



Project Safe Neighborhoods  
Training and Technical Assistance  
Providers

July 2008

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'PROJECT SAFE NEIGHBORHOODS' TECHNICAL ASSISTANCE PROJECT  
A PROGRAM OF THE BUREAU OF JUSTICE ASSISTANCE, U.S. DEPARTMENT OF JUSTICE  
4400 MASSACHUSETTS AVENUE, NW WASHINGTON, DC 20016-8159 202-885-2875 FAX: 202-885-2885

3/25/2010

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*This document was prepared by the Bureau of Justice Assistance Project Safe Neighborhoods Technical Assistance Project. This project is supported by Grant No. 2007-GP-CX-1001, awarded to the University by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Points of view or opinions in this document are those of the authors and do not necessarily represent the official position or policies of the U.S. Department of Justice.*

## Introduction

### U.S. Department of Justice-Sponsored PSN Technical Assistance and Training

With funding and coordination assistance from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, federal, state and local partners engaged in the Project Safe neighborhoods (PSN) national initiative have available to them a wide variety of no-cost training and technical assistance support. This section contains contact information for and brief descriptions of the services provided by each of the current PSN Training and Technical Assistance Providers:

Academy for Educational Development  
American Probation and Parole Association  
Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF)\*  
Community Oriented Policing Services Office (COPS)\*  
Community Policing Consortium  
Gun and Gang Violence Prosecution Program  
Hobson and Associates  
Institute for Law and Justice  
International Association of Chiefs of Police  
Michigan State University  
National Crime Prevention Council  
National District Attorneys Association  
National Sheriffs Association  
National Gang Center  
Regional Information Sharing Systems

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\* U.S. Department of Justice agency

Access to the PSN related services of each of these agencies or organizations is available through the U.S. Attorney's District PSN Coordinator (for state and local agencies) and through the National PSN Coordinator at Main Justice.

Requestors of PSN training or technical assistance services are encouraged to speak directly with the contact person listed for each of the organizations.

***To insure that national TA and Training resources for PSN support are available for all districts, a formal request for services from any of the national providers must be made by the district PSN Coordinator using the "PSN Technical Assistance/Training Request Form" included in this Guide. A response will be issued to the District PSN Coordinator within 5 business days.***

## **PSN TA and Training Providers**

### **Academy for Educational Development (AED)**

1825 Connecticut Avenue, NW

Washington, DC 20019

Tel: (202) 884-8111

Fax: (202) 884-8400

Contact: Jim Bender

*Deputy Director, Center for Health Communication*

[jbender@aed.org](mailto:jbender@aed.org)

or

Tia Clark

*Sr. Marketing and Communication Specialist*

Tel: (202) 884-8855

Fax: (202) 884-8760

[tiacklark@aed.org](mailto:tiacklark@aed.org)

### **American Probation and Parole Association (APPA)**

PO Box 11910

Lexington, KY 40578

Tel: (859) 244-8056/7

Fax: (859) 244-8001

Contact: Tracy Mullins [*Ext. 8215*]

*Project Director*

[tmullins@csg.org](mailto:tmullins@csg.org)

or

Matthew DeMichele [*Ext. 8057*]

*Research Associate*

[mdemichele@csg.org](mailto:mdemichele@csg.org)

or

Michelle Metts [*Ext. 8058*]

*Research Associate*

[mmetts@csg.org](mailto:mmetts@csg.org)

### **Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF)**

Office of Training & Professional Development

99 New York Avenue, Suite 2N-505

Washington, DC 20226

Tel: (202) 648-8344

Fax: (202) 648-9714

Contact: Debbie Tyler

[Deborah.Tyler@atf.gov](mailto:Deborah.Tyler@atf.gov)

**Community-Oriented Policing Services Office (COPS)**

Training and Technical Assistance Division

U.S. Department of Justice

1100 Vermont Avenue, NW

Washington, DC 20530

Tel: (202)616-7174

Contact: Toni Morgan-Wheeler

[toni.morgan-wheeler@usdoj.gov](mailto:toni.morgan-wheeler@usdoj.gov)

**Council of State Government (CSG)**

4630 Montgomery Ave. Suite 650

Bethesda, MD 20814

Tel: (301) 760-2401

Fax: (240) 497-0568

Contact: Blake Norton

*Project Director*

[bnorton@csg.org](mailto:bnorton@csg.org)

[www.justicecenter.csg.org](http://www.justicecenter.csg.org)

**Gun and Gang Violence Prosecution Program**

Provider: National District Attorneys Association

[http://www.ndaa.org/apri/programs/gun\\_violence/gvp\\_home.html](http://www.ndaa.org/apri/programs/gun_violence/gvp_home.html)

**Hobson and Associates**

Tel: (703) 451-7004

Cell: (703) 863-7511

Contact: Richard Hobson

*President*

[RAH916@aol.com](mailto:RAH916@aol.com)

**International Association of Chiefs of Police (IACP)**

515 North Washington Street

Alexandria, VA 22314

Tel: 1-800-THE-IACP (1-800-843-4227)

Contact: Amy Lightcap [*Ext. 829*]

*Project Manager*

[lightcap@theiacp.org](mailto:lightcap@theiacp.org)

**Institute for Law and Justice (ILJ)**

1018 Duke Street

Alexandria, VA 22314

Tel: (703) 684-5300

Fax: (703) 739-5533

Contact: Barbara Webster or Marti Kovener

[webster@ilj.org](mailto:webster@ilj.org)

or

[marti@ilj.org](mailto:marti@ilj.org)

**Michigan State University (MSU)**  
School of Criminal Justice  
560 Baker Hall  
Michigan State University  
East Lansing, MI 48824  
Tel: (317) 774-9043  
Contact: Heather Perez  
*Technical Assistance Coordinator*  
[perezh@msu.edu](mailto:perezh@msu.edu)

**National Crime Prevention Council (NCPC)**  
2345 Crystal Drive  
Suite 500  
Arlington, VA 22202  
Tel: (202) 466-6272  
Fax: (202) 261-4122  
Contact: Charles Sczuroski  
*Law Enforcement Liaison*  
[csczuroski@ncpc.org](mailto:csczuroski@ncpc.org)

