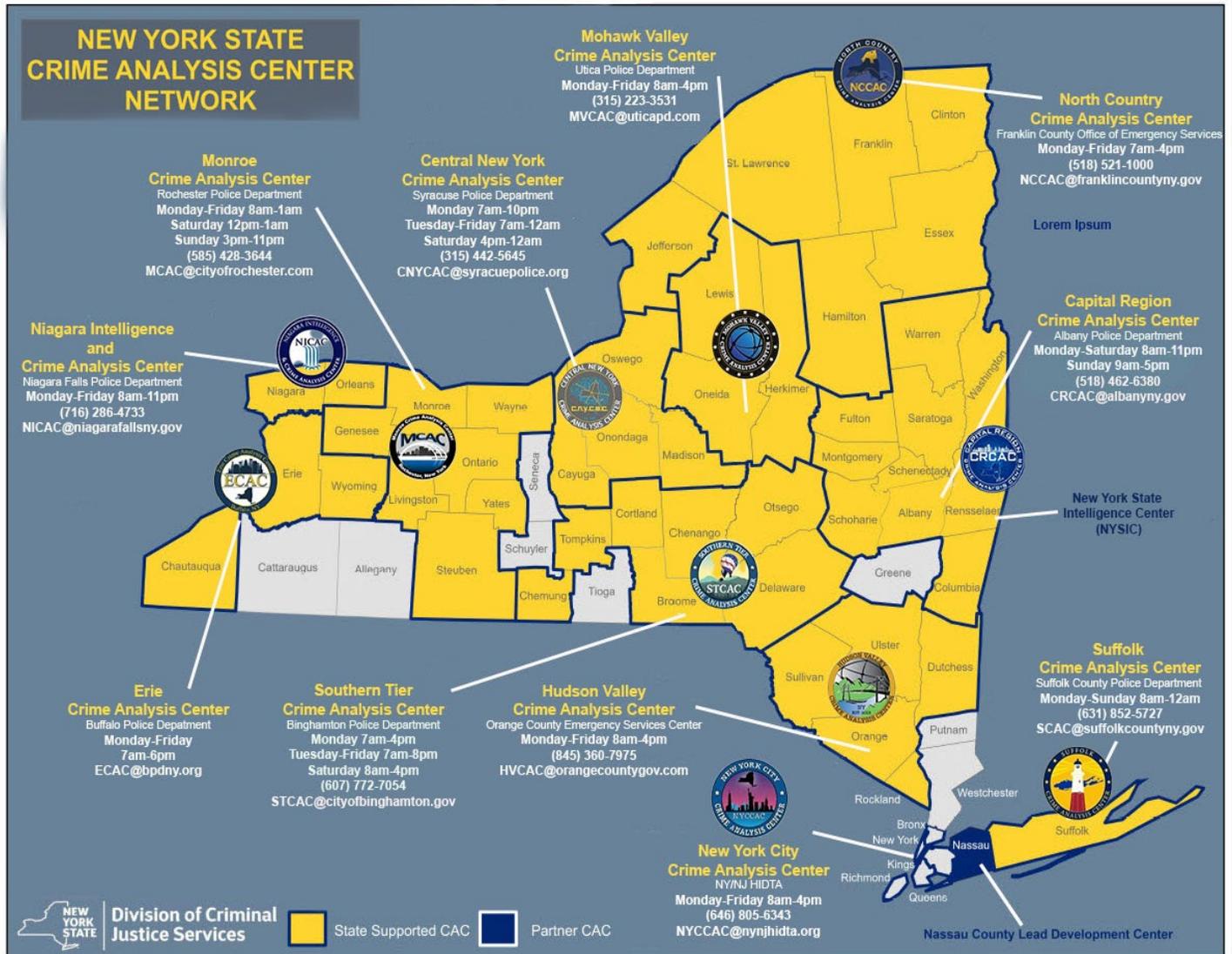
\*Designated Co-Chair Police Department

\*\*If jurisdictions choose to partner with other agencies approved by the co-chairs, including local governmental agencies requiring funding to address the needs of certain populations, a subcontract and/or a memorandum of understanding/memorandum of agreement (where applicable) with these agencies will be required. Examples of this may include partnerships with county social services departments, or non-profit organizations that offer social services to at-risk individuals.

Appendix: 2024 - 2025 GIVE Jurisdictions



Appendix: NY State Crime Analysis Center Network



## Appendix: GIVE Contract Specific Requirements

Each agency is contractually required to meet various requirements which are closely monitored by DCJS staff. Non-compliance with any of the requirements may result in the contract being placed in “stop payment” status until the delinquent measure is brought into compliance.

### 1. Monthly Requirements

#### A. Monthly Meetings

Monthly partnership meetings are critical for coordination and collaboration and must be held each month. These meetings are required to be structured to maximize the coordination, collaboration, and accountability of partner agencies. The general theme of the meeting shall be the discussion of each partner’s role in the four core principles of the jurisdictions GIVE plan: People, Places, Alignment, and Engagement.

The GIVE Monthly Meeting Minutes Template must be utilized to memorialize monthly meeting discussions and sent to the GIVE Field Advisor for your county and to the [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov) mailbox **within 5 days of the meeting.**

GIVE Tier II Jurisdictions within established GIVE Counties: The above requirement can be met by attending the currently scheduled GIVE meetings in their respective counties. DCJS can assist in facilitating this inclusion.

GIVE Tier II Jurisdictions in new GIVE Counties: The above requirement should be met by hosting meetings with county partners delineated in the GIVE eligible agency requirements.

Note: LESAU will provide an in-person orientation, online instructional webinars, and guidance documents to support the proper implementation of monthly meetings and strategy fidelity.

#### B. SAT, IAT, and Overtime Tracker Quarterly Submissions

In an effort to address identified areas of need, GIVE XI reporting requirements have been adjusted to create additional collaboration, problem solving, and planning. SAT completion and submissions for Q1 and Q4 will remain the same. The Q2 SAT will be replaced by an Executive Board meeting with DCJS staff in attendance. Meeting minutes will be submitted in place of the quarterly SAT. The Q3 SAT will be replaced with an Implementation Assessment Tool (IAT) to assist in the development of the subsequent GIVE Comprehensive Plan Proposal.

Assessment tools and overtime trackers are due 30 days after the close of each quarter. Combined jurisdiction SATs/IATs are completed by the primary jurisdiction police department or primary reporting agency if otherwise designated. An Alchemer link has been created for reporting purposes. Once the data is entered and submitted, a PDF report is generated and automatically sent to [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov) and the email of the submitter. The report must also be saved by each partner and entered into the Grants Management System (GMS).

GIVE overtime detail trackers are submitted by jurisdictions that receive GIVE funding for overtime details. Trackers are to be emailed to [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov) as well as uploaded into the Grants Management System (GMS). Field Advisors will review each Tracker and follow-up with agency Jurisdictional Point of Contact (JPOC) with any identified issues which should be relayed to reporting agency for corrections or clarification. Review of submitted trackers will include but not be limited to:

- Location of detail e.g., district, zone, street segment (citywide is too general)
- Days of week and time of day
- Total hours
- Type of detail

**1<sup>st</sup> Quarter-** October 30<sup>th</sup> (SAT)

**2<sup>nd</sup> Quarter -** DCJS Attended Executive Meeting

(Meeting Minutes to substitute SAT/IAT)

**3<sup>rd</sup> Quarter-** April 30<sup>th</sup> (IAT)

**4<sup>th</sup> Quarter-** July 30<sup>th</sup> (SAT)

Each partner within each GIVE jurisdiction is required to complete and submit an SAT for each relevant strategy to their Anti-Violence Coordinator or JPOC. This should be submitted within two weeks after the end of each reporting quarter. A copy of your individual agency's SAT and the final combined SAT must be uploaded to GMS within 30 days of the end of the reporting period, including completion of the date submitted field to indicate when the SAT was sent to the JPOC. Each JPOC will merge individual partner SAT responses for each strategy into a final SAT. This should be completed within 30 days of the end of each reporting quarter. Additionally, electronic copies of the final SATs should be distributed to the DCJS Field Advisor at [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov) and all GIVE partners within the jurisdiction, including but not limited to, the GIVE executive board and the day-to-day operations liaison previously identified.

### C. Timely, Accurate, Crime Data

Each month, all participating law enforcement agencies are required to submit monthly crime reports to DCJS through the eJusticeNY Integrated Justice Portal (IJPortal) IBR/UCR Reporting Interface **within 30 days after the close of the reporting period.**

- i. Incident-Based Reporting (IBR) Agencies – Monthly IBR extract files are required to be uploaded through the IBR Reporting Interface on the IJPortal. The following two UCR Summary reports are required to be submitted to DCJS through the UCR Data Entry Interface on the IJPortal:
  - Hate Crime
  - Law Enforcement Officers Killed or Assaulted (LEOKA)
- ii. Summary (UCR) Reporting Agencies – The following UCR Summary reports are required to be submitted to DCJS through the UCR Data Entry Interface on the IJPortal:
  - Return A (Monthly Offenses known to Police)
  - Arrests of Persons 18 and Over
  - Arrest of Persons Under 18
  - Supplemental Homicide Report (SHR)
  - Arson
  - Hate Crime
  - Law Enforcement Officers Killed or Assaulted (LEOKA)

Instructions for accessing and submitting crime reports through the IJPortal can be found at:

[https://www.criminaljustice.ny.gov/crimnet/ojsa/crimereporting/ucr\\_refman/IJPortal-UCR-Data-Entry-Manual.pdf](https://www.criminaljustice.ny.gov/crimnet/ojsa/crimereporting/ucr_refman/IJPortal-UCR-Data-Entry-Manual.pdf).

- iii. Weekly Shooting Data - All participating agencies must submit their weekly shooting data using the template developed by DCJS each Monday for the preceding week. This data will be sent to the DCJS Crime Stat Unit's mailbox at [CrimeStat@dcjs.ny.gov](mailto:CrimeStat@dcjs.ny.gov)

## 2. Ongoing Requirements

- A. Information Sharing Networking – DCJS may conduct regional roundtable style meetings occasionally throughout the budget cycle to bring jurisdictions together to discuss current trends and best practices. Agencies will be required to send appropriate representatives when requested by DCJS. Participants of GIVE will also participate in cross-jurisdictional networks that will help shape strategies and share the results of the institutionalization of the strategies with multiple jurisdictions. These networks will be implemented through participation in cross-jurisdictional information sharing meetings, conference calls, program submissions to the DCJS Knowledge Bank, and other information sharing initiatives.

## B. Crime Gun Requirements

What Constitutes a Firearm being classified a Crime Gun?

- A handgun, long gun, firearm frame, or firearm receiver, whether or not operable.
- Any firearm that is related to a criminal investigation, arrest, search warrant, reported stolen, recovered abandoned, defaced, and/or any recovered firearm that an officer reasonably suspects was used in the commission of a crime, whether legally possessed or not. Any firearm recovered registered in NYS but recovered outside the proper control of the registered owner.

All crime gun seizures require the following:

### **STEP I – NCIC/eJusticeNY DATA ENTRY**

#### **1. GINQ Check** (Determine if reported lost or stolen)

a. If Confirmed as Lost or Stolen – Submit a **GLOC Message** (Stolen/Lost Gun Locate message). The **GLOC** will send a message to the agency who reported the gun as lost or stolen and confirming the firearm has been located/seized.

b. If Negative for Lost or Stolen; Submit a **GREC Message** (Recovered Gun message). Important to complete each field and enter as much known information as possible.

#### **2. GGUN Submission** – Submit a **GGUN Message** that delivers crime gun details to the NYS Criminal Gun Clearinghouse. Enter as much detail as possible. A **GGUN** entry automatically initiates an ATF eTrace request submission into the ATF National Tracing Center as well as a NYS Pistol Permit query.

### **STEP II – Secure eTrace Results**

1. ATF eTrace results are forwarded back to your agency within 30 days of the GGUN submission. Results often provide additional information to enhance investigative efforts. Results are accessible through your agency's ATF eTrace account.

2. **Important Note:** Ensure that the Data-Sharing function is enabled within your agency ATF eTrace account profile so that your agency can access all information available from the eTrace results including any nexus to other crime guns and other criminal investigations.

a. For information and assistance on ATF eTrace, visit:

<https://etrace.atf.gov/etrace> or

b. Contact the ATF NYS Crime Gun Intelligence Center at

[CGICNYFusion@atf.gov](mailto:CGICNYFusion@atf.gov).

### **STEP III – NIBIN Evidence Lab Submissions**

1. Recovered Firearm – Agencies should ensure that all recovered crime guns are properly test fired and that the recovered test-fired cartridge is properly submitted for NIBIN analysis.
2. Secured Ballistic Evidence – Agencies should ensure that ballistic evidence (casings) secured from crime scenes are properly submitted for NIBIN analysis.
3. GIVE Tier I jurisdictions are **required** to submit casings to your forensic lab or to any NYS DCJS Crime Analysis Center with a NIBIN BRASSTRAX Acquisition System to secure investigative leads in real-time for all bullet-to-body shootings and are strongly encouraged to do so for other shooting incidents. This must be done as soon as possible, but no longer than 72 hours after the recovery of the ballistic evidence. Tier II jurisdictions are **strongly encouraged** to follow the same guidance as Tier I jurisdictions. **All jurisdictions may use funding to support compliance with this requirement.**

For further assistance on any of the above, contact your local ATF Office, the ATF NYS Crime Gun Intelligence Center by email at – [CGICNYFusion@ATF.Gov](mailto:CGICNYFusion@ATF.Gov), the NYSIC Crime Gun Intelligence Unit (Criminal Gun Clearinghouse) (518) 786-2194 / [cqch@nysic.ny.gov](mailto:cqch@nysic.ny.gov) or your regional Crime Analysis Center.

- C. Domestic Incident Report Database - Agencies are required to participate in utilizing the DCJS Domestic Incident Report (DIR) Repository. The repository provides electronic, cross- agency access to DIRs filed by police departments and sheriff's offices in the 57 counties outside of New York City. This secure database automates information – previously only captured on paper – that will enable law enforcement to more safely respond to domestic incidents, improve the supervision of offenders on parole and probation and enhance the prosecution of domestic violence crimes.

Contact the DCJS Customer Contact Center at [cccenter@dcjs.ny.gov](mailto:cccenter@dcjs.ny.gov), 518-457-5837 or 1-800-262-3257 for more information and to enroll.

- D. DNA Collection – Agencies are expected to ensure that all DNA databank collections are being taken in a timely manner and as required by law.
- E. Sex Offender Address Verification – Agencies are expected to be vigilant in verifying the addresses of all sex offenders assigned to your jurisdictions and promptly report the action taken on eJusticeNY.
- F. Sex Offender Photos – Agencies are expected to be vigilant in ensuring all photos due from sex offenders assigned to your jurisdiction are obtained in a timely manner and promptly uploaded to eJusticeNY.
- G. Street Outreach Data Sharing Requirements – Jurisdiction's that have a SNUG Street Outreach program are required to adhere to the following data sharing requirements:

- i. Participating police departments will work to ensure that street outreach concepts are understood by personnel within the agency. Supervisors, investigators, and patrol staff assigned to target areas should be familiar with the goals and practices of the street outreach program. A policy should be developed for interacting with the local street outreach program staff. Agencies with questions on this policy can contact us at [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov).
- ii. Anti-violence Coordinator will attend monthly meetings, at a minimum, with the SNUG program manager or his/her designee and regional crime analysts, or agency crime analyst, and other police and district attorney personnel where applicable to discuss firearm related crime, group activity, and violence. Meeting frequency may be increased at the discretion of DCJS based on shootings, homicides, and the incidence of violent crime within a jurisdiction.
- iii. By the 15th day of each month, participating police departments will provide:
  - o SNUG personnel with a monthly list of high-risk individuals who have been identified as known or suspected group members, group leaders who promote gun violence, and candidates most likely to carry guns and/or be involved in shooting incidents. Police agencies may use discretion when it comes to supplying sensitive information regarding these high-risk individuals (i.e., persons involved in active criminal investigations).
- iv. By the 7th day of each month, the participating police department will provide DCJS a crime map pinpointing the locations of the prior month's shooting incidents for both the SNUG target area(s) and the entire city. A copy of this map will be sent to the GIVE Program Manager and the Statewide SNUG Director.
- v. Participating police departments will provide DCJS an annual crime map pinpointing the locations of all shooting incidents which have occurred between July 1 and June 30 of the preceding GIVE contract period for both the SNUG target area(s) and the entire city. This annual crime map will be due on the last day of the month following the expiration date of the contract. A copy of this map will be sent to the GIVE Program Manager and the Statewide SNUG Director.
- vi. By the 7th day of each month the participating police department will provide DCJS a report detailing a month-to-month comparison of shootings and homicides for the current calendar year and the two preceding calendar years for the SNUG target area(s) and the entire city.
- vii. Participating police departments will develop written protocols detailing established procedures to notify the SNUG program manager or his/her designee of any shooting in the SNUG target area immediately or as safely as the scene dictates, in addition to timely notifications of all other relevant incidents. The written procedures must be submitted to DCJS with the first Quarterly Progress Report. Agencies with questions on this policy can contact us at [LESAU@dcjs.ny.gov](mailto:LESAU@dcjs.ny.gov).

H. Use of Force Reporting – All jurisdictions must comply with the following NYS Use of Force Reporting Law: Pursuant to New York State [Executive Law Section 837-t](#), Reporting is completed through the IBR Reporting Interface on the IJPortal. More information can be found in the [NYS Use of Force and Arrest Related Death - Data Entry User Guide](#).

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## Appendix: Evidence-Based Policing Resources and Key Element Tools

Jurisdictions must submit one comprehensive response that incorporates multiple, integrated evidence-based strategies to reduce shootings and homicides or reduce violent crimes with an emphasis on violent crimes by firearm. These strategies must be developed using the Problem-Oriented Policing framework and incorporate all four core elements of GIVE while addressing procedural justice considerations throughout all elements of the plan. Tier I jurisdictions are required to utilize at least two evidenced-based strategies. Tier II jurisdictions are required to utilize at least one evidenced-based strategy. Both Tiers can utilize more than the minimal number of strategies in their plans.

DCJS has developed these strategy summaries and key elements in consultation with subject-matter-experts to serve as a resource for all police agencies that seek to enhance their policing model by incorporating evidence-based practices, and to inform the community about the work that police agencies across New York are engaged in. References to additional materials on each of the approaches are included:

### Core Strategies Include:

- Problem Oriented Policing (POP)
- Procedural Justice
- Hot-Spots Policing
- Crime Prevention through Environmental Design (CPTED)
- Focused Deterrence
- Street Outreach

### Other Supported Strategies Include:

- Non-Fatal Shooting Program
- Place Network Investigations (PNI)
- Trust Building
- Community and Youth Engagement

## Problem-Oriented Policing (POP)

**Summary:** In 1979, Herman Goldstein advocated for a paradigm shift in policing that would replace the primarily reactive, incident-driven model of policing with one that required police to proactively identify underlying problems that could be targeted to alleviate crime at its roots. He termed this new approach “problem-oriented policing” (POP). Using this approach, police manage a range of problems in the community through criminal law enforcement in tandem with civil statutes and municipal and community resources. Eck and Spelman’s SARA model was developed in 1987 and expanded upon Goldstein’s approach. SARA describes four steps police should follow when implementing POP: (1) Scanning: identify and prioritize potential problems; (2) Analysis: thoroughly analyze the problem(s) using a variety of data sources; (3) Response: develop and implement interventions designed to solve the problem; and (4) Assessment: determine whether the response worked and construct new responses. Police agencies implementing POP have widely accepted and adopted the SARA model.

**Evidence:** Weisburd, Telep, Hinkle, and Eck (2008) conducted a [review](#) on the effects of POP on crime and disorder, finding a statistically significant impact among 10 experimental and quasi-experimental studies. Studies that showed less significant impacts had implementation issues that may have been affected by lack of fidelity to the POP model; sites that implemented more successful models tended to show stronger effects. Additionally, Weisburd et al. (2008) examined less rigorous but more numerous pre/post studies without a comparison group, which showed positive findings.

Careful analysis and clear understanding of problems that result in tailor-made solutions is essential to problem-oriented policing. The Center for Problem-Oriented Policing has created more than [100 problem-specific guides for police](#) that provide recommendations on how agencies can address different problems. Weisburd, Telep, Hinkle, and Eck (2010) also provide guidance on the types of POP interventions proven to be most effective:

### Critical Components:

1. POP is most effective when police officers and department staff are on board and fully committed to its tenets.
2. Community and stakeholder engagement is essential to the success of POP initiatives. Research shows that collaboration between law enforcement and community-based organizations appears to be an effective approach in POP.
3. Program expectations must be realistic. Officer case assignment must be kept to manageable level and police should not be expected to tackle major problems in a short period of time or without appropriate resources.
4. Responses to a problem should include outlining a plan, identify responsible parties, establish deliverables, and carryout planned activities.
5. When utilizing the SARA model, analysis and assessment phases are particularly important.
  - a. In the analysis phase, a comprehensive problem-analysis is required to identify the factors that contribute to the crime problem.
  - b. The assessment phase provides a framework for agencies to consistently learn from and improve your problem-solving projects.
  - c. The SARA model is a cyclical process – not a linear one. It requires assessment on an ongoing basis to determine its effectiveness. This enables responses to be modified, if necessary, on a rolling basis.

**Resources to assist in creating a thorough understanding of Problem Oriented Policing:**

[Center for Problem-Oriented Policing](#)

[National Police Chiefs' Council](#)

[The Police Society for Problem Based Learning](#)

[US DOJ COPS](#)

[POP Reflections](#)

[Herman Goldstein - Developing POP](#)

**Citations:**

Eck, J. E. (1987). Problem-solving problem-oriented policing in Newport News. Police Executive Research Forum.

Goldstein, H. (1979). Improving policing: A problem-oriented approach. *Crime & Delinquency*, 25(2), 236–258. <https://doi.org/10.1177/001112877902500207>

Weisburd, D., Telep, C. W., Hinkle, J. C., & Eck, J. E. (2008). The effects of problem-oriented policing on crime and disorder. *Campbell Systematic Reviews*, 4(1), 1–87. <https://doi.org/10.4073/csr.2008.14>

Weisburd, D., Telep, C. W., Hinkle, J. C., & Eck, J. E. (2010). Is problem-oriented policing effective in reducing crime and disorder? *Criminology & Public Policy*, 9(1), 139–172. <https://doi.org/10.1111/j.1745-9133.2010.00617.x>

Item	POP Key Elements
1	POP concepts are understood by key personnel in your agency.
<p>Consider whether you will:</p> <ul style="list-style-type: none"> <li>a. Conduct training or independent study that will lead to a better understanding of the POP strategy;</li> <li>b. include law enforcement officials, members from the community, and officials from relevant partner agencies; and</li> <li>c. apply training and independent study to POP implementation or general agency policies or practices.</li> </ul>	
2	Community engagement is present in all phases of the POP process.
<p>Consider whether you will:</p> <ul style="list-style-type: none"> <li>a. obtain feedback from all relevant stakeholders regarding the underlying issue(s) driving the crime of focus in all communities in your jurisdiction;</li> <li>b. receive input/feedback from the public, and record the results;</li> <li>c. engage external organizations to assist in addressing those underlying issue(s);</li> <li>d. establish formal partnerships with the community and community-based organizations;</li> <li>e. routinely update the community regarding the issue(s); and</li> <li>f. obtain post-implementation feedback from the community regarding the effect of the interventions.</li> </ul>	
3	Assess your previous responses to the problem(s) identified.
<p>Consider whether you will:</p> <ul style="list-style-type: none"> <li>a. conduct a process assessment to determine whether the plan was implemented as intended;</li> <li>b. collect pre- and post-response qualitative and quantitative data;</li> <li>c. determine whether the broad goals and specific objectives initially defined were attained;</li> <li>d. identify any new strategies or adaptations to the original strategy needed to augment the original plan; and</li> <li>e. conduct repeated assessments to ensure continued effectiveness.</li> </ul>	
4	Clearly define a scanning plan and identify problems(s).
<p>Consider whether you will:</p> <ul style="list-style-type: none"> <li>a. identify recurring problems that are of concern to the public and police;</li> <li>b. identify the consequences of those problems;</li> <li>c. prioritize those problems;</li> <li>d. confirm that the problems exist;</li> <li>e. determine how frequently the problems occur and their duration;</li> <li>f. select your crime of focus for closer examination; and</li> <li>g. develop goals addressing your crime of focus that are specific, measurable, achievable, relevant, and time-bound (e.g., reduce shooting incidents by X% over 12 months).</li> </ul>	

5 | Create a robust data plan.

