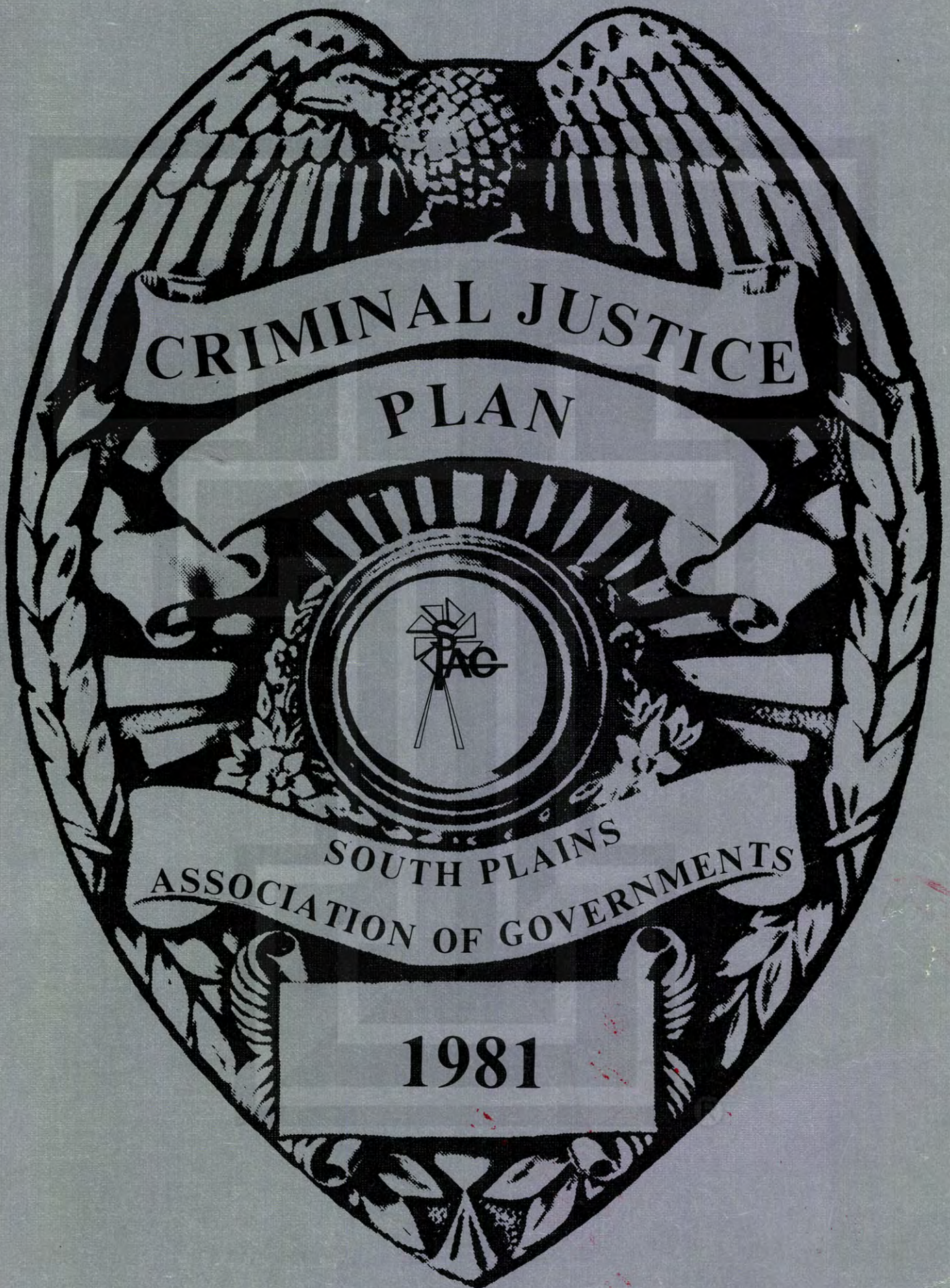




CRIMINAL JUSTICE
PLAN

SOUTH PLAINS
ASSOCIATION OF GOVERNMENTS

1981

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REGIONAL CRIMINAL JUSTICE PLAN

1981

SOUTH PLAINS ASSOCIATION OF GOVERNMENTS

The preparation of this 1981 (Regional Comprehensive) Criminal Justice Plan by the South Plains Association of Governments was funded in part by the Texas Criminal Justice Division, and a General Appropriations Grant from the Office of the Governor



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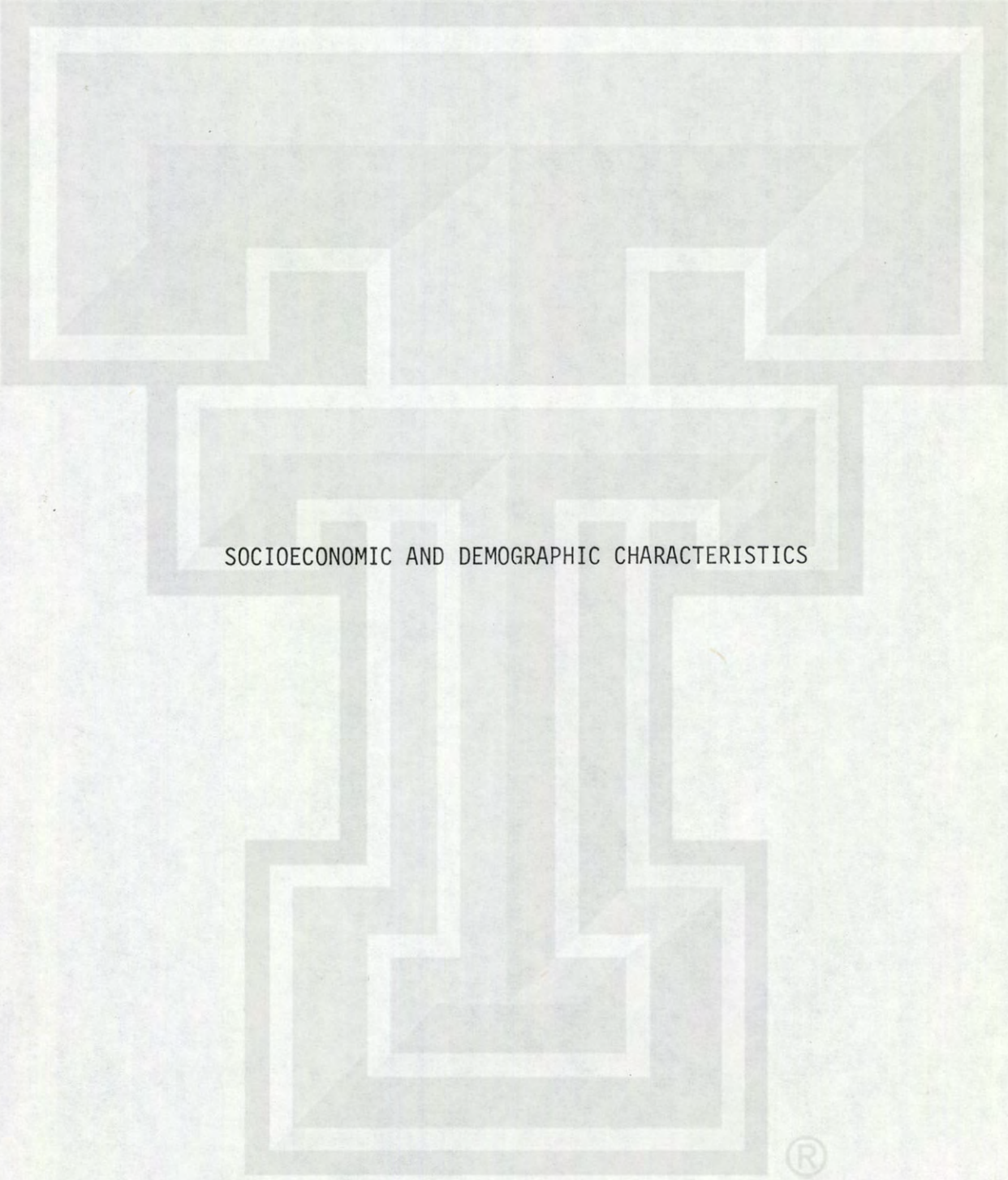
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INTRODUCTION

The problem of crime in our society is one of the most challenging problems facing our society today. Despite millions of dollars and many new and innovative programs, crime continues to spiral upward. Texas and the South Plains are no exception.

This 1981 Criminal Justice Application addresses the Criminal Justice System in the 15 county South Plains Region. The application will portray Socioeconomic and Demographic Characteristics of the area and their relationship to area crime. Local crime and delinquency problems will be identified and information concerning the areas Criminal Justice Systems ability to deal with crime will be presented. The SPAG Regions Crime problems will be defined and their priorities established. A list of projects addressing these problem areas will appear in priority order to complete the application.





SOCIOECONOMIC AND DEMOGRAPHIC CHARACTERISTICS

DEMOGRAPHIC AND SOCIOECONOMIC CHARACTERISTICS

The South Plains Association of Governments serves State Planning Area Two (2), which includes fifteen (15) counties - Bailey, Cochran, Crosby, Dickens, Floyd, Garza, Hale, Hockley, King, Lamb, Lubbock, Lynn, Motley, Terry, and Yoakum. These counties cover a land area of 13,728.4 square miles, or five percent of the area of the State of Texas, as shown on the map on page 7. Population estimates for 1980, compiled by the Texas Department of Health, report the population of the South Plains region to be 371,197, an increase of 26,724 from 1975.

Population projections supplied by the Population Research Center at the University of Texas estimate a regional population in the South Plains of 466,200 by 1985. The regional population projection for 1985 of 466,200 also represents 3.3% of projected population statewide in 1985.

Counties which are projected to experience an increase in 1985 population over 1975 projection are: Bailey (13.7%), Floyd (4.7%), Hale (11.5%), Lubbock (28.3%), Terry (2.5%), and Yoakum (14.1%). The most significant projected increase is in Lubbock County, the most highly urbanized county in the region.

The South Plains regional economy is based primarily on agriculture and agriculture related industries. Major crops in the area are cotton and grain. Lubbock County is the most highly urbanized county in the region, exhibiting a diverse economy based on agricultural related industries, light manufacturing, higher education, and commerce. This diversification results in a county in which only 4% of the present labor force are farm workers.

The following demographic charts are presented at the end of this section:

- (1) 1980 Population Estimates, (2) Population Density - 1975 Population/Sq. Mile,
- (3) Percentage of Population by Income, (4) Family Income by County, (5) Educational Attainment by County, (6) Housing by County, (7) Percentage of Population by Job/

Occupation, (8) 1979 Average Unemployment Rates, (9) Population by Race and Heritage - 1970, (10) Population by Age and Sex - 1970, and (11) 1970 Juvenile Population. Some of this data will be examined in greater detail below.

Ethnic Composition

The ethnic composition of the South Plain's region is predominantly Anglo, with Mexican Americans comprising the second largest group. For the entire region, 73.1% of the population are Anglo and other races; 6.7% are Black, and 20.2% are of Spanish heritage. No civil disturbances have occurred recently; however, minority group members have become increasingly involved in political and social issues affecting their welfare and status such as housing, public education, and political representation. While increasing dissatisfaction with present status is apparent within minority groups in the region, most problems are being addressed through existing political and social channels. However, it is possible that greater dissatisfaction could result in increased reliance by individuals on illegal channels to improve status.

Income

Median family income in the counties of the South Plains is generally below the median family income of the State of Texas (\$8,490), with the exception of Yoakum County. The median income figure for Lubbock County (\$8,248) is just slightly below the statewide figure. The percentage of families below poverty statewide is 14.6 percent. Only three counties in the region (King, Lubbock, and Yoakum) had a smaller percentage of families earning below the poverty level. The counties of Terry, Lynn, and Lubbock had the greatest percentages of families earning \$15,000 or more. The level of income in the various counties is generally lower than it is statewide; but this is to be expected in a predominately rural region. Income alone may not adequately explain crime trends in the South Plains.