**National District Attorneys Association**  
44 Canal Center Plaza, Suite 110  
Alexandria, VA 22314  
Tel: (703) 519-1674  
Contact: <mailto:njohn.wilkinson@ndaa.org>  
[www.ndaa.org](http://www.ndaa.org)

**National Gang Center (NGC)**  
Institute for Intergovernmental Research  
Post Office Box 12729  
Tallahassee, FL 32317  
Tel: (850)385-0600  
Fax: (850) 386-5356  
Contact: John Moore  
[JMoore@IIR.com](mailto:JMoore@IIR.com)  
[information@nationalgangcenter.gov](http://information@nationalgangcenter.gov)

**National Sheriffs' Association (NSA)**  
1450 Duke St.  
Alexandria, VA 22314  
Tel: (703) 836-7827  
Fax: (703) 683-6541  
Contact: Chris Tutko  
[CTutko@sheriffs.org](mailto:CTutko@sheriffs.org)

**Regional Information Sharing Systems (RISS)**

Middle Atlantic-Great Lakes Organized Crime Law Enforcement  
Network<sup>®</sup>  
(MAGLOCLEN)

Mid-States Organized Crime Information Center<sup>®</sup> (MOCIC)

New England State Police Information Network<sup>®</sup> (NESPIN)

Rocky Mountain Information Network<sup>®</sup>  
(RMIN)

Regional Organized Crime Information Center<sup>®</sup> (ROCIC)

Western States Information Network<sup>®</sup>  
(WSIN)

**For more information about RISS, visit [www.riss.net](http://www.riss.net)**

***BJA Program Manager for PSN***

James Chavis

*Senior Policy Adviser/Law Enforcement*

Bureau of Justice Assistance

810 - 7<sup>th</sup> Street, NW

Washington, DC 20531

Tel: (202) 307-0688

[James.chavis@usdoj.gov](mailto:James.chavis@usdoj.gov)

Detailed Descriptions of Training and Technical Assistance  
Provider Services



## **Project Safe Neighborhoods Training to Assist PSN Task Forces with Media Outreach**

AED has developed a series of Media and Communication Workshops to help PSN Task Forces build internal and external media outreach capacity. Designed to encourage participants to transfer newly learned skills back to their colleagues, these courses consist of brief presentations, small and large group discussions, role playing, case study team work and hands-on practice.

In general, workshops are planned for ½ to 2 days for in-depth skills building and campaign planning. AED is ready to tailor or combine these workshops to meet the unique needs of PSN Task Forces as well as provide assistance through telephone or email correspondence. These services can be provided without charge to PSN Task Forces. For more information about AED's services, contact Jim Bender ([psn@aed.org](mailto:psn@aed.org) or 202-884-8737).

The following list is a sample of available Media and Communication Workshops. If you don't see a workshop description that meets your needs, please contact Jim Bender, as training that addresses other media and communication topics is also available.

### **Media Planning – What you need to Know before you Start**

A thoughtful and concise media plan can help you get the most out of your paid and earned media activities. This workshop gets participants thinking about the big picture including: audience, goals, strategies, materials, channels and evaluation. Participants will learn how to use a creative brief to focus and direct the creative process and will develop a sample in the workshop for a current communication need.

### **Developing Relationships with Media – When You Call, They Listen**

This workshop teaches participants how to develop good relationships with the media gatekeepers--the people in local media outlets who can get out your PSN message-- for better program visibility. Learn how to identify these gatekeepers, to develop media lists, to earn trust with media, and to maintain good relationships with media contacts.

### **Framing the Issue – Look who is spreading the News**

In this seminar, participants learn how to frame their issue for a variety of media to most effectively spread the word to the target audience. This training covers specific tips on making gun crime issues newsworthy. Brainstorm pitching angles for different types of media (print, radio, online, business section, metro section, parenting and family, editorial, etc.) to obtain the most coverage and visibility for your issue and program. Participants will role play pitching various media.

**Paid Media – Money Talks**

Project Safe Neighborhoods partners can get a lot more for their media dollar by requesting a match of their buy with pro-bono PSA placements. Participants will learn how to leverage paid media buy for more PSA placement.

**Market Research – Proving the Point**

This workshop teaches simple research techniques for gathering data for use in outreach planning. Learn how to use primary and secondary sources as well as qualitative and quantitative collection techniques to make and defend strategic and tactical decisions. Participants will role play a focus group session and provide feedback on various local and national PSN media materials.

**Beyond PSAs – The Whole Wide World of Media Tools and Channels**

This workshop enables participants to think broadly about the different types of media opportunities to meet outreach goals. Participants assess pros and cons of different channels of communication – interpersonal, organizational, community, mass media, and interactive digital media.

**Media Spokesperson Training – Getting Your Message Right**

What do you say when the media calls and wants to talk? Through presentations, mock interviews, and on-camera practice, this in-depth session teaches participants how to stay comfortably, confidently, and non-defensively on message with journalists and program hosts. Four hours, maximum four persons per trainer.

**Media Tracking – In the News and in the Know**

Media outreach is an effective way to change the tone of the public conversation around gun crime. Good media outreach leads not only to more mentions of your issue, but mentions of your issue in a way that support your overall communication strategy. In this workshop participants learn some of the basic tools of media tracking including how to assess the quantity and quality of the coverage of your topics.

*For more information about these courses and other Media Technical Assistance, contact Jim Bender at (202) 884-8737 or [PSN@aed.org](mailto:PSN@aed.org)*



## **PROJECT SAFE NEIGHBORHOODS**

### **AMERICAN PROBATION AND PAROLE ASSOCIATION**

The American Probation and Parole Association (APPA) has been awarded a grant by the U.S. Department of Justice, Bureau of Justice Assistance, in conjunction with Project Safe Neighborhoods (PSN), to involve probation and parole professionals in the Project Safe Neighborhoods effort.

The first step is to ascertain current practices among probation and parole organizations throughout the nation in the prevention of offenders on supervision from possessing and using guns, and in searching for and seizing guns held illegally (Possession or Receipt of a Firearm or Ammunition by a Prohibited Person, 18 U.S.C. § 922(g) & (n)). APPA will develop and offer relevant technical assistance and training for probation and parole professionals, and allied agencies, and work collaboratively with other agencies to promote proactive enforcement of existing gun law restrictions which may include referral of dangerous offenders to United States Attorneys for federal prosecution.