Consider whether you will:

- a. identify the relevant criminogenic factors that will be measured;
- b. develop a list of data sources, including identification of appropriate personnel, such as agency crime analysts and/or regional CACs, and identified the specific types of data that will be collected;
- c. identify the scope of data (e.g., time frame, area); and
- d. identify a process for data collection and retention (quantitative & qualitative).

6 | Conduct an analysis of your crime of focus to better understand the underlying factors associated with it.

Consider whether you will:

- a. identify and understand the nature of the people and place-based conditions and events that are associated with your crime problem(s);
- b. research what is known about your crime problem(s);
- c. identify a variety of resources that may be of assistance in developing a deeper understanding of your crime problem(s);
- d. isolate the subset of problems associated with your crime problem(s) that you address; and
- e. develop a working hypothesis about why the problem(s) are occurring.

7 | Response to the problem is evidence-based, and all relevant agencies are engaged.

Consider whether you will:

- a. search for what other communities with similar problems have done;
- b. consider those and other evidence-based interventions to address the problem;
- c. choose evidence-based interventions;
- d. outline a response plan for those interventions and identify responsible partner agencies;
- e. define the specific objectives of the response plan; and
- f. carry out planned activities as intended.

8 | Assess your response to your crime problem(s) as described above.

Consider how you will:

- a. conduct a process assessment to determine whether the plan was implemented as intended;
- b. collect pre- and post-response qualitative and quantitative data;
- c. determine whether the broad goals and specific objectives initially defined were attained;
- d. identify any new strategies or adaptations to the original strategy needed to augment the original plan; and
- e. conduct ongoing assessments to ensure continued effectiveness.

## Procedural Justice

Procedural justice focuses on the way law enforcement interacts with the public, and how these interactions influence crime rates, the public's view of law enforcement, and people's willingness to obey the law. It is not a practice, but a philosophy that promotes organizational change, upholds legitimacy in the community, and enhances officer safety. The four pillars of Procedural Justice are: Voice, Neutrality, Respect and Trust.

**Summary:** Procedural justice is rooted in the idea that individual regard for the criminal justice system is related more to a person's encounter with the system and the perception of the fairness of the process rather than the fairness of the outcome. Procedural justice in police-citizen encounters is an important precursor to perceived police legitimacy (Tyler 2014). There also is a connection between these perceptions of legitimacy and compliance behavior, which demonstrates a link between community outreach efforts that build legitimacy and reduce crime. A [2020 research study](#) in Chicago found that Procedural Justice training reduced complaints against the police by 10.0% and use of force against civilians by 6.4% over a 2-year period. This affirms the feasibility of altering the command-and-control style of policing which has been associated with distrust and use of force. [Resources demonstrate](#) that community policing can be combined with other successful interventions in ways that may increase overall effectiveness. Procedural justice and community policing were also emphasized together in the recommendations of [President Obama's Task Force on 21st Century Policing](#) (2015).

Survey and observational research generally suggest that when officers incorporate these components of procedural justice into the interactions with the public, individuals are more likely to comply with police directives and the law because they see the police as more legitimate. As a result, increased legitimacy has the potential to reduce crime because it increases compliant behavior.

**Evidence:** Recent studies examining procedural justice evaluated officer interactions that utilized key elements of the strategy – decision-making neutrality, voice, respect, and trust – and how those interactions affected citizens' compliance and perceived fairness. Similar to studies conducted in other criminal justice settings, such as courts and corrections, these studies showed that individuals who expressed overall satisfaction with police interactions were more compliant with police orders.

**Critical Components:** Procedural justice includes four components:

1. **Voice:** Law Enforcement should provide an opportunity for citizens to participate (i.e., be given a voice).
2. **Neutrality:** Members of law enforcement should exercise neutrality in citizen encounters. Citizens are more likely to view a situation as fair when officers are transparent about why they are resolving a dispute in a particular way.
3. **Respect:** All individuals want to be treated with dignity and concern.
4. **Trust:** Citizens are more likely to view an interaction as fair when they trust the motives of the police (i.e., an officer shows genuine respect for the interests of the parties involved).

**Resources to assist in creating a thorough understanding of Procedural Justice:**

[Center for Evidence-Based Crime Policy, George Mason University](#)

[The Importance of Procedural Justice](#)

[Procedural Justice | Center for Court Innovation](#)

[PERF Report](#)

[Innovation: Racial Reconciliation | National Network for Safe Communities](#)

[National Initiative for Building Community Trust and Justice](#)

[21st Century Policing Task Force Report](#)

**Citations:**

Wood, G., Tyler, T. R., & Papachristos, A. V. (2020). Procedural justice training reduces police use of force and complaints against officers. *Proceedings of the National Academy of Sciences*, 117(18) 9815-9821. <https://www.pnas.org/doi/10.1073/pnas.1920671117>

Tyler, T. (2014). (rep.). *Legitimacy and Procedural Justice: A New Element of Police Leadership* (pp. 1–37). DC, WA: Police Executive Research Forum.

Item	Procedural Justice Key Elements
1	Department policies are drafted, revised, and disseminated in a procedurally just way.
<p>Consider whether you will:</p> <ul style="list-style-type: none"> <li>a. make department policies available to the public;</li> <li>b. solicit community input, as well as input from members of the organization, when making or revising policies, especially those that are likely to substantially impact the community; and</li> <li>c. provide a brief explanation for the department's policy decisions when issuing a new or revised order.</li> </ul>	
2	Department policies and procedures regarding officers' use of force are transparent and neutral.
<p>Consider whether you will:</p> <ul style="list-style-type: none"> <li>a. develop use of force guidelines that are consistent with Executive Law §840(4)(d)(3);</li> <li>b. make use of force policies and data publicly available;</li> <li>c. develop procedures for investigating use of force incidents;</li> <li>d. create standards for failure to adhere to use of force guidelines; and</li> <li>e. decisions on whether the use of force was appropriate are grounded in neutrality and consider all factors leading to its use.</li> </ul>	
3	Body-worn and vehicle-mounted camera policies are in place.
<p>Consider whether you will:</p> <ul style="list-style-type: none"> <li>a. develop policies regarding BWCs and vehicle-mounted cameras that are publicly available and periodically reviewed;</li> <li>b. ensure that established policies include clear guidelines for BWC and vehicle-mounted camera activation, video retention, and routine auditing of footage;</li> <li>c. create policies that first-line supervisors will conduct random audits of BWC footage to determine and evaluate if officers are employing procedurally just practices;</li> <li>d. conduct an evaluation and legal determination grounded in neutrality pertaining to the release of BWC and vehicle-mounted camera footage; and</li> <li>e. notify involved officers of the potential release of BWC or vehicle-mounted camera footage and give them the opportunity to voice concerns prior to its release.</li> </ul>	

4	The department has adopted procedurally just internal practices.
<p>Consider whether you will:</p> <ul style="list-style-type: none"> <li>a. align your agency's vision statement, mission statement and core values with the principles of procedural justice;</li> <li>b. ensure that department leadership promotes respect in the workplace;</li> <li>c. give employees due process and voice;</li> <li>d. consider employees' needs when making personnel decisions;</li> <li>e. provide employees with peer, health and wellness, and other types of support; and</li> <li>f. recognize employee contributions in the community and workplace.</li> </ul>	
5	Performance evaluations recognize and reward work that enhances departmental legitimacy for community members.
<p>Consider whether you will:</p> <ul style="list-style-type: none"> <li>a. adopt an accountability system based on a set of department values and standards that is aligned with the four principles of procedural justice;</li> <li>b. foster positive community member feedback that is included in officer and unit assessment protocols;</li> <li>c. align evaluation metrics to match job expectations and activities and the department's procedural justice goals;</li> <li>d. make employee performance evaluation criteria available to the public;</li> <li>e. model procedural justice at all levels of the department, including sworn and non-sworn personnel; and</li> <li>f. Institute a mechanism for the community to file a commendation or complaint (i.e., website, in-person, social media)</li> </ul>	
6	Procedural justice is incorporated in police dispatch policies and procedures.
<p>Consider whether you will:</p> <ul style="list-style-type: none"> <li>a. train 911 dispatchers in procedural justice, verbal de-escalation tactics, and situation-specific responses;</li> <li>b. develop policies that require 911 dispatchers to incorporate the best available data and technology to enhance pre-contact information and officer decision-making; and</li> <li>c. employ some form of differentiated response that expands options for responding to service requests beyond immediately dispatching a patrol unit, while taking into consideration community priorities.</li> </ul>	
7	Investigatory and traffic stops are limited to appropriate circumstances.
<p>Consider whether you will:</p> <ul style="list-style-type: none"> <li>a. develop policies that require that all stops are based on appropriate standard of proof and investigatory stops are used to investigate the commission of criminal offenses in individual instances when such offenses pose a threat to public safety; and</li> <li>b. integrate the principles of procedural justice and implicit bias training into officers' interactions with individuals during all stops.</li> </ul>	

8	De-escalation techniques are incorporated into police practice.
Consider whether you will:	
<ul style="list-style-type: none"> <li>a. develop a written policy that defines de-escalation and states that de-escalation techniques—whether verbal or physical—are used when possible;</li> <li>b. provide training for officers on de-escalation techniques; and</li> <li>c. incorporate public and police officer input when drafting vehicle pursuit and post-pursuit policies.</li> </ul>	
9	Procedural justice practices are incorporated into interactions with the community.
Consider whether you will:	
<ul style="list-style-type: none"> <li>a. develop a policy that department members act, speak, and conduct themselves in a professional manner, and maintain a courteous, professional attitude in all encounters with the public;</li> <li>b. provide training programs and policies that reduce the potential for racial and ethnic biases affecting decision-making;</li> <li>c. develop policies regarding arrest processing, searches, and placement in custody that ensure the safety of all individuals, including LGBTQI individuals;</li> <li>d. conduct outreach to underrepresented organizations in the community, and liaisons to those community organizations;</li> <li>e. establish a Community Advisory Board or other formal structure for community feedback;</li> <li>f. provide written and online materials to inform the community about police services, in languages other than English; and</li> <li>g. track community trust using data and surveys and incorporated the results into agency policies and procedures.</li> </ul>	

## Hot-Spots Policing

Hot-spots are specific locations, such as addresses, blocks, or clusters of addresses or blocks, within larger geographic areas that account for a disproportionate amount of crime. Research demonstrates that crime is not equally distributed across any jurisdiction. In a recent [study](#) conducted in NYC, it was discovered that 50% of crime occurred in only 5.5% to 5.8% of streets and that between 1.3% and 1.4% of city streets produced 25% of crime, while 45% of street segments had no crime reported at all. These figures remained static over 15 years measured in 5-year increments (Weisburd & Zastrow 2021). Hot-spots policing efforts in these areas can include a range of tactics, such as directed patrols, proactive arrests of chronic violent offenders, and problem-oriented policing (POP) strategies. This strategy is rooted in the idea that crime prevention is maximized when police focus resources on people and places where violent crime is highly concentrated.

**Summary:** Over the past two decades, research has suggested that police can effectively address crime and disorder by focusing on hot-spots: small units of geography with high rates of crime. Known as hot-spots policing or place-based policing, this strategy stands in contrast to traditional policing and crime prevention activities, which are typically focused on people. Hot-spots or places are specific locations, such as addresses, blocks, or clusters of addresses or blocks, within larger geographic areas: beats, precincts, communities, and neighborhoods. Hot-spots policing uses a range of tactics rooted in the idea that crime prevention is maximized when police focus available resources on places where crime is highly concentrated.

**Evidence:** There is a strong evidence base for hot-spots policing. A National Research Council (2004: 250) [review](#) noted, “studies that focused police resources on crime hot-spots provided the strongest collective evidence of police effectiveness that is now available.” A [review](#) by Braga et al. (2019) also found that the vast majority of hot-spots studies have shown statistically significant findings; 62 of 78 tests from 65 experimental or quasi-experimental evaluations reported noteworthy crime or disorder reductions. These results show that when police focus on hot-spots, they can have a significant impact on crime in these areas. Further, there was little evidence to suggest spatial displacement of crime as a result of hot-spot interventions; in other words, crime did not shift from hot-spots to nearby areas.

### Critical Components:

1. Evidence suggests an increase in police presence in crime hot-spots can decrease crime. The largest reductions are expected to occur in the most highly concentrated hot-spots.
  - a. Utilize crime analysts and your regional Crime Analysis Center to determine where, when, and why directed patrols should be used.
  - b. Utilize up to date crime analysis information to further focus hot spot patrol efforts (i.e., micro locations), where possible.
2. Operational considerations for conducting directed patrols.
  - a. Procedurally just practices are used during directed patrol. (Weisburd et al. 2022)
  - b. Koper (1995) found that officers being present in a hot spot longer than 15 minutes does not increase the deterrence effect after they leave.
  - c. Hot spot patrols should be at random intervals.
3. Results - Assess what was done, what worked and what adjustments are needed for the next hot spot patrol (SARA model).

## Resources to assist in creating a thorough understanding of Hot Spot Policing:

[Center for Evidence-Based Crime Policy, George Mason University](#)

[NIJ Hot-spots Policing](#)

[Practice: Hot-spots Policing - CrimeSolutions.gov](#)

[The Importance of Legitimacy in Hot-spots Policing](#)

## Citations:

Braga, A. A., Turchan, B. S., Papachristos, A. V., & Hureau, D. M. (2019). Hot-spots policing and crime reduction: An update of an ongoing systematic review and meta-analysis. *Journal of Experimental Criminology*, 15(3), 289–311. <https://doi.org/10.1007/s11292-019-09372-3>

Koper, C. S. (1995). Just enough police presence: Reducing crime and disorderly behavior by optimizing patrol time in Crime hot-spots. *Justice Quarterly*, 12(4), 649–672. <https://doi.org/10.1080/07418829500096231>

Braga, A., Papachristos, A., & Hureau, D. (2012). Hot-spots policing effects on crime. *Campbell Systematic Reviews*, 8(1), 1–96. <https://doi.org/10.4073/csr.2012.8>

Weisburd, D., Telep, C. W., Vovak, H., Zastrow, T., Braga, A. A., & Turchan, B. (2022). Reforming the police through procedural justice training: A multicity randomized trial at crime hot-spots. *Proceedings of the National Academy of Sciences*, 119(14), 1-6. <https://www.pnas.org/doi/full/10.1073/pnas.2118780119>

Weisburd, D., & Zastrow, T. (2021). (rep.). Manhattan Institute. Retrieved from <https://www.manhattan-institute.org/weisburd-zastrow-crime-hot-spots>

Item	Hot-Spots Key Elements
1	Ensure hot-spots concepts are understood by key personnel in your agency.
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. conducting training or independent study on hot-spots policing and chronic offenders;</li> <li>b. including a broad array of staff such as law enforcement officials and partners from relevant agencies;</li> <li>c. documenting the type of training/independent study received or conducted;</li> <li>d. documenting who completed training and how they were selected as training participants; and</li> <li>e. applying the training/independent study to hot-spots strategy implementation and general agency policies and practices.</li> </ul>	
2	Data and analysis are used to identify appropriate hot-spots.
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. using data to identify hot-spots as appropriate;</li> <li>b. using mapping software to identify hot-spots within the jurisdiction;</li> <li>c. selecting hot-spots that are appropriate in number and size for the planned interventions and available resources; and</li> <li>d. reassessing hot-spots on a regular basis, not less than quarterly.</li> </ul>	
3	Data and analysis are used to identify chronic offenders within hot-spots to ensure accurate enforcement and prevention strategies are in place and directed appropriately.
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. identifying specific chronic offenders using a non-biased, systematic criterion, including information gathered from a range of human intelligence sources;</li> <li>b. monitoring those individuals' activities and potential criminal-involvements on a routine basis; and</li> <li>c. conducting chronic offender assessments on a regular basis, not less than quarterly.</li> </ul>	
4	The hot-spots policing strategy is coordinated appropriately.
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. identifying specific individuals who will be responsible for coordinating the hot-spot strategy;</li> <li>b. defining the roles of these personnel in the planning, implementation, and strategy assessment of the hot-spot strategy;</li> <li>c. conducting multi-disciplinary planning meetings to review hot-spot strategies, no less than monthly; and</li> <li>d. ensuring that all relevant partners will participate in tactical planning.</li> </ul>	

5	The hot-spots policing operations are conducted appropriately.
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Describe how you will consider:

- a. identifying the specific individuals who will be responsible for the overall management of hot-spots operations and the proper allocation of resources;
- b. including all relevant partners in operations, including joint patrols, enforcement efforts and investigations, community events, meetings and other activities associated with the implementation of the strategy;
- c. ensuring that front line staff conducting the hot-spots operations understand the role of the intervention within the hot-spots strategy framework, and
- d. using crime data to schedule hot-spots details.

6	The hot-spots policing strategy includes community engagement.
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Describe how you will consider:

- a. consulting with community members and other stakeholders in areas where hot-spots interventions/activities are planned in regard to underlying issue(s) that contribute to the crime problem and possible solutions;
- b. regularly informing those communities about the planned interventions, to the extent practical; and
- c. using feedback from those communities as to the perceived effect of interventions.

7	The hot-spots policing strategy includes focused interventions for chronic offenders in the identified area(s).
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Describe how you will consider:

- a. applying focused interventions to previously identified chronic offenders; and
- b. assessing focused interventions directed at identified chronic offenders, no less often than on a quarterly basis.

8	Data on the hot-spots strategy implementation and outcomes will continuously be collected and used.
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Describe how you will consider:

- a. regularly recording data about intervention and prevention activities and strategy outcomes, including staff and community perceptions of results;
- b. analyzing and reviewing data by key partners and personnel;
- c. using project data to make operational decisions about hot-spots interventions; and
- d. implementing and documenting operational changes when needed, including any hot-spots adjustments.

9	Incorporate procedural justice into the hot-spots policing strategy.
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Consider how you will ensure that the four pillars of procedural justice (voice, neutrality, respect, and trustworthiness) are included in the Hot-Spots strategy.

## Crime Prevention through Environmental Design (CPTED)

CPTED is based on the principle that proper design and effective use of buildings and public spaces in neighborhoods can lead to a reduction in the fear and incidence of crime, and an improvement in the quality of life.

**Summary:** Crime Prevention through Environmental Design (CPTED) examines how environmental features create opportunities for crime and how those features can be adjusted to eliminate those opportunities. Adjustments can be implemented to 1) control or make access more difficult; 2) deter offenders by increasing the risk of apprehension; 3) increase visibility; 4) increase or encourage guardianship; 5) regulate or adjust behaviors and routines; or 6) reduce the rewards for crime. Examples of environmental features that could create opportunities for crime include trees and shrubbery that block visibility; lack of lighting; traffic direction or lack of signaling; abandoned buildings; alleyways or cuts in between buildings; and empty lots hidden from the street. Adjustments that address these features may include cutting down shrubs to increase visibility; adding lighting to a dark alley; boarding up abandoned homes; or improving traffic conditions by adding signage, signals, and speed bumps.

**Evidence:** Contemporary approaches to address crime, including CPTED, emerged from research on the relationship between crime and place, known as environmental criminology, situational crime prevention, rational choice theory, or routine activities theory. Each of these theories focuses on the crime and how the offender understands and uses the environment to commit that crime. The research supports the ideas that: crime is specific and situational; the distribution of crimes is related to land use and transportation networks; offenders are opportunistic and commit crimes in places they know well; opportunity arises out of daily routines and activities; and places with crime are often also places without observers or guardians.

### Critical Components:

1. Strategy Framework:
  - a. Problem oriented crime analysis can identify locations with repeated crime patterns. These locations could benefit from using CPTED principles to prevent future crime.
  - b. An environmental evaluation requires police to gather and analyze data and information beyond the scope of law enforcement (e.g., land use and zoning, housing code or health code violations, or traffic volumes and pedestrian activity).
  - c. Stakeholders should engage in analysis and planning. While the problem, circumstances, and location will determine which stakeholders to engage, they can include representatives from schools, cultural facilities, and nonprofit organizations, and residents of the neighborhood.
2. Recommendations:
  - a. Dedicate a CPTED trained team to facilitate Problem Oriented Policing strategies and sustainability.
  - b. Grantee has support and should collaborate with non-law enforcement government and private stakeholders.

### 3. Evaluate & Reassess

- a. Determine the impact of the CPTED initiative.
- b. Identify new avenues for implementation.

#### **Resources to assist in creating a thorough understanding of CPTED:**

[Center for Problem-Oriented Policing](#)

[U.S. Department of Housing and Urban Development - Creating Defensible Spaces](#)

[NIJ - Crime Prevention Through Environmental Design](#)

[CPTED Security - Guidelines](#)

[Robert A. Gardner, CPP - CPTED Overview](#)

[Seattle Police Department – Neighborhood CPTED Guide](#)

#### **Citations:**

Cozens, P., & Love, T. (2015). A review and current status of crime prevention through Environmental Design (CPTED). *Journal of Planning Literature*, 30(4), 393–412.

<https://doi.org/10.1177/0885412215595440>

Mihinjac, M., & Saville, G. (2019). Third-generation crime prevention through environmental design (CPTED). *Social Sciences*, 8(6), 182. <https://doi.org/10.3390/socsci8060182>

Item	CPTED Key Elements
1	Consider how you will ensure CPTED concepts are understood by key personnel in your agency.
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. conducting training or independent study that leads to a better understanding of key elements;</li> <li>b. including a broad array of staff such as law enforcement officials and partners from relevant agencies;</li> <li>c. documenting the type of training/independent training conducted or received;</li> <li>d. documenting who completed training and how they were selected as training participants; and</li> <li>e. applying the training/independent study to CPTED strategy implementation.</li> </ul>	
2	Consider how the CPTED strategy will be coordinated.
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. identifying specific individuals who will be responsible for the coordination of the CPTED strategy;</li> <li>b. defining the roles of these personnel in the planning and implementation of the CPTED strategy; and</li> <li>c. documenting the involvement and support of the Chief Executive Officer.</li> </ul>	
3	Consider how the appropriate partners will be involved in the management of CPTED projects.
<p>Consider how you will involve community stakeholders impacted by current crime problems in the planning and implementation of CPTED projects.</p>	
4	Consider how each CPTED project plan will include the four key design elements of territorial reinforcement, natural surveillance, natural access control, and maintenance.
<p>Describe how you will ensure that each project plan includes the following considerations:</p> <ul style="list-style-type: none"> <li>a. potential attributes that will express ownership of the location;</li> <li>b. ability to observe activities in/around the location directly;</li> <li>c. control of access routes to potential crime targets; and</li> <li>d. routine maintenance and upkeep of physical attributes at the location.</li> </ul>	
5	Conduct systematic, multi-disciplinary assessments of identified hot-spot areas within the jurisdiction to identify CPTED projects.
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. conducting systematic, multi-disciplinary assessments of conditions to diagnose impact;</li> <li>b. conducting assessments that include population characteristics, land use/development patterns, traffic/transportation/transit systems, interviews with residents, on-site observations, and safety audits; and</li> <li>c. using the results of the assessments and analysis to identify specific CPTED projects.</li> </ul>	

6	Implement CPTED projects as planned.
When answering the question, describe how you will implement all aspects of CPTED project plans.	
7	CPTED strategy includes plans and procedures to sustain initial modifications.
Describe how you will: <ul style="list-style-type: none"> <li>a. develop a plan to periodically review specific CPTED work areas to ensure initial modifications are sustainable;</li> <li>b. ensure that the timing of the review of initial modifications is appropriate per the project; and</li> <li>c. review available resources (i.e., personnel, equipment, and financial) to ensure sustainability of initial modifications.</li> </ul>	
8	Include a community education component in the CPTED strategy.
Describe how you will educate community stakeholders (i.e., residents, property owners, community associations, institutions, and businesses) so they can make or recommend legitimate design, security, and policy choices to prevent crime.	
9	Collect and use data on CPTED strategy implementation and outcomes.
Describe how you will consider: <ul style="list-style-type: none"> <li>a. recording data on a regular basis (i.e., assessments, surveys, recommendations, modifications, and impacts);</li> <li>b. analyzing and review data with key partners and personnel;</li> <li>c. using data to make operational decisions;</li> <li>d. monitoring and evaluating data on population characteristics, land use and development patterns, traffic, transportation and transit systems, interviews with residents, on-site observations, and safety audits; and</li> <li>e. implementing and documenting operational changes when needed.</li> </ul>	
10	Incorporate procedural justice into the CPTED strategy.
Consider how you will ensure that the four pillars of procedural justice (voice, neutrality, respect, and trustworthiness) are included in the CPTED strategy.	