Lubbock County, where most regional crime occurs, has a median income figure which is similar to the statewide norm, as well as a slightly smaller percentage of families below the poverty level.

Housing

Housing variables are generally related to crime only as a measure of the basic welfare of an area. Median dollar values of housing in the counties of the South Plains are generally lower than the statewide figure (\$12,000) with the exception of Lubbock County (\$12,900). The range of median values for the counties on the South Plains is \$5,100 to \$12,900. Even though housing values are generally lower than the statewide norm on the South Plains, this does not indicate any widespread amount of substandard housing. As was stated above, housing variables are usually related to crime trends only in a general way. The most common connection made between housing and crime is in regard to ghetto conditions. While the major urban area, Lubbock, certainly has tracts of substandard housing, it may not be merely bad housing which corresponds with crime; but rather a concentration of bad housing. Rural areas generally have a greater amount of substandard housing, but it is not concentrated in one area. Also, in an urban area where the very best housing is easily seen by those occupying less desirable housing, it is easier for a feeling of deprivation to arise, often finding an outlet in criminal behavior. One specific housing factor in the City of Lubbock; however, which bears on crime trends is the percentage of rental housing and apartment. Forty percent of the total year-round housing in the Lubbock SMSA is renter occupied. Mobility of residents, frequent lack of adequate security devices, etc. contribute to making rental housing a prime target of burglary, which is a major problem on the South Plains.

Population Density

The figures for population per square mile in the counties of the South Plains

region range from a low of 0.4 people per square mile in King County, to a high of 220.8 people per square mile in Lubbock County. Density has consistently been related to crime, so the figure for Lubbock County is significant. The population density of the Lubbock SMSA (200.7) is much greater than the SMSA's of the two regions which were compared with the South Plains--Amarillo SMSA (Panhandle Region) 79.7, and Wichita Falls SMSA (Nortex Region) - 84.4. With the growth projected for the City and County of Lubbock, the density may become even more disproportionate than it is at present.

Unemployment

Average unemployment rates for the year 1977 for the counties of the South Plains region ranged from a low of 2.6% to a high of 5.2%. The average unemployment rate for the year 1979 for the entire South Plains region was 3.7%. The Relationship between unemployment and crime rates for the region is not clear. Therefore, we cannot conclude whether or not unemployment is related to crime rates on the South Plains.

Illegal Aliens

Despite the fact that the South Plains region is located over 300 miles from the Mexican border, a large number of illegal aliens reside in this region. In 1979, the Border Patrol apprehended 2,943 illegal aliens in this region. Of these illegal aliens, approximately 30% were apprehended for criminal related activities, primarily driving while intoxicated, shoplifting, carrying a prohibited weapon, and driving without a license. Efforts have been made recently to abate the flow of illegal aliens into this county, however, chances of success are slim. Therefore, it may be expected that illegal aliens will continue to contribute to the South Plains crime problems.

Juvenile Population

According to 1976 figures from the Texas Judicial Council, the South Plains regional population contains 48,818 juveniles, or 14.9% of the South Plains' total population. Some rural counties estimate that 20 to 30 percent of their crimes are committed by juveniles; however, in the City of Lubbock, these estimates are higher. According to estimates by juvenile officials in the Lubbock Police Department, about 50% of all burglaries, thefts, auto thefts, and narcotic offenses are committed by juveniles. Juveniles, however, are rarely involved in crimes such as murder, rape, or robbery.

Colleges and Universities

Several colleges and universities are located in the South Plains region. The largest of these is Texas Tech University in Lubbock, with an enrollment of approximately 23,129 students. Lubbock Christian College, also located in Lubbock, has an approximate enrollment of 1,241 students. Other colleges in the region are South Plains College in Levelland, and Wayland College in Plainview. There is no reason to assume that the college population creates any crime problems. There might be only an indirect relationship between the student population of Lubbock and the crime of burglary. A large number of students at Texas Tech University live off campus in apartments and rented housing. Very often, students own small appliances, portable television sets, and stereos which are easily stolen and fenced. Thus the off-campus college population may provide more opportunity for potential burglars.



1980 - POPULATION ESTIMATES

<u>COUNTY</u>	<u>1980 POPULATION</u>
BAILEY	7,708
COCHRAN	5,363
CROSBY	8,572
DICKENS	3,504
FLOYD	10,544
GARZA	5,121
HALE	36,997
HOCKLEY	21,865
KING	345
LAMB	17,532
LUBBOCK	220,483
LYNN	9,773
MOTLEY	2,152
TERRY	13,235
YOAKUM	8,003
SPAG REGION	371,197

*Source: Texas Department of Health 1980 Population Estimates.

POPULATION DENSITY - 1975 Population/Sq. Mile

COUNTY	LAND AREA (SQ. MILES)	1975 POPULATION	POPULATION/ SQUARE MILE
BAILEY	835	8,369	10.0
COCHRAN	783	5,004	6.4
CROSBY	911	8,969	9.8
DICKENS	931	3,476	3.7
FLOYD	993	10,787	10.9
GARZA	914	5,258	5.7
HALE	979	35,732	36.5
HOCKLEY	908	21,052	23.2
KING	944	420	0.4
LAMB	1,022	16,992	16.6
LUBBOCK	893	197,248	220.8
LYNN	915	8,841	9.6
MOTLEY	980	1,779	1.8
TERRY	899	9,963	11.1
YOAKUM	830	7,389	8.9
SPAG REGION	13,728	341,279	24.9



PERCENTAGE OF POPULATION BY INCOME

COUNTIES	LESS THAN \$1,000	\$1000 1999	\$2000 2999	\$3000 3999	\$4000 5999	\$6000 9999	\$10,000 14,999	\$15,000 OR MORE
BAILEY	9.912	7.264	7.567	8.437	19.523	17.934	17.139	12.220
LAMB	9.443	11.597	8.278	10.414	14.951	23.300	13.133	8.879
HALE	7.084	8.642	8.764	8.510	16.655	23.524	15.717	11.100
FLOYD	7.872	8.641	7.990	9.588	18.259	22.047	15.773	9.825
MOTLEY	5.714	18.385	16.024	9.689	15.900	15.900	10.186	8.198
COCHRAN	10.485	6.990	9.126	10.226	15.404	25.889	14.563	7.313
HOCKLEY	11.356	9.674	8.779	8.486	13.871	24.378	14.750	8.702
LUBBOCK	13.140	9.470	7.216	6.927	13.378	22.551	15.949	11.365
CROSBY	8.188	11.050	7.536	9.130	18.804	20.144	13.949	11.195
DICKENS	9.656	15.435	12.362	6.949	14.411	24.433	9.290	7.461
KING	10.000	5.000	.000	13.333	22.222	20.000	20.000	9.444
YOAKUM	3.752	3.046	6.754	11.037	14.569	30.419	18.587	11.832
TERRY	7.932	7.080	7.080	7.269	17.807	22.661	15.178	14.989
LYNN	7.756	8.766	9.163	12.337	18.578	16.774	12.012	14.610
GARZA	5.862	11.724	8.045	8.620	16.896	25.977	13.908	8.965
REGION	11.119	9.364	7.742	7.859	14.689	22.697	15.441	11.085

Source: Summary of Selected Demographic Characteristics from Census Data - Fourth Count
Office of the Governor
Office of Information Services August 1972

FAMILY INCOME BY COUNTY
(According to 1970 Census)

<u>COUNTY</u>	<u>FAMILY INCOME</u>		<u>% EARNING \$15,000 OR MORE</u>
	<u>MEDIAN INCOME</u>	<u>% POVERTY LEVEL</u>	
BAILEY	\$6,565	18.8%	13.9%
COCHRAN	\$6,357	24.3%	8.5%
CROSBY	\$6,569	23.0%	13.2%
DICKENS	\$6,149	20.5%	10.0%
FLOYD	\$6,703	23.0%	11.7%
GARZA	\$6,685	16.7%	10.9%
HALE	\$7,110	18.7%	13.5%
HOCKLEY	\$7,127	20.0%	10.8%
KING	\$6,150	7.6%	11.8%
LAMB	\$6,253	25.1%	10.7%
LUBBOCK	\$8,248	13.4%	16.0%
LYNN	\$5,889	22.8%	16.9%
MOTLEY	\$5,351	24.8%	10.8%
TERRY	\$7,594	20.9%	17.3%
YOAKUM	\$8,576	11.4%	13.6%
STATE OF TEXAS	\$8,490	14.6%	N/A

SOURCE: U.S. Bureau of the Census; 1970 Census of Population,
General Social and Economic Characteristics

EDUCATIONAL ATTAINMENT BY COUNTY

(Median School Years Completed, Total Population, Age 25 and Over)

(1970 Census)

<u>COUNTY</u>	<u>MEDIAN YEARS COMPLETED</u>
BAILEY	11.2
COCHRAN	10.6
CROSBY	10.6
DICKENS	10.4
FLOYD	10.9
GARZA	10.5
HALE	11.2
HOCKLEY	10.9
KING	11.3
LAMB	10.6
LUBBOCK	12.2
LYNN	10.2
MOTLEY	10.2
TERRY	11.2
YOAKUM	11.8
STATE OF TEXAS	11.6

SOURCE: U.S. Bureau of the Census: 1970 Census of Population,
General Social and Economic Characteristics



HOUSING BY COUNTY
(1970 Census)

COUNTY	TOTAL HOUSING UNITS	YEAR ROUND HOUSING			
		OWNER TOTAL	OCCUPIED MEDIAN \$ VALUE	RENTER TOTAL	OCCUPIED MEDIAN RENT
BAILEY	3,078	1,536	9,900	967	57
COCHRAN	1,948	959	6,700	546	46
CROSBY	3,421	1,672	7,500	1,024	50
DICKENS	1,686	958	5,100	415	34
FLOYD	4,093	2,108	7,900	1,230	51
GARZA	2,018	1,079	6,400	610	47
HALE	12,345	6,442	10,900	3,786	61
HOCKLEY	7,024	3,801	9,100	2,114	57
KING	201	41	9,400	109	30
LAMB	7,040	3,859	7,800	1,768	48
LUBBOCK	58,690	32,262	12,900	20,991	82
LYNN	3,438	1,615	7,600	1,062	40
MOTLEY	1,041	624	6,200	182	35
TERRY	4,799	2,676	9,000	1,484	59
YOAKUM	2,469	1,443	9,400	720	66
STATE OF TEXAS	-	-	12,000	-	76

SOURCE: U.S. Bureau of the Census: 1970 Census of Housing, General
Housing Characteristics

PERCENTAGE OF POPULATION BY JOB-OCCUPATION

<u>COUNTIES</u>	<u>PROFESSIONAL AND TECHNICAL</u>	<u>MANAGERIAL AND ADMINISTRATIVE</u>	<u>CLERICAL AND SALES</u>	<u>CRAFTSMEN AND FOREMEN</u>	<u>SEMI-SKILLED</u>	<u>FARMWORKERS</u>	<u>EXPERIENCED UNEMPLOYED</u>
BAILEY	10.009	8.325	17.711	6.672	21.110	31.774	4.3
LAMB	9.056	7.219	15.061	9.417	26.054	29.054	3.8
HALE	10.578	9.044	20.118	11.441	27.189	17.561	4.0
FLOYD	8.989	8.285	16.246	9.477	20.119	32.954	3.9
MOTLEY	7.623	6.353	13.595	7.623	31.385	32.147	1.2
COCHRAN	8.386	5.552	13.765	9.947	20.416	39.386	2.5
HOCKLEY	9.724	5.936	16.145	14.116	28.260	21.961	3.8
LUBBOCK	14.315	9.776	26.619	11.830	30.490	3.598	3.3
CROSBY	8.040	8.300	14.290	8.886	22.298	34.472	3.7
DICKENS	8.320	7.369	15.451	10.063	21.394	32.091	5.3
KING	4.186	13.023	7.441	8.372	11.162	55.813	.0
YOAKUM	8.740	6.314	15.768	12.772	39.172	14.020	3.2
TERRY	8.817	7.898	18.142	10.166	26.920	23.949	4.1
LYNN	6.944	6.310	12.921	8.080	20.767	42.704	2.
GARZA	7.466	6.852	12.712	15.311	35.491	17.485	4.
REGION	12.109	8.831	22.315	11.374	28.675	13.138	3.