Summaries of the information gathered will be posted on the American Probation and Parole Association web site at [www.appa-net.org](http://www.appa-net.org), and in the near future, the APPA/PSN project will have its own web site linked to the APPA site. Once they are developed, the technical assistance and training opportunities will be described, and relevant information will be posted, as well as case studies and descriptions of innovative strategies employed by probation, parole and related agencies. In the meantime, however, specific requests for information and/or technical assistance are welcome. There are a number of ongoing collaborative efforts among probation and parole departments and Project Safe Neighborhoods partners, and this project will provide assistance to learn about them, and build effective coalitions.

If you have questions or comments, please feel free to contact:

Tracy G. Mullins, Senior. Research Associate  
American Probation and Parole Association  
PO Box 11910  
Lexington, KY 40578-1910  
Phone: (859) 244-8215  
Fax: (859) 244-8001  
Email: [tmullins@csg.org](mailto:tmullins@csg.org)  
Website: [www.appa-net.org](http://www.appa-net.org)



## **Bureau of Alcohol, Tobacco, Firearms & Explosives**

The Bureau of Alcohol, Tobacco, and Firearms & Explosives (ATF) is a law enforcement agency within the U.S. Department of Justice. ATF enforces the federal laws and regulations relating to alcohol, tobacco products, firearms, explosives, and arson.

ATF's Office of Training and Professional Development has designed a comprehensive package of training and training aids to support the Project Safe Neighborhoods initiative. A CD-ROM containing four separate lesson plans (Firearms Identification; Firearms Tracing; Legal Issues and Gun Violence; and Where Do Crime Guns Come From?) and associated PowerPoint presentations have recently been completed and distributed to every field division. This CD-ROM has been developed to assist ATF field offices in delivering uniform training to state and local law enforcement in support of the Project Safe Neighborhoods initiative. It is intended that an ATF special agent or other experienced firearm investigator, utilizing this lesson plan, can be a resource for U.S. Attorney's Offices that may wish to design training opportunities in support of Project Safe Neighborhoods at a local or regional level.

ATF has also partnered with the IACP, NDAA, and NCPC in delivering PSN Enforcement Training. The goal of this training is to improve the level of crime gun interdiction and prosecution through a multi-disciplinary approach that emphasizes team building among the course participants: Assistant U.S. Attorneys, state and local prosecutors, state and local police officers and sheriffs, and ATF special agents. The course has three tracks (1) a three-day training for federal and local line prosecutors, investigators and ATF special agents; (2) an Executive Breakout Sessions for decision makers to begin designing the best possible system for their region to implement PSN; (3) and a one-day course for street officers on firearms identification and the characteristics of armed gunmen. In addition, ATF's Office of Training and Professional Development offers support for local or regional PSN training efforts, providing a wide variety of training materials, handouts, lesson plans, or even speakers and blocks of instruction that can be incorporated into a local program. For more information about the ATF, please go to [www.atf.gov](http://www.atf.gov).

### **Project Safe Neighborhoods Enforcement Training [PSNET]**

This three-day, intensive course on illegal firearms interdiction is a collaborative effort among the U.S. Department of Justice, the International Association of Chiefs of Police (IACP), the National District Attorney's Association, the National Crime Prevention Council and ATF. The goal of this training is to improve the level of crime gun interdiction and prosecution through a multi-disciplinary approach that emphasizes team building among the course participants: Assistant U.S. Attorneys; state and local prosecutors; state and local police officers and sheriffs; and ATF special agents. The course is based upon ATF's Firearms Trafficking Techniques Course and incorporates elements from IACP Firearms Investigation and Interdiction Technical Assistance Program. The course focuses the resources of each partner on initiating, perfecting and prosecuting cases involving firearms traffickers and armed violent offenders. The course is specifically designed to support Project Safe Neighborhoods and is intended for maximum impact in a single city or community.

The training is actually three separate courses in one, providing a totally integrated training package from arrest to courtroom, from patrol officers to agency heads.

● **Track 1 (Investigator and Prosecutor Training) – Two days – Maximum 85 participants**

This main track is designed for line prosecutors and investigators. Assistant U.S. Attorneys, district attorneys, police, sheriff's deputies, and ATF special agents all train together. Topics include firearms trafficking; enforcement strategies; characteristics of armed gunmen; firearms identification; firearms tracing and crime gun analysis; state and Federal firearms law; presenting cases to prosecutors; prosecution strategy; designing dynamic partnerships and getting started. Whether you are a new prosecutor or an experienced law enforcement officer, the course material is ideal for anyone who is involved in putting violent armed criminals, and the illegal gun traffickers who arm them, behind bars. All speakers are internationally recognized, leading experts in their field.

● **Track 2 (Executive Breakout Session) – Two days – Maximum 30 participants**

The executive breakout session is designed for agency decision makers. Past attendees have included the U.S. Attorney for the host district; senior state and local prosecutors; ATF Special Agents in Charge and Assistant Special Agents in Charge; Police Chiefs and Assistant Chiefs; and Sheriffs and Under Sheriffs. The Executive Track offers three hours of class on the first two mornings, followed by breakout sessions facilitated by the National Crime Prevention Council. In these sessions, senior law enforcement will candidly discuss their region's crime gun problems; how to partner more effectively to combat violent crime; and problems and barriers to progress. They also will develop action plans and recommendations for implementing the Project Safe Neighborhoods strategy in their community. At the conclusion of the course they will report back to the main class on their results.