## Focused Deterrence

Focused deterrence strategies allow police to increase the transparency by directly engaging with known chronic offenders, often group members or those who traffic in illegal drugs, while communicating clear incentives for compliance and consequences for criminal activity. The strategy also provides strengthened access to social services to assist those wishing to cease engagement in criminal activity.

**Summary:** Focused deterrence strategies are a subgroup of [problem-oriented policing](#) interventions and, as a result, should address the specific group, gun, or drug crime problems that a jurisdiction faces. These strategies allow police to increase the certainty, swiftness, and severity of punishment by directly engaging with known offenders, often group members or those who traffic in illegal drugs and communicating clear incentives for compliance and consequences for that criminal activity. Law enforcement selects a specific crime problem, such as gun violence or drugs; conducts research to identify key offenders or groups of offenders; and engages in direct, strategic communication with these group members through [call-ins and custom notifications](#) where expectations and consequences are communicated to group members. Many of these strategies employ the “pulling levers” framework popularized in Boston with [Operation Ceasefire](#).

The Group Violence Intervention (GVI) model brings together a partnership of law enforcement, community members, and social service providers with common goals, but distinct roles. Together, they guide the intervention based on frontline knowledge and real-time data on violence and the people who face the greatest risk.

**Evidence:** A 2018 systematic review of focused deterrence strategies by [Braga, Weisburd, and Turchan](#) shows that focused deterrence strategies can have a significant impact on crime reduction. Further, the authors concluded that strategies were most effective when used in programs designed to reduce serious violence by groups and criminally active groups.

### Critical Components:

1. Group Identification and Enforcement Intervention
  - a. Law Enforcement should identify a group(s) for GVI enforcement action.
  - b. Agencies must align the full resources of the criminal justice system, including local, state, and federal partners and be able to deliver on all commitments.
  - c. The law enforcement team continually assesses the current legal exposure of group members to pull available legal levers.
2. Communicating the GVI Message
  - a. Group members are told that the community wants the violence to stop, that they are valued, and the community wants them to succeed.
  - b. The National Network for Safe Communities (NNSC) recommends using both traditional call-ins and supplementary communication methods, such as custom notifications to increase the impact of the GVI message.
  - c. Each element of the strategy is equally important. All the pieces work together and reinforce one another.

**Resources to assist in creating a thorough understanding of Focused Deterrence:**

[Center for Evidence-Based Crime Policy, George Mason University NIJ Focused Deterrence Program Profile](#)

[National Network for Safe Communities - Group Violence Intervention](#)

[National Network for Safe Communities - Custom-Notifications](#)

[National Network for Safe Communities - Guides](#)

[The National Network for Safe Communities- Racial Reconciliation - Drugs-race-and-common-ground-reflections-on-the-high-point-intervention](#)

**Citations:**

Braga, A. A., & Weisburd, D. L. (2012). The effects of “Pulling levers” focused deterrence strategies on crime. *Campbell Systematic Reviews*, 8(1), 1–90. <https://doi.org/10.4073/csr.2012.6>

Braga, A. A., Weisburd, D., & Turchan, B. (2018). Focused deterrence strategies and crime control. *Criminology & Public Policy*, 17(1), 205–place 250. <https://doi.org/10.1111/1745-9133.12353>

Item	Focused Deterrence Key Elements
1	The strategy will be supported by a committed governing body that meets regularly
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. establishing a governing body which includes the Mayor (or designee), Police Chief, District Attorney, DOCCS, probation, relevant research partner (where applicable), service provider, and/or community leader/coordinator; and</li> <li>b. ensuring that the governing body meets at least quarterly, and that these meetings are separate from operational meetings that will occur more frequently.</li> </ul>	
2	Assign a specific person to coordinate the focused deterrence strategy.
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. establishing a focused deterrence strategy that is coordinated by a designated person;</li> <li>b. defining the role of this person in the planning, implementation, and assessment of the focused deterrence strategy; and</li> <li>c. ensuring executive level support of the designated person by the jurisdiction's partnership.</li> </ul>	
3	Create a fixed routine in place for the collection and dissemination of intelligence.
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. assigning key personnel to all aspects of intelligence collection;</li> <li>b. establishing a process for intelligence collection that includes, at a minimum, weekly crime reviews and bi-annual group audits; and</li> <li>c. documenting intelligence and share reports with the appropriate personnel.</li> </ul>	
4	Choose appropriate participants for the call-ins.
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. choosing representatives for participation in the call-in from as many active violent groups in the jurisdiction as possible;</li> <li>b. using the most recently available intelligence and analysis in choosing participants; and</li> <li>c. including local community supervision agency representatives in the identification of participants.</li> </ul>	
5	Conduct call-ins in compliance with the model.
<p>Describe how you will consider:</p> <ul style="list-style-type: none"> <li>a. clearly delivering the deterrence, service, and community moral voice messages during the call-ins;</li> <li>b. scheduling call-ins at regular intervals, ideally 3-4 times a year;</li> <li>c. holding call-ins at a place of civic importance, i.e., church, college, community center, etc.; and</li> <li>d. properly managing call-ins, i.e., on-time, appropriate facilitator, proper messaging, appropriate security, food, and beverage provided.</li> </ul>	

6 | Deliver a credible message of support at the call-ins.

Describe how you will consider:

- a. ensuring that all call-in presenters, law enforcement personnel, community members, and service providers clearly indicate that they want to see participants take advantage of services, and that participants will be given timely access;
- b. providing a 24/7 direct phone number to participants to contact the appropriate person for services; and
- c. ensuring that the appropriate contact person will be present at the call-in to offer services.

7 | Provide timely follow-up for call-in offers of support.

Describe how you will consider:

- a. assigning a representative who is specifically designated to conduct follow-ups with service providers and call-in participants regarding offers of support; and
- b. ensuring follow-ups are conducted in a timely manner.

8 | Conduct enforcement actions according to the model.

Describe how you will consider:

- a. ensuring that appropriate groups and group members are identified for enforcement actions through the effective collection and analysis of intelligence;
- b. ensuring that recipients of enforcement actions understand why they are receiving attention;
- c. using all appropriate enforcement tools on those identified for a group enforcement action; and
- d. directing enforcement efforts at all or a substantial portion of the identified group, regardless of if they are directly connected to violent activity or not.

9 | Collect data on call-ins and enforcement actions.

Describe how you will document:

- a. information about participants' attendance at call-ins; and
- b. how many participants accepted offers of support for services at the call-ins, violence levels after each call-in, and qualitative and quantitative data regarding the triggering incident(s), and resulting enforcement actions, custom notifications, and services.

10 | Incorporate procedural justice into the focused deterrence strategy.

Consider how you will ensure that the four pillars of procedural justice (voice, neutrality, respect, and trustworthiness) are included in the Focused Deterrence strategy.

## Street Outreach

**Summary:** Derived from earlier public health models of gun violence, the New York State SNUG Street Outreach program is an evidence-based, violence reduction initiative that treats gun violence like a disease by identifying its causes and interrupting its transmission. DCJS supports 16 NYS SNUG Outreach sites across New York, in areas with the highest rates of gun violence. The program identifies high-risk individuals who engage in gun violence; addresses the issues that prompt those individuals to use a gun; and aims to change community norms and attitudes that accept violence as a part of life.

SNUG employs “credible messengers to detect, interrupt, and intervene in high-risk disputes before violence could occur” (Bates, Salo and Wood, 2019). These street outreach workers live in the communities where they work and are viewed as credible messengers because they have had similar experiences as the youth they aim to help, predominantly young men of color who are 14 to 25 years old who are at high-risk for involvement with guns and violence. Street outreach workers respond to shootings to prevent retaliation, help detect conflicts and work to resolve them peacefully before they lead to additional violence; and respond to hospitals to assist family members of those who have been injured or killed. They engage the community, religious organizations and clergy, and local businesses through rallies and special events, and meet with high-risk youth involved with the program to set goals and connect them with assistance to improve their educational and job opportunities. Services include drug and alcohol treatment; education and college preparations; resume building; job training, readiness, and referrals; anger management courses, and other resources to promote positive life skills.

DCJS provides statewide oversight and management of the SNUG program and maintains a training program for all SNUG staff. The DCJS team that supports the SNUG Street Outreach program is dedicated to strengthening relationships between local police and SNUG program staff to reduce violence in the communities where SNUG programs operate. Each SNUG site has produced a short video intended to educate police officers about the program and introduce them to SNUG staff who work in the zones they patrol.

The SNUG program model has expanded to include a focus on trauma and mental health. DCJS employs a social work director and three social work supervisors who oversee social workers and case managers across the state. Additionally, SNUG employs several hospital-based social workers at level-one trauma centers across the state to provide “specialized victim services and connect victims of violence to their local SNUG programs upon discharge” (Green and Bates, 2022).

**Evidence:** A [study](#) by researchers at the Johns Hopkins Center for Injury Research and Policy (2010) describes how using street outreach workers is an effective strategy to reach and engage youth with the goal of violence prevention and intervention.

**Critical Components:** Law Enforcement is uniquely positioned to enhance the work of SNUG Street Outreach staff and violence reduction initiatives.

1. Community trust is imperative for the success of the Street Outreach strategy. This allows outreach staff to be trusted by participants and not be seen as working for the police.
2. Agencies should work closely with the local SNUG Program Manager to educate officers about the SNUG model, stressing one-way information flow from the police to SNUG.
3. Information and data should be provided monthly to the SNUG Program Manager.
4. Police designees should share information and data regarding the most active violent offenders and maps of past shooting incidents.

**Resources to assist in creating a thorough understanding of Street Outreach:**

[Johns Hopkins Center for Gun Violence Solutions](#)

[Reducing Gun Violence: The Boston Gun Project's Operation Ceasefire](#)

[New York State's SNUG Street Outreach program - YouTube](#)

**Citations:**

Bates, L., Salo, T., Wood, M. (2019). The Evolution of New York's SNUG Street Outreach Program. *Translational Criminology*, Fall 2019, 12-14. <https://cebcp.org/wp-content/uploads/2020/04/TC17-Fall2019.pdf>

Frattaroli, S., Pollack, K. M., Jonsberg, K., Croteau, G., Rivera, J. C., & Mendel, J. S. (2010). Streetworkers, youth violence prevention, and peacemaking in Lowell, Massachusetts: lessons and voices from the community. *Progress in community health partnerships: research, education, and action*, 4(3), 171-179. <https://muse.jhu.edu/pub/1/article/391097/pdf>

Green, M. C., & Bates, L. B. (2022). Statewide Evidence-Based Policing: The example of the New York State Division of Criminal Justices Services. In Piza, E. and Welsh, B. (eds.) *The Globalization of Evidence-Based Policing: Innovations in Bridging the Research-Practice Divide* (pp.273-294). London, UK: Routledge Press.

Johns Hopkins University Bloomberg School of Public Health. (2010, August 23). Street outreach workers an important tool for violence prevention and intervention. *ScienceDaily*. Retrieved December 28, 2022 from [www.sciencedaily.com/releases/2010/08/100820072033.htm](http://www.sciencedaily.com/releases/2010/08/100820072033.htm)

Item	Street Outreach Key Elements
1	How will you continue to ensure street outreach concepts are understood by key personnel in your agency?
<p>When answering the question, describe how you will ensure that all supervisors, investigators, and patrol staff assigned to the street outreach target area are familiar with the goals and practices of the street outreach program operating within the area, as well as the department's policy with regard to the program and expectations for staff's behavior in interacting with the program and its staff.</p>	
2	What are the formal procedures for coordination and communication between the police department and the street outreach program?
<p>When answering the question, describe the:</p> <ul style="list-style-type: none"> <li>a. written police department procedure to notify the street outreach program manager, or his/her designee, of any shooting in the SNUG target area immediately or as safely as the scene dictates and timely notifications of all other relevant incidents.</li> <li>b. specific police department personnel assigned as liaisons to work with the local street outreach program; and</li> <li>c. arrangements for the police department liaison to meet in-person or via Zoom at least monthly with the street outreach program manager.</li> </ul>	
3	How will the police department share information on high-risk individuals with the street outreach program?
<p>When answering the question, describe how you will provide the street outreach program manager with a list of high-risk individuals by the 15<sup>th</sup> of each month. The list should include known or suspected gang/group members, gang/group leaders who promote gun violence, and those most likely to carry guns and be involved in shootings, including retaliatory shootings.</p>	
4	How do you ensure that the police department provides maps of shooting locations to DCJS and the street outreach program?
<p>When answering the question, describe how you:</p> <ul style="list-style-type: none"> <li>a. provide maps to the street outreach Program Manager pinpointing the locations of the prior month's shooting incidents for both the street outreach target area(s) and the entire jurisdiction by the 7<sup>th</sup> of the month; and</li> <li>b. provide an annual map pinpointing the locations of all shooting incidents that occurred between July 1 and June 30 of the preceding year. All maps must designate which shooting incidents were homicides.</li> </ul>	

## Non-Fatal Shootings Program

**Summary:** The non-fatal shooting program provides additional dedicated resources with the goal of improving clearance rates for non-fatal shooting incidents. Case closure rates for non-fatal shootings have historically been much lower than homicides, which can be attributed to a lack of dedicated resources and challenges with victim of crime and witness cooperation.

Non-fatal shootings are near-miss homicides, and statistically, those involved in these cases are more likely to re-offend or continue to be victimized. The ability to close these cases has played a pivotal role in shaping the communities' attitude toward police effectiveness, especially in high-crime areas.

**Requirements:** *This strategy is mandatory for all Tier I jurisdictions and optional for Tier II jurisdictions seeking to participate.*

**Evidence:** In 2016, DCJS funded and oversaw a non-fatal shooting pilot project in the cities of Utica and Newburgh aimed at strengthening the investigation of non-fatal shooting incidents. Results of the project suggest agencies can implement a number of steps to enhance the investigation and prosecution of non-fatal shooting cases, particularly in the absence of a cooperative victim of crime.

Cook et al. (2019) reported that only about 19% of non-fatal shooting assaults are cleared by arrest, less than half the rate of shooting homicides. Low clearance rates allow continued gun violence, contributing to the increased cost in “lives, health, and criminal justice costs”, and a reduction in the quality of life experienced by citizens (McGarrell et al., 2001). Similarly, Braga, et al (2010) suggest that low clearance rates for violent crime can produce an environment of reciprocating violence due to the belief that justice cannot be delivered by the criminal justice system.

**Critical Components:** For agencies investigating non-fatal shootings, the following best practices may have a significant impact on the clearance rates of non-fatal shooting incidents:

- Consistent communication between the police and prosecutors throughout the investigative process, including the active involvement of prosecutors and detectives.
- Collaboration between other internal department units and partner agencies (e.g., probation, parole, and other local law enforcement, social service agencies, etc.)
- Utilizing federal partners for assistance on active investigations and review of cases for possible adoption and prosecution.
- Utilizing the crime analysis to develop top offenders and collaborating during preliminary and follow-up investigations related to non-fatal shooting cases.
- Creation of a unit or dedication of resources solely to investigate non-fatal shooting cases.
- Timely entry of ballistic evidence into NIBIN systems.
- Ensuring detectives have a manageable investigative caseload.
- Performing case reviews with detectives and providing executive oversight by conducting shoot reviews.
- Creation of investigative protocols to include the development of investigative checklists.
- Provide training to patrol, detectives, and DAs in all areas of non-fatal shooting investigations.
- Standardize investigative files and organization of cases.
- Implementing approaches to victims of crime and witnesses that improves their cooperation in cases and overall satisfaction in the criminal justice system.

## Resources to assist in creating a thorough understanding of Non-Fatal Shootings

[Research Brief](#)

[Nonfatal Shooting and Homicide Assessment Summary](#)

### Citations:

- Braga, A., Papachristos, A., & Hureau, D. (2010). The Concentration and stability of gun violence at micro places in Boston, 1980–2008. *Journal of Quantitative Criminology*. 26. 33-53.  
[https://ia801501.us.archive.org/1/items/braga\\_anthony\\_hsi/braga2009.pdf](https://ia801501.us.archive.org/1/items/braga_anthony_hsi/braga2009.pdf)
- Cook, P., Braga, A., Turchan, B., & Barao, L. (2019). Why do gun murders have a higher clearance rate than gunshot assaults? *Criminology & Public Policy*. 18(3), 525-551.
- McGarrell, E. F., Chermak, S., Weiss, A., & Wilson, J. (2001). Reducing firearms violence through directed police patrol. *Criminology & Public Policy*, 1(1), 119–148.
- Tyler, T. R. (2004) Enhancing police legitimacy. *Annals of the American Academy of Political and Social Science* 593: 84–99.
- Wellford, C., Lum, C., Scott, T., Vovak, H., & Scherer, J. (2019). Clearing homicides: Role of organizational, case, and investigative dimensions. *Criminology & Public Policy*. 18. 10.1111/1745-9133.12449.

## Place Network Investigations (PNI)

The Place Network Investigations strategy is a holistic, collaborative approach to citywide crime reduction. It acknowledges the effectiveness of other evidence-based strategies, such as Focused Deterrence, Crime Prevention Through Environmental Design, and Hot-spots Policing, but seeks to tackle the most prevalent obstacle found when instituting any of the strategies as stand-alone initiatives, sustainability. Tamara D. Herold, Ph.D. of the University of Nevada Las Vegas, found that one of the primary causes of resurgent or “sticky” criminal activity in historical hot-spots was that the “place,” or “offender group” targeted in micro hot-spots failed to identify the entire network used to sustain and retain the criminal enterprise in the area. Initially piloted as PIVOT and having now shown efficacy and substantiated crime deterrence in 7 other cities across the country, DCJS will support the potential deployment and training of this strategy as part of the GIVE technical assistance plan.

**Summary:** PNI is grounded in evidence that suggests persistent crime patterns and violent hotspots are visible indicators of underlying crime place networks. Crime place networks consist of specific locations that offender groups use to conduct on-going illegal activities. These locations provide the “infrastructure” necessary to operate illicit markets and often promote violent interactions. Skilled PNI investigators, working in chronically violent micro-locations, identify crime place networks and build cases against individuals who own and operate network locations. Investigative findings are reported to City PNI Board members. Board members include police and other city department leaders who coordinate and strategically deploy existing city resources to dismantle crime place networks and disrupt offender networks operating in these locations. Eradicating deeply entrenched crime place networks produces the sustained crime reductions needed to support community redevelopment and long-term economic growth.

### Critical Components:

- PNI produces long-term and sustainable crime reductions by integrating and expanding existing prevention efforts, including:
  - traditional police responses like directed patrols,
  - place-based approaches like situational interventions implemented at individual high-crime places, and
  - offender-focused interventions like focused deterrence strategies.
- PNI can be used to coordinate and enhance these strategies. The dismantling of entire crime place networks roots out the larger infrastructure offenders retreat to and then reemerge from once directed police patrols are deployed elsewhere.
- A focus on crime place networks, rather than individual crime sites, increases the time and effort involved in reestablishing the entire physical infrastructure needed to operate illicit markets. Crime place network investigations also help to identify key players in offender networks that might otherwise escape police.

**Resources to assist in creating a thorough understanding of Place Network Investigations:**

[Herman Goldstein Award for Excellence in Problem-Oriented Policing 2017](#)

[Police Chief Magazine- Research in Brief](#)

[IACP Place Network Investigations Snapshot](#)

[The Pivot Point Documentary](#)

[National Criminal Justice Association Webinar](#)

**Citations:**

Herold, T. D., Engel, R. S., Corsaro, N., Clouse, S. L. (2020). Place Network Investigations in Las Vegas, Nevada: Program Review and Process Evaluation. 1-35. International Association of Chief of Police (IACP).

[https://digitalscholarship.unlv.edu/cgi/viewcontent.cgi?article=1197&context=cj\\_fac\\_articles](https://digitalscholarship.unlv.edu/cgi/viewcontent.cgi?article=1197&context=cj_fac_articles)

## Trust Building

**Summary:** Since July of 2020, the New York State Division of Criminal Justice Services (DCJS) has convened members of two groups – police practitioners involved in its Principled Policing training series and community members who perform street outreach as part of its SNUG program. Based on the experience acquired in this context, DCJS has developed structured guidance and technical assistance on the trust building process to police departments involved in the Gun Involved Violence Elimination (GIVE) initiative. DCJS began providing ongoing technical assistance to two cities – Utica and Schenectady and will now continue to provide this assistance to all requesting sites in conjunction with the National Network for Safe Communities. To formally measure the impact of the trust building work in these two cities, DCJS contracted with the John F. Finn Institute for Public Safety to conduct an evaluation. This evaluation demonstrated, when appropriately implemented, that Trust Building can generate curative conversation and facilitate community involvement in the formulation of future policy and practice that supports all public safety stakeholders.

### Critical Components:

The goal of this project is to assist communities that seek to enhance relationships and build trust between law enforcement and their community. In order to meet these goals, the following should be considered:

- o Agency Chief Executive Officer supports the Reconciliation/Trust Building initiative.
- o A survey of the community/police department to determine the need/interest in taking part in this initiative should be conducted.
- o Identify any actual/perceived issues impacting the relationship between community and the police department.
- o Identify a community-based group which could assist you with this initiative.
- o Identify a Law Enforcement Facilitator and a Community Facilitator for the initiative.
- o Identify strong candidates for your community team and law enforcement team.
- o Identify a neutral meeting location within the affected community.
- o Ensure the ability to make a long-term commitment to this initiative (minimum of one-year).

### Resources to assist in creating a thorough understanding of Trust Building:

[Reconciliation - National Network for Safe Communities \(NNSC\) \(nnscommunities.org\)](https://nnscommunities.org)

A copy of the evaluation report completed of the DCJS funded Trust Building project in Utica and Schenectady can be requested by emailing us at [lesau@dcjs.ny.gov](mailto:lesau@dcjs.ny.gov).

## Community and Youth Engagement

**Summary:** Studies have shown that law enforcement often has a strained relationship with young people, especially those from urban, low socio-economic backgrounds, who are male and belong to minority groups. These youths might harbor implicit biases against police and act disrespectfully due to perceived injustice and marginalization. Similarly, police officers may harbor unconscious bias against these youths, judging them based on race, age, dress, and appearance.

A notable aspect of this dynamic is the difference in brain development between adolescents and adults. Adolescents' brains, not fully matured until their mid-to-late 20s, operate differently, leading to impulsive decisions, a lack of understanding of negative consequences, susceptibility to influence, and a tendency to challenge authority. These characteristics, normal for their age, can result in situations requiring justice intervention. It's recognized that adolescents should be treated differently within the justice system due to these fundamental differences from adults.