SOURCE: Summary of Slected Demographic Characteristics from Census Data - Fourth Count
Office of Governor, Office of Information Services, August 1972
Tried to update this information but office is no longer in existence.

1979 AVERAGE UNEMPLOYMENT RATES
(Through First Ten Months of 1979)

<u>COUNTY</u>	<u>CIVILIAN LABOR FORCE</u>	<u>UNEMPLOYMENT RATE</u>
BAILEY	3,520	3.1
COCHRAN	2,105	4.2
CROSBY	3,494	4.7
DICKENS	1,437	4.0
FLOYD	4,440	3.7
GARZA	1,888	3.2
HALE	15,674	4.4
HOCKLEY	9,344	3.9
KING	250	3.5
LAMB	7,200	3.4
LUBBOCK	98,171	3.7
LYNN	3,516	4.3
MOTLEY	781	2.8
TERRY	6,292	5.2
YOAKUM	3,337	2.6
SPAG REGION	161,449	3.7

SOURCE: Texas Employment Commission

SOUTH PLAINS ASSOCIATION OF GOVERNMENTS
POPULATION BY RACE AND HERITAGE - 1970

COUNTIES	TOTAL POPULATION	WHITE & OTHER RACES	% OF TOTAL	NEGRO	% OF TOTAL	SPANISH HERITAGE	% OF TOTAL
BAILEY	8,487	5,892	69.6	291	3.4	2,204	27.1
COCHRAN	5,326	3,384	63.6	428	8.0	1,514	28.4
CROSBY	9,085	5,663	62.3	659	7.3	2,763	30.4
DICKENS	3,737	3,084	82.5	206	5.5	447	12.0
FLOYD	11,044	7,744	70.1	731	6.6	2,569	23.3
GARZA	5,289	4,100	77.5	301	5.7	888	16.8
HALE	34,137	23,647	69.2	2,108	6.2	8,382	24.6
HOCKLEY	20,396	15,250	74.8	899	4.4	4,347	20.8
KING	464	383	82.5	30	6.5	51	11.0
LAMB	17,770	12,388	69.7	1,303	7.3	4,079	23.0
LUBBOCK	179,295	134,587	74.9	13,626	7.8	31,082	17.3
LYNN	9,107	5,915	65.0	429	4.7	2,763	30.3
MOTLEY	2,178	1,755	80.6	221	10.1	202	9.3
TERRY	14,118	10,013	70.9	634	4.5	3,471	24.6
YOAKUM	7,344	5,948	81.0	87	1.2	1,309	17.8
SPAG REGION	327,777	239,753	73.1	21,953	6.7	66,071	20.2
TEXAS	111,196,730	7,717,382	68.9	1,419,677	12.7	2,059,671	18.4

SOURCE: Summary of Selected Demographic Characteristics from Census Data - Fourth Count, Office of the Governor, and the Office of Information Services, August 1972.

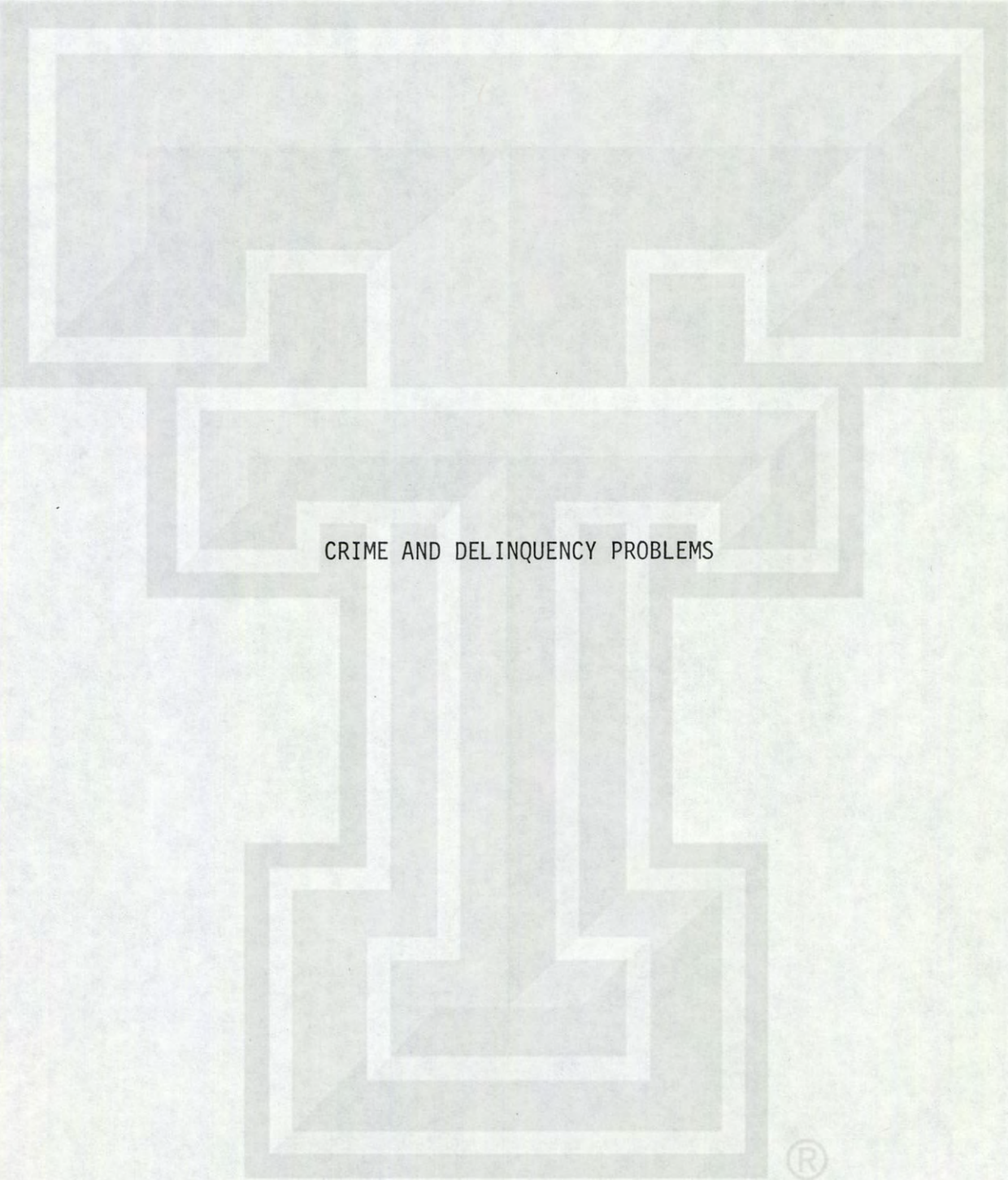
SOUTH PLAINS ASSOCIATION OF GOVERNMENTS
POPULATION BY AGE & SEX - 1970

	TOTAL POPULATION	PERCENTAGE OF MALE POPULATION					PERCENTAGE OF FEMALE POPULATION				
		TOTAL	AGE 0-13	AGE 14-34	AGE 35-64	AGE 65+	TOTAL	AGE 0-13	AGE 14-34	AGE 35-64	AGE 65+
SPAG REGION	327,777	49.15	14.47	17.09	14.16	3.43	50.85	14.08	17.26	14.97	4.5
BAILEY	8,487	48.84	14.46	14.53	15.77	4.08	51.18	15.41	14.65	16.32	4.8
COCHRAN	5,326	49.51	15.66	14.55	15.36	3.94	50.49	14.72	15.90	15.21	4.6
CROSBY	9,085	48.87	15.72	13.23	15.22	4.70	51.12	15.09	13.65	15.78	6.6
DICKENS	3,737	48.09	11.00	11.29	16.94	8.86	51.91	11.80	11.64	18.57	9.9
FLOYD	11,044	48.58	14.89	13.19	15.51	4.49	51.42	14.99	13.75	16.31	6.3
GARZA	5,289	48.51	14.29	13.61	16.03	4.63	51.48	12.93	14.45	17.41	6.6
HALE	34,134	48.70	15.25	14.37	14.91	4.17	51.29	14.76	15.33	15.92	5.2
HOCKLEY	20,396	50.32	14.93	16.61	15.07	3.71	49.69	13.80	16.08	15.66	4.1
KING	,464	54.31	15.73	13.36	22.20	3.02	45.70	11.42	13.15	18.97	2.1
LAMB	17,770	48.70	14.05	12.79	16.30	5.56	51.30	13.58	13.78	17.30	6.6
LUBBOCK	179,295	49.17	14.10	19.47	13.02	2.58	50.83	13.76	19.37	13.94	3.7
LYNN	9,107	49.32	15.45	13.63	15.31	4.93	50.68	15.43	13.70	15.60	5.9
MOTLEY	2,178	49.12	10.19	12.79	17.03	10.56	50.87	10.06	10.74	18.73	11.3
TERRY	14,118	49.49	16.24	19.47	15.24	3.44	50.50	15.39	14.98	15.82	4.3
YOAKUM	7,344	49.93	14.99	13.63	17.18	2.44	50.07	15.32	16.04	15.77	2.9

SOURCE: Texas Hospitals 1971 -- A Statistical Report by Geographical Planning Areas, Institute of Contemporary Corrections and the Behavioral Sciences, Huntsville, Texas.

<u>COUNTY</u>	<u>1970 JUVENILE POPULATION</u>	<u>1970 TOTAL POPULATION</u>	<u>PERCENTAGES OF JUVENILES IN TOTAL POPULATION</u>
BAILEY	1,400	8,487	16.49%
COCHRAN	956	5,326	17.94%
CROSBY	1,450	9,085	15.96%
DICKENS	505	3,737	13.51%
FLOYD	1,753	11,044	15.87%
GARZA	831	5,289	15.71%
HALE	5,470	34,137	16.02%
HOCKLEY	3,139	20,396	15.39%
KING	73	464	15.73%
LAMB	2,750	17,770	15.47%
LUBBOCK	25,147	179,295	14.02%
LYNN	1,487	9,107	16.32%
MOTLEY	258	2,178	11.84%
TERRY	2,331	14,118	16.51%
YOAKUM	<u>1,268</u>	<u>7,344</u>	<u>17.26%</u>
SPAG REGION	48,818	327,777	14.89%

SOURCE: Texas Judicial Council
January 1976--June 1976

A large, stylized, light gray letter 'J' logo is centered on the page. The 'J' has a thick outline and a drop shadow effect, giving it a three-dimensional appearance. The text 'CRIME AND DELINQUENCY PROBLEMS' is printed in a small, black, sans-serif font across the middle of the 'J' logo.

CRIME AND DELINQUENCY PROBLEMS



CRIME AND DELINQUENCY PROBLEMS

The purpose of this section is to identify and analyze local Crime and Delinquency Problems. Crime statistics on the local level will be compared to statewide averages as well as to statistics from a planning region comparable to SPAG namely, Panhandle Regional Planning Commission COG 1. This comparison should show problem areas and trends that deserve attention. For comparison purposes 4 charts will be used. The first chart will contain statistics from the SPAG Region for 1978. The second and third charts will contain the same category of statistics for PRPC and State of Texas respectively. The fourth chart will compare 3 categories from these charts for the purpose of drawing conclusions as to SPAG Region problem areas. The categories compared will be: Rate of Crime Incidences Per 100,000 Persons, Percentage of Total Clearances Involving Persons Under 18 Years of Age and finally the Percentage of Clearances by Area Law Enforcement Agencies to the Total Number of Crime Incidences. These comparisons shall determine how SPAG'S Crime Rate, Juvenile Crime Rate and Law Enforcement Agency efficiency compare to PRPCs' Agencies and to all agencies on a statewide basis. Appearing immediately after the fourth chart, on pages 21A through 21G will be a breakdown of the the SPAG Regions reported crime by each reporting agency. The comparison used in chart 4 provides an indicator of crime problems on an area wide basis, the breakout is intended as a tool to pinpoint problem areas within the region and to locate the source of trends indicated in Chart 4.