● **Track 3 (Line Officer Training) – One day – More than 100 participants per day**

**(This track is offered during day 2 and day 3 of the PSNET training to maximize the number of officers who can attend)**

Specifically designed for uniform patrol officers, this one-day course will provide police and sheriff's deputies with the knowledge, skills, and abilities they need to support the PSN program in their area and enhance their margin of safety on the street. This highly interactive course contains two 4-hour blocks of instruction:

- ***Characteristics of Armed Gunmen*** – The difference between the charges of “carrying a concealed weapon” and “homicide” is about two seconds - the time it takes to draw and shoot an illegally carried weapon. This 4-hour course, designed for state and local police officers in support of the Youth Crime Gun Interdiction Initiative (YCGII), provides officers with skills and abilities needed to recover crime guns from the street prior to their use in additional crimes of violence. The course includes detailed instruction on identifying characteristics of persons who carry concealed firearms; legal issues concerning stop and frisk; and articulating probable cause for searches. Recover more crime guns and increase your personal margin of safety while on the street. This course is taught by Lt. Richard Hobson (ret.), a 22-year veteran of Washington, DC's Metropolitan Police Department.
- ***Firearms Identification and Tracing Techniques*** – This 4-hour course is designed to provide students with the knowledge, skills, and abilities needed to accurately identify firearms based upon

markings and firearm characteristics. It will teach officers everything they need to know to identify a firearm as a piece of evidence for court or provide unique identifying information so the weapon can be traced. During the course students will have the opportunity to identify numerous firearms from technically accurate line drawings to test the development of their skills. Topics covered include firearms nomenclature, federal firearms marking requirements, caliber designations, commonly misidentified firearms, proof marks, firearms trafficking schemes, firearms trace procedures, the benefits of comprehensive crime gun tracing, and an overview of the YCGII program.

### **ATF Site Support**

In addition to the PSNET training, ATF's Office of Training and Professional Development can work with your office, in conjunction with the ATF Field Division in your area, to custom design training that contains blocks of instruction from any of the classes listed above. Classes can be designed for law enforcement officers, prosecutors or a combination of both groups. The curriculum varies by site

and is tailored to the needs of the jurisdiction requesting the training. Core materials frequently contain, but are not limited to:

- **Characteristics of Armed Gunmen**
- **Firearms Identification**
- **Firearms Tracing**
- **Where do crime guns come from?**
- **International Firearms Trafficking**
- **Federal Firearms Law**
- **Guns and Gangs**
- **Stolen Firearms**
- **NBIN – Bullets shell casings and the missing link**
- **Presenting Firearms Cases**

### **Contacts for PSN Training and Site Support:**

PSNET: Contact Debbie Tyler of ATF's Office of Training & Professional Development, at [Deborah.Tyler@atf.gov](mailto:Deborah.Tyler@atf.gov) or Amy Lightcap, the IACP Training Coordinator, at 1-800- 843-4227 ext 829

ATF Site Support: Simply contact your local ATF office or contact Debbie Tyler for additional details.

# JUSTICE CENTER

## THE COUNCIL OF STATE GOVERNMENTS

The Council of State Governments (CSG) Justice Center is a national nonprofit organization that serves policymakers at the local, state, and federal levels from all branches of government. It provides practical, data-driven advice and consensus-based strategies to all agents of change to increase public safety and strengthen communities.

CSG's Justice Center staff uses a multidisciplinary approach to providing technical assistance to Project Safe Neighborhoods (PSN) Task Force members who want to initiate or enhance prisoner reentry efforts. Technical assistance will build on the center's extensive experience coordinating the Reentry Policy Council (<http://www.reentrypolicy.org>), including its work on law enforcement-specific resources for the U.S. Justice Department's Office of Community Oriented Policing Services.

The Justice Center offers various forms of technical assistance, ranging from lengthy, intensive support to particular PSN Task Forces and/or brief, targeted engagements to address particular needs. The staff can provide a general "needs assessment" or offer more specific guidance on such issues as the following:

1. **Viability**: Assessing and addressing the political environment and organizational capacity for reentry work in a community.
2. **Stakeholder Involvement**: Identifying and engaging the full range of community-based stakeholders in the reentry initiative.
3. **Priority Population**: Assisting in analyzing relevant data and information to properly identify the reentry program's priority population.
4. **Mission, Goals, and Performance Measures**: Facilitating the development of a collaborative reentry initiative's mission, goals, and performance measures.
5. **Reentry Initiative's Terms and Participant Identification**: Compiling jurisdiction-specific information about policies, the reentry population, and community impact, to inform program requirements and participant selection.
6. **Information Exchange and Systems Collaboration**: Promoting appropriate and effective information sharing and collaboration among agencies.
7. **Transition Planning**: Identifying ways in which law enforcement, corrections and others engaged in service provision and supervision can effectively prepare incarcerated individuals, their families, and neighbors for the individuals' successful reentry to the community.
8. **Enhanced Supervision**: Employing law enforcement agency information to inform the release decision, as well as integrating law enforcement in post-release surveillance and support efforts.
9. **Organizational Capacity**: Creating a framework for program leadership and internal agency policies that will support involvement in a reentry initiative.

10. **Sustainability:** Developing procedures for maintaining staffing levels and expertise, identifying funds, developing a public relations strategy and crisis media plan, strengthening partnerships, and evaluating efforts.

Contact: Blake Norton, Project Director  
Council of State Governments Justice Center  
(240) 482-8584  
[bnorton@csg.org](mailto:bnorton@csg.org)  
[www.justicecenter.csg.org](http://www.justicecenter.csg.org)

## **Gun and Gang Violence Prosecution Program**

The National District Attorneys Association (NDAA) supports the Project Safe Neighborhoods (PSN) gun and gang violence reduction initiative through its Gun and Gang Violence Prosecution Program (GVP). NDAA participates in the PSN Anti-Gang Training and provides supplemental training and technical assistance nationwide. Through its course, Hitting the Mark: Targeting Gun and Gang Violence, NDAA provides one, two or two and a half day trainings focused on the investigation and prosecution of gun and gang violence. The program also provides technical assistance to prosecutors and allied professionals and contributes to training programs offered by other federal and national PSN partners. GVP maintains a Web site ([http://www.ndaa.org/apri/programs/gun\\_violence/gvp\\_home.html](http://www.ndaa.org/apri/programs/gun_violence/gvp_home.html)) that disseminates information on gun and gang violence prosecution to prosecutors, its PSN partners, and the public. The site highlights new developments, training opportunities, available technical assistance and related topics. GVP also produces a newsletter dedicated to topics related to gun and gang issues, published three times a year.