For better interactions with youths, law enforcement officers are encouraged to adopt programming that involves law enforcement participation in youth engagement and community-based initiatives, promoting positive and prosocial skills critical to public safety efforts.

**Requirements:** *This strategy is required for all Tier I and Tier II jurisdictions for GIVE XI.*

**Critical Components:** While there is no "one-size-fits-all" approach, research has shown that alternative programming with high-level success includes a combination of six core components:

- Diversion for youth who commit misdemeanors.
- Incorporation of warn and release programs.
- Use of restorative justice practices.
- Identification of community-based organizations and agencies to oversee diversion.
- Rejection of court-imposed consequences for noncompliance with diversion agreements; and
- The creation of diversion oversight committees.

Understanding that programming will vary depending upon the needs of each of the identified jurisdictions, agencies may partner with existing programming or develop new partnerships focused on this initiative. The following are some examples of supported programs:

- [Youth Police Initiative](#)
- [Police Athletic League](#)
- [G.R.E.A.T. Program](#)

### Resources to assist in creating a thorough understanding of Community and Youth Engagement

[IACP National Policy Summit on Community-Police Relations. \(January 2015\).](#)

[Police-Youth Engagement - International Association of Chiefs of Police. \(2018\).](#)

**Citations:**

Broaddus, Elena T., Kerry E. Scott, Lianne M. Gonsalves, Canada Parrish, Evelyn L. Rhodes, Samuel E. Donovan, and Peter J. Winch. 2013. "Building Connections Between Officers and Baltimore City Youth: Key Components of a Police-Youth Teambuilding Program." *OJJDP Journal of Juvenile Justice* 3(1):48–62.

Charles Puzzanchera, *Juvenile Arrests 2012, Juvenile Offenders and Victims: National Report Series* (Washington, DC: Office of Juvenile Justice and Delinquency Prevention, 2014): 3, <https://www.ojjdp.gov/pubs/248513.pdf>.

## Appendix: Violent Crime Prevention Resources

1. [POP in Violent Crime Places](#)
2. [Assaults in and Around Bars](#)
3. [Drive-By Shootings](#)
4. [Gun Violence Among Serious Young Offenders](#)
5. [Home Invasion Robbery](#)
6. [Retaliatory Violent Disputes](#)
7. [Robbery of Convenience Stores](#)
8. [Street Robbery](#)
9. [Closing Streets and Alleys to Reduce Crime](#)
10. [Focused Deterrence of High-Risk Offenders](#)
11. [Assessing Responses to Problems \(POP/SARA Model\)](#)
12. [Identifying and Defining Policing Problems \(POP/SARA Model\)](#)
13. [Implementing Responses to Problems \(POP/SARA Model\)](#)
14. [Using CPTED in Problem-Solving](#)
15. [Using Offender Interviews to Inform Police Problem-Solving](#)
16. [Problem-Oriented Policing](#)
17. [Review of the Research Evidence: Problem-Oriented Policing](#)
18. [Evidence-Based Policing Video Modules-Cynthia Lum](#)
19. [American Society of Evidence-Based Policing](#)
20. [Sherman, L. \(1998, July\) Evidence Based Policing. Police Foundation](#)
21. [Serious Violence Hot-spots Policing Guide](#)
22. [An Approach to Reducing Intimate Partner Violence-\(NNSC\)](#)
23. [Group Violence Intervention \(NNSC\)](#)
24. [Group Violence Intervention: An Implementation Guide \(NNSC\)](#)
25. [Group Violence Prevention - Training Video - City of Philadelphia \(Access Code GVI2020\)](#)
26. [Rethinking Law Enforcement Responses to Guns and Gun Violence \(NNSC\)](#)

## **DCJS SYMPOSIUM Presentations**

1. [The Four Pillars of Hot-spots Policing](#)
2. [From Mini Notifications to Custom Notifications](#)
3. [Assessing Your Capacity to Implement Evidence-Based Policing](#)
4. [Crime Analysis Basics](#)
5. [Introduction to Evidence-Based Policing](#)
6. [Implementing Evidence-Based Policing](#)
7. [Identifying Problems and Testing Solutions](#)
8. [Problem Oriented Policing 101](#)
9. [Procedural Justice in 21st Century Policing](#)
10. [The Emerging Science of Violence Reduction](#)

## Appendix: Criminal Justice Knowledge Bank

The Division of Criminal Justice Services developed the [Criminal Justice Knowledge Bank](#) to provide additional support and resources to help police, prosecutors and community corrections professionals improve local practices using data-driven and evidence-based approaches. The Knowledge Bank provides a forum for these professionals to share promising and innovative practices; learn from peers and foster collaboration; access national research on evidence-based criminal justice programs and practices; and connect with academic researchers.

### **Key Knowledge Bank Features**

**Program Profile:** Features summaries of programs and initiatives submitted by criminal justice agencies and organizations. Profiles outline the problem, describe the program, explain implementation details and grounding research, highlight outcomes and lessons learned, and provide contact information.

#### **How to feature a program:**

- [Contact](#) DCJS to share information about the program
- DCJS drafts the profile
- Jurisdiction approves the profile prior to posting
- DCJS posts the profile to the Knowledge Bank

**Research Consortium:** Designed to facilitate and support partnerships between law enforcement agencies and local academics to encourage the implementation and use of new data-driven approaches to address crime.

#### **How to request research assistance:**

- Initiate [request](#) for project assistance
- DCJS reviews and sends project proposal and budget template for partners to complete (detail project budget, scope, methodology, analyses, etc.)
- DCJS reviews for approval, then contracting begins
- At project conclusion, DCJS creates Research Brief to post on Knowledge Bank

### **Participate in the Knowledge Bank**

 <https://knowledgebank.criminaljustice.ny.gov/>

✉ [KnowledgeBank@dcjs.ny.gov](mailto:KnowledgeBank@dcjs.ny.gov)

✉ [ResearchConsortium@dcjs.ny.gov](mailto:ResearchConsortium@dcjs.ny.gov)

## Appendix: GIVE Probation Model

**The Probation GIVE Model** is a uniform approach to the investigation and supervision (Interim or Sentenced) of individuals adjudicated or convicted of gun crimes in the GIVE counties in New York State.

While this model focuses on gun convictions, it is recognized that a department's participation in GIVE is not limited to this population and may also include individuals whose underlying offense involved the use and/or possession of a firearm, individuals adjudicated as Youthful Offender status for gun crimes, along with other individuals considered at high risk of committing violent crime. The performance of other functions in support of GIVE remain critical to the success of the initiative.

This case management model is intended to reduce re-arrest/recidivism of greatest risk individuals under probation supervision, as well as their victimization as a result of fatal shootings and violent crime. This model is not intended to divert individuals from prison sentences, but rather to prescribe a consistent, evidence-based strategy for the supervision of gun cases--individuals sentenced/placed on probation supervision. Probation GIVE cases should be identified at the Pre-Sentence/Pre-Plea Investigation phase, and all required programs and services should be included in the recommended Order and Conditions of probation supervision recommended to the sentencing court. Importantly, the search condition should be requested of the Court for all gun cases and individuals classified as greatest risk. Probation Directors should also discuss with the judiciary the importance of prompt judicial response to violations of probation for this population.

The following are required elements of the Probation GIVE Program Model for those individuals adjudicated or convicted of gun crimes and are to be implemented by all Probation Departments receiving GIVE funding from DCJS.

### Pre-Sentence/Pre-Plea Investigation

- The probation department will coordinate with the courts and District Attorney to ensure that Pre-Sentence (or Pre-Plea) Investigations are ordered on all individuals convicted of (or considering plea to) a gun or gun related crime.
- Should the probation department become aware that an individual is being considered for Interim Probation Supervision on a gun crime, the department should request the court to order a pre-plea or pre-sentence investigation prior to the commencement of such period of supervision. Probation Directors should meet with Judges in advance to discuss the Department's management of greatest risk gun cases and inform Judges of the importance of the pre-disposition/pre-plea investigation and report with respect to disposition and community supervision. The imposition of Interim Supervision for individuals convicted of gun crimes—greatest risk individuals--without the benefit an accompanying pre-plea/sentence investigation creates a vulnerability for the probation department and community safety.
- Required elements of Pre-Sentence investigation on gun or violent crime, where applicable, cases shall include, but not be limited to:
  - Where information is available, obtain work-up regarding the defendant from the Crime Analysis Center to inform pre-sentence investigation and recommended order and conditions of probation.
  - Request and include the arresting Police Officer's Statement.

- Verification of all Information/Collateral Contacts.
  - Obtain and verify individual's contact information (test cell numbers and email addresses).
  - Inquire if/what social media platforms the defendant utilizes.
  - Utilize the DIR Repository and Order of Protection Registry at the investigations stage, and any DIR's or OoP's identified through these sources and discuss this information in the report.
  - Conduct the full NYCOMPAS or COMPAS-R risk/needs assessment to identify criminogenic risk and needs and inform recommendations, classification, and case planning.
  - The report shall discuss the defendant's history of violence, including use or possession of firearms or other weapons.
  - The report shall identify any prior convictions, or current or past Orders of Protection which would prohibit the individual from possessing any firearm and/or ammunition and carefully note past Domestic Incident Reports.
  - The report shall discuss any past periods of probation/parole supervision, including non-compliance/revocations where applicable.
- All required GIVE Probation programs and services, including GPS and curfew shall be reflected in the recommended Order and Conditions of probation provided to the sentencing court. Probation Departments should flag or highlight gun case investigations and Orders and Conditions of Probation submitted to the Court.

#### Probation Supervision

- Classify as Greatest Risk cases pursuant to Title 9 NYCRR Part 351, "Probation Supervision" for a minimum of one year. Thereafter, the individual under supervision may be stepped down to "High Risk", only where found to be in full compliance with order and conditions of probation, including participation in services and other program requirements, and remaining arrest free. Such reclassification will occur pursuant to review by and approval of the Probation Director, or their designee. Individuals adjudicated or convicted of a gun crime should never be reduced to low-risk classification.
- Imposition of GPS monitoring and curfew promptly following sentence, or release from incarceration in the case of a split sentence, for a stabilization period extending a minimum of six months.
- Ensure prompt and persistent engagement by the probation department with the individual under supervision, family members, other collateral contacts, and community stake holders where appropriate. Engagement efforts with the individual shall include, but not be limited to:
  - Work with courts to implement a process where individuals are directed to report to probation immediately following sentence and where possible, the same day.
  - Where necessary, flag gun cases for immediate outreach to commence supervision.
  - Promptly contact the individual by phone or electronic methods – do not delay process by sending letters in the mail and schedule an office visit as soon as possible and no longer than 72 hours.
  - If the individual is serving a split sentence, visit/tele-conference in correction facility promptly upon case being assigned.
  - Individuals sentenced to probation, despite recommendations for incarceration, should be considered a top priority.
  - Home Visits: The probation department shall schedule and conduct a positive home

contact *as soon as possible* following sentencing to prompt client engagement and no later than one week of sentence/placement on supervision.

- Prompt engagement in services to address any stabilization and behavioral health needs  
Schedule appointment with individual and follow-up to ensure participation in services that may include:
  - Alcohol/Substance Abuse
  - Mental Health
  - Housing
  - Abusive Partner Intervention
  - Sex Offender Treatment
  - Other
- Prompt engagement in a Cognitive Behavioral Intervention—Schedule with the individual and service provider.
- Prompt engagement in Employment Readiness/vocation programs --Schedule with the service provider.
- Utilization of focused deterrence, such as “call-ins” and custom notifications. The initial focused deterrent shall occur within the first 30 days following sentence, or release from incarceration in the case of a split sentence. Where “call-ins” are operating within the jurisdiction, the probation department shall utilize these forums for individuals identified as GIVE; where no “call-in” program exists, the Probation Department will commence the “call-in”, or implement focused deterrence through regular custom notifications with law enforcement.
- Prompt referral to SNUG, or similar street outreach/violence reduction program, where available.
- Incorporation of [Procedural Justice](#) concepts, including a discussion as to how probation can assist the individual and provide quality services. The process involving these concepts can also help ensure that the individual on supervision is actively involved throughout the case planning process. The probation department shall collaborate with police, Crime Analysis Centers, the department’s Field Intelligence Officer (FIO), and other law enforcement partners as appropriate.
- The Order of Protection Registry and Domestic Incident Report Repository shall be searched at the onset of supervision and periodically during supervision.
- A clear plan for the management of the greatest risk individual including appropriate and swift imposition of graduated responses, as well as for successful completion of probation supervision and transition.
  - Compliance: Incentives may include, but not be limited to, verbal praise, issuance of travel permits, relaxation of set curfew, etc.
  - Non-Compliance: Responses may include, but not be limited to, reclassification to a higher supervision level, administrative hearings, court notification, judicial reprimand, Violation of Probation petition, etc.

## Appendix: Anti-Violence Coordinator (Sample Job Description)

### Typical Work Activities:

- Oversee the implementation of prevention-based strategies to combat gun violence.
- Oversee the implementation and coordination of a city-wide multi-disciplinary team focused on prevention of gun violence.
- Facilitate the monthly GIVE meetings and address any barriers preventing the strategy from achieving its desired outcome(s).
- Seek solutions to the barriers from the GIVE partners and work with the Field Advisor to implement the solutions.
- Act as a liaison with Gun Involved Violence Elimination Initiative partners.
- Act as a liaison with Victims of Crime and Sexual Assault services in the community.
- Establish protocols for intake, referrals, and case management.
- Coordinate related efforts between the Police Department and community-based agencies.
- Coordinate related efforts between the Police Department and social service agencies; Provide case management.
- Coordinate services for at-risk youth and adults.
- Ensure that the monthly meeting minutes and Tracker Reports (Qtrly.) are delivered in a timely and accurate manner.
- Perform related work as required.

### Knowledge, Skills, Abilities and Personal Characteristics:

- Thorough knowledge of social service concepts related to gun violence.
- Thorough knowledge of evidence-based strategies to combat gun violence.
- Good knowledge of personal computers and office equipment.
- Ability to develop and maintain effective professional relationships with service providers.
- Ability to work effectively with government agencies.

### **Recommended Qualifications:**

Ideal candidate should have a minimum of ten years of law enforcement or human services experience, including five years as a supervisor AND two years of executive management experience; OR graduation from a regionally accredited or New York State registered college or university with a master's degree (or higher) in Social Work, Criminal Justice, or a closely related field; and seven (7) years of experience in law enforcement or human services. In addition, the candidate should have 5 years' experience working with evidence-based community violence reduction strategies including prior affiliation with research institutions specializing in criminal justice work AND at least 2 years of experience managing grants. The candidate must also have demonstrated experience in successfully partnering with local, state, and federal law enforcement agencies, as well as with other criminal justice and social services agencies (e.g., probation, parole, corrections, community support services).

- Salary level (min/max)
  - o \$85,000 - \$100,000

Appendix: Checklists

<b>Appendix: Tier I and Tier II Requirement Checklist</b>		
<b>Requirements</b>	<b>Tier I Sites</b>	<b>Tier II Sites</b>
<b>Proposal Submission Requirements</b>		
Apply Principles of POP in narrative responses	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Complete a Jurisdiction Assessment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Complete a Jurisdiction Analysis-Jurisdiction wide, Place-Based, and People-Based	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Align proposal plan with community programs and resources	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Identify Evidence-Based Strategies that will be utilized	At least 2	At least 1
Incorporate GIVE Core Elements into the proposal response	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Inclusion of Key Element Tools in the proposal response	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Attend GIVE Tier II Orientation		<input checked="" type="checkbox"/>
Submit a Budget Worksheet and Justification Narrative	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Submit complete responses to program proposal questions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Submission of 2023-2024 Memorandum of Understandings/Agreements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Submission of maps depicting the location of shooting incidents (bullet to body) for 2022 and YTD 2023.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Submission of density maps depicting hot-spots for bullet-to-body shootings for 2021-2023.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Submission of street segments (micro hot-spots) that account for a disproportionate amount of shootings.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
At the time of the proposal submission monthly gun data is not outstanding for primary and secondary, where applicable.	<input checked="" type="checkbox"/>	
At the time of the proposal submission monthly gun data is not outstanding for primary and secondary, where applicable.	<input checked="" type="checkbox"/>	
<b>Program Requirements</b>		
Hold monthly meetings	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Monthly submission of crime data	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Monthly submission of gun data	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Weekly submission of shooting data	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Participate in Information Sharing Network	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Submission of crime gun seizures: GGUN, Lab, and Crime Analysis Support, where applicable.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Participate in the Domestic Violence Report Database	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Timely submissions of DNA Collection	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Complete and timely sexual offender address verifications and photo submissions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Data sharing with SNUG Street Outreach Programs, where applicable	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Submission of the GIVE tracker, where applicable	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Quarterly submission of SATs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

<b>Appendix: Tier I and Tier II Budget Checklist</b> (Jurisdictions are encouraged to use the below budget checklist to ensure that all information has been submitted to support the budget request.)	<b>Completed</b>
Does the budget request(s) comply with the funding restrictions set forth in this Comprehensive GIVE Plan Proposal Guidance document?	
Did each agency within the eligible jurisdiction complete the individual agency budget section on the combined county budget worksheet for the 12-month budget cycle?	
Are budget lines directly related to program institutionalization and sufficiently justified?	
Is there a clear relationship between the budgeted items and resource requirements identified in the submitted Comprehensive GIVE Plan?	
Are the roles of budgeted personnel well defined and essential to the strategy to reduce shootings, homicides, and violent crime by firearms?	
Is the time allotment specified for proposed personnel commensurate with the amount of funding requested for that position?	
Are non-personnel service items essential and directly related to the Strategy?	
Are budgeted amounts reasonable and calculated based on adequate supporting detail (e.g., number of hours worked, hourly rates, percent-of-effort (FTEs), fringe rates, unit costs, etc.)?	
Is there sufficient detail about requests for overtime to conduct operations?	
Submission of one comprehensive budget worksheet per county.	
Submission of narrative budget response for each jurisdiction requesting funding.	
Requests for personnel are detailed in the "Personnel" section of the budget spreadsheet.	
Inclusion of travel and training expenses are included in the budget spreadsheet and narrative.	

Appendix: Data Documents

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**Shooting Related Violence  
GIVE Tier I Jurisdictions  
Ranked by Shooting Incidents Involving Injury  
January 2021 – December 2023**

Jurisdiction	Shooting Incidents Involving Injury	Individuals Killed by Gun Violence	Total Homicides (Any Weapon Type)	Violent Crimes Involving a Firearm
Rochester City PD	900	161	199	2,482
Buffalo City PD	643	137	172	2,421
Syracuse City PD	375	53	65	876
Albany City PD	201	41	45	704
Suffolk County PD	193	46	79	877
Mount Vernon City PD	58	6	12	230
Yonkers City PD	56	9	17	329
<b>Westchester County Total</b>	<b>114</b>	<b>15</b>	<b>29</b>	<b>559</b>
Niagara Falls City PD	113	25	22	366
Nassau County PD	59	15	27	557
Hempstead Vg PD	52	7	9	170
<b>Nassau County Total</b>	<b>111</b>	<b>22</b>	<b>36</b>	<b>727</b>
Utica City PD	91	13	18	287
Troy City PD	71	8	10	306
Poughkeepsie City PD	65	6	9	154
Newburgh City PD	61	5	9	226
Schenectady City PD	56	7	16	360

Source: DCJS, GIVE Shooting Activity Report Form (as of 1/10/2024)

Source: DCJS, Uniform Crime Reporting File (as of 2/5/2024)

## Shooting Incidents Involving Injury

### GIVE Tier I Jurisdictions

As of 1/10/2024

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Rochester City PD	168	191	156	156	137	157	267	350	303	247
Buffalo City PD	205	204	262	200	206	153	300	301	201	141
Syracuse City PD	94	113	128	113	109	86	148	135	147	93
Albany City PD	34	31	27	39	45	48	101	67	78	56
Suffolk County PD	65	74	72	61	41	54	74	80	69	44
Mount Vernon City PD	16	22	25	24	13	8	22	22	20	16
Yonkers City PD	27	34	35	28	15	15	26	21	16	19
<b>Westchester County Total</b>	<b>43</b>	<b>56</b>	<b>60</b>	<b>52</b>	<b>28</b>	<b>23</b>	<b>48</b>	<b>43</b>	<b>36</b>	<b>35</b>
Utica City PD	24	22	21	23	27	25	42	32	30	29
Hempstead Vg PD	27	16	32	19	23	14	31	28	8	16
Nassau County PD	33	28	32	20	18	19	28	28	19	12
<b>Nassau County Total</b>	<b>60</b>	<b>44</b>	<b>64</b>	<b>39</b>	<b>41</b>	<b>33</b>	<b>59</b>	<b>56</b>	<b>27</b>	<b>28</b>
Niagara Falls City PD	29	15	19	22	19	28	41	46	40	27
Troy City PD	11	13	7	10	10	13	25	21	26	24
Poughkeepsie City PD	13	15	17	8	11	9	15	25	22	18
Schenectady City PD	15	24	18	12	14	14	26	19	19	18
Newburgh City PD	42	43	38	14	6	17	19	25	23	13

(Source: DCJS, GIVE Shooting Activity Report Form (as of 1/10/2024))

**Reported Violent Crime and Violent Crime by Firearm  
GIVE Tier II Agencies  
January 2021 – December 2023**

	2021		2022		2023	
	VC	VCBF	VC	VCBF	VC	VCBF
Amherst Town PD	193	33	195	53	195	28
Auburn City PD	81	9	66	4	90	4
Binghamton City PD	360	49	338	50	313	39
Cheektowaga Town PD	213	62	214	58	209	51
Elmira City PD	66	16	88	12	82	17
Greece Town PD	139	27	143	35	137	21
Ithaca City PD	114	24	101	14	50	11
Jamestown City PD	237	41	239	39	237	21
Kingston City PD	74	19	62	10	57	11
Lackawanna City PD	96	15	79	22	72	13
Middletown City PD	88	21	113	14	147	13
Spring Valley Vg PD	110	13	119	8	124	8
Watertown City PD	119	11	178	12	131	9

Source: DCJS, Uniform Crime Reporting File (as of 2/5/2024)



## **FIREARM-RELATED CRIME ACTIVITY**

**Issue Date: January 8, 2023**

The GIVE initiative targets 28 jurisdictions within 21 counties upstate and on Long Island. Participating agencies are categorized into two tiers, with Tier I agencies focused on reducing the number of victims of firearm shooting incidents and Tier II agencies focused on reducing firearm-related violent crimes. The following agencies are shown separately and summarized under GIVE Tier I: Albany, Buffalo, Hempstead, Mount Vernon, Nassau County, Newburgh, Niagara Falls, Poughkeepsie, Rochester, Schenectady, Suffolk County, Syracuse, Troy, Utica, and Yonkers. Shootings in the following jurisdictions appear in the Tier II summary pages: Amherst, Auburn, Binghamton, Cheektowaga, Elmira, Greece, Ithaca, Jamestown, Kingston, Lackawanna, Middletown, Spring Valley, and Watertown.

**THIS REPORT DETAILS END OF YEAR 2023 FIREARM ACTIVITY DATA.**

**ALL GIVE JURISDICTIONS (TIER I AND II) REPORTED 816 SHOOTING INCIDENTS INVOLVING INJURY THROUGH DECEMBER 2023, DOWN (-24%) WHEN COMPARED TO 2022 (1,073).**

**SHOOTING VICTIMS (PERSONS HIT) DECREASED 23 PERCENT (963) THROUGH DECEMBER 2023, WHEN COMPARED TO 2022 (1,257).**

**THERE WERE 9 SHOOTING HOMICIDES IN DECEMBER 2023, COMPARED TO THE SAME NUMBER IN DECEMBER 2022.** Rochester (3), Syracuse (2), Albany (1), Buffalo (1), Schenectady (1), and Suffolk County (1) accounted for the 9 homicides.