CHART I

S.P.A.G.

OFFENSE	INCIDENCES	RATE OF INCIDENCE PER 100,000 PERSONS	TOTAL CLEARED	TOTAL CLEARANCES INVOLVING PERSONS UNDER 18	PERCENT OF TOTAL CLEARANCES INVOLVING PERSONS UNDER 18	PERCENTAGE TOTAL CLEAR- ANCES (LAW ENFORCEMENT AGENCY EFFICIENCY
MURDER	59	17.4	57	5	%8.7	96.6
RAPE	154	45.5	100	11	%11.	64.9
ROBBERY	356	105.1	159	19	%11.9	44.6
ASSAULT	935	276.1	670	87	%12.9	71.6
BURGLARY	5990	1768.6	1016	251	%24.7	16.9
LARCENY	11833	3493.8	2449	726	%29.6	20.6
AUTO THEFT	1105	326.3	380	107	%28.1	34.3
TOTAL	20432	6032.7	4831	1206	%24.9	23.6

CHART II

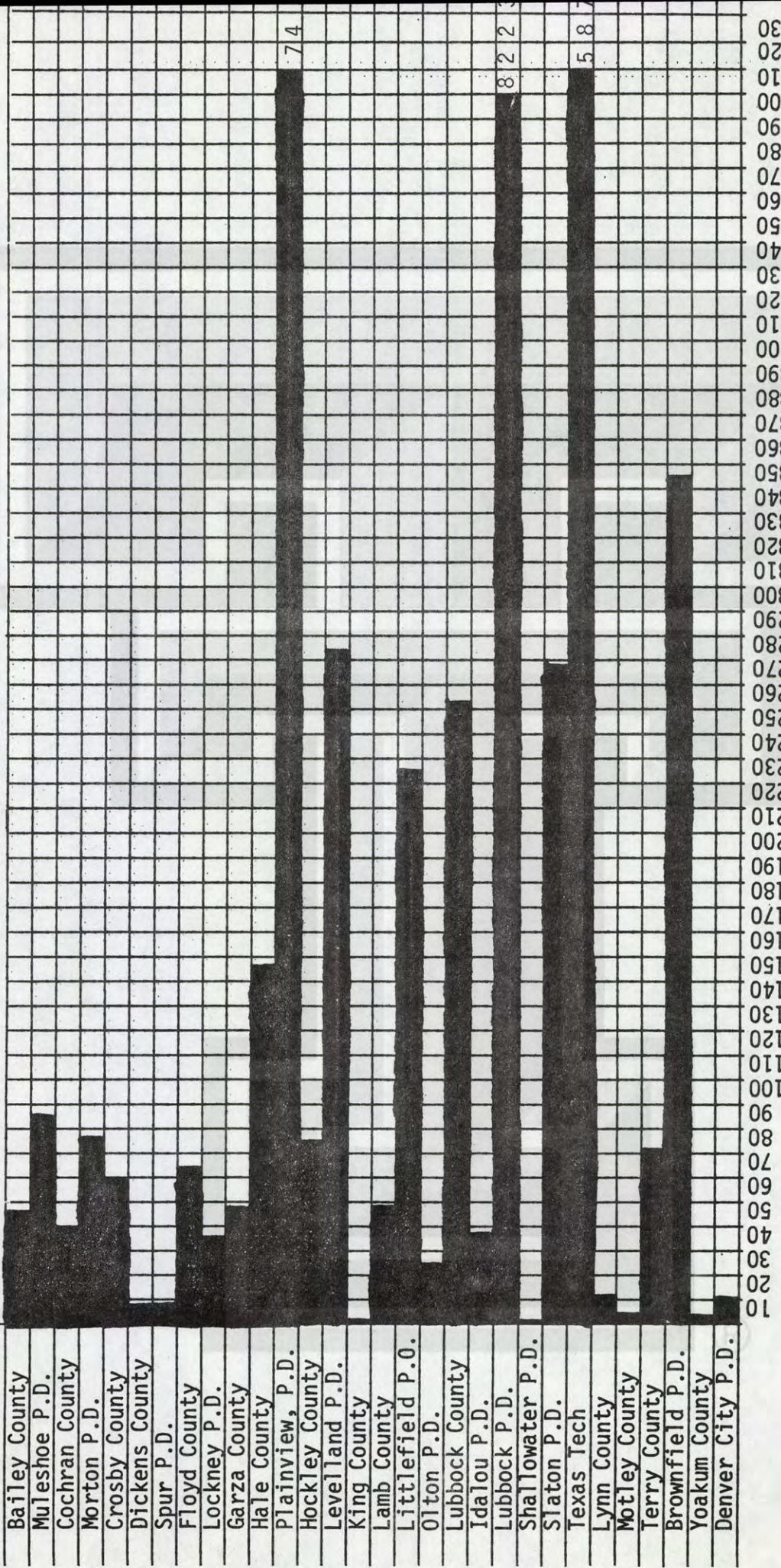
P.R.P.C.

OFFENSE	INCIDENCES	RATE OF INCIDENCE PER 100,000 PERSONS	TOTAL CLEARED	TOTAL CLEARANCES INVOLVING PERSONS UNDER 18	PERCENT OF TOTAL CLEARANCES INVOLVING PERSONS UNDER 18	PERCENTAGE OF CLEAR- ANCE INCI- DENCE
MURDER	24	6.5	17	0	0	70.8
RAPE	77	21.8	51	5	9.8	66.2
ROBBERY	213	60.4	79	12	15.1	37.0
ASSAULT	858	243.4	660	47	7.1	76.9
BURGLARY	3871	1098.1	662	198	29.9	17.1
LARCENY	8151	2312.1	1576	417	26.4	19.3
AUTO THEFT	791	224.4	319	113	35.4	40.3
TOTAL	13984	3966.7	3364	792	23.5	24.0

CHART IV

OFFENSES	RATE OF INCIDENCE PER 100,000 PEOPLE			PERCENT OF TOTAL CLEARANCES INVOLVING PERSONS UNDER 18			PERCENTAGE OF CLEARANCES TO INCIDENTS (LAW ENFORCEMENT AGENCY EFFICIENCY)		
	SPAG	PRCP	STATE	SPAG	PRCP	STATE	SPAG	PRCP	STATE
MURDER	17.4	6.5	14.2	8.7	0	6.1	96.6	70.8	79.2
RAPE	45.5	21.8	37.7	11.0	9.8	7.0	64.9	66.2	54.3
ROBBERY	105.1	60.4	164.2	11.9	15.1	10.2	44.6	37.0	35.9
ASSAULT	276.1	243.4	218.2	12.9	7.1	7.8	71.6	76.9	68.3
BURGLARY	1768.6	1098.1	160.4	24.7	29.9	29.9	16.9	17.1	17.3
LARCENY	3493.8	2312.1	3059.5	29.6	26.4	24.0	20.6	19.3	20.3
AUTO THEFT	326.3	224.4	443.4	28.1	35.4	24.3	34.3	40.3	22.7
TOTAL	6032.7	3966.7	5544.6	24.9	23.5	20.3	23.6	24.0	22.4

REPORTING
AGENCIES



REPORTING
AGENCIES

Bailey County
Muleshoe P.D.
Cochran County
Morton P.D.
Crosby County
Dickens County
Spur P.D.
Floyd County
Lockney P.D.
Garza County
Hale County
Plainview, P.D.
Hockley County
Levelland P.D.
King County
Lamb County
Littlefield P.O.
Olton P.D.
Lubbock County
Idalou P.D.
Lubbock P.D.
Shallowater P.D.
Slaton P.D.
Texas Tech
Lynn County
Motley County
Terry County
Brownfield P.D.
Yoakum County
Denver City P.D.

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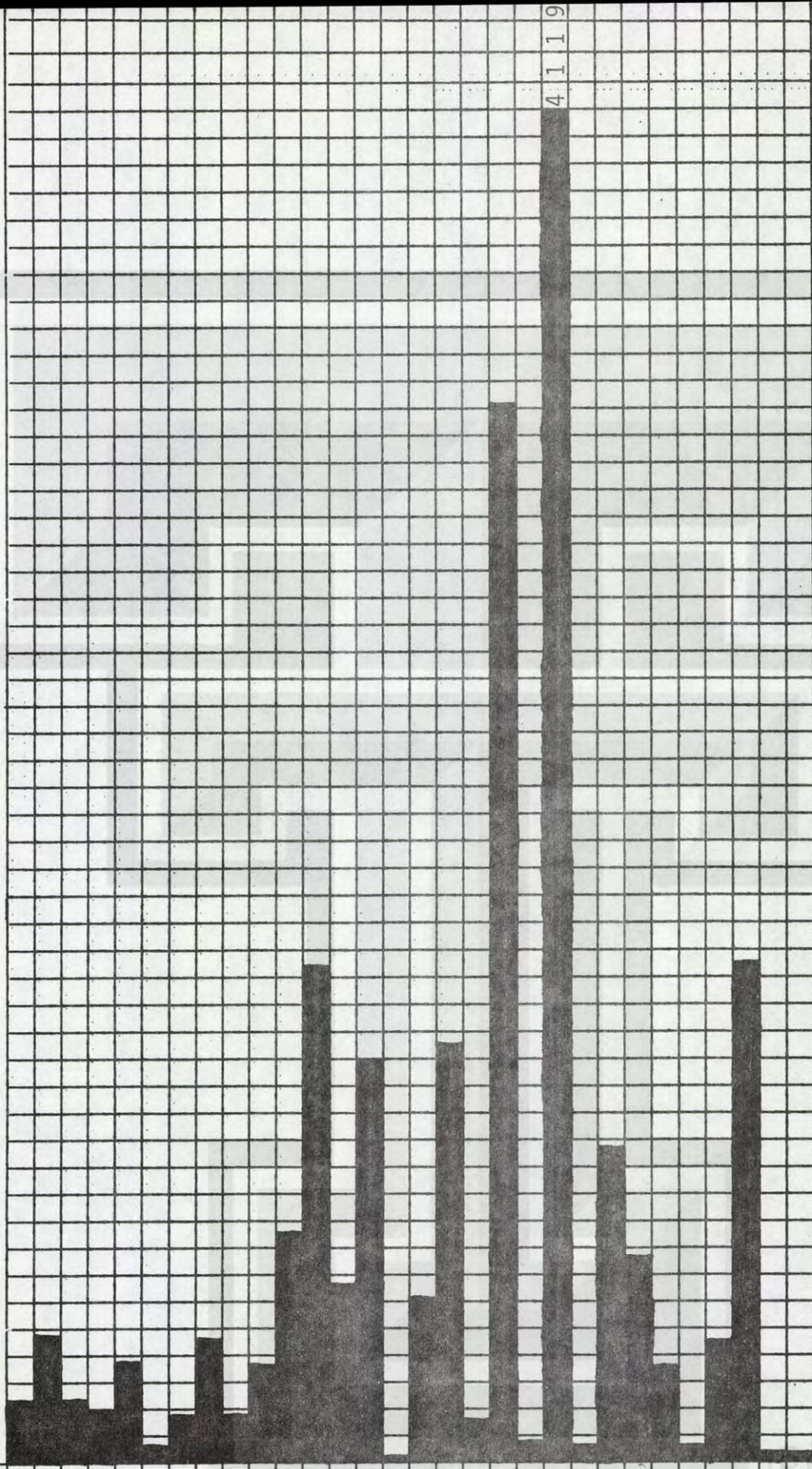
NUMBER OF REPORTED INCIDENTS

1978

ASSAULT

REPORTING AGENCIES

Bailey County
 Muleshoe P.D.
 Cochran County
 Morton P.D.
 Crosby County
 Dickens County
 Spur P.D.
 Floyd County
 Lockney P.D.
 Garza County
 Hale County
 Plainview, P.D.
 Hockley County
 Levelland P.D.
 King County
 Lamb County
 Littlefield P.O.
 Olton P.D.
 Lubbock County
 Idalou P.D.
 Lubbock P.D.
 Shallowater P.D.
 Slaton P.D.
 Texas Tech
 Lynn County
 Motley County
 Terry County
 Brownfield P.D.
 Yoakum County
 Denver City P.D.