Provider: National District Attorneys Association

**Hobson & Associates**  
*Law Enforcement Training Services*

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***Project Safe Neighborhoods Gun Recovery and Enforcement Training Program***  
**Sponsored by the United States Department of Justice, Bureau of Justice Assistance**

**About the Program**

- 8-16 hour training seminar funded by the US DOJ Bureau of Justice Assistance
- Sponsored by Coordinating Local United States Attorney's Office
- Interactive format examines firearms cases from initial recovery techniques, case articulation and preparation requirements, processing evidence/crime scenes to overcoming suppression hearings
- Training is designed to enhance street-level firearm interdiction techniques and is open to all law enforcement agencies operating within (or adjacent to) the hosting federal judicial district

**Program Objectives**

- Enhance street officer's enforcement skills and investigative abilities in support of PSN
- Provide law enforcement with a unified street enforcement guide for combating gun-violence
- Support enforcement efforts to successfully recover crime guns from street-level criminals
- Enhance firearms case articulation, reports and testimony toward successful prosecutions
- Promote higher quality cases through comprehensive crime scene and forensic examinations

**Training Components for Base 2-Day Course (1-Day Site Support Includes First 3 Topics Only)**

- Firearm Detection, Recovery and Enforcement Techniques; Characteristics of Armed Gunmen
- Review of Consensual Encounters, Stop, Frisk and Traffic Enforcement Issues
- Firearms Case Articulation; Prosecution Report Narratives; Suppression Hearing Exercises
- Firearms Case Preparation for Successful Prosecutions (*Co-taught with Local AUSA*)
- Handling and Processing Gun-related Crime Scenes; Latent Fingerprints; Photography
- Use of Specialized Crime Scene Search Equipment: (*Hands-on practical crime scene exercises includes issuing sample digital cameras, hand-held metal weapons detectors, crime scene examination and processing equipment*)

**Optional 2-4 hour Course Components (Co-developed with in-house or outside instructors)**

- Preparation of Gun-related Search Warrants (*Co-taught with local AUSA, includes practical exercise*)
- Federal Firearms Laws (*Typically taught by local AUSA*)
- Basic Firearms Nomenclature and Identification for Successful Firearms Tracing (ATF Course)

**Agency Responsibilities**

- **H & A** will develop and provide: training schedule and curriculum; student resource manual and handout material; classroom instruction, including practical exercises; crime scene search and investigative equipment; course evaluations; and certificates of completion.
- **Local USAO** will designate a PSN Coordinator/LEC to assist in providing operational, administrative and logistical support and a suitable training site to up to 100 students.

Contact: Richard Hobson Hobson & Associates,  
BJA Contract Training Services  
(O) 703-451-7004 (C) 703-863-7511  
RAH916@aol.com



## INTERNATIONAL ASSOCIATION *of* CHIEFS OF POLICE

The *International Association of Chiefs of Police* (IACP) provides no-cost technical assistance to the law enforcement community to help improve their illegal firearms interdiction and prosecution efforts. IACP provides site specific, regional technical assistance sessions to support the Project Safe Neighborhoods (PSN) initiative. Through IACP's **Illegal Firearms Interdiction Technical Assistance** and **Project Safe Neighborhoods Enforcement Trainings** (PSNET), IACP strives to help participants produce strategic plans that, when implemented, will reduce the level of gun violence within their community.

**Illegal Firearms Interdiction Technical Assistance-** These 3-day sessions are offered to law enforcement agencies and their designated participants and includes the following course components:

- Crime Mapping
- Firearms Tracing and Investigative Tools
- Firearms Identification
- Proactive Firearms Interdiction Strategies
- Suspect Debriefing and Interview Techniques
- Researching, Preparing and Administering Grants
- Dynamic Partnerships
- Characteristics of Armed Persons
- Strategic Planning and Implementation Sessions

These sessions, all held at no cost to the participants, are offered in small group forums, at IACP headquarters for law enforcement executives, commanders and investigators. There is a competitive application process to be considered for these trainings. Course information, as well the application, is available at: <http://www.theiacp.org/research/RCDGunCrime.html> or by calling 1-800-THE-IACP x. 802.

**Project Safe Neighborhoods Enforcement Trainings-**IACP works in collaboration with the Department of Justice, the Bureau of Alcohol, Tobacco and Firearms, the National District Attorneys Association and the National Crime Prevention Council to hold these three-day , multi-disciplinary regional symposia across the nation. IACP supports these trainings in the following ways:

- Initial site meetings with the United States Attorney's Office, local District Attorneys, field offices of the Bureau of Alcohol, Tobacco and Firearms, local Police Agencies as well as federal and state Probation and Parole Agencies
- All training logistics including invitations, site selection, confirmation packets, registration sessions and course evaluations
- Curriculum, course material and agenda development.

Project Staff:

Amy Lightcap *Project Manager* [lightcap@theiacp.org](mailto:lightcap@theiacp.org)



## **Institute for Law and Justice**

1018 Duke Street  
Alexandria, Virginia 22314  
Phone: (703) 684-5300  
Fax: (703) 739-5533

The Institute for Law and Justice (ILJ) provides customized training and technical assistance to help PSN sites engage and use community members in developing and implementing anti-gun violence initiatives in their communities. Since 1979, ILJ, a nonprofit organization, has been dedicated to consulting, research, technical assistance and training in law enforcement and criminal justice. NCPC is a nonprofit organization whose primary mission is to enable people to create safer and more caring communities by addressing the causes of crime and violence and reducing the opportunities for crime to occur.

ILJ can help you engage your community in your PSN initiative by:

- Assessing your site's efforts to engage the community and involve them in your work
  - Understanding and addressing cultural factors in your community related to gun violence
  - Identifying stakeholders and engaging community leaders
  - Developing and maintaining partnerships with community members
- Linking your community engagement strategy with your media outreach efforts to get the most out of each
- Recruiting and using community members as volunteers
- Engaging youth in the community
- Collaborating with PSN partners to maximize community engagement efforts

Technical assistance is available to address both youth and adult gun violence issues in a range of formats, including:

- Telephone technical assistance
- Online training, networking, and technical assistance
- On-site support for strategic planning and networking
- Peer-to-peer learning

Contact: Marti Kovener  
(703) 684-5300 x111  
[marti.kovener@ilj.org](mailto:marti.kovener@ilj.org)

## **Technical Assistance to Support Project Safe Neighborhoods**

The School of Criminal Justice at Michigan State University has developed an approach to training and technical assistance based upon a set of core themes central to Project Safe Neighborhoods. These themes focus upon using research to identify the nature of the gun violence problem and formulating a strategy to address the most critical aspects of the problem. This is based on the principle that by focusing resources on the key elements of the district's gun crime problem, PSN is most likely to significantly reduce gun crime.

