

## Texas Crime Stoppers Advisory Council - Campus Statistical Report

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The purpose of the campus Crime Stoppers activity report is to provide a uniform and concise way to measure program results and account for rewards paid. Since it is important to have uniform reporting, these instructions clarify what to record on the report. The instructions are followed by examples. Remember to record charges, discipline, cases cleared, and recoveries in situations where Crime Stoppers involvement is proved beyond doubt.

Complete the program contact information. If your program is not certified, submit the form to your sponsoring organization. Certified programs are responsible for gathering the umbrella program reports, compiling the activity, and submitting to Texas A&M.

Texas A&M currently gathers all statistical reports for Crime Stoppers. A program may submit the information online, by mail, or fax to the location listed on the statistical report. Contact Texas A&M if there are any address changes.

Submit quarterly information within 15 days of the end of the quarter. Complete and submit "yearly" and "since inception" information on the fourth quarter report, due by January 15. Certified Crime Stoppers organizations are required to submit these reports or risk decertification by the Texas Crime Stoppers Advisory Council.

### **Administrative Discipline or Charges Filed**

Record the number of students receiving any type of administrative discipline or having charges filed as a result of a tip. If they were subject to both, **do not count them in both columns**. The "charges filed" column takes precedence over the "disciplined" column. If a student received discipline or was charged with more than one offense as a result of one tip, record discipline/charges filed on the most serious offense. If they are equal level offenses, choose one offense to record the number of students disciplined or charged.

### **Cases Cleared**

Record the number of each type of case cleared for all offenses. Count one offense when the same offense is repeated as a sequence of events not separated by time and distance or when a series of offenses constitute a single more serious offense. See example two. Sometimes a series of offenses constitute one offense, for example an aggravated assault case might involve weapons possession, threats, and public order crimes; count this only in the assault category.

A case is cleared when at least one person is charged with an offense or subject to administrative discipline. If none of this is possible, take into account other considerations before considering the case cleared. Has the investigation definitely established the identity of the offender? Is there enough information to support administrative discipline or filing charges and forwarding for prosecution? Is the offender's exact location known so that he or she can be taken into custody? Is there some reason beyond law enforcement control that precludes arresting, charging, and prosecuting the offender? For a more detailed explanation, refer to the *Texas Crime Stoppers Operational Resource Manual*.

### **Number of Tips Received**

This figure reflects the total number of tips received, regardless of whether they "proved out" or not. If you receive a tip that a student is in possession of an illegal item but it is not located during the investigation, this is still counted as a tip received as long as the tip is documented in the required manner.

### **Number of Rewards Approved**

Record the number of rewards approved, even if the reward was split between multiple informants. If three students split one reward it is counted as one reward. If one student collects two rewards, it is counted as two rewards.

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### **Dollar Value of Rewards Approved**

Record the total dollar amount of rewards approved by the board.

### **Dollar Value of Stolen Property Recovered**

Record the dollar amount of stolen property recovered determined by the reasonable market value of the item(s).

### **Dollar Amount of Illegal Drugs Seized**

Record the dollar amount of illegal drugs seized determined by the street value of the drugs. For prescription or over the counter drugs, contact a pharmacist to determine the dollar value. Also, your local police department may be able to provide street value information.

### **Number of Weapons Seized**

Number of weapons seized reflects the number of weapons recovered as a result of tip information. Many programs take tips about knives, razor blades, box cutters, and other cutting weapons that violate school rules but do not violate criminal law. Record these items in this area.

### **Dollar Amount of Restitution and Forfeitures**

Amount of restitution and forfeitures includes amounts reimbursed to the victim, forfeited item's dollar value, and money seized from illegal transactions as a result of a Crime Stoppers tip.

### **Example 1.\***

Two students give tip information that a student is illegally in possession of drugs and during the investigation the student is also found to illegally possess tobacco. The investigation results in an arrest and alternative placement. A ticket is issued for the tobacco offense.

During the investigation a second student, who sold drugs to the first student, is identified and also found in possession of drugs packaged to sell. This student is arrested and expelled for delivery. The board determines that the informants will be given \$100 each for the two drug cases and \$20 total for the tobacco, split \$10 each. The street value of the drugs recovered is \$75.

- a. In the "Drug Offenses" category, count two charged, two cases cleared.
- b. In the "Tobacco" category, count one case cleared.
- c. In the "#Tips Received" column, count two tips.
- d. Record two rewards approved, totaling \$220.
- e. Record \$75 illegal drugs seized.

### **Example 2.\***

A tip is taken that two students took numerous items from the locker room during third period. The students are found in possession of items totaling \$240 in value, stolen from ten different students in a thirty-minute time frame. The items are returned and no one wants to file charges but the suspects receive school discipline. A \$35 reward is paid to the student who made the tip.

- a. In the "Theft" category, two administratively disciplined, one case cleared. This counts as one case, one sequence of events.
- b. One tip received.
- c. One reward approved in the amount of \$35.
- d. Record \$240 stolen property recovered.

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### Example 3.\*

Two tips are received that a student has a knife and a third tip is received that the same student threatened another person with the knife. The investigation shows that the knife is a **legal** knife and the offense of "Aggravated Assault" occurred. The student was also found in possession of drug paraphernalia. The student is charged with both offenses and expelled. The board votes the reward will total \$100, split \$15 for each for tip about the knife and \$70 to the student who reported the aggravated assault.

- a. In the "Assault" category count one charged and one case cleared.
- b. In the "Paraphernalia" column, one case cleared.
- c. Count three tips received.
- d. Count two rewards approved in the amount of \$100 total.
- e. Count one weapon recovered.

\* All reward amounts and determinations are at the discretion of the board.

### Offense Categories Description

- "Sex Offenses" includes indecency with a child, public lewdness, sexual assaults.
- "Assault Offenses" includes all assaults except sexual assaults.
- "Burglary" includes all burglaries including burglary of a motor vehicle and a coin operated machine.
- "Drug offenses" includes delivery, possession, manufacture and simulated offenses.
- "Weapons Offenses" include all weapons offenses, possession, UCW, prohibited weapons, etc. If your program includes tips for legal weapons that violate school rules, such as pocketknives and box cutters, count those here as well.
- "Public Order Crimes" should include all disorderly conduct, the educational code disruptive offenses, public intoxication and all other public order offenses.
- "Threats" includes terroristic threats but "Assault by Threat" is counted in the assault column.
- "Computer Crimes" includes breach of computer security and all other computer crimes.