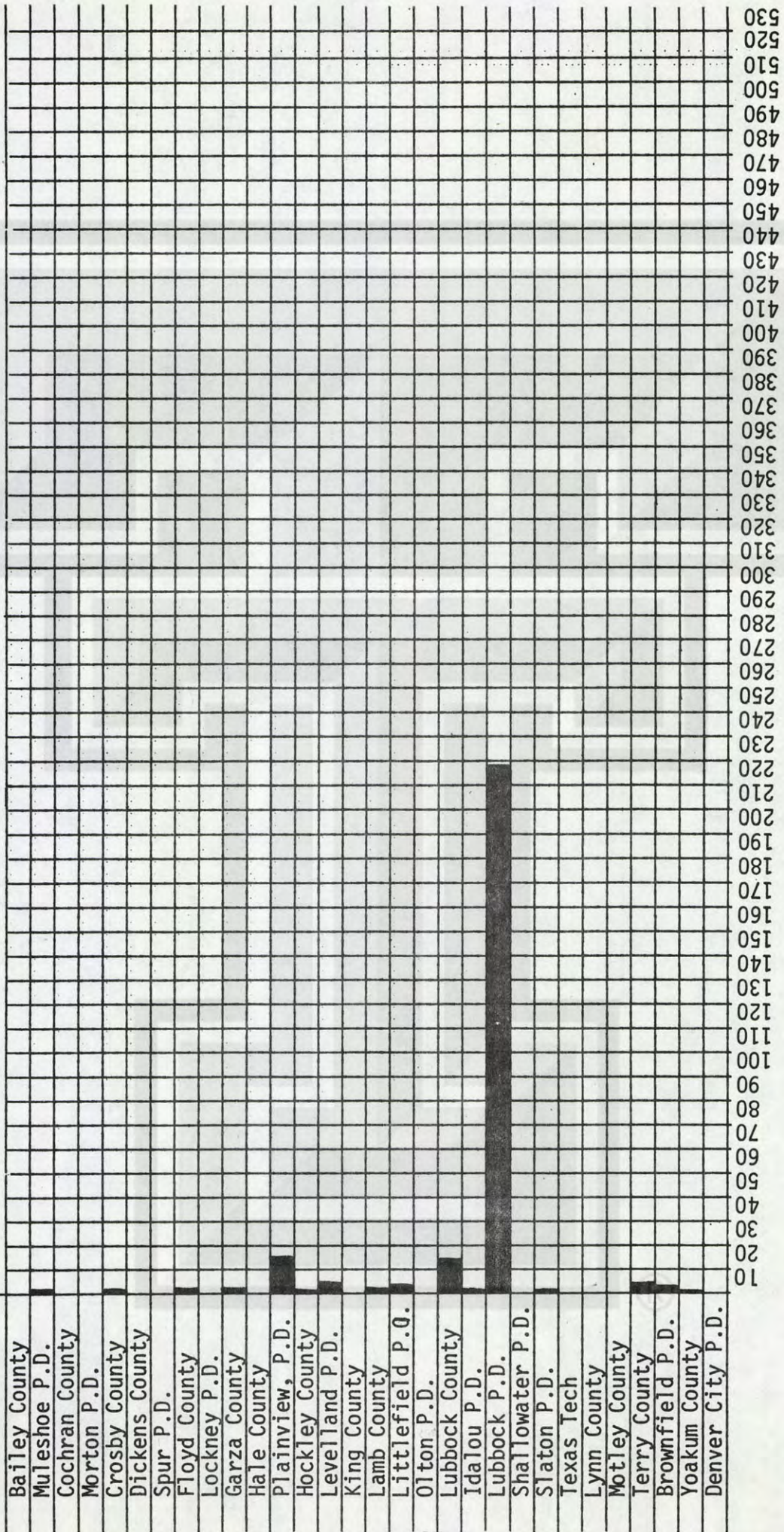


NUMBER OF REPORTED INCIDENTS

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BURGLARY

REPORTING AGENCIES



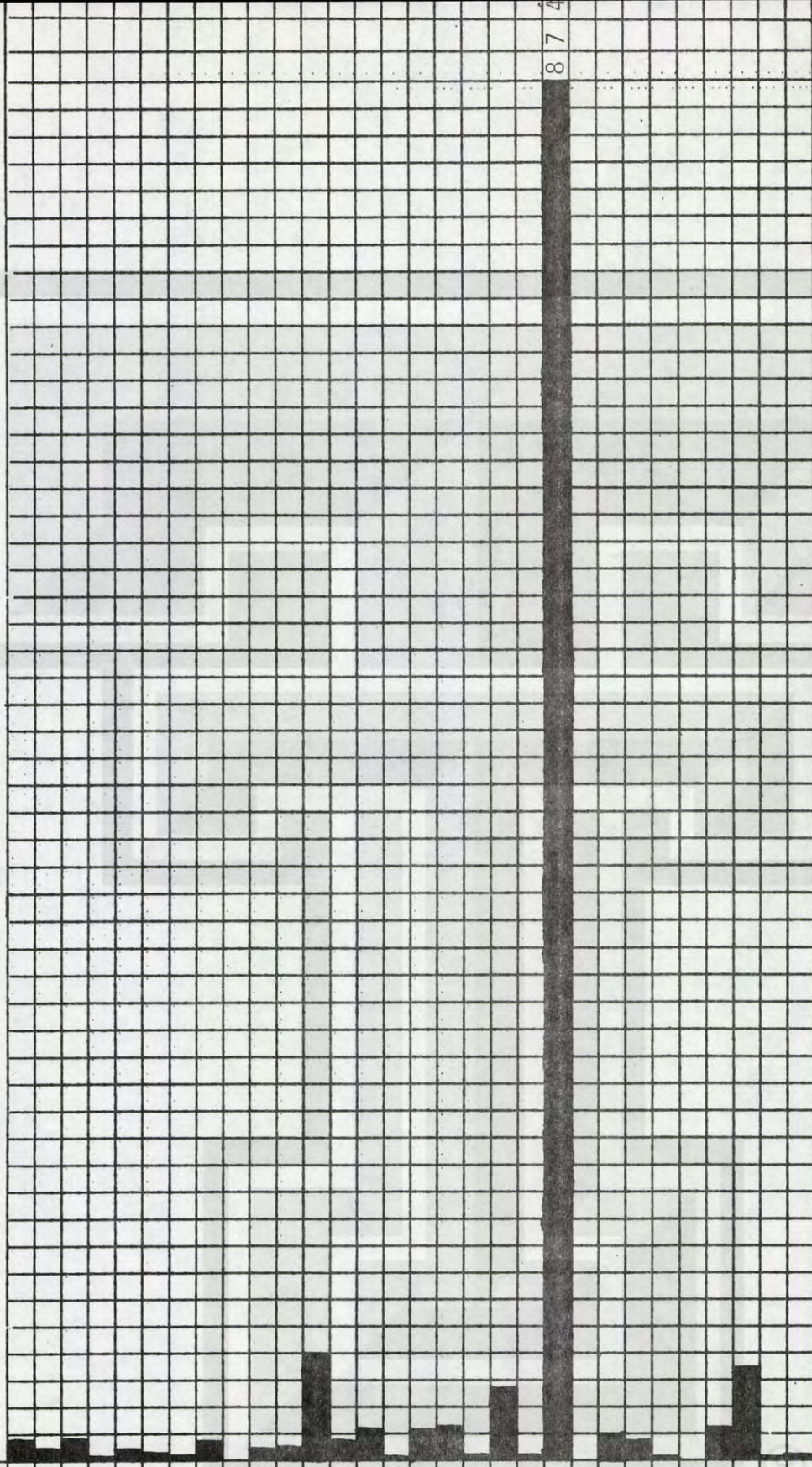
NUMBER OF REPORTED INCIDENTS

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ROBBERY

REPORTING AGENCIES

Bailey County
 Muleshoe P.D.
 Cochran County
 Morton P.D.
 Crosby County
 Dickens County
 Spur P.D.
 Floyd County
 Lockney P.D.
 Garza County
 Hale County
 Plainview, P.D.
 Hockley County
 Levelland P.D.
 King County
 Lamb County
 Littlefield P.O.
 Olton P.D.
 Lubbock County
 Idalou P.D.
 Lubbock P.D.
 Shallowater P.D.
 Slaton P.D.
 Texas Tech
 Lynn County
 Motley County
 Terry County
 Brownfield P.D.
 Yoakum County
 Denver City P.D.



NUMBER OF REPORTED INCIDENTS

1978

AUTO THEFT

REPORTING
AGENCIES

Bailey County
Muleshoe P.D.
Cochran County
Morton P.D.
Crosby County
Dickens County
Spur P.D.
Floyd County
Lockney P.D.
Garza County
Hale County
Plainview, P.D.
Hockley County
Levelland P.D.
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Lamb County
Littlefield P.O.
Olton P.D.
Lubbock County
Idalou P.D.
Lubbock P.D.
Shallowater P.D.
Slaton P.D.
Texas Tech
Lynn County
Motley County
Terry County
Brownfield P.D.
Yoakum County
Denver City P.D.

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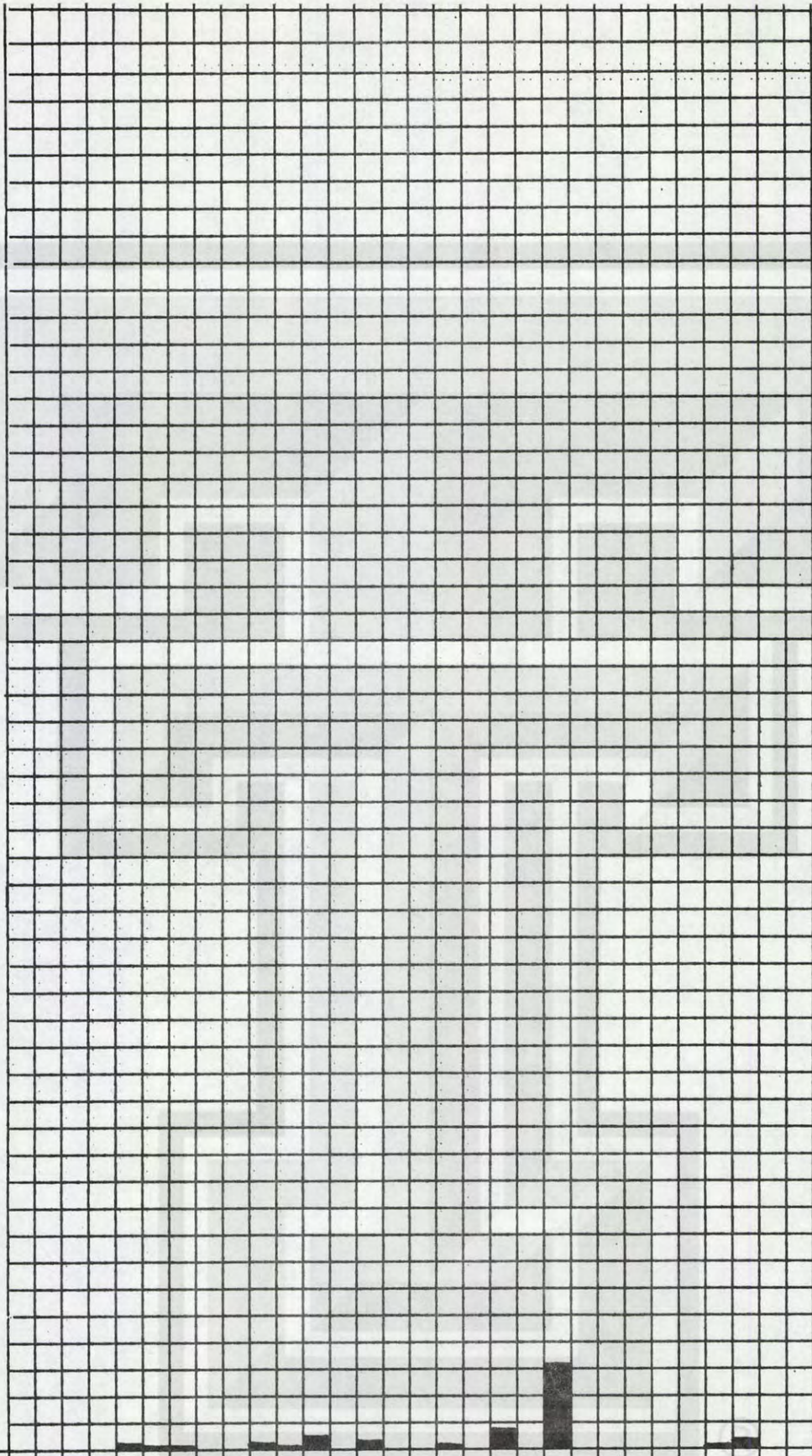
NUMBER OF REPORTED INCIDENTS