These themes formed the foundation of training in strategic problem solving that has been provided to task forces from 93 districts. Issue focused PSN training has also been provided to 91 districts. Additional training will be provided on the strategies being used to address gun violence through PSN over the next year.

Based on this experience and on going contact with PSN as it is being implemented across the country, MSU is providing technical assistance to individual districts in the implementation, operation, and assessment of their PSN initiatives. This assistance focuses on all aspect of PSN strategic problem solving including assessing the gun crime problem, implementing strategies, monitoring implementation, and evaluating the impact of PSN. In this context technical assistance is often delivered on-site using a cadre of experienced individuals involved with PSN working in a peer-to-peer context. In addition, technical assistance may be provided through phone calls to provide information and respond to specific issues. In each instance, technical assistance is tailored to the needs of the individual district.

Through the implementation of PSN a number of promising strategies have emerged that many districts are using to address gun crime. These include strategies focused upon most violent locations or individuals in a jurisdiction, offender notification and reentry programs, and innovative enforcement and prosecution practices. Through its contact with all the PSN task forces, MSU is identifying the best practices associated with these interventions and is providing technical assistance in the implementation and assessment of these PSN interventions.

Technical assistance is being provided on a wide variety of issues and topics; the following provides examples.

### **Strategic Problem Solving**

- Providing technical assistance in conducting problem assessments
- On the basis of the problem assessment, designing PSN interventions and integrating research into PSN operations
- Providing district wide training on problem solving for PSN task forces from multiple sites within the district.

Example: In several districts, the task force struggled with issues of whether to focus on one jurisdiction, several jurisdictions, or the entire district. This created challenges for the research partner in terms of focusing data collection efforts. The MSU team worked with several task forces to develop a tiered approach whereby some strategies were implemented district-wide (e.g., increased prosecution and media campaign), additional strategies in a high-crime location (e.g., police-probation supervision), and the evaluation strategy was principally focused on the high-crime location.

Example: Several task forces have used the MSU strategic problem solving training materials to provide training throughout the district. Other districts have had the MSU team collaborate in providing training within the district.

### **PSN Interventions and Best Practices**

- Providing on-site assistance to the PSN task force in implementing PSN interventions such as most violent offender programs, offender notification meetings, reentry strategies, and other promising practices
- Working with the PSN Coordinator and Researcher to identify ways in which their PSN interventions could be enhanced
- Assembling and Disseminating information on the implementation of PSN Best Practices.

Example: During one of MSU's calls to a PSN coordinator, the coordinator mentioned a desire to learn more about how other districts were using police-probation teams, the Marshal Service and similar fugitive task force teams to focus on high-risk individuals in high-risk locations. The MSU team facilitated conversations between the coordinator and officials from several other task forces that had implemented similar strategies and eventually members of the task force made a site visit to one of the other districts to learn more about these strategies.

### **Research, Data Collection, and Evaluation**

- Providing assistance concerning data acquisition and analysis for PSN strategies
- Working on site with the PSN coordinator and Research Partner to determine the most appropriate strategies to use in measuring the impact of PSN interventions.

Example: In one district, the PSN coordinator and the research partner had differing expectations about the focus and goals of the research. The coordinator did not feel that the research partner was providing information that was helpful to the task force. The research partner was unclear about what the coordinator wanted. MSU dispatched a team with experience in PSN research who sat down with the coordinator, research partner, and key members of the task force. The group was able to work through the various issues and craft a series of short-term research products of interest to the task force as well as to put in place a longer-term evaluation strategy.

Contact: Heather Perez  
(317) 774-9043  
prerezh@msu.edu



## National Crime Prevention Council



### National Crime Prevention Council (NCPC)

The National Crime Prevention Council (NCPC) is a private, nonprofit tax-exempt [501(c)(3)] organization whose primary mission is to enable people to create safer and more caring communities by addressing the causes of crime and violence and reducing the opportunities for crime to occur. NCPC publishes books, kits of camera-ready program materials, posters, and informational and policy reports on a variety of crime prevention and community-building subjects. NCPC offers training, technical assistance, and a national focus for crime prevention: it acts as secretariat for the Crime Prevention Coalition of America, more than 4,000 national, federal, local, and state organizations committed to preventing crime. It hosts a number of Web sites that offer prevention tips to individuals, describe prevention practices for community building, and help anchor prevention policy into laws and budgets. It also operates demonstration programs in schools, neighborhoods, and entire jurisdictions and takes a major leadership role in youth crime prevention and youth service; it also administers the Center for Faith and Service. NCPC manages the McGruff "Take a Bite out Of Crime" public service advertising campaign. NCPC is funded through a variety of government agencies, corporate and private foundations, and donations from private individuals. For more information about NCPC, please go to [www.ncpc.org](http://www.ncpc.org).

In partnership with ATF, IACP, and NDAA, NCPC facilitates a process by which districts will develop or enhance an integrated system of dealing with gun crime and violence as part of the PSN Enforcement Training course. NCPC coordinates the executive breakout sessions of this training for key law enforcement decision-makers as they design a comprehensive strategic systems-wide approach of dealing with gun crime and violence in their districts.

Recommendations often developed in these executive sessions include: developing standard operating procedures across agencies; enhanced intra- and inter-agency lines of communication; more efficient utilization of existing resources; and increased networking among PSN law enforcement agencies nationally.

NCPC also serves as the media advisor partner for PSN Task forces in five federal districts. As such, NCPC assists each district in developing appropriate messages for targeted audiences, planning community outreach events, orchestrating press conferences, and interaction with the media.

Contact: Shaun Campbell, Law Enforcement Liaison:  
(202) 466-6272  
Fax: (202) 296-1356

## **National District Attorneys Association**

The National District Attorneys Association (NDAA) is the world's oldest and largest professional organization representing criminal prosecutors. NDAA represents the interests of state and local prosecutors across the United States. Its members come from the offices of district attorneys, commonwealth's attorneys, state's attorneys, attorneys general and county and city attorneys enforcing the criminal laws in every state and territory of the nation. As America's largest, primary, and most influential organization of prosecuting attorneys, NDAA is involved in the formulation of policies and laws affecting the entire criminal justice system. NDAA's mission is "to be the voice of America's prosecutors and support their efforts to protect the rights and safety of the people." To accomplish this, NDAA serves as a nationwide, interdisciplinary resource center for research and development, technical assistance, training and publications reflecting the highest standards and cutting-edge practices of the prosecutorial profession.