**WHEN COMPARED TO 2022, THE NUMBER OF SHOOTING HOMICIDES IN 2023 DECREASED (-32%), WITH 141 REPORTED.** Rochester (43), Buffalo (24), Albany (14), Syracuse (12), Suffolk County (11) Niagara Falls (7), and Utica (5) accounted for 82 percent (116) of the 141 homicides.

## DATA DEFINITIONS

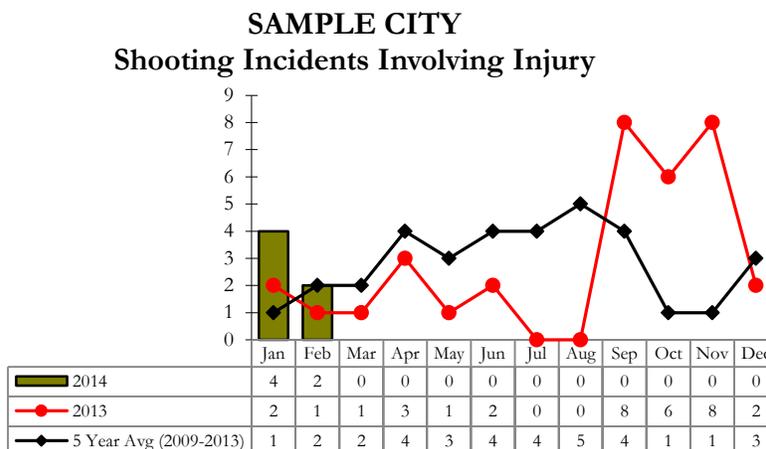
### Firearm Activity Data

**Shooting Incidents Involving Injury or Death** – Number of shooting incidents where one or more persons were injured or killed by a bullet wound. These data do not include shooting incidents determined to be non-criminal (i.e. Accidental discharge or justifiable homicide)

**Shooting Victims (Persons Hit)** – Total number of shooting incident victims with a bullet wound, including those individuals killed.

**Individuals Killed by Gun Violence** – Number of murders resulting from firearm-related injuries.

**How to Interpret the Data:** The jurisdiction specific data pages can be used as a guide to monitor firearm-related crime trends in the GIVE jurisdictions. The graphs and data tables present 12 months of data for the previous year (2013), the 5 Year Average (2008-2013) for the months indicated, and monthly data for the current year-to-date (2014). The 2014 data is auto-populated, and months outside the reporting period will display zeros which should be interpreted as N/A.



**Interpretation:** In the above example, the 2014 year-to-date reporting period for Sample City is January-February. Since the reporting period for 2014 is limited to January-February, the 2014 months of March-December are populated with zeros. These zero values indicate N/A values as these future months are not covered in the current year-to-date period. In January 2014, the number of shootings (4) is not only higher than last January (2), but is higher than the five year average for January.

## Gun Involved Violence Elimination (GIVE)

January - December 2022 vs. 2023

	2022 YTD	2023 YTD	% Change 22 vs. 23
<b>Shooting Incidents Involving Injury</b>	<b>1,073</b>	<b>816</b>	<b>-24%</b>
Shooting Victims (Persons Hit)	1,257	963	-23%
Individuals Killed by Gun Violence	208	141	-32%

January - December 2022 vs. 2023

GIVE Jurisdiction	Shooting Incidents			Shooting Victims			Individuals Killed by Firearm		
	2022 YTD	2023 YTD	Change From 2022	2022 YTD	2023 YTD	Change From 2022	2022 YTD	2023 YTD	Change From 2022
Rochester City PD	303	247	-56	352	289	-63	63	43	-20
Buffalo City PD	201	141	-60	253	167	-86	54	24	-30
Syracuse City PD	147	93	-54	167	114	-53	16	12	-4
Albany City PD	78	56	-22	95	70	-25	11	14	+3
Suffolk County PD	69	44	-25	74	47	-27	17	11	-6
Utica City PD	30	29	-1	32	32	0	3	5	+2
Niagara Falls City PD	40	27	-13	44	32	-12	8	7	-1
Troy City PD	26	24	-2	31	29	-2	4	2	-2
Yonkers City PD	16	19	+3	20	20	0	2	2	0
Poughkeepsie City PD	22	18	-4	27	19	-8	4	1	-3
Schenectady City PD	19	18	-1	20	18	-2	3	3	0
Hempstead City PD	8	16	+8	11	22	+11	3	1	-2
Mount Vernon City PD	20	16	-4	24	19	-5	2	2	0
Newburgh City PD	23	13	-10	30	15	-15	3	1	-2
Nassau County PD	19	12	-7	21	22	+1	4	4	0
<b>GIVE Tier I Total</b>	<b>1,021</b>	<b>773</b>	<b>-248</b>	<b>1,201</b>	<b>915</b>	<b>-286</b>	<b>197</b>	<b>132</b>	<b>-65</b>
<b>GIVE Tier II Total*</b>	<b>52</b>	<b>43</b>	<b>-9</b>	<b>56</b>	<b>48</b>	<b>-8</b>	<b>11</b>	<b>9</b>	<b>-2</b>
<b>GIVE Total</b>	<b>1,073</b>	<b>816</b>	<b>-257</b>	<b>1,257</b>	<b>963</b>	<b>-294</b>	<b>208</b>	<b>141</b>	<b>-67</b>

\* GIVE Tier II Total include the following agencies: Amherst, Auburn, Binghamton, Cheektowaga, Elmira, Greece, Ithaca, Jamestown, Kingston, Lackawanna, Middletown, Spring Valley, and Watertown.

**Current year data is preliminary and subject to change.**

Sources: GIVE Weekly Shooting Activity Report Forms (July 2023 - present)  
GIVE Monthly Shooting Activity Report Forms (through June 2023)

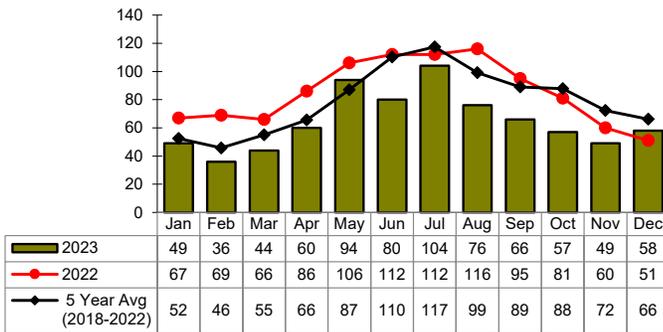
# Gun Involved Violence Elimination (GIVE) Tier I Total

January - December 2022 vs. 2023

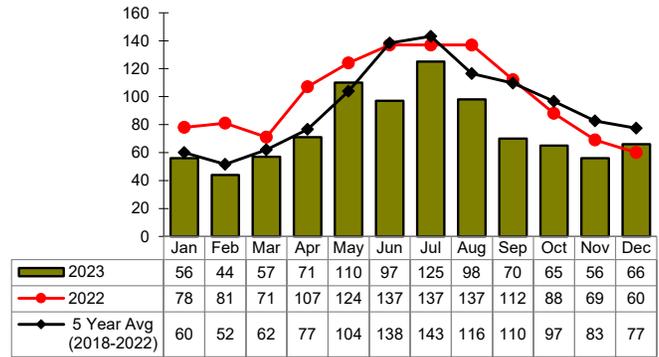
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	948	1,021	773	-24%	-18%
Shooting Victims (Persons Hit)	1,118	1,201	915	-24%	-18%
Individuals Killed By Gun Violence	169	197	132	-33%	-22%

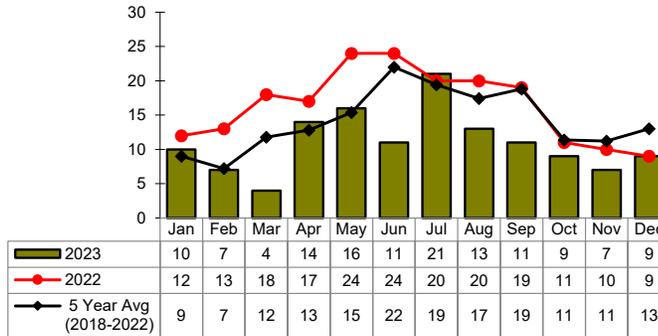
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

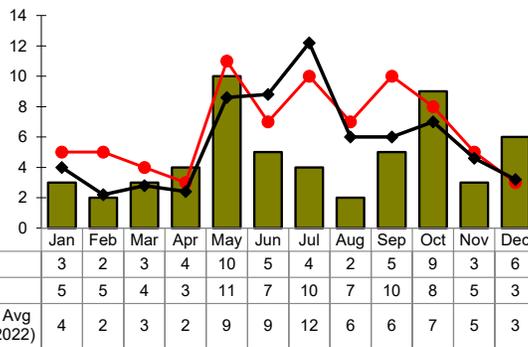
# Albany City PD

## January - December 2022 vs. 2023

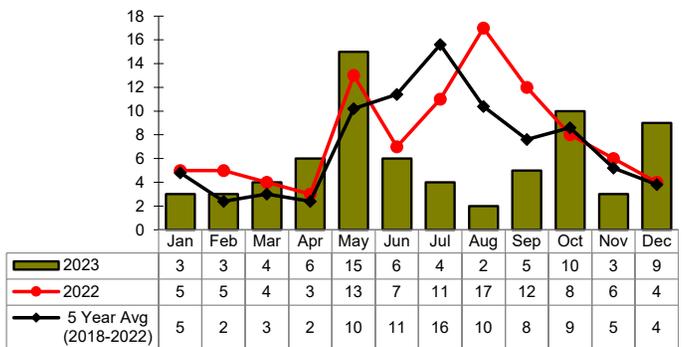
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	68	78	56	-28%	-18%
Shooting Victims (Persons Hit)	85	95	70	-26%	-18%
Individuals Killed By Gun Violence	10	11	14	27%	40%

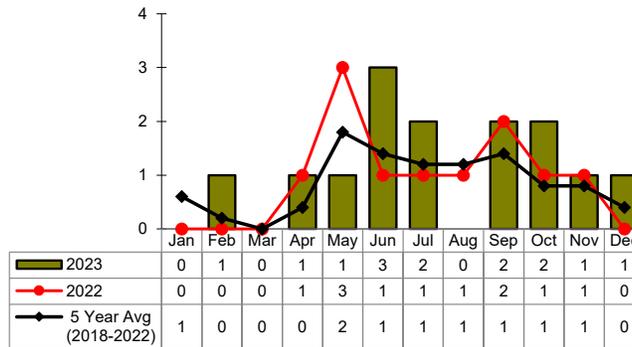
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

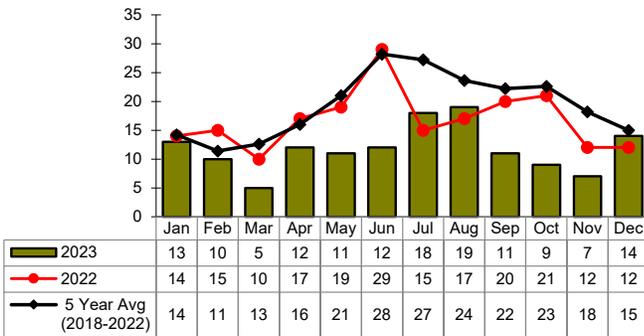
# Buffalo City PD

## January - December 2022 vs. 2023

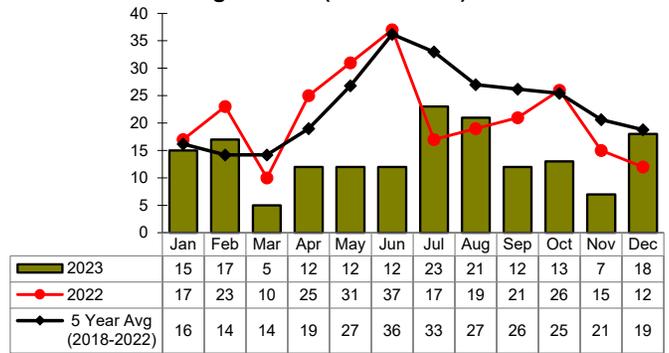
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	232	201	141	-30%	-39%
Shooting Victims (Persons Hit)	278	253	167	-34%	-40%
Individuals Killed By Gun Violence	48	54	24	-56%	-50%

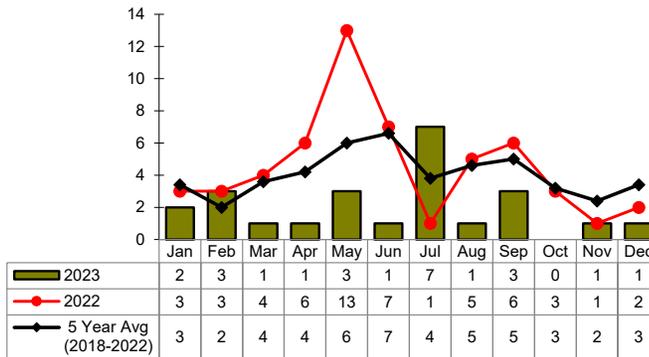
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

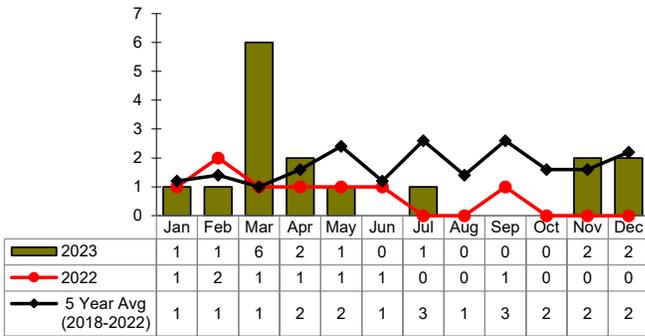
# Hempstead Village PD

## January - December 2022 vs. 2023

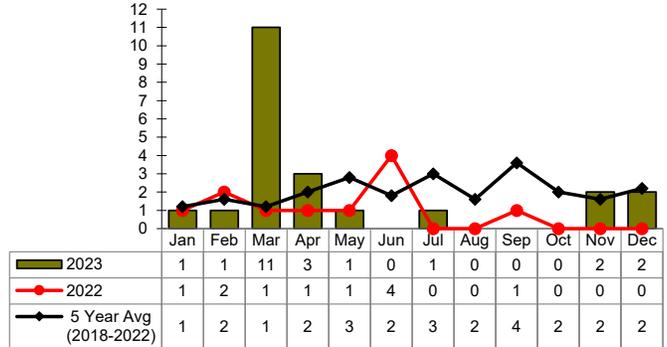
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	21	8	16		-24%
Shooting Victims (Persons Hit)	25	11	22	100%	-12%
Individuals Killed By Gun Violence	3	3	1		

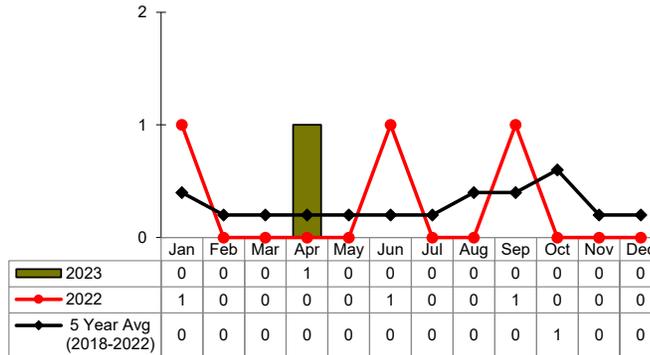
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

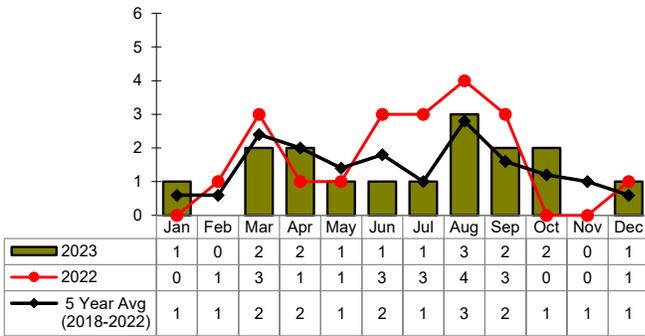
# Mount Vernon City PD

## January - December 2022 vs. 2023

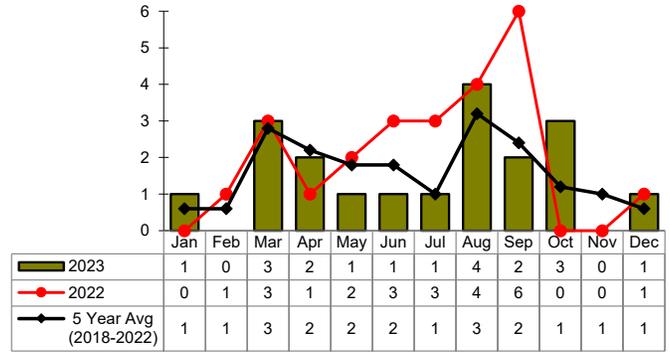
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	17	20	16	-20%	-6%
Shooting Victims (Persons Hit)	19	24	19	-21%	0%
Individuals Killed By Gun Violence	4	2	2		

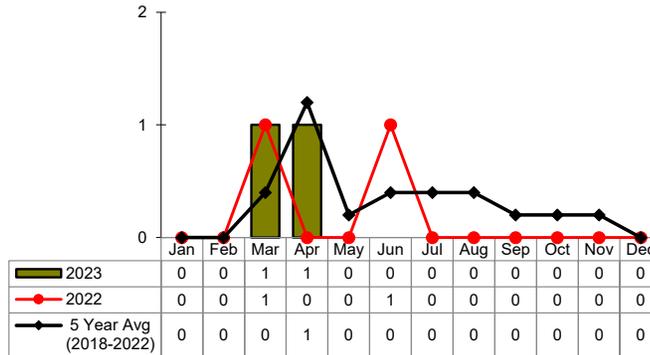
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

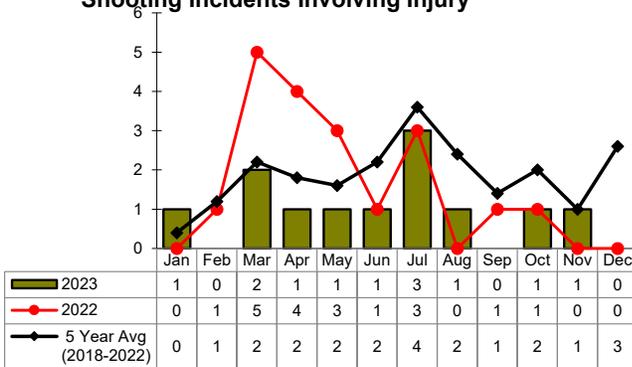
# Nassau County PD

## January - December 2022 vs. 2023

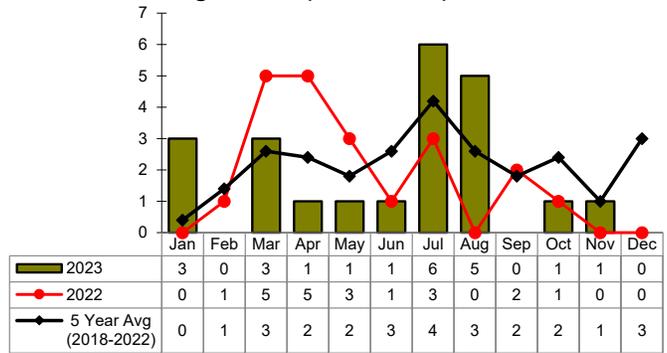
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	22	19	12	-37%	-45%
Shooting Victims (Persons Hit)	26	21	22	5%	-15%
Individuals Killed By Gun Violence	5	4	4		

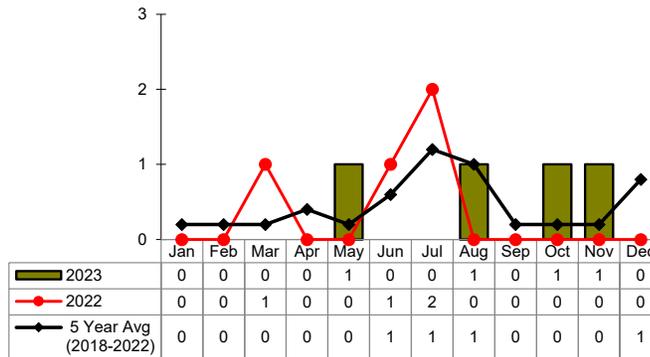
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

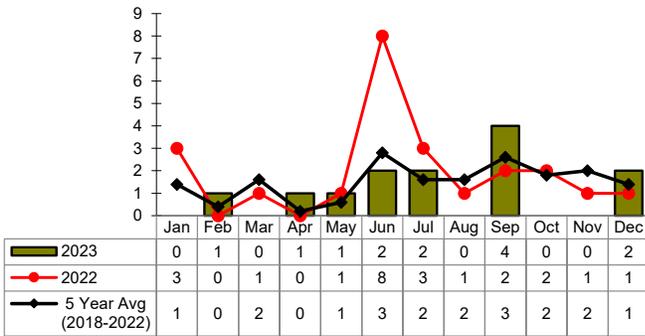
# Newburgh City PD

## January - December 2022 vs. 2023

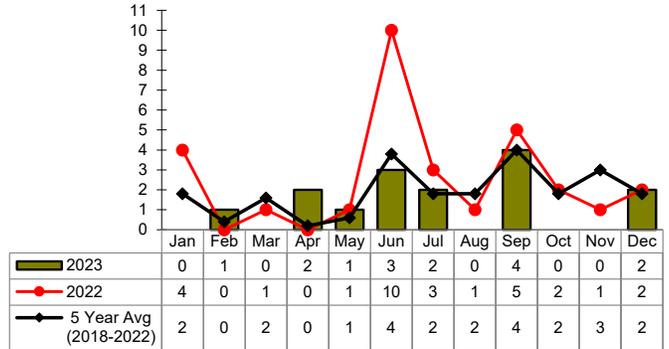
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	18	23	13	-43%	-28%
Shooting Victims (Persons Hit)	23	30	15	-50%	-35%
Individuals Killed By Gun Violence	2	3	1		

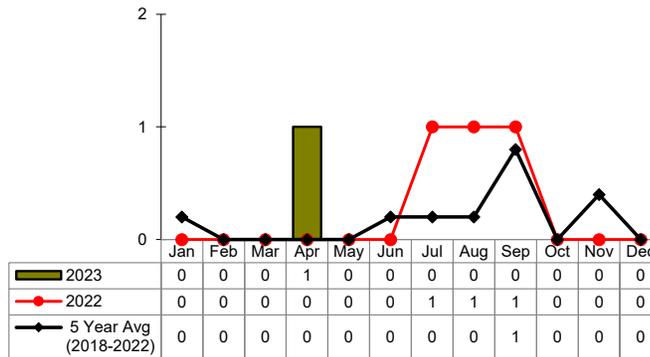
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

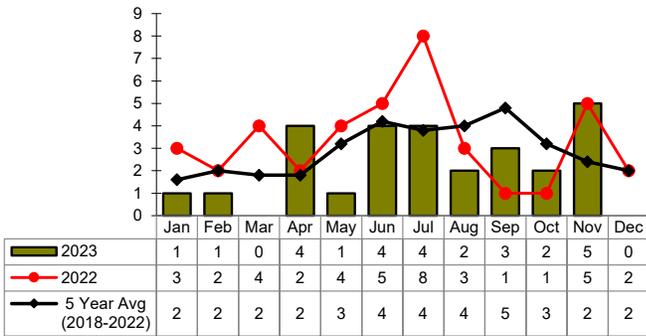
# Niagara Falls City PD

## January - December 2022 vs. 2023

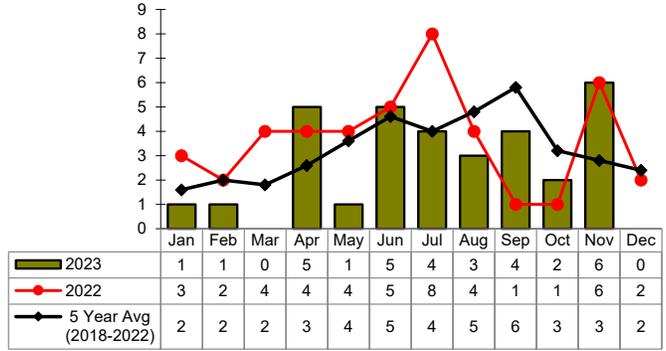
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	35	40	27	-33%	-23%
Shooting Victims (Persons Hit)	39	44	32	-27%	-18%
Individuals Killed By Gun Violence	6	8	7		