1978

RAPE

REPORTING
AGENCIES

Bailey County
Muleshoe P.D.
Cochran County
Morton P.D.
Crosby County
Dickens County
Spur P.D.
Floyd County
Lockney P.D.
Garza County
Hale County
Plainview, P.D.
Hockley County
Levelland P.D.
King County
Lamb County
Littlefield P.O.
Olton P.D.
Lubbock County
Idalou P.D.
Lubbock P.D.
Shallowater P.D.
Slaton P.D.
Texas Tech
Lynn County
Motley County
Terry County
Brownfield P.D.
Yoakum County
Denver City P.D.

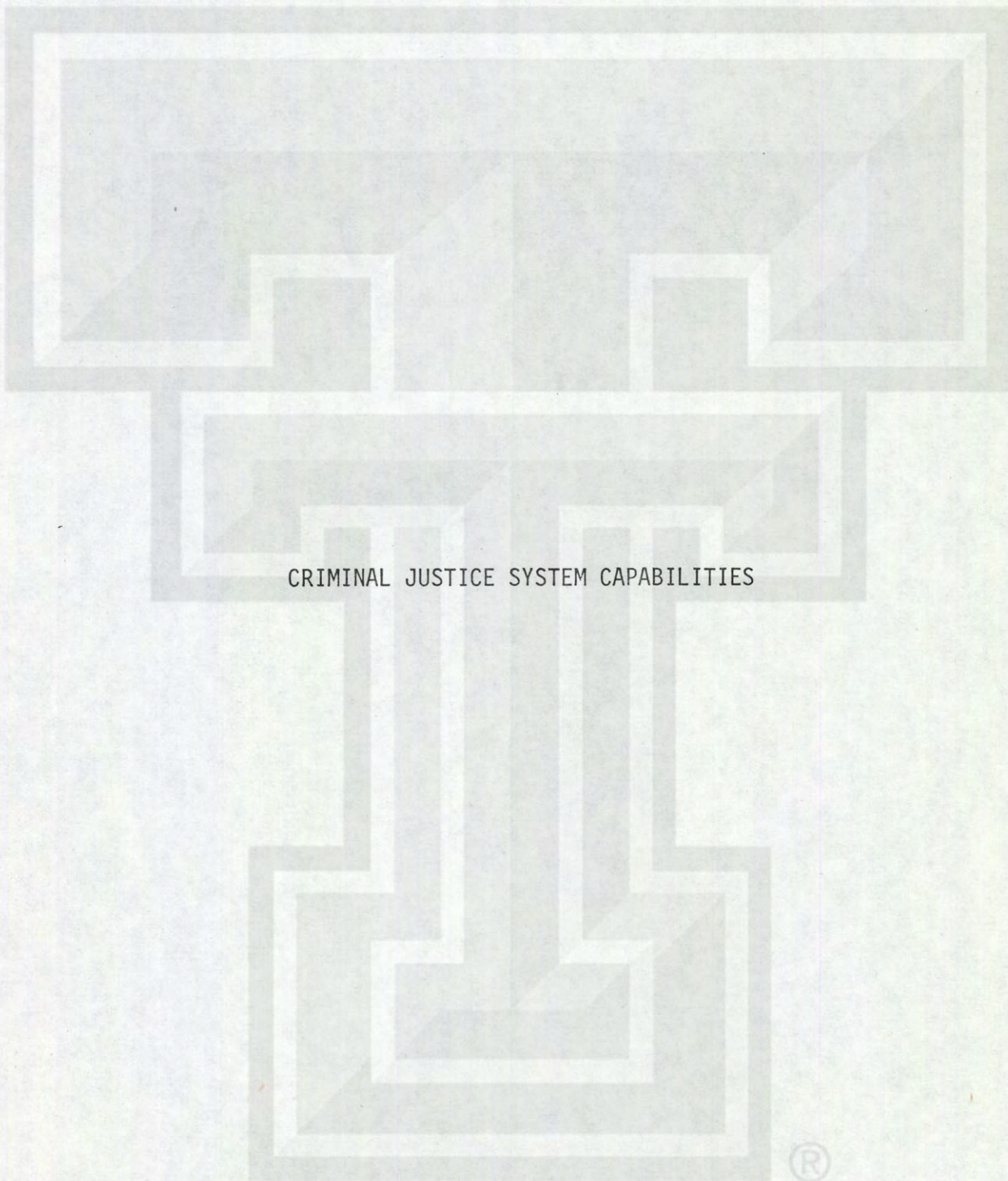


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NUMBER OF REPORTED INCIDENTS

1978

MURDER



CRIMINAL JUSTICE SYSTEM CAPABILITIES



CRIMINAL JUSTICE SYSTEM CAPABILITIES

Crime Prevention

Law enforcement agencies outside Lubbock County have participated in the regional crime prevention program on a wide scale. The City of Lubbock installed a crime prevention program with 1980 Criminal Justice Division funds and its effectiveness is yet to be measured. The City's population density (200.7 per mile) and a large concentration of rental housing, make burglary one of Lubbock's major problems. Until the new crime preventions program impact is realized a resource gap will exist.

Police Educational Incentives

Due to the shortage of manpower in most departments and the lack of local funds for such projects, a resource gap does exist. However, providing educational incentives would simply magnify the present problem experienced by small departments of being a training ground for larger departments offering better pay.

Police Training

No resource gap exists.

Police Component Structures

Several cities and counties should give consideration to full consolidation. While a major resource gap is apparent, in some counties there are several widely separated communities making the idea unfeasible in many cases.

Police-Agency Administration

Only one agency, Lubbock Police Department, has a formal planning and research unit. However, other smaller agencies assign research and planning responsibilities on a limited basis to department personnel or city administrators. All agencies, regardless of size, should undertake planning; although most are not large enough to warrant a full-time professional planner. A resource gap does exist.

Police Legal Advisor

As police responsibilities increase and become more complex so does the need for sound legal advice. Although no legal advisors have been employed by local police agencies, the City of Lubbock has expressed a need for such a position to help the department cope with ever increasing case loads and subsequent legal requirements. A resource gap exists.

Patrol Deployment

Lubbock Department is the only agency which has developed a patrol deployment system. However, all other jurisdictions have small police forces making a deployment system unfeasible. No resource gap exists.

Minority Recruitment

The need for minority recruitment is significant in the South Plains Region. The racial composition of the population is 73.1% Anglo, 20.2% Spanish Sur-name, and 6.7% Black. Less than 5% of the sworn law enforcement personnel are minorities, including women. Although some effort is made in routine recruitment to find qualified minorities, more over minority recruitment tactics are needed. In this area, a resource gap does exist.

Organized Crime Operations

Local law enforcement officials do not believe our area is seriously affected by organized crime. No resource gap exists.

Tactical Force

No resource gap exists. Lubbock Police Department, the only agency employing more than 75 persons, has a tactical force.

Narcotic Investigative Capability

No resource gap exists in that the only agency with 75 or more persons employed has narcotic investigation capability. However, several smaller agencies feel that they lack manpower to adequately investigate narcotic offenses.

Records

A major resource gap does exist here. Due to lack of manpower, most agencies have difficulty finding time to complete UCR reports, much less to evaluate data for more effective operations. Due to increasing crime rates and high mobility of criminals in the South Plains area, it is increasingly more important that law enforcement agencies be able to exchange crime information and have efficient record systems. An example of this will be the City of Lubbock acute storage problem of large numbers of records.

Communications

All law enforcement agencies have developed rapid communication capabilities through CJD funded radio and teletype projects. Presently 21 of 43 agencies have a high-speed teletype unit providing access to local, state, and federal telecommunications networks. All agencies with 24 hour dispatch have high-speed teletype capability. No resource gap exists.

Youth Services

In certain jurisdictions, it is estimated that 30% - 50% of all crime is attributable to juveniles. Juveniles comprise 14.9% of the population in the South Plains region. Youth services are not available in Bailey, King, and Yoakum Counties. King County has a 1979 juvenile population of 73 and has no problems. However, serious resource gaps exist for the other three counties.

Juvenile Diversion

The involvement of juveniles in crime has been previously discussed. Several cities are making an effort to divert juveniles from the system. Police departments in Lubbock, Brownfield, and Plainview have implemented diversion projects.

Deinstitutionalization

Lubbock and Hale Counties have actively worked to provide alternatives to detention for status offenders through foster care programs. Lubbock County will establish a Status Offender Diversion Team to screen Status Offenders to insure

that they are diverted from the detention facility and referred to appropriate agencies. However, there are resource gaps in many smaller counties where foster care is needed and with effort could be developed.

Local Juvenile Detention and Correctional Facilities

Lubbock County will staff a juvenile detention facility which will serve the entire 15-county region. Construction of this facility is expected to be completed in 1980 and will eliminate the existing resource gap related to adequate detention facilities for delinquent juveniles.

Indigent Defense

No resource gaps exist, except in capital murder cases. Small counties cannot afford the expense of defending indigents in such cases, which seldom occur. However, a single case could conceivably bankrupt small, rural counties.

Criminal Investigators

Not all prosecutors' offices have investigators, but those who do not, have not expressed a need. However, with the implementation of the Speedy Trial Act, this standard might result in a more serious resource gap.

Prosecutor Training

No resource gap.

Judge's Orientation

No resource gap.

Court Administrators

Most judicial districts cover several counties, which are often considerable distances apart. In addition to traveling between counties, judges must also coordinate the dockets and handle numerous administrative tasks. A court administrator would allow the judge more time for court proceedings. We believe a resource gap exists and that all District Judges should have court administrators. Presently, there are only two court administrator programs in the SPAG region.

Personal Recognizance

In small, rural counties, where most people are known in the community, personal recognizance is used informally on a very limited basis. Such a program would be most valuable for Lubbock County where jail conditions are already overcrowded. In planning for new adult detention facilities, a personal recognizance program could eliminate some capital expenses.

Community-Based Corrections

Four of 15-counties in the South Plains region lack adult and juvenile probation services. There are no significant needs in King and Yoakum Counties, although the lack of services in Bailey County represents a significant resource gap.

Pre-Trial Diversion

There are no pre-trial diversion programs. Such a program for first offenders accused of non-violent crimes might be more conducive to rehabilitation than the traditional system through which an offender is processed. A restitution program would relieve the presently overloaded corrections system in Lubbock County, particularly. We believe a resource gap exists here.

Corrections Volunteers

Juvenile probation departments in Hale and Lubbock Counties utilize volunteers in their programs. No other counties have significantly high client/staff ratios to indicate a major resource gap.