Website: <http://www.ndaa.org>

Address: National District Attorneys Association  
44 Canal Center Plaza, Suite 110  
Alexandria, VA 22314  
703-519-1674  
[john.wilkinson@ndaa.org](mailto:john.wilkinson@ndaa.org)

Training: Gun and Gang Violence Prosecution Program



## National Gang Center (NGC)

The National Gang Center (NGC) is the product of collaboration between the Office of Justice Programs (OJP), the Bureau of Justice Assistance (BJA), and the Office of Juvenile Justice and Delinquency Prevention (OJJDP). This partnership recognizes that street gang activities transcend ages of the members and that we must consider strategies ranging from prevention through intervention, suppression, and aftercare to combat them.

NGC offers a wide-ranging approach to combating street gangs by providing up-to-date information on anti-gang initiatives, training conferences, and a comprehensive list of resources available to communities. The NGC Web site features the latest information about anti-gang programs and links to a wide range of resources. Among these are the National Youth Gang Center™, with many publications and community resources, including the Web site for the Gang Resistance Education And Training (G.R.E.A.T.) Program, and the National Gang Threat Assessment. In addition to these resources, NGC also offers the following training courses:

*Basic Training for Street Gang Investigators (28 hours)*—upon completion of the course, participants will understand basic information about the different types of gangs throughout the United States and receive specific, in-depth information about gangs in their region. They will learn how to collect information about these gangs, practical investigative techniques, and suppression and case-building strategies and will gain an appreciation for legal considerations in prosecuting gang crimes.

*Advanced Gang Investigations (24 hours)*—this course enhances the gang investigation skills, abilities, and knowledge of experienced law enforcement, corrections, intelligence, and legal professionals. Upon completion of the course, participants will be able to apply more sophisticated investigative, intelligence, and suppression tools to investigate gang crimes and suppress gang activity.

*Gang Unit Management (16-24 hours, under development)*—this course will enable participants to discuss and apply fundamental principles of effective gang unit management. Through the review and evaluation of best practice strategies being utilized by other professional practitioners, participants will be better prepared to develop the most appropriate organizational and management strategies for their department's gang unit. This will include the formation of new gang units as well as the operation of existing gang units and multi-agency partnerships.

*Strategy Seminar for Law Enforcement Chief Executives (8 hours, under development)* —This facilitated seminar for police chiefs and sheriffs will focus on denial, assessing and addressing community needs, defining and recording gang crime, as well as other appropriate gang-related topics.

For more information, visit [www.nationalgangcenter.gov](http://www.nationalgangcenter.gov)

Contact: (850) 385-0600 Email: [information@nationalgangcenter.gov](mailto:information@nationalgangcenter.gov)



## **National Sheriffs' Association**

The National Sheriffs' Association (NSA), now in its sixty-eighth year, is an organization comprised of 3,084 sheriffs and a membership of over 20,000. NSA is dedicated to raising the level of professionalism in the public safety field. Since its inception, NSA has developed many programs for law enforcement and citizens such as Neighborhood Watch and Triad.

Since 1972, NSA has managed the Neighborhood Watch program and acted as the primary source for information and technical assistance for local law enforcement agencies as it relates to Neighborhood Watch. As the national authority on Neighborhood Watch, NSA plays a vital role in the development and dissemination of training and resources for LEAs to use in training their individual Watch Groups and officers. NSA is trusted by law enforcement and has a long history of representing the Nation's Sheriffs. Furthermore, NSA has an exceptional staff that has experience, training, and is respected by the field for their knowledge of law enforcement issues, including Neighborhood Watch.

Triad, an exclusive product of the National Sheriffs' Association, is currently in its' twentieth year in assisting law enforcement to keep seniors safe in their communities by utilizing senior volunteers and those within the private sector who have a vested interest in seniors. The National Association of Triads, Inc. (NATI), offers a manual on starting and maintaining a Triad, a website that includes current senior safety related articles, a vast number of resources and contacts for every aspect of senior safety, as well as a number of programs to implement at the local level. Currently, through a grant with the Department of Justice, Community Oriented Policing Services, NATI is running a pilot program called STAR (Safety Training and Resources) that utilizes senior volunteers to combat community disasters. The program has been piloted in ten states.

Over the past 67 years NSA has partnered on numerous Federal training and technical assistance projects with the Office of Community Oriented Policing Services, Bureau of Justice Assistance, National Institute of Corrections, National Highway Transportation Safety Administration, Office of Domestic Preparedness, and Office for Victims of Crime. NSA's relationships and partnerships with the Federal government, nonprofit associations, and private industry continues to promote public safety.

The National Sheriffs' Association (NSA), in conjunction with the National Institute of Corrections (NIC), boasts one of the nation's most respected training opportunities available for new sheriffs. The NSI was established in response to an expressed need by sheriffs to meet the rapidly changing demands of the office. Twice annually, 30 first-term sheriffs are selected and offered the opportunity to attend the NSI training in Longmont, Colorado. NSA offers several courses in court security to professionals in the field. Additionally we perform court security on-site audits.

Additionally, NSA offers a number of other topical training programs and assistance for a variety of public safety topics. One offering of NSA through a grant is free on-site training and technical assistance to rural Sheriffs' Offices and Police Departments that want to establish or enhance a Victim Services Program within their agencies. Also, NSA has produced a training manual and roll call video for law enforcement on how to best meet the needs of victims in the immediate aftermath of a crime.

The National Sheriffs' Association (NSA) Homeland Security Initiatives Division, is currently providing **FREE** training for key sectors of the population, providing for a coordinated and mutually supportive response to terrorist attacks or all-hazard events. The National Sheriffs' Association's Managing the Incident - a Leadership Guide for All-Hazards Events program was designed to prepare law enforcement executives to plan, equip and train their agencies to respond effectively to an all-hazard or terrorist incident.