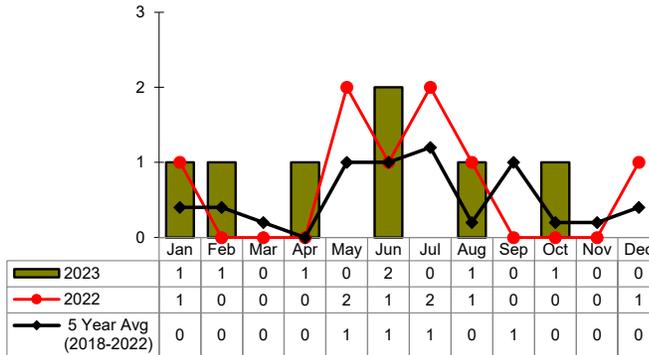
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

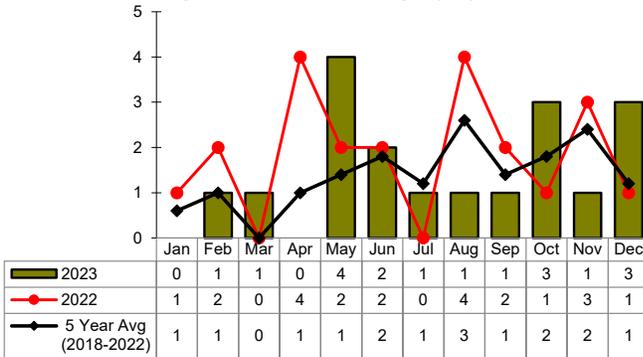
# Poughkeepsie City PD

## January - December 2022 vs. 2023

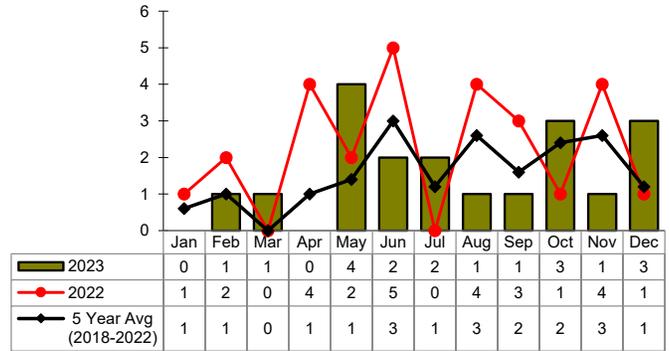
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	16	22	18	-18%	13%
Shooting Victims (Persons Hit)	19	27	19	-30%	0%
Individuals Killed By Gun Violence	3	4	1		

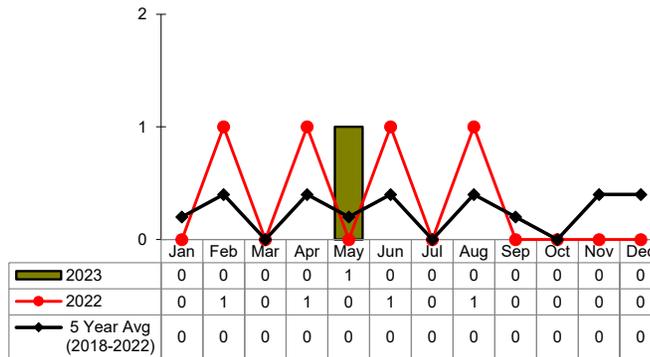
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

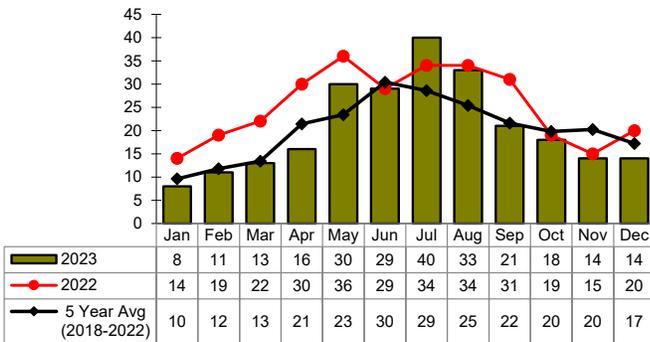
# Rochester City PD

## January - December 2022 vs. 2023

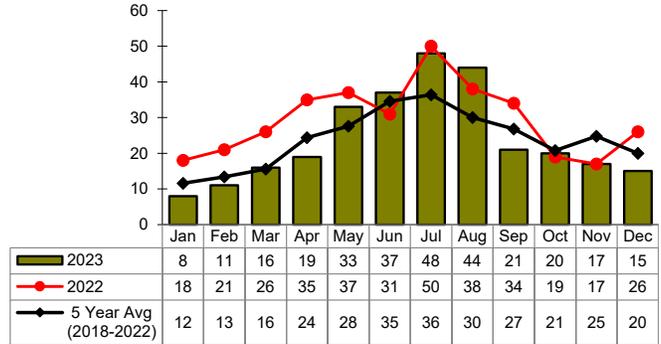
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	243	303	247	-18%	2%
Shooting Victims (Persons Hit)	286	352	289	-18%	1%
Individuals Killed By Gun Violence	41	63	43	-32%	5%

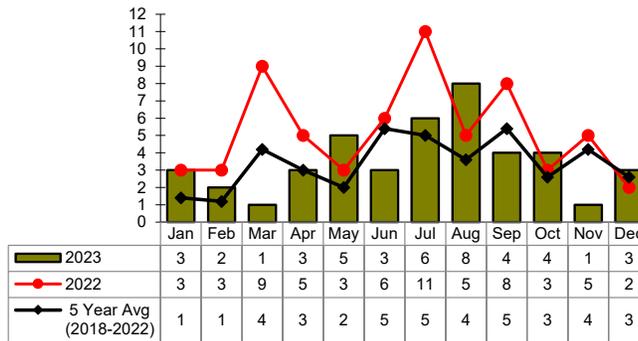
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

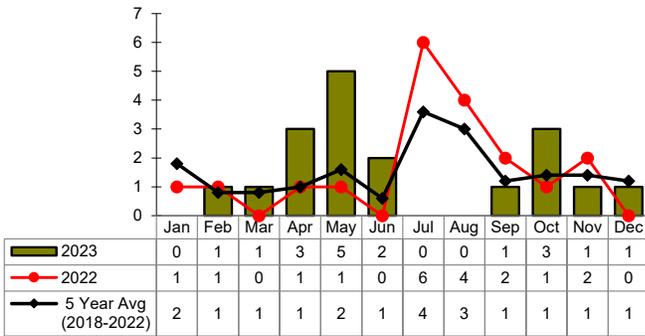
# Schenectady City PD

## January - December 2022 vs. 2023

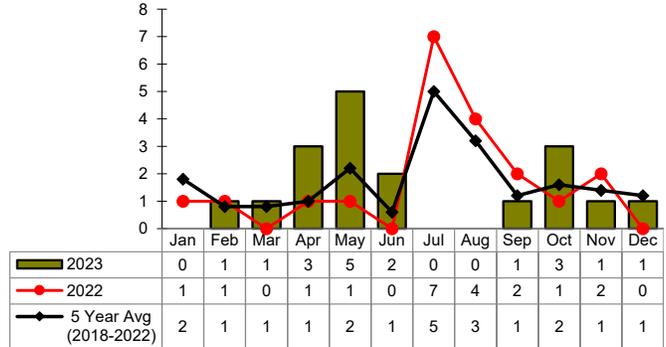
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	18	19	18	-5%	0%
Shooting Victims (Persons Hit)	21	20	18	-10%	-14%
Individuals Killed By Gun Violence	2	3	3		

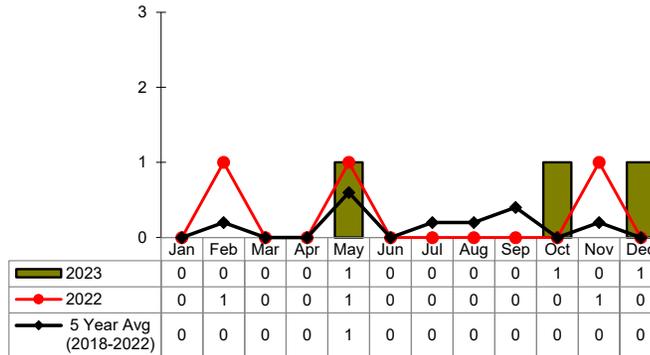
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

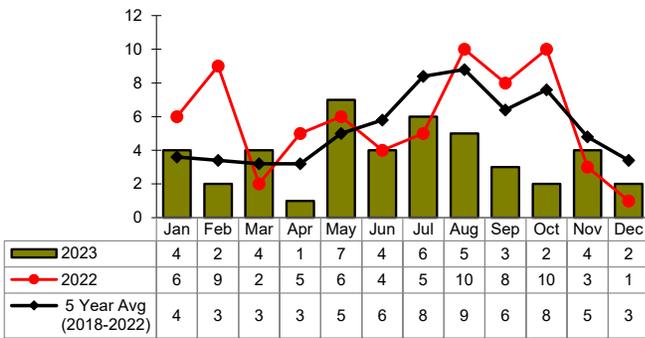
# Suffolk County PD

## January - December 2022 vs. 2023

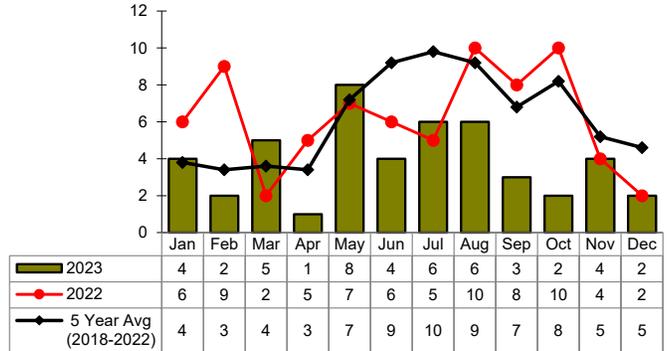
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	64	69	44	-36%	-31%
Shooting Victims (Persons Hit)	74	74	47	-36%	-36%
Individuals Killed By Gun Violence	16	17	11	-35%	-31%

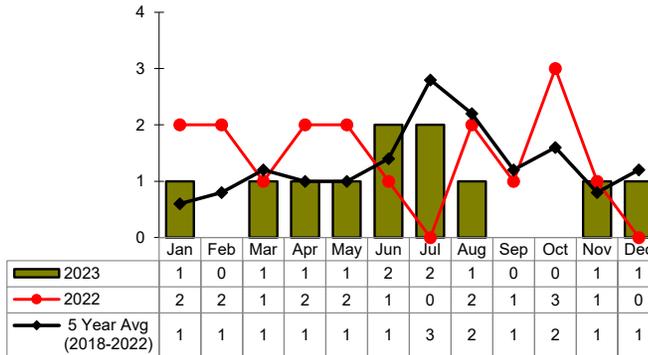
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

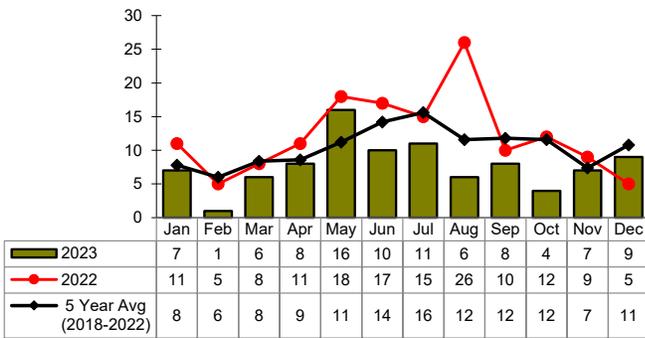
# Syracuse City PD

## January - December 2022 vs. 2023

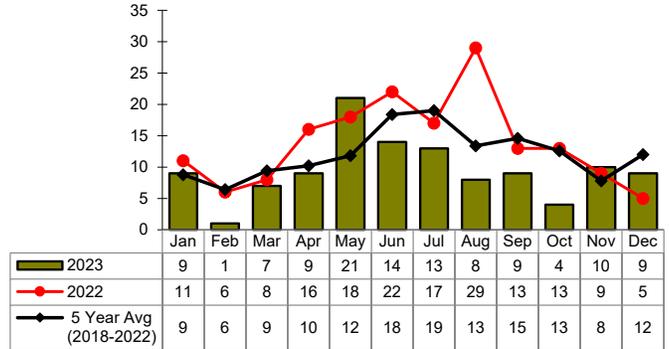
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	125	147	93	-37%	-26%
Shooting Victims (Persons Hit)	144	167	114	-32%	-21%
Individuals Killed By Gun Violence	19	16	12	-25%	-37%

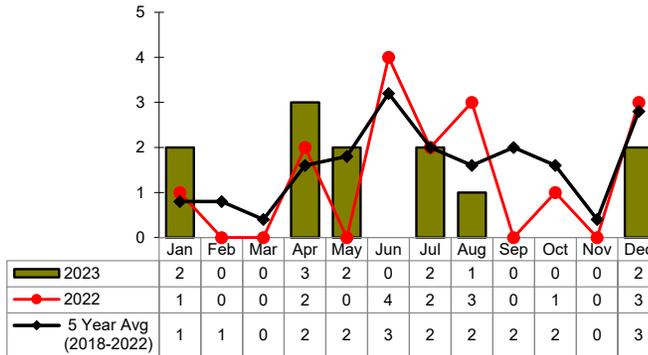
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

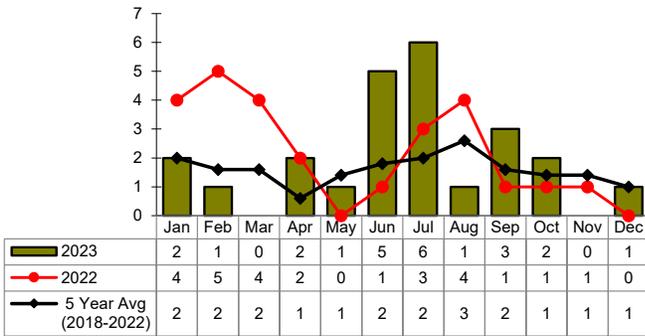
# Troy City PD

## January - December 2022 vs. 2023

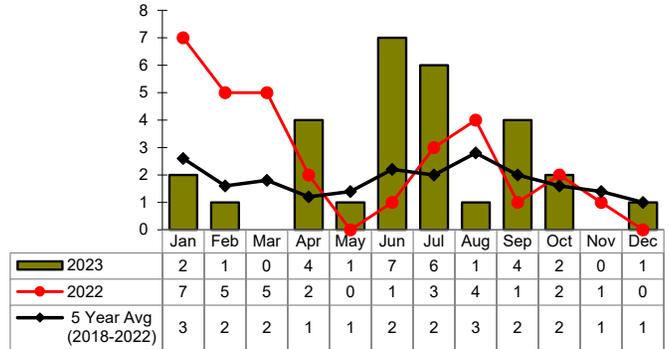
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	19	26	24	-8%	26%
Shooting Victims (Persons Hit)	22	31	29	-6%	32%
Individuals Killed By Gun Violence	3	4	2		

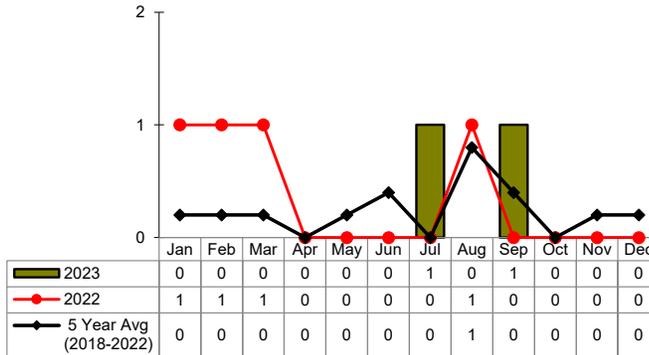
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

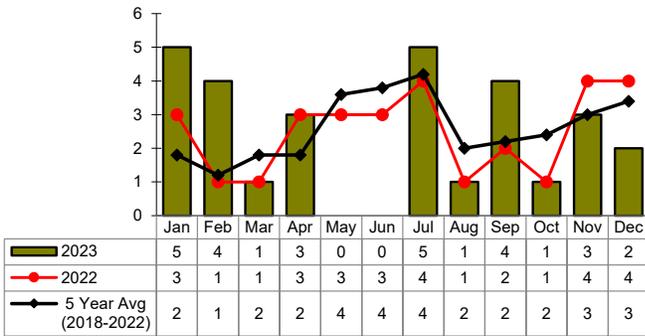
# Utica City PD

## January - December 2022 vs. 2023

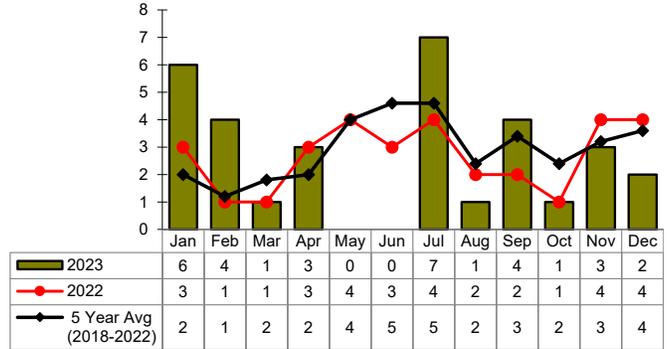
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	31	30	29	-3%	-6%
Shooting Victims (Persons Hit)	35	32	32	0%	-9%
Individuals Killed By Gun Violence	4	3	5		

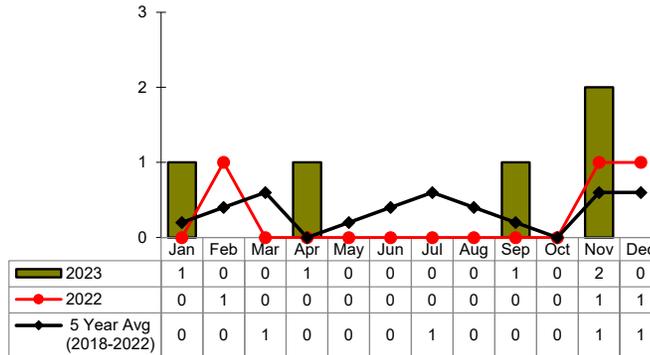
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

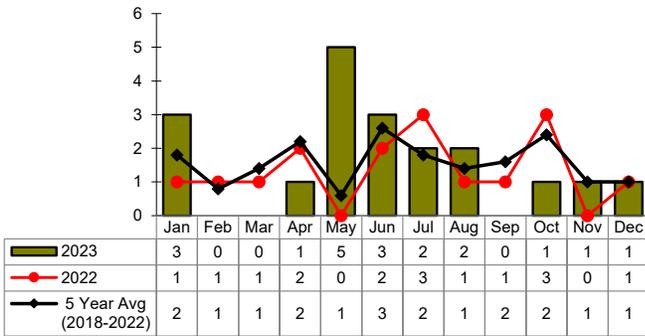
# Yonkers City PD

## January - December 2022 vs. 2023

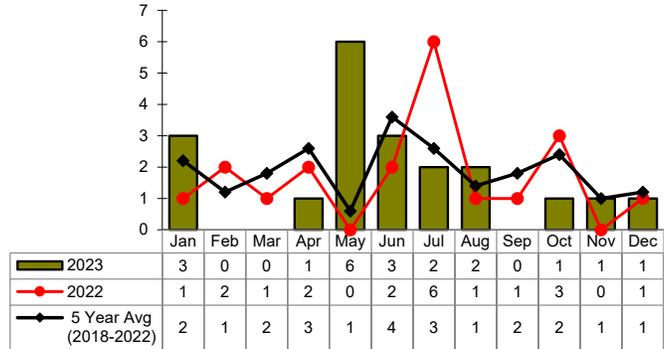
As of 01/04/2024

	5 Year Average YTD (2018-2022)	2022 YTD	2023 YTD	% Change	
				22 vs. 23	5 Yr. Avg vs. 2023
Shooting Incidents Involving Injury	19	16	19	19%	0%
Shooting Victims (Persons Hit)	22	20	20	0%	-9%
Individuals Killed By Gun Violence	3	2	2		

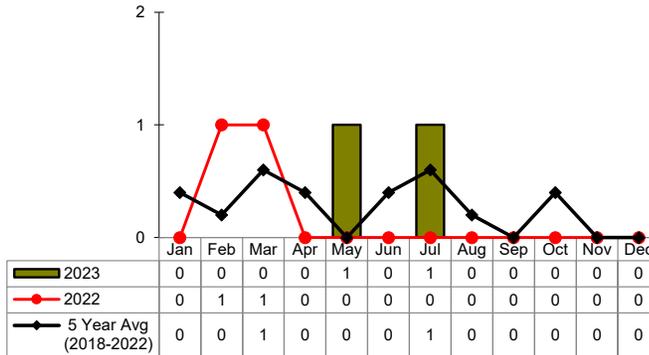
Shooting Incidents Involving Injury



Shooting Victims (Persons Hit)



Individuals Killed by Gun Violence



Current year data is preliminary and subject to change.