Pre-Sentence Investigation

The lack of a pre-sentence investigation program in Lubbock County is a hindrance to the judicial process. Presently, only very limited investigations can be done due to a shortage of personnel in the adult probation department. In smaller counties where the judge knows the background of most people, pre-sentence investigations are less necessary. The probation staff normally can provide such pre-sentence investigation reports adequately on an "as-needed" basis. No major resource

gap exists except for Lubbock County.

Correctional Planning

Lubbock County has undertaken extensive planning for both adult and juvenile correctional facilities. However, plans for the adult facility are not based on a total systems concept. The majority of counties in the SPAG region are cooperating with the Texas Jail Commission in developing a wide range of programs to meet basic needs of persons confined to county jails.

Rehabilitation Services

County jails do not offer any rehabilitative programs. A serious resource gap exists here, especially in large jails where inmates are detained for several weeks or months.

Medical Care

No resource gaps.

Alcohol and Drug Referral

Most county jails refer persons to local MHMR Centers for treatment of alcohol or drug addiction problems. Numerous treatment programs exist in Lubbock, but the client must be detoxified 24-36 hours before acceptance. A detoxification center operating in Lubbock County provides an alternative to the county jail for intoxicated persons, thereby reducing the jail population and accompanying overload of jail supervisory personnel.

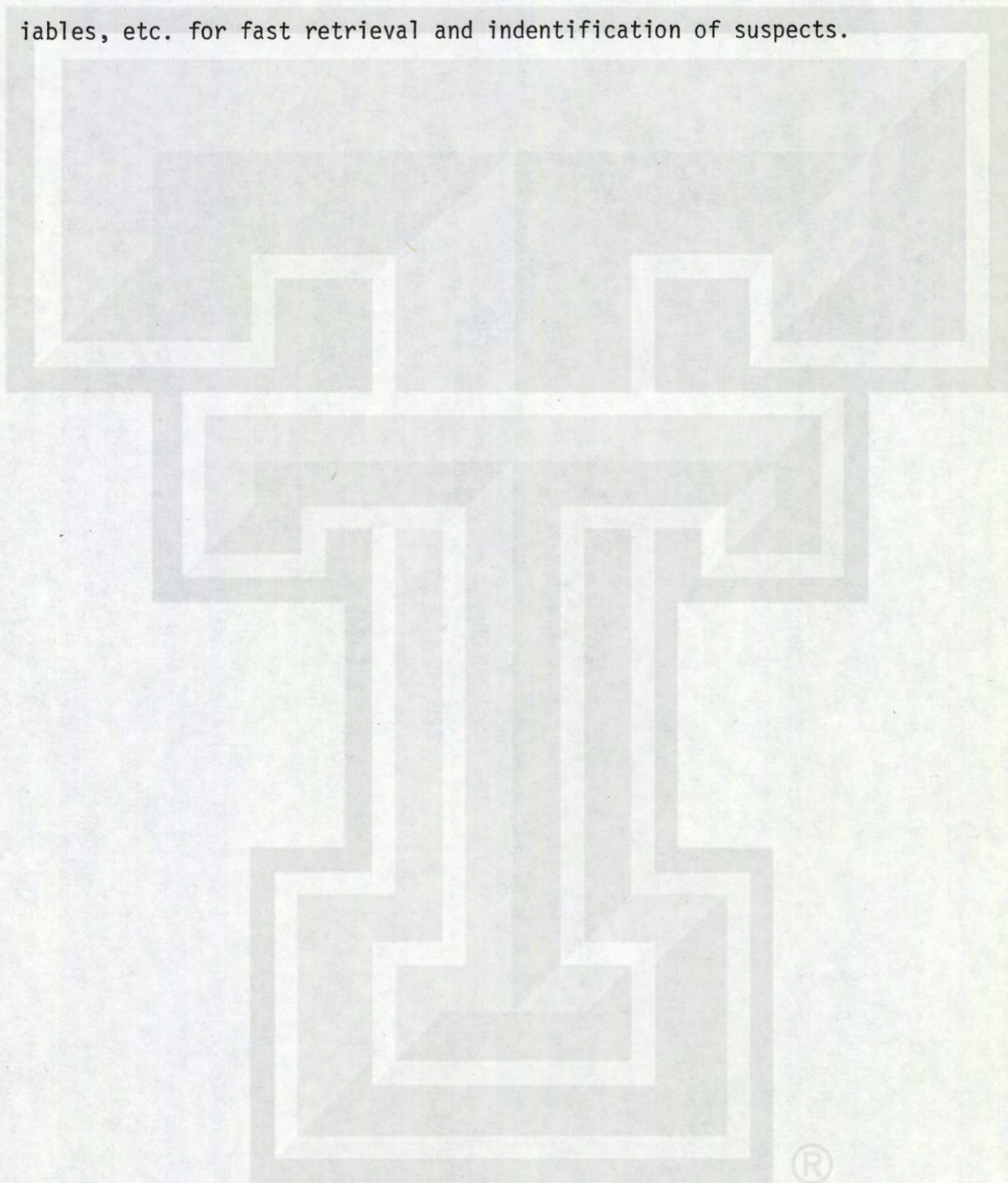
Corrections and Social Service Agencies

Resource gaps exist. County jails should cooperate with educational and social service agencies for improved services, particularly where resources are available. In small rural counties, jail population normally are small and resources extremely limited, making this gap less practical to eliminate. ®

Information Systems

Appropriate information systems within police, courts, and corrections agencies would facilitate planning and allocation of resources, as well as increased efficiency

in daily operations. The City of Lubbock Police Department should have an information system to automate criminal histories, offender characteristics, crime variables, etc. for fast retrieval and identification of suspects.



To address the needs indicated by the conclusions drawn in Section II and the Resource Gaps listed in Section III. The SPAG Region will focus Criminal Justice expenditures in the following areas:

1. Continue to provide top quality Law Enforcement Training through the SPAG Law Enforcement Academy to all area officers.
2. Maintain effective Crime Prevention Programs.
3. Increase the ability of area Law Enforcement Agencies to deal with crime (advanced records systems, information systems and hardware).
4. Increase the efficiency of the court system. To provide a deterrent to crime.
5. Maintain existing juvenile programs and install new and innovative juvenile projects to drive down the juvenile involvement in crime.



PROBLEMS TO BE ADDRESSED

PROBLEM STATEMENT

PROJECT AREA: 81-A01

APPLICANT: City of Lubbock, Texas

The City of Lubbock has experienced a continuing rise in the number of thefts in the last several years. auto thefts have increased considerably this past year. The rate of increase in the number of armed robberies has decreased, but it still reflects a small increase. The crime prevention unit will solicit the assistance of the citizens of Lubbock in preventing crimes before they occur through crime prevention techniques.

PROBLEM STATEMENT

PROJECT AREA: 81-F01

APPLICANT: City of Lubbock, Texas

Criminal Justice system weakness characterized by incomplete, inaccurate and untimely information on crime, offenders, and events. This project will enhance the Lubbock P.D.'s ability to obtain the scarce unusable data on agency operations that might be analyzed to develop improved criminal justice system capability. Records in the Lubbock P. D. presently are kept manually which results in overcrowded conditions and inefficient storage and retrieval of data. Investigations and suspect identification is delayed because of the lack of computerized criminal history and crime information including such items as modus operandi.

PROBLEM STATEMENT

PROJECT AREA: 81-D02

APPLICANT: Lubbock County

The problems addressed by this project, at its conception, was the staggering increase in the crime rate of Lubbock County. It was our opinion that unless some significant changes were made in law enforcement efforts crime would continue to spiral upward in the years to come. Specifically, in the area of prosecution, we observed what we considered a lack of: Manpower, effective utilization of existing personnel, leadership and aggressiveness in the prosecution of crime.

PROBLEM STATEMENT

PROJECT AREA: 81-E03

APPLICANT: Lubbock County

At the present time (1-80) there are no secure facilities separate from the city and county jails within the 15 county SPAG region to provide pre-adjudication detention of delinquent youth. A facility is currently under construction with opening projected for September of 1980. This grant application is to provide operational assistance for the second year of operations.

The detention of youth in city and county jails occurs in each of the Counties within the region. CJD has identified a need to provide alternative detention facilities.

In addition, youth who commit violent or repeated acts of delinquency who require institutionalization are presently committed to the State Correctional Facilities. These are all located many hundreds of miles from our region. Visits for these youth from family members are rare and often impossible. Parents are usually not involved in the states rehabilitative programs and they are often unprepared for the youths return. Far too many times a cycle of institutionalization, release, and reinstitutionalization is established under this present system. We seek with this program to develop an intensive involvement of family members in the rehabilitative process and to more adequately prepare the parents for the youths return.

PROBLEM STATEMENT

PROJECT AREA: 81-B01

APPLICANT: South Plains Association of Governments

Project makes basic, intermediate and advanced training available to all law enforcement officers in State Planning Region #2 that would not otherwise be available.

PROBLEM STATEMENT

PROJECT AREA: 81-E02

APPLICANT: Lamb County

There are approximately 200 juveniles handled by the various law enforcement agencies in the county. Until 1979, the county did not have a referral system for juvenile offenders or a department to supervise offenders placed on probation. Therefore, the supervision offered was inconsistent in that each law enforcement agency handled their own juvenile offenders. This inconsistency revealed the grave need for a central agency to handle juvenile offenders. It was also noted that due to the county's size and the location of the county's communities with juvenile offenders, the central agency had to be mobile. In striving to address each of these evaluations of the county's juvenile problem, the county began, with the assistance of CJD, a Juvenile Probation Dept. in January 1979.

PROBLEM STATEMENT

PROJECT AREA: 81-

APPLICANT: South Plains Association of Governments

The Criminal Justice Planner is necessary in that the position provides responsible criminal justice planning in a 15 county region. The Planner provides technical assistance to local governments in grant writing and project development.



PROBLEM STATEMENT

PROJECT AREA: 81-D02

APPLICANT: Hale County

With the creation of the 242nd District Court in September, 1977, and the already existing 64th District Court, the responsibility for the prosecution of felony cases in Hale and Swisher Counties was handled by the District Attorney who had no assistance. The average monthly indictment returned by the Hale County Grand Jury during the year of 1979 was 30 per month. Since the implementation of this project there has been a concerted effort to decrease the backlog and provide defendants with a speedy trial. It relieved the District Attorney of the full duties of handling cases in two courts in two counties with an everincreasing caseload.

PROBLEM STATEMENT

PROJECT AREA: 81-B03

APPLICANT: City of Brownfield, Texas

During fiscal year 1976, Department of Public Safety statistics indicated Brownfield had 537 index crimes reported during the period. During 1977, 658 index crimes were reported and during 1978, 752 index crimes were reported. (Index crimes include Criminal Homicide, Rape, Robbery, Assault, Burglary, Larceny-Theft and Motor Vehicle Theft only). These figures produce a rise in Index Crimes from 1976 to 1977 of 22%, and a rise from 1977 to 1978 of 14%. The rise in Index Crimes is placing an increasing burden upon the Brownfield Police Department's Investigative Division. The grant provides for an Officer who is trained with respect to crime scene search, (latent prints and photography) to assist Detectives in collection of evidence at the scene and assists Detectives throughout the investigation by providing faster access to the Records Section. By relieving Detectives of developing physical evidence and allowing them to concentrate on witnesses the Brownfield Police Department expects to clear 5% more Index Crimes per year.

PROBLEM STATEMENT

PROJECT AREA: 81-B03

APPLICANT: City of Lubbock, Texas

A critical need for a Police Legal Unit providing legal advice to the Chief and his command personnel, to be available at any time for consultations, to review proposed and enacted legislation, review State and Federal Court decisions, draft policy for the department in the areas of arrest, search and seizure, detention, informants, and in other matters, prepare instructional materials, and serve as an instructor to recruit and in-service classes.



PROBLEM STATEMENT

PROJECT AREA: 81-B04

APPLICANT: City of Floydada, Texas

Due to a lack of even basic equipment to carry out an investigation of property offenses committed in Floydada, the police department is not able to clear an acceptable number of cases.