The program utilizes activities and table top exercises as it covers subjects that include awareness, preparation, prevention, response, and recovery. An unfolding scenario that includes a pandemic emergency and a school invasion allows participants to test their plans as the course is delivered. The program will also be offered in an online format through Towson University in 2008. First Responder training is a residential program which focuses on initial phase of a response - the crucial fifteen to thirty minutes that elapses between occurrence of the event, and response by incoming emergency teams. The program utilizes table top and practical exercises as it covers subjects including Weapons of Mass Destruction (WMD), Incident Command, bomb threats & booby traps. The NSA Jail Evacuation and Implementation Course was designed to address the needs of small, medium, and large jails in rural and urban jurisdictions, preparing them to evacuate their facility in the event of a terrorist attack or an all-hazards event. The course (designed for jail executives, mid-management and trainers) specifically focuses on a development of a strategic plan for assessing the level of threat to the local jail, the logistics of a jail evacuation, personnel issues, transportation, and sites for relocating inmates, policy and procedure development, and other training issues. The NSA Community Awareness and Partnership Training course has been fully revised, and is now being piloted. This course is designed to assist community groups and first responders to work in an active partnership as they prepare for an all-hazards event

### **Other NSA Projects**

**Law Enforcement Information Technology Standards Council (LEITSC):** In partnership with IACP, PERF, and NOBLE, the project involves and trains the nation's law enforcement executives in developing, implementing, and maintaining information technology standards.

**Jail-Based Information Gathering:** COPS Office, NSA was awarded this grant as a COPS Director's initiative. Its purpose is to develop a process that jails can use to gather and disseminate information from inmates, staff and other sources to promote public safety. Preliminary results have been extraordinary with murders, etc. being solved.

**"Preparing Courts to Implement Quarantines and Respond to Pandemic Conditions":** Under this award, NSA has developed a process for planning for a pandemic. It has been field tested and now will be revised to be available as limited technical assistance.

**Electronic Control Device Study:** The survey has been finished with over 85% response and we are waiting on results from the survey. (In conjunction with PERF).

**School and University Resource Center:** This is funded as a Presidential Initiative to look at k-12 and university violence issues. The online resources can be accessed by visiting [www.sheriffs.org](http://www.sheriffs.org).

Phone : (703) 836-7827 Address : 1450 Duke St., Alexandria, VA 22314.



## Regional Information Sharing Systems® (RISS)

RISS is a national program composed of six regional intelligence centers, operating in unique multistate geographic regions. RISS offers services to local, state, federal, and tribal criminal justice agencies to enhance their ability to identify, target, and remove criminal conspiracies and activities spanning multijurisdictional, multistate, and sometimes international boundaries. RISS currently supports over 8,000 law enforcement and criminal justice agencies in all 50 states, the District of Columbia, U.S. territories, Australia, Canada, and England. RISS supports investigation and prosecution efforts against terrorism, drug trafficking, human trafficking, identity theft, cybercrime, organized criminal activity, criminal gangs, violent crime, and other regional priorities, while promoting officer safety.

RISS offers secure communications, access to intelligence databases, and investigative resources to enhance and improve the ability to detect crime, apprehend offenders, and successfully prosecute individuals. These services include information sharing, analytical support, equipment loans, confidential funds, field staff support, technical support, training, research, publications, and officer safety. RISS provides information sharing and intelligence data exchange through the RISS secure intranet (RISSNET).

Some of RISS’s other programs include the Automated Trusted Information Exchange™ (ATIX). ATIX is a communications system that provides first responders, critical infrastructure personnel, and other public safety personnel involved in prevention and response efforts with the ability to share terrorism and homeland security information in a secure, real-time environment. In addition, RISS recently deployed RISSafe, an officer safety event deconfliction system. RISSafe will store and maintain data on planned law enforcement events—such as undercover operations—with the goal of identifying and alerting affected agencies of potential conflicts impacting law enforcement efforts. Also, RISS expanded its existing RISS National Gang Program (RISSGang), which now includes an intelligence database, Web site, bulletin board, e-mail, and gang-specific resources. For more information about RISS, contact your in-region RISS center or visit [www.riss.net](http://www.riss.net).

| <b>RISS Center and Contact Information</b>  | <b>Areas Served</b>  |
|---|--|
| Middle Atlantic-Great Lakes Organized Crime Law Enforcement Network® (MAGLOCLN)<br><a href="mailto:info@magloclen.riss.net">info@magloclen.riss.net</a><br>(800) 345-1322 | <i>Delaware, Indiana, Maryland, Michigan, New Jersey, New York, Ohio, Pennsylvania, the District of Columbia, Australia, Canada, and England</i> |
| Mid-States Organized Crime Information Center® (MOCIC)<br><a href="mailto:info@mocic.riss.net">info@mocic.riss.net</a><br>(800) 846-6242                                  | <i>Illinois, Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, South Dakota, Wisconsin, and Canada</i>                                  |
| New England State Police Information Network® (NESPIN)<br><a href="mailto:info@nespin.riss.net">info@nespin.riss.net</a><br>(800) 343-5682                                | <i>Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont, and Canada</i>   |

| <b>RISS Center and Contact Information</b>  | <b>Areas Served</b>  |
|---|--|
| Rocky Mountain Information Network <sup>®</sup><br>(RMIN)<br><a href="mailto:info@rmin.riss.net">info@rmin.riss.net</a><br>(800) 821-0640             | <i>Arizona, Colorado, Idaho, Montana, Nevada,<br/>           New Mexico, Utah, Wyoming, and Canada</i>   |
| Regional Organized Crime Information<br>Center <sup>®</sup> (ROCIC)<br><a href="mailto:info@rocic.riss.net">info@rocic.riss.net</a><br>(800) 238-7985 | <i>Alabama, Arkansas, Florida, Georgia,<br/>           Kentucky, Louisiana, Mississippi, North<br/>           Carolina, Oklahoma, South Carolina,<br/>           Tennessee, Texas, Virginia, West Virginia,<br/>           Puerto Rico, and the<br/>           U.S. Virgin Islands</i> |
| Western States Information Network <sup>®</sup><br>(WSIN)<br><a href="mailto:info@wsin.riss.net">info@wsin.riss.net</a><br>(800) 952-5258             | <i>Alaska, California, Hawaii, Oregon,<br/>           Washington, Canada, and Guam</i>   |