## Gun Involved Violence Elimination (GIVE) - Tier II Agencies

January - December 2022 vs. 2023

	2022 YTD	2023 YTD	% Change 22 vs. 23
<b>Shooting Incidents Involving Injury</b>	<b>52</b>	<b>43</b>	<b>-17%</b>
Shooting Victims (Persons Hit)	56	48	-14%
Individuals Killed by Gun Violence	11	9	

January - December 2022 vs. 2023

GIVE Jurisdiction	Shooting Incidents			Shooting Victims			Individuals Killed by Firearm		
	2022 YTD	2023 YTD	Change From 2022	2022 YTD	2023 YTD	Change From 2022	2022 YTD	2023 YTD	Change From 2022
Binghamton City PD	12	12	0	12	14	+2	2	1	-1
Elmira City PD	9	8	-1	9	8	-1	1	3	+2
Ithaca City PD	4	5	+1	5	6	+1	1	1	0
Cheektowaga Town PD	3	4	+1	3	4	+1	0	1	+1
Jamestown City PD	8	4	-4	11	4	-7	3	2	-1
Greece Town PD	2	2	0	2	2	0	1	0	-1
Kingston City PD	1	2	+1	1	2	+1	0	1	+1
Spring Valley Village PD	1	2	+1	1	3	+2	1	0	-1
Amherst Town PD	1	1	0	1	1	0	0	0	0
Auburn City PD	3	1	-2	3	1	-2	1	0	-1
Middletown City PD	2	1	-1	2	1	-1	0	0	0
Watertown City PD	1	1	0	1	2	+1	0	0	0
Lackawanna Town PD	5	0	-5	5	0	-5	1	0	-1
<b>Total GIVE</b>	<b>52</b>	<b>43</b>	<b>-9</b>	<b>56</b>	<b>48</b>	<b>-8</b>	<b>11</b>	<b>9</b>	<b>-2</b>

**Current year data is preliminary and subject to change.**

Sources: GIVE Weekly Shooting Activity Report Forms (January 2021 - present)

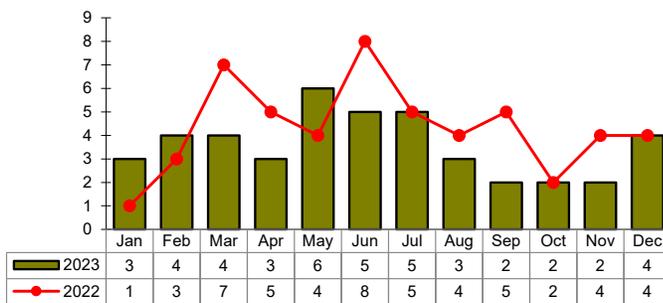
# Gun Involved Violence Elimination (GIVE) Tier II Total

**January - December 2022 vs. 2023**

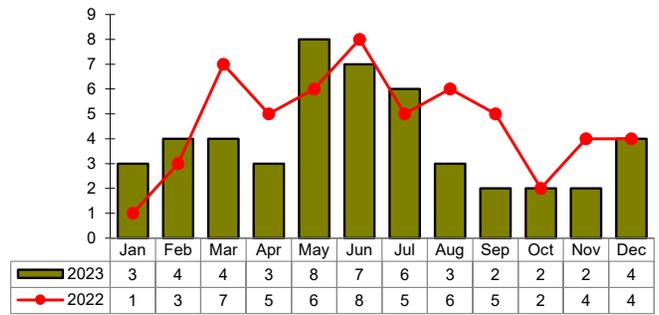
As of 01/04/2024

	2022 YTD	2023 YTD	% Change
			22 vs. 23
Shooting Incidents Involving Injury	52	43	-17%
Shooting Victims (Persons Hit)	56	48	-14%
Individuals Killed By Gun Violence	11	9	

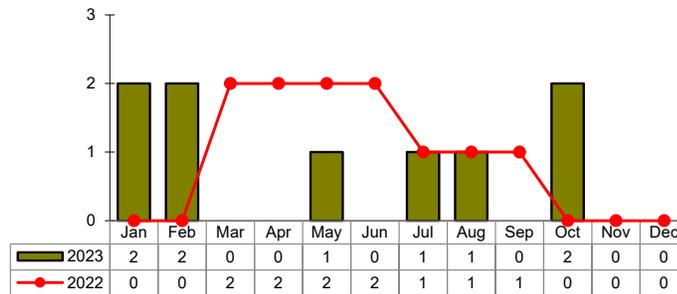
**Shooting Incidents Involving Injury**



**Shooting Victims (Persons Hit)**



**Individuals Killed by Gun Violence**



**Current year data is preliminary and subject to change.**

**INTERMUNICIPAL AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_ day of \_\_\_\_\_, 2023 by and between

the **CITY OF ELMIRA, NEW YORK**, a New York municipal corporation, its departments and agencies, with its principal office at 317 East Church Street, Elmira, New York 14901(“City”) and

the **COUNTY OF CHEMUNG , NEW YORK**, a New York municipal corporation, its departments and agencies, with its principal offices at 203 Lake Street, Elmira, New York 14901 (“County”), to collectively combat increase gun and violent crime within the City and County.

**WITNESSETH:**

**WHEREAS**, the Legislature and Governor of the State of New York have proposed initiatives to “improve the efficiency of local governments” by means of consolidation of municipal services; and

**WHEREAS**, the City and the County heretofore have engaged in preliminary actions to consolidate personnel and services to achieve mutual goals to streamline municipal operations, and reduce costs and improving effectiveness of municipal operations; and

**WHEREAS**, the City and the County desire to finalize the consolidation and responsibility of personnel, lines of authority and responsibility for the County’s Consolidated Buildings and Grounds, and Public Works departments; and

**WHEREAS**, The undersigned agencies agree to participate in Gun Involved Violence Elimination X (GIVE) Initiative Project (hereinafter referred to as “Project GIVE”) in Chemung County, and work together as the Project GIVE partnership (hereinafter referred to as “Partnership”).

**WHEREAS** Each agency is contractually required to meet various requirements which are closely monitored by the Division of Criminal Justice Services (DCJS) staff. Non-compliance with any of the requirements may result in the GIVE X award contract being placed in “stop payment” status until the delinquent measure is brought into compliance. See attached “Exhibit B: GIVE Specific Contract Requirements, pgs. 25-30”

**WHEREAS**, the intent of this agreement is to setting forth each parties’ rights, obligations and responsibilities of performance.

**NOW, THEREFORE**, the City and County mutually agree as follows:

**SECTION 1**

**PURPOSE AND TERM**

The purpose of this Inner Municipal Agreement is to define the roles, responsibilities, and obligations of the participating municipalities with regard to the implementation of the Gun Involved Violence Elimination X (GIVE) Initiative Project—grant program, the “Services.”

The term of this Agreement shall be twelve (12) months from the effective date of \_\_\_ day of \_\_\_\_\_, 2023

The municipalities agree to employ enforcement efforts, which is in the best interest of all funded parties, for the budget allocations are equitable with regard to activities being conducted under Project GIVE. The municipalities agree that the monetary distribution best suits the collaborative and synergistic approach to crime reduction throughout Chemung County.

**SECTION II**  
**CONSIDERATION**

The total grant amount awarded for the GIVE Initiative project grant program is \$383,147. The City and County agree to each provide allocated initial funding on behalf of each participating department/agency in anticipation of the funds to be reimbursed by the Division of Criminal Justice Services (DCJS) Grant.

Each department/agency has developed a budget proposal outlining the allocation of funds for various program activities and agrees to maintain accurate and up-to-date financial records of the grant program.

In consideration of the “Services,” the County and the City will provide the following (more described in Exhibit A, attached hereto and incorporated by reference):

1. The City of Elmira Agrees to provide funding for **\$208,147**
  - a. Elmira Police Department **\$208,147**
    - i. Two - Police Investigator – \$83,680 each /Total \$167,340
    - ii. Hot Spot Policing, Overtime to Support GIVE Initiatives/Strategies – Enforcement Operations - \$12,788
    - iii. Upgrade/Replace PTZ street camera – Enforcement Operations - \$10,000
    - iv. Crime Prevention Through Environmental Design (CPTED)—City Department of Public Works and City Code Enforcement Collaboration/Assistance Efforts - \$10,000
    - v. Travel & Training, DCJS Sponsored Training, and Events - \$8,000
  
2. The County agrees to provide funding for **\$175,000.**
  - a. Chemung County District Attorney’s Office \$50,000
    - i. GIVE Initiative Prosecutor- \$40,000
    - ii. Fringe benefits - \$10,000
  - b. Chemung County Sheriff’s Office \$85,000
    - i. Intelligence Officer - \$80,000
    - ii. Travel & Training - \$5,000

### SECTION III

#### **DESCRIPTION OF INITIATIVE PROJECT, SERVICES, LINES OF AUTHORITY, AND RESPONSIBILITY**

The City and County agree that each of department/agency will closely monitor the DCJS grant compliance requirements, as provided in the attached “Exhibit B” pages 25-30, and incorporated here by reference. Each agency/department will contribute resources, expertise, and support for the grant program, and not limited to the following:

- a. Monthly Meetings – Monthly partnership meetings
- b. Timely, Accurate, Crime Data – Each month, all participating law enforcement agencies will submit monthly crime reports to DCJS through the eJusticeNY Integrated Justice Portal (IJPortal) IBR/UCR Reporting Interface within 30 days after the close of the reporting period.
- c. Monthly Gun Data – All participating police departments will submit the Monthly Gun Data Report within seven (7) business days of the end of the month.
- d. Attend regional information Sharing Networking mmeetings
- e. For any gun seizures, the agency/department shall:
  - a. GGUN Entry: All required information on the seized firearm shall be submitted via the IJPortal GGUN entry form.
  - b. Lab Submission for Firearm Analysis.
- f. Domestic Incident Report Database - Agencies will participate in utilizing the DCJS Domestic Incident Report (DIR) Repository.
- g. Each law enforcement agency will coordinate with regional and national drug enforcement task forces by submitting all targets to SAFETNet and participating in the NYSIC New York State Intelligence Center or the New York/New Jersey High-Intensity Drug Trafficking Regional Intelligence Center (NY/NJ HIDTA RIC), as applicable.
- h. DNA Collection – Agencies will ensure that all DNA databank collections are being taken in a timely manner and as required by law.
- i. Sex Offender Address Verification – Agencies will be vigilant in verifying the addresses of all sex offenders assigned to their jurisdictions and promptly report the action taken on eJusticeNY.
- j. Sex Offender Photos – Agencies will be vigilant in ensuring all photos due from sex offenders assigned to their jurisdiction are obtained in a timely manner and promptly uploaded to eJusticeNY.

### SECTION IV

#### **INDEMNIFICATION**

The County hereby indemnifies and holds harmless the City; it's councilmembers, and officer for any loss. The City hereby indemnifies and holds harmless the County; its legislators, and officer for any loss.

## **SECTION V**

### **COMPLIANCE WITH APPLICABLE LAWS**

The County and City will comply with all applicable federal, state, and local statutes, rules, and regulations in providing "Services" and fulfilling its obligations under this agreement. Any issuing of new or revised regulations pertaining to services will be brought to the attention of all parties promptly, and shall notify each other.

## **SECTION VI**

### **RECORDS CREATION, RETENTION, AND ACCESS**

The County and City each agree to retain all books, records and other documents pertinent to the "Services" rendered in accordance with federal and state law. The City and County will have access to all information pertaining to the each others records pon request.

## **SECTION VII**

### **COOPERATION**

The City and the County recognize that in the performance of this Agreement, the greatest benefits derived by promoting the interest of both parties, and each of the parties does, therefore, enter into his Agreement with the intention of providing the highest service to the public we both serve.

## **SECTION VIII**

### **NONAPPROPRIATION**

This Agreement shall be deemed executory only to the extent of monies appropriated and available for the purpose of the Agreement and no liability on account thereof shall be incurred by each municipality beyond the amount of such monies. It is understood that neither this Agreement nor any representation by any public employee or officer creates any legal or moral obligation to request, appropriate, or make available monies for the purpose of this Agreement.

## **SECTION IX**

### **TERMINATION**

Each party shall have the right to terminate this Agreement on account of a material breach of this Agreement by the other party by giving thirty (30) days' prior written notice to the other party of such termination.

## **SECTION X**

### **NONDISCRIMINATION**

County and City agree to comply with all applicable rules and regulations regarding nondiscrimination pertaining to work to be performed under this Agreement. In compliance with New York State and Federal Laws, County and City shall not discriminate because of age, race, creed, sex, color, disability, national origin, marital status, military status, sexual preference, or employment in the performance Agreement, nor shall either party retaliate against any person for reporting alleged acts of discrimination or for asserting any discrimination based claims.

## **SECTION XI**

### **NOTICES**

All notices required or otherwise made pursuant to this Agreement shall be made in writing and shall be addressed to the parties at the addresses first set forth above or at any other address as designated in writing from time to time by each party. All notices shall be sent by either certified mail, return receipt requested, or by overnight service. All notices will be deemed delivered three days after the date of transmittal.

## **SECTION XII**

### **EMPLOYMENT RELATIONSHIP AND INSURANCE DISCLAIMER**

The City and County acknowledge and agree that this Inner Municipal Agreement does not create an employer-employee relationship between any of the municipalities or their respective officials, employees, or agents. It is explicitly understood that the participating municipalities are engaging in a cooperative arrangement solely for the purpose of implementing the Give grant program. Nothing in this agreement shall be construed as creating an employment relationship, partnership, joint venture, or agency relationship between the municipalities. Each municipality shall maintain its own independent status and retain full responsibility for its own employees, including but not limited to matters of hiring, supervision, compensation, benefits, and termination.

Furthermore, each municipality shall maintain adequate insurance coverage to protect its own interests, employees, and assets. It is the responsibility of each municipality to secure and maintain appropriate insurance coverage, including but not limited to general liability insurance, workers' compensation insurance, and any other insurance required by applicable laws and regulations. The participating municipalities shall not be liable for any claims, losses, damages, or

liabilities arising from or related to the insurance coverage or lack thereof maintained by any other participating municipality.

**SECTION XIII**  
**GOVERNING LAW**

This Agreement shall be governed by and construed in accordance with the laws of the State of New York, without regard to its conflict of law provisions, except to the extent federal law applies.

**SECTION XIV**  
**GENERAL PROVISIONS**

1. This Agreement contains all the terms and conditions agreed upon by the parties and supersedes all prior or contemporaneous agreements and understandings, oral or otherwise, regarding the subject matter of this Agreement. All items incorporated by reference are attached.
2. The paragraph headings in this Agreement are inserted for convenience and reference only and shall not be used in any way to interpret this Agreement.
3. This Agreement may be amended only by a writing executed by the authorized representative of both parties.
4. Each party hereto represents and warrants that this Agreement has been duly authorized and executed by each and constitutes a valid and binding Agreement and any governmental and other material approvals necessary for the performance of this Agreement have been obtained.
5. If either party waives or excuses any breach by the other party, such waiver or excusal shall not be construed to be a waiver or excusal of any other breach, whether such other breach arises before or after such waiver or excusal shall be binding only if in writing and executed by the waiving or excusing party.
6. If any term or provision of this Agreement or the application thereof shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, other than those portions as to which it is held invalid or unenforceable, shall not be affected.
7. This Agreement may be executed in any number of counterparts and all such counterparts, taken together, shall constitute one document. Signatures transmitted by FAX shall be deemed originals for all purposes.

IN WITNESS WHEREOF each of the parties has executed this Agreement by its duly authorized representative(s) on the dates set forth below.

**CITY OF ELMIRA**

Date \_\_\_\_\_

\_\_\_\_\_  
Daniel J. Mandell, Jr.,  
Mayor  
Res #:

Initials: \_\_\_\_\_  
Police Chief, City of Elmira

**COUNTY OF CHEMUNG**

Date \_\_\_\_\_

\_\_\_\_\_  
Christopher J. Moss  
County Executive  
Res #:

Initials: \_\_\_\_\_  
Sheriff

Initials: \_\_\_\_\_  
Probation Director

Initials: \_\_\_\_\_  
District Attorney

DRAFT



**CHEMUNG COUNTY ROUTE SLIP \* PERSONNEL REQUISITION**

Resolution authorizing agreement with Western New York Polygraph Services, Inc. on behalf of the Chemung County Probation Department

Resolution #:

Slip Type:           **CONTRACT**

SEQRA status

State Mandated       **False**

Explain action needed or Position requested (justification):

The Probation Department is requesting to renew our contract with Western New York Polygraph Services, Inc. for the 2024 calendar year. Prior Resolution 23-355.

The Enhanced Supervision of Sexual Offenders (ESSO) portion of the Probation Block Grant from the New York State Division of Criminal Justice Services requires, in part, that the Department utilize polygraph examinations for the management of certain sex offenders consistent with the goals of community safety. The Post-Conviction Sex Offender Testing (PCSOT) polygraph is a tool that assists Probation to monitor an offender’s compliance with treatment and conditions of probation. The cost of each examination is \$275 and is already included in our 2024 budget.

Vendor/Provider	Western NY Polygraph Services, Inc.			
Term	4/1/24- 12/31/24	Total Amount	8,250.00	Prior Amount 8,250.00
Local Share	88%	State Share	12%	Federal Share 0
Project Budgeted?	Yes	Funds are in Account #		

**CREATION:**

Date/Time:	Department:
3/26/2024 1:09:33 PM	County Executive

**APPROVALS:**

Date/Time:	Approval:	Department:	
3/26/2024 1:13 PM	Approved	County Executive	
4/9/2024 9:48 AM	Approved	Legislature Chairman	

**ATTACHMENTS:**

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Name:	Description:	Type:
 <a href="#">memwestempolygraph2024.pdf</a>	Memo Western Polygraph	Cover Memo



**CHEMUNG COUNTY PROBATION DEPARTMENT  
INTER-DEPARTMENTAL CORRESPONDENCE**

**To: Christopher J. Moss, County Executive  
Chemung County Legislature**

**From: Frank J. Tiberia, Probation Director**

**Date: March 12, 2024**

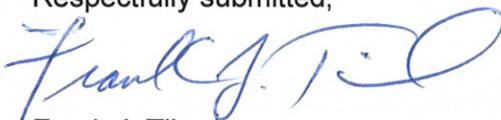
**Re: Western Polygraph Services, Inc.  
2024 Contract**

The Legislature, under Resolution #23-355, approved our contract with Western New York Polygraph Services to perform polygraph testing for the management of sexual offenders under probation supervision for 2023. The Department is requesting to renew our contract with Western New York Polygraph Services, Inc. for this calendar year.

The Enhanced Supervision of Sexual Offenders (ESSO) portion of the Probation Block Grant from the New York State Division of Criminal Justice Services requires, in part, that the Department utilize polygraph examinations for the management of certain sex offenders consistent with the goals of community safety. The Post-Conviction Sex Offender Testing (PCSOT) polygraph is a tool that assists Probation to monitor an offender's compliance with treatment and conditions of probation. The cost of each examination is \$275 and is already included in our 2024 budget.

If you have any questions, please contact me.

Respectfully submitted,

  
Frank J. Tiberia  
Probation Director



**CHEMUNG COUNTY ROUTE SLIP \* PERSONNEL REQUISITION**

Resolution authorizing application for and acceptance of funding from the New York State Division of Criminal Justice Services on behalf of the Chemung County Probation Department (Raise the Age)

Resolution #:

Slip Type: GRANT

SEQRA status

State Mandated False

Explain action needed or Position requested (justification):

The Probation Department is requesting authorization to apply for and accept funds from the Division of Criminal Justice Services (DCJS) for a contract relative to our Raise the Age (RTA) Grant. The term for this agreement is from April 1, 2023, to March 31, 2024, for \$30,865.00. Prior Resolution 23-366 covered the contract period from April 1, 2022, to March 31, 2023.

Vendor/Provider	Chemung County Probation			
Term	4/1/23- 3/31/24	Total Amount	30,865.00	Prior Amount 108,021.00
Local Share	0	State Share	30,865.00	Federal Share 0
Project Budgeted?	Yes	Funds are in Account #		

**CREATION:**

Date/Time:	Department:
3/26/2024 1:14:40 PM	County Executive

**APPROVALS:**

Date/Time:	Approval:	Department:	
3/26/2024 1:19 PM	Approved	County Executive	
4/9/2024 9:46 AM	Approved	Legislature Chairman	

**ATTACHMENTS:**

Name:	Description:	Type:
<a href="#">memRTAContract_2023-2024.pdf</a>	Memo RTA Contract 2023-2024	Cover Memo



**CHEMUNG COUNTY PROBATION DEPARTMENT  
INTER-DEPARTMENTAL CORRESPONDENCE**

**TO:** Christopher J. Moss, Chemung County Executive  
**FROM:** Frank J. Tiberia, Probation Director  
**DATE:** March 12, 2024  
**RE:** **Raise the Age Contract**

The Probation Department is requesting authorization to apply for and accept funds from the Division of Criminal Justice Services (DCJS) for a contract relative to our Raise the Age (RTA) Grant. The term of for this agreement is from April 1, 2023 to March 31, 2024 for \$30,865.00. Prior Resolution 23-366 covered the contract period from April 1, 2022 to March 31, 2023.

RTA legislation took effect on October 1, 2018 and any costs associated are reimbursed by the State at 100%; no local share. The money requested from DCJS is a slight increase that takes into account salary increases due to union contracts and single rate raises.

If you have any questions or need further information, please feel free to contact me.

Respectfully submitted,

A handwritten signature in blue ink that reads "Frank J. Tiberia".

Frank J. Tiberia  
Probation Director



CHEMUNG COUNTY ROUTE SLIP \* PERSONNEL REQUISITION

Resolution authorizing service agreement for Transport Services on behalf of the Chemung County Sheriff

Resolution #:

Slip Type: CONTRACT

SEQRA status

State Mandated False

Explain action needed or Position requested (justification):

To renew/enter into agreements to provide transport services during the term 1/1/2024-12/31/2024. Prior Resolution 22-164. The agreements are for the following Transport Officers:

- Brooks, J.
- Rogers, J.
- Swanson, C.
- Thompson, J.
- Walton Jr., E.
- Wichtowski, T.
- Wilkins, R.
- Zito, G.

Vendor/Provider Various (see above)

Term	1/1/2024 - 12/31/2024	Total Amount	\$30,000 Budgeted	Prior Amount	\$35,000.00 Budgeted
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Local Share		State Share	\$30,000	Federal Share	
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Project Budgeted?	Yes	Funds are in Account #	10.3120.3110 50408
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**CREATION:**

Date/Time:	Department:
4/9/2024 7:00:31 AM	County Executive

**APPROVALS:**

Date/Time:	Approval:	Department:
4/9/2024 7:01 AM	Approved	County Executive

4/9/2024 9:50 AM

Approved

Legislature Chairman

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**ATTACHMENTS:**

Name:	Description:	Type:
No Attachments Available		



CHEMUNG COUNTY ROUTE SLIP \* PERSONNEL REQUISITION

Resolution authorizing Inter-municipal agreement with the City of Elmira on behalf of the Chemung County Office of Fire and Emergency Management (Hazardous Materials Response Team)

Resolution #:

Slip Type: CONTRACT

SEQRA status

State Mandated False

Explain action needed or Position requested (justification):

RESOLUTION AUTHORIZING INTER-MUNICIPAL AGREEMENT WITH THE CITY OF ELMIRA ON BEHALF OF THE CHEMUNG COUNTY OFFICE OF FIRE AND EMERGENCY MANAGEMENT (Hazardous Materials Response Team)

Previous Resolution 23-253

Vendor/Provider City of Elmira

Term 1 year Total Amount \$35,000 Prior Amount \$35,000

Local Share 0 State Share Federal Share

Project Yes Funds are in Budgeted? Account #

CREATION:

Table with 2 columns: Date/Time, Department. Row 1: 4/10/2024 11:47:25 AM, County Executive

APPROVALS:

Table with 4 columns: Date/Time, Approval, Department, (empty). Rows: 4/10/2024 11:49 AM Approved County Executive; 4/11/2024 3:01 PM Approved Legislature Chairman

ATTACHMENTS:

Table with 3 columns: Name, Description, Type. Row 1: Agreement.pdf, Agreement, Cover Memo

## AGREEMENT

THIS AGREEMENT made this 14<sup>th</sup> day of December, 2023 by and between

**CITY OF ELMIRA**, a municipal corporation having its principal offices located at 317 East Church Street, Elmira, NY 14901 (hereinafter referred to as the "City")

and

**COUNTY OF CHEMUNG**, a municipal corporation having its principal offices located at 203 Lake Street, Elmira, NY 14901 (hereinafter referred to as the "County");

### WITNESSETH:

**WHEREAS**, the City and the County are desirous of entering into a contract for the purpose of maintaining a hazardous materials incident response team capable of providing a Level III competency (Tier III Technician capability as defined in Appendix A attached hereto and made a part hereof); and

**WHEREAS**, the City maintains a Fire Department and is willing to undertake to provide said hazardous materials incident response team capable of providing Level III competency, and the County of Chemung is willing to provide equipment and training through its agreement with the New York State Weapons of Mass Destruction Task Force to assist in the annual operations of said team;

**NOW, THEREFORE**, it is agreed by and between the parties hereto as follows:

1. Upon the signing and final approvals to effect this Agreement, the City will undertake to provide a hazardous materials incident response team capable of providing a Level III competency and a minimum of a Level II response capability.

The City, through its Fire Department, will render this hazardous materials service upon request by the officer in charge of any fire department within the County of Chemung in accordance with the terms and conditions of the Chemung County Fire Mutual Aid Agreement, following review of said request by the Chemung County Fire Coordinator or his designee.

2. Upon request of this hazardous materials service, the City, through its Fire Department, will undertake an immediate response to the request for assistance, to include at least two (2) qualified personnel who will respond directly to the scene for consultation with the Incident Commander of the authority having jurisdiction.

If for any reason, in the judgment of the officer in charge of the City's Fire Department, an immediate response would jeopardize fire protection to the City, then the Chemung County Fire Mutual Aid agreement will be activated to ensure adequate fire protection to the City until off duty city firefighters can be recalled to duty in sufficient numbers to satisfy City Fire Department requirements for staffing.

The City shall not be in violation of this agreement, at the time of a request for hazardous materials assistance, if its Fire Department is engaged in prior emergency service activity, and is unable to immediately respond because off duty city firefighters have yet to be recalled in sufficient numbers to satisfy City Fire Department requirements for staffing.

The City shall not be responsible for any loss which may result from failure to respond immediately or failure to respond to any call for hazardous materials service within the County, outside the City of Elmira.

3. The Fire Chief of the City's Fire Department, or such other officers as may be designated by the City or said Fire Chief, shall, upon request for hazardous material service, have sole and exclusive responsibility for, control of, and authority over, the members of the Fire Department's hazardous material incident response team. Said individual shall work cooperatively within the Incident Command System, with the Commanding Officer of the authority having jurisdiction, in controlling any and all hazardous materials response activities at such incident.

4. The County is eligible for the receipt of equipment, through the Federal Domestic Preparedness Equipment Program administered through the New York State Division of Criminal Justice Services Weapons of Mass Destruction Task Force, to use in response to a Weapons of Mass Destruction incident.

The County has determined that it is desirable and appropriate to deploy said equipment to the City through its Fire Department. This equipment is not intended to provide all the equipment appropriate and necessary for the operation of a hazardous materials incident response team, but is intended to enhance the ability of the hazardous materials incident response team to safely and successfully detect, stabilize or mitigate a Weapons of Mass Destruction incident.

5. The City agrees that the equipment shall only be used for appropriate training exercise and for emergency response situations, such as responding to a Weapons of Mass Destruction incident, or a mutual aid request in accordance with law.

6. The County shall be the single point of contact (SPOC) with the Division of Criminal Justice Services for any and all questions or issues arising from the deployment of said equipment to the City.

7. The County shall deploy said equipment to the City contingent upon the City fulfilling the following conditions:

(a) The City agrees that it shall ensure that only qualified persons will utilize the equipment and it shall verify that such persons have fulfilled their initial and ongoing training requirements in accordance with the Occupational Safety and Health Administration (OSHA) regulations, 29 CFR 1910.120.

(b) The City shall arrange for the intended users and operators of said equipment to complete a State-approved orientation that will familiarize the City with the equipment, as appropriate. The County will assist with the scheduling of such training, as appropriate.

(c) The City and County agree that each shall maintain the equipment in proper working order, and calibrate per manufacturer's recommendations. The City and County further shall assume all operational, decontamination and disposal costs associated with the equipment.

(d) The City and the County agree that each shall properly decontaminate or dispose of any equipment in accordance with the manufacturer's recommendations and all applicable laws and regulations. The City and County agree that it shall dispose of any contaminated equipment in accordance with all applicable laws and regulations. The City agrees to back charge the party responsible for the spill or release of any and all hazardous materials. In areas outside the City of Elmira limits, the County agrees to assist the City in recovery of such costs, as appropriate.

(e) The City agrees that it shall keep the equipment available for deployment within a reasonable time frame.

(f) The City agrees that the State and County may redeploy the equipment if it is determined to be needed in another area as directed by the Division of Criminal Justice Services or the State Emergency Management Office. Maximum advance notice will be provided if it is deemed necessary to redeploy the equipment due to an occurrence, imminent threat, or increased vulnerability outside of the City.

(g) The City agrees that the County reserves the right to reissue the equipment in the event of a breach of this agreement or if the equipment is not being used to its full potential, is being misused or has been returned to the County.

(h) The City agrees that it shall not sell or otherwise transfer ownership of the equipment.

8. All equipment shall be issued to the City through the SPOC in the County. The County shall be responsible for maintaining written records regarding the issuance of said equipment. The SPOC shall be responsible for accepting issuance of the equipment from the State and shall execute a document which itemizes the equipment issued to the County. Such document shall include, but not be limited to, the following information: quantity, make, model, and serial number of an item, if appropriate. A copy of the document will be provided to the City for its use in inventory and tracking of the equipment.

9. The County shall be responsible for the preparation and submission to the State of an inventory report of the current status of the equipment. The city shall cooperate with the preparation of the inventory report, which shall include all records associated with the maintenance to and calibration of the equipment.

10. The City may terminate this agreement by notifying the County by certified mail, return receipt requested, or by personally delivering a notice of termination to the County at its place of business, and such termination shall be effective five (5) days after the mailing or personal service of said notice.

The County may terminate the agreement immediately, upon written notice to the City, if the City fails to comply with terms and conditions of this agreement and/or any laws, rules, regulations, policies or procedures affecting this agreement. Written notice of termination shall be sent by certified mail, return receipt requested, or by personal service of said notice.

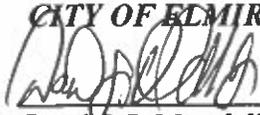
Should this agreement be terminated by either the County or the City, the City shall return all remaining equipment less ordinary wear and tear, to the County.

11. The County agrees to indemnify and hold harmless the City, its officers, employees and agents against all liability, judgments, costs, and expenses upon any claims arising from the negligence of the City, its agents, officers or employees in performing the work under this agreement outside the City of Elmira.

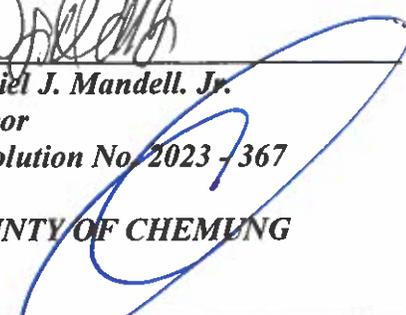
12. The County agrees to pay the City THIRTY-FIVE THOUSAND and 00/100 (\$35,000.00) DOLLARS for the services provided hereunder for the calendar year 2024. The City and County hereby agree to negotiate the annual payment for these services in June of the year preceding the fiscal year being negotiated. If the annual cost of services cannot be mutually agreed upon, either party may terminate this agreement on written notice prior to November 1<sup>st</sup>.

13. Appendix A, Tier Level Competency Information, is attached hereto and made a part hereof.

Dated: 12 / 14 / 2023

**CITY OF ELMIRA**  
By:   
**Daniel J. Mandell, Jr.**  
Mayor  
Resolution No. 2023 - 367

Dated: 12 / 5 / 2023

**COUNTY OF CHEMUNG**  
By:   
**Christopher J. Moss**  
County Executive  
Resolution No. 202 \_\_\_ - \_\_\_\_\_

## Tier Level Competency Information

Instructions: Use these general guidelines to establish your current and potential Tier Levels.

	Response Capability	Associated Equipment	Supporting Training Courses
Tier IV (Specialized Capability)	Tier III competency plus: <ul style="list-style-type: none"> <li>Ability to operate unhindered by equipment shortfalls in any contaminated environment</li> </ul>	<ul style="list-style-type: none"> <li>High Level Equipment</li> <li>Advanced detection</li> <li>Computer database references</li> <li>Computer programming for detection equipment</li> <li>Responder protected detection equipment</li> </ul>	<ul style="list-style-type: none"> <li>Specialist level HazMat</li> <li>Specialist level Physician, Nurse, and Public Health</li> </ul>
Tier III (Technician Capability)	Tier II competency plus: <ul style="list-style-type: none"> <li>Advanced knowledge of operations</li> <li>Initial detection and monitoring</li> <li>Establish mass casualty response/treatment systems</li> <li>Establish transport for mass casualties</li> <li>Conduct safe sampling procedures in contaminated environment</li> </ul>	<ul style="list-style-type: none"> <li>Moderate Increase Level Equipment</li> <li>Level A, B, &amp; CPPE</li> </ul>	<ul style="list-style-type: none"> <li>Technician Level HazMat</li> <li>Selected EMS personnel</li> <li>Selected Physician, Nurse, and Public Health personnel</li> </ul>
Tier II (Operations Capability)	Tier I competency plus: <ul style="list-style-type: none"> <li>Operate with HazMat teams</li> <li>Advanced PPE measures</li> <li>Implement evacuation plans</li> <li>Use decontamination and basic detection equipment</li> </ul>	<ul style="list-style-type: none"> <li>Modest Increase Level Equipment</li> <li>Level B &amp; CPPE</li> <li>Self-Contained Breathing Apparatus</li> </ul>	<ul style="list-style-type: none"> <li>Tactical Emergency Medical Service Operations</li> <li>Operations Level - Selected Fire, HazMat, EMS, Law, Public Works, and Public Health</li> </ul>
Tier I (Basic Defensive Capability)	<ul style="list-style-type: none"> <li>Conduct defensive operations in a contaminated environment</li> <li>Self protective measures</li> <li>Protect general population from further contamination</li> </ul>		<ul style="list-style-type: none"> <li>Terrorism Awareness Course</li> <li>Awareness Level - All disciplines</li> </ul>

November 20, 2023

**RESOLUTION  
NO. 2023 – 367**

By Councilmember Moss:

**RESOLVED**, that the communication from the City Manager regarding an agreement between the County of Chemung and the City of Elmira providing Hazardous Materials Incident Response in calendar year 2024, be received and placed on file; and be it further

**RESOLVED**, that the Mayor be and is hereby authorized to execute an agreement whereby the City of Elmira will provide Hazardous Materials Incident Response to the County of Chemung upon request by the County, and the County of Chemung will continue to assist the City of Elmira by paying to the City the annual amount of \$35,000.00 for such services; said agreement to be subject to the approval of the Corporation Counsel.

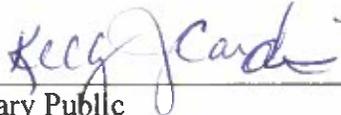
**ADOPTED BY UNANIMOUS VOTE**

<b>AYES</b>		<b>NAYS</b>
X	Councilmember Cooke	
X	Councilmember Moss	
X	Councilmember Franchi	
ABSENT	Councilmember Kitching	
X	Councilmember Grasso	
X	Councilmember Duffy	
X	Mayor Mandell	
6		0

STATE OF NEW YORK )  
 ) SS.:  
COUNTY OF CHEMUNG )

On this 14<sup>th</sup> day of December, 2023, before me, the undersigned, a Notary Public in and for said State, personally appeared **DANIEL J. MANDELL, JR.**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

KELLY J. CARDI  
Notary Public, State of New York  
Chemung County No. 01CA6331423  
Commission Expires October 13, 2027

  
\_\_\_\_\_  
Notary Public

STATE OF NEW YORK )  
 ) SS.:  
COUNTY OF CHEMUNG )

On this 5<sup>th</sup> day of December, 2023, before me, the undersigned, a Notary Public in and for said State, personally appeared **CHRISTOPHER J. MOSS**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

  
\_\_\_\_\_  
Notary Public

M. HYDER HUSSAIN  
Notary Public, State of New York  
Chemung County No. 02HU6356161  
Commission Expires March 27, 2026

9. The County shall be responsible for the preparation and submission to the State of an inventory report of the current status of the equipment. The city shall cooperate with the preparation of the inventory report, which shall include all records associated with the maintenance to and calibration of the equipment.

10. The City may terminate this agreement by notifying the County by certified mail, return receipt requested, or by personally delivering a notice of termination to the County at its place of business, and such termination shall be effective five (5) days after the mailing or personal service of said notice.

The County may terminate the agreement immediately, upon written notice to the City, if the City fails to comply with terms and conditions of this agreement and/or any laws, rules, regulations, policies or procedures affecting this agreement. Written notice of termination shall be sent by certified mail, return receipt requested, or by personal service of said notice.

Should this agreement be terminated by either the County or the City, the City shall return all remaining equipment less ordinary wear and tear, to the County.

11. The County agrees to indemnify and hold harmless the City, its officers, employees and agents against all liability, judgments, costs, and expenses upon any claims arising from the negligence of the City, its agents, officers or employees in performing the work under this agreement outside the City of Elmira.

12. The County agrees to pay the City THIRTY-FIVE THOUSAND and 00/100 (\$35,000.00) DOLLARS for the services provided hereunder for the calendar year 2024. The City and County hereby agree to negotiate the annual payment for these services in June of the year preceding the fiscal year being negotiated. If the annual cost of services cannot be mutually agreed upon, either party may terminate this agreement on written notice prior to November 1<sup>st</sup>.

13. Appendix A, Tier Level Competency Information, is attached hereto and made a part hereof.

**CITY OF ELMIRA**

**Dated:** \_\_\_\_/\_\_\_\_/20\_\_

**By:** \_\_\_\_\_  
**Daniel J. Mandell, Jr.**  
**Mayor**  
**Resolution No. 2023 - \_\_\_\_\_**

**COUNTY OF CHEMUNG**

**Dated:** \_\_\_\_/\_\_\_\_/20\_\_

**By:** \_\_\_\_\_  
**Christopher J. Moss**  
**County Executive**  
**Resolution No. 202\_\_ - \_\_\_\_\_**



CHEMUNG COUNTY ROUTE SLIP \* PERSONNEL REQUISITION

Resolution authorizing acceptance of the High Visibility Engagement Campaign Award from the New York State STOP-DWI Foundation, Inc. on behalf of Chemung County STOP DWI Office

Resolution #:

Slip Type: GRANT

SEQRA status

State Mandated False

Explain action needed or Position requested (justification):

STOP-DWI High Visibility Engagement Campaign Award Acceptance

Vendor/Provider	New York STOP-DWI Foundation				
Term	01/24/24 - 09/30/24	Total Amount	\$24,000.00	Prior Amount	\$17,500.00
Local Share	0	State Share	100%	Federal Share	0
Project Budgeted?	No	Funds are in Account #			

**CREATION:**

Date/Time:	Department:
3/22/2024 1:43:15 PM	County Executive

**APPROVALS:**

Date/Time:	Approval:	Department:	
3/22/2024 1:46 PM	Approved	County Executive	
4/9/2024 9:33 AM	Approved	Legislature Chairman	

**ATTACHMENTS:**

Name:	Description:	Type:
<a href="#">2024_HVEC.pdf</a>	2024 HVEC	Cover Memo

October 4, 2023

Chemung County STOP-DWI  
Via email

Please accept this letter as official notification of a High Visibility Engagement Campaign award in the amount of \$24,000 for use in your county. Initial each line below, sign the bottom and scan back a copy of this letter, there is no need to send me a hard copy. This will serve as your acceptance of these funds. Failure to return this form will result in non-reimbursement. Let me know if you have any questions.

- MA All HVEC efforts must include increased visibility and engaging the public with educational materials (STOP-DWI Coordinator will complete **ONE** HVEC Activity Form for each HVEC)
- MA All HVEC efforts will be 'high visibility' and advertised in your county.
- MA The funds listed above will be utilized for Enforcement during the following dates only (unless permission has been granted for alternate dates).

Halloween 2023	10/27-11/1
Thanksgiving 2023	11/22-11/26
Holiday 2023-2024	12/13 – 1/1
Super Bowl 2024	2/9-2/11
St Pat's 2024	3/15-3/17
420 Drug Day	4/19 – 4/21
Memorial Day 2024	5/24-5/27
June 100 Days of Summer	6/6-6/9; 6/13-6/16; 6/20-6/23; 6/27-6/30
July 4 2024	7/3-7/7
July 100 Days of Summer	7/11 – 7/14; 7/18 – 7/21; 7/25-7/28
August 100 Days of Summer	8/1 – 8/4; 8/8 – 8/11
End of Summer 2024	8/14-9/2

- MA All HVEC will be multi-agency -more than one agency must participate but don't have to work the same detail or at the same time.
- MA If circumstances result in only one agency participating in any event, an email will be sent to Pam Aini, Grant Administrator, describing the reasoning for only one agency participating.
- MA All PS-1's and activity sheets will be submitted to Pam Aini, Grant Administrator **within 45 days of each event with the exception of the Aug 100 days and Labor Day HVEC**

My signature here shall serve as acceptance of the grant detailed above and my initials above serve as acknowledgement of the items that I am responsible for.

Colleen Grebleski  
Colleen Grebleski  
Chemung County STOP-DWI Coordinator

Tracy Mance  
Tracy Mance, Chairperson  
STOP-DWI Foundation, Inc.

Tracy Mance (Albany) – Chairperson  
Jason Widrick (Jefferson) – Vice-Chairperson

Melanie Churakos (Cattaraugus) - Secretary  
John Winchell (Washington) – Treasurer

**STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE**

<p><b>CURRENT CONTRACT TERM:</b></p> <p>From: 10/01/2023                      To: 09/30/2024</p> <p><b>CURRENT CONTRACT PERIOD:</b></p> <p>From: 10/01/2023                      To: 09/30/2024</p> <p><b>AMENDED TERM:</b></p> <p>From:    To:</p> <p><b>AMENDED PERIOD:</b></p> <p>From:    To:</p>	<p><b>CONTRACT FUNDING AMOUNT:</b></p> <p><i>(Multi-year - enter total projected amount of the contract; Fixed Term/Simplified Renewal - enter current period amount):</i></p> <p><b>CURRENT:</b>      \$1,362,000</p> <p><b>AMENDED:</b></p> <p><b>FUNDING SOURCE(S)</b></p> <p><input type="checkbox"/> State</p> <p><input checked="" type="checkbox"/> Federal</p> <p><input type="checkbox"/> Other</p>
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**FOR MULTI-YEAR AGREEMENTS ONLY - CONTRACT PERIOD AND FUNDING AMOUNT:**  
 (Out years represent projected funding amounts)

#	CURRENT PERIOD	CURRENT AMOUNT	AMENDED PERIOD	AMENDED AMOUNT
1				
2				
3				
4				
5				

**ATTACHMENTS PART OF THIS AGREEMENT:**

- Attachment A:
  - A-1 Program Specific Terms and Conditions
  - A-2 Federally Funded Grants and Requirements Mandated by Federal Laws
- Attachment B:
  - B-1 Expenditure Based Budget       B-2 Performance Based Budget
  - B-3 Capital Budget                       B-4 Net Deficit Budget
  - B-1(A) Expenditure Based Budget (Amendment)
  - B-2(A) Performance Based Budget (Amendment)
  - B-3(A) Capital Budget (Amendment)
  - B-4(A) Net Deficit Budget (Amendment)
- Attachment C: Work Plan
- Attachment D: Payment and Reporting Schedule
- Other:

**STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE**

<p>STATE AGENCY (Name &amp; Address):</p> <p>New York State Governor's Traffic Safety Committee 6 Empire State Plaza, Room 410B Albany, NY 12228</p>	<p>BUSINESS UNIT/DEPT. ID: DMV01/3700393</p> <p>CONTRACT NUMBER: C002684</p> <p>CONTRACT TYPE:</p> <p><input type="checkbox"/> Multi-Year Agreement <input type="checkbox"/> Simplified Renewal Agreement <input checked="" type="checkbox"/> Fixed Term Agreement</p>
<p>CONTRACTOR SFS PAYEE NAME:</p> <p>NEW YORK STATE STOP-DWI FOUNDATION INC</p>	<p>TRANSACTION TYPE:</p> <p><input checked="" type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment</p>
<p>CONTRACTOR DOS INCORPORATED NAME:</p> <p>NEW YORK STATE STOP-DWI FOUNDATION, INC.</p>	<p>PROJECT NAME:</p> <p>High Visibility Engagement Campaigns &amp;DRE Callout/Court Time</p>
<p>CONTRACTOR IDENTIFICATION NUMBERS:</p> <p>NYS Vendor ID Number: 1000001916 Federal Tax ID Number: 141829790 DUNS Number (if applicable): 963009258</p>	<p>AGENCY IDENTIFIER:</p> <p>HS1-2024-NYS STOP-DWI Found.-00199-(088)</p> <p>CFDA NUMBER (Federally Funded Grants Only): 20.616</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS:</p> <p>399 BROADWAY FORT EDWARD, NY 12828</p> <p>CONTRACTOR PAYMENT ADDRESS:</p> <p><input checked="" type="checkbox"/> Check if same as primary mailing address 399 BROADWAY FORT EDWARD, NY 12828</p> <p>CONTRACT MAILING ADDRESS:</p> <p><input checked="" type="checkbox"/> Check if same as primary mailing address 399 BROADWAY FORT EDWARD, NY 12828</p>	<p>CONTRACTOR STATUS:</p> <p><input type="checkbox"/> For Profit <input type="checkbox"/> Municipality, Code: <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Individual <input checked="" type="checkbox"/> Not-for-Profit</p> <p>Charities Registration Number: 070297</p> <p>Exemption Status/Code:</p> <p><input type="checkbox"/> Sectarian Entity</p>



CHEMUNG COUNTY ROUTE SLIP \* PERSONNEL REQUISITION

Resolution authorizing increase in fee for court ordered attendees before the Victim's Impact Panel on behalf of the Chemung County STOP-DWI Office

Resolution #:

Slip Type: OTHER

SEQRA status

State Mandated False

Explain action needed or Position requested (justification):

Updating the fee for STOP-DWI Program for Court Ordered Attendees Before the Victim's Impact Panel from \$20.00 (set in 2009) to \$50.00. Increase approved by the county executive.

**CREATION:**

Date/Time:	Department:
3/29/2024 9:16:24 AM	County Executive

**APPROVALS:**

Date/Time:	Approval:	Department:	
3/29/2024 9:19 AM	Approved	County Executive	
4/9/2024 9:28 AM	Approved	Legislature Chairman	

**ATTACHMENTS:**

Name:	Description:	Type:
<a href="#">09-179.pdf</a>	Resolution 09-179	Cover Memo

RESOLUTION NO. 09-179

RESOLUTION AUTHORIZING CHEMUNG COUNTY STOP-DWI COORDINATOR TO ESTABLISH FEE COLLECTION PROGRAM FOR COURT-ORDERED ATTENDEES BEFORE THE VICTIM'S IMPACT PANEL

By: Graubard

Seconded by: Sweet

WHEREAS, the Chemung County STOP-DWI Coordinator has advised this Legislature that there are significant costs involved with operating the Victim's Impact Panel (the "Panel"), a nationwide program, which was started in Chemung County in 1994 by an organization known as RID (Remove Intoxicated Drivers); and

WHEREAS, the Panel has become a successful tool utilized by Chemung County Judges in an effort to reduce future incidents of driving while intoxicated or driving while under the influence of alcohol or drugs by illustrating the impact that such behavior has upon family, friends, and society as a whole; and

WHEREAS, the Coordinator has further advised that many counties within New York State have implemented fees that attendees to the Panel must pay to cover the cost of the speakers, books, forms, and related materials and expenses associated with the operation of the program; and

WHEREAS, the Coordinator has recommended that a fee of \$20.00 be imposed upon each attendee; and

WHEREAS, the County Executive has recommended and the Corrections and Law Enforcement Committee has approved the establishment of this fee collection program; now, therefore, be it

RESOLVED, that the Coordinator, subject to the review and approval of the County Executive and County Attorney, is hereby authorized and directed to establish a fee collection program for the Chemung County STOP-DWI Program for court-ordered attendees to the Victim's Impact Panel and to require payment in the amount of \$20.00 by said attendees; and, be it further

RESOLVED, that the collection, record and deposit of such funds be provided for in such program in compliance with all laws, rules and regulations governing the collection and disposition of funds.

Resolution No. 09-179 carried by the following vote:

AYES: Pastrick, Friend, Sweet, Brennan, Graubard, Woodard, McLaughlin, Bennett, McNerny, Milazzo, Madl, Draxler, Milliken (Chairman) TOTAL: 13.

EXCUSED: Gunderman, Patros. TOTAL: 2

RES

By: Milliken

Seconded by: :

RESOLVI offers made for property, whicl Budget Commi of Chemung as further

RESOLVI ture shall be de

RESOLVI be conveyed by upon receipt in

RESOLVI to be extinguis

Resolutio

AYES: Pa McNerny, Mil

EXCUSE

Cert. No.	SV
30123	70
50099	70
50101	70
50102	70
50890	70
60038	70
60133	70
60250	70
60277	70
60375	70
60425	70
60458	70
60800	70
60893	70