PROBLEM STATEMENT

PROJECT AREA: 81-E03

APPLICANT: Lubbock County

A new regional juvenile detention center is presently under construction in Lubbock County. It is designed to serve a 15 County region, providing both pre-adjudication detention and post-adjudication rehabilitation for youth who have violated the law.

Status offenders have for many years been detained by Juvenile Courts in the same facilities as delinquent youth. It has long been felt that the association in secure detention facilities with delinquent youth has contributed to status offenders later involvement in delinquent acts. Since the passage of the 1974 Federal Delinquency Prevention Act a concerted effort has been made to remove all status offenders from detention in secure facilities. This project will further that goal.

PROBLEM STATEMENT

PROJECT AREA: 81-D03

APPLICANT: Hale County

Heavier case loads in Hale County make the position of court administrator necessary to produce a better case load in criminal cases from time of arrest to disposition.

PROBLEM STATEMENT

PROJECT AREA: 81-C01

APPLICANT: Lubbock County

This fifth year project is a joint effort of the Lubbock County Juvenile Probation Department and the Lubbock Independent School District. It is an effort to reduce the number of youth suspended or expelled from school by providing an inter-school discipline program and an alternative school. Two basic approaches are utilized.

(a) An in-house suspension program within each of the 14 secondary schools to handle minor breaches of school discipline, tardiness, minor trancies, etc. This portion of the program is completely funded by the school district and no grant funds are involved. It was our feeling (and the district agreed) that this portion of the project should remain the school district's responsibility.

(b) An alternative school was established to offer more intensive educational help and counseling to those who were causing major class disruptions. To keep the alternative school from becoming a "dumping grounds" for all "Trouble-makers" in the normal school program a screening committee was established (ARD ie Admissions, Review and Dismissal). Four teachers, with proven effectiveness were selected to work in this project.

ANNUAL ACTION PROGRAMS
PROJECTS REQUESTED WITHIN THE
FUND LIMITATIONS OF THE RBE

<u>PRIORITY</u>	<u>APPLICANT/PROJECT TITLE</u>	<u>AMOUNT</u>
1.	City of Lubbock/Crime Prevention/1	\$60,239.38
2.	City of Lubbock/Police Analyst for on the Line Information System	\$39,118.00
3.	Lubbock County/Criminal District Attorneys Office Reorganization and Expansion	\$48,307.75
4.	Lubbock County/Juvenile Facilities Operations/2	\$10,523.00
5.	SPAG/Regional Law Enforcement Training Program	\$52,195.00
6.	Lamb County/Lamb County Juvenile Probation Dept.	\$19,137.00
7.	SPAG/Planning Grant	\$40,597.00**
		<u>\$248,131.00</u>

** 18,610 from Local RBE plus 21,987 in State matching funds.





PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution:
(Name, address)

City of Lubbock
P. O. Box 2000
Lubbock, Texas 79403

2. GRANT NUMBER (CJD USE ONLY)

3. Type of Application:

(check appropriate block)

Original ()

Continuation (x)

If continuation give number of last grant.

No. AC-80-A01-6492

4. Short Title of Project: (Do not exceed one typed line)
Crime Prevention/1

5. Project Director:

(Name, title, address, telephone)

Sgt. Bennie Ussery
Crime Prevention Officer
P. O. Box 2000

Lubbock, Texas 79457 (806) 762-6411, ext. 2969

6. Financial Officer:

(Name, title, address, telephone)

Robert Massengale
Director of Finance
P. O. Box 2000

Lubbock, Texas 79457 (806) 762-6411, ext. 2015

7. Period and Amount of Request:

From 10 / 01 / 80 Through 09 / 30 / 81

Amount \$ 60,239.38

8. State Application Identifier:

S.A.I. Number 90802013

Date Assigned 08 / 23 / 79

9. Official Authorized to Sign Application:

(Name, title, address, telephone)

Larry J. Cunningham
City Manager
P. O. Box 2000

Lubbock, Texas 79457 (806) 762-6411, ext. 2000

10. Federal or State Support:

Will other federal or state support be available for any part of this project: Yes ___ No XX

If yes, identify and explain:

11. Legislative Budget Board Review and Comment (State Agencies Only)

This application was submitted to the Legislative Budget Board for review and comments on ___/___/___.
The comments are/are not attached.

12. Attachments (check if included):

(a) Clearinghouse review and comment
Name of clearinghouse: XX

(c) Contracts

(d) Letters of endorsement XX

(b) Local governing body resolution
authorizing application XX

(e) Other (describe)

13. Date: March 14, 1980

14. Total Pages in Application:

15. Area Served:

(a) State Planning Region:

South Plains Association of Governments

(b) Counties:

Lubbock, Lynn, Lamb, Motley, Yoakum
Baily, Hale, Floyd, Briscoe, Cochran,
Hockley, Garza Crosby, Terry, Dickens

16. CJD USE ONLY

Grant Number

Geographic Area:

Date Received:

Region:

County(s)

Program Area:

City

1981 PROJECT NOTIFICATION SHEET
(Page 2)

Area: CJD PROGRAM NUMBER 81- A 0 1

Problem Statement:

(1) Brief and concise summary of the problem (be as specific as possible):

The City of Lubbock has experienced a continuing rise in the number of thefts in the last several years. auto thefts have increased considerably this past year. The rate of increase in the number of armed robberies has decreased, but it still reflects a small increase. The crime prevention unit will solicit the assistance of the citizens of Lubbock in preventing crimes before they occur through crime prevention techniques.

(2) Data which demonstrates existence and/or scope of the problem:

The number of reported rapes in Lubbock increased by 42.5% from 1977 to 1978. Thefts increased by 13.1% from 7,269 to 8,223 incidents. Auto thefts increased from 685 to 874 reflecting a 27.6% increase. The number of armed robberies increased by 6% during this same time period. The number of burglaries decreased by 6%. Overall, the number of Part I crimes increased by 6.6% from 1977 to 1978.

(3) Source of data presented above:

Lubbock Police Department Annual Report - 1978

(4) Resources and capabilities presently available to attack this problem:

a. Present resources and capabilities of applicant agency:

The City of Lubbock was awarded unbudgeted fiscal 1980 Criminal Justice funds to initiate a crime prevention unit consisting of one sergeant, one Corporal, and one secretary. The unit conducts city-wide projects such as Operation ID, Neighborhood Watch, and other security measures. The crime prevention unit also provides security inspection services to local businesses.

1981 PROJECT NOTIFICATION SHEET
(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

N/A

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

The City of Lubbock hopes to stabilize the crime rate growth during the grant period and lay a foundation for the reduction of crime rate growth by at least 3% by 1982.



1981 PROJECT NOTIFICATION SHEET
(Page 4)

- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

This project proposal will continue funding for the Lubbock Police Department crime prevention unit. The crime prevention unit's activities include city-wide project such as property identification, neighborhood watch, and other security measures. The crime prevention officers will analyze local crime statistics and provide security inspection services to local business. The police sergeant's responsibilities will include planning of crime prevention activities and the general oversight of the crime prevention program. The sergeant will be responsible for the cultivation of resources and assistance from within the community. This will include the news media, local crime prevention committees, and civic groups. The crime prevention sergeant will be responsible for the in-service training of all police personnel in crime prevention trends, resources, and techniques. The police corporal will assist the project director and act as a support person. The corporal will oversee the equipment checkout process and keep an up-to-date account of all engravers for property marking campaigns. The corporal will be responsible for the physical application of hardware such crime eye cameras and demonstrate preventive use of these applications.

- (3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

N/A

1981 PROJECT NOTIFICATION SHEET
(Page 6)

(5) Explanation of Adherence With Effectiveness Criteria:

- a. If a continuation project or a project previously funded by another funding agency, state in quantifiable terms the accomplishments of the project since the original implementation date. Do not complete this section unless applicable.

The Lubbock Police Department's crime prevention unit went into operation as a result of Fiscal 1980 unbudgeted State Criminal Justice funds from December 1, 1979 - November 30, 1980. The crime prevention unit went into operation on January 15, 1980. Adequate times has not elapsed to quantify the accomplishments of this project. The delay in implementing this project was due to a lack of adequate office space at police headquarters.

- b. If previously funded by another agency, state the number of months and total amount of funding received from that agency. Do not complete this section unless applicable.

N/A

1981 PROJECT NOTIFICATION SHEET
(Page 7)

- c. If a continuation project or a project previously funded by another funding agency, has project ever received on-site monitoring or evaluation? If so, state when and by whom this was done, and briefly summarize the monitoring or evaluation report and any modifications of project activity which may have occurred in response to the report. Do not complete this section unless applicable.

No.

1981 PROJECT NOTIFICATION SHEET

(Page 9)

PERFORMANCE INDICATORS

PROJECT START DATE: November 1979

Page 1 of 2

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from 1/79 to 12/79	Source of Baseline Data		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
1979 Estimate - 182,000							
1. Robbery rate per 100,000 population	134.1		X	130	127	125	120
2. Theft rate per 100,000 population	4039		X	4,020	4,005	3,990	3,987
3. Auto theft rate per 100,000 population	481		X	481	480	477	474
4. Commercial burglary rate per 100,000 population	587.4		X	582	576	574	570
5. Residential burglary rate per 100,000 population	1737.9		X	1,730	1,698	1,692	1,690
6. Number of crime prevention staff members (full, part, 1/4)	3	X		3	3	3	3
7. Number of crime prevention staff receiving trng, (40 hrs./yr.)	2	X		2	2	2	2
8. Number of hours crime prevention trng. presented other members of LE Dept.	8	X		8	8	10	10

1981 PROJECT NOTIFICATION SHEET

(Page 9)

PERFORMANCE INDICATORS

PROJECT START DATE: November 1979

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

FOR CJD USE ONLY.
Grant No.: _____

Page 2 of 2

Indicator	Level at time of application based on 12 month period from <u>1/79</u> to <u>12/79</u>	Source of Baseline Data		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
9. Number of law enforcement officers receiving 8 hrs. crime prevention trng./yr.	38	X		40	58	70	82
10. Number of neighborhood watch programs in operation	0	X		30	40	50	60
11. Number of families participating in Operation ID	1500			2,000	3,000	3,200	3,500
12. Number of crime prevention radio public service tapes on radio	0	X		60	80	100	120
13. Number crime prevention TV p. s. tapes used on TV	0	X		50	65	70	75
14. Number of displays set up at shopping centers, county fairs	0	X		10	15	20	35
15. Number of commercial security surveys made	0	X		100	135	185	200
16. Number of residential security surveys made	0	X		100	158	208	260
17. Number of pieces of crime prevention literature distributed	0	X		800	1,600	2,200	2,800

1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	48,454.98	12,113.73	60,568.71		60,568.71
B. Professional & Contract Services	-0-		-0-		-0-
C. Travel	4,670.40	1,167.60	5,838.00		5,838.00
D. Equipment	729.00	596.00	1,325.00		1,325.00
E. Construction					
F. Supplies & Direct Operating Expense	4,250.00	1,062.00	5,312.00		5,312.00
G. Indirect Cost	2,135.00		2,135.00		2,135.00
H. Total	60,239.38	14,939.33	75,178.71		75,178.71

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

1981 PROJECT NOTIFICATION SHEET
(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries

<u>TITLE OR POSITION</u> ¹	<u>% OF TIME TO THIS PROJECT</u> ²	<u>CJD REQUEST</u>	<u>LOCAL CASH CONTRIBUTION</u>	<u>TOTAL</u> ³
(A) Police Sergeant	100%	\$16,156.13	\$ 4,039.03	\$20,195.16
(B) Police Corporal	100%	\$14,682.44	\$ 3,670.60	\$18,353.04
(C) Secretary	100%	\$ 7,979.14	\$ 1,994.78	\$ 9,973.92
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
<u>TOTAL DIRECT SALARIES</u>		\$38,817.71	\$ 9,704.41	\$48,522.12

2. Fringe Benefits

FICA	6.13% for 1980 - 6.65% for 1981	\$ 2,530.87	\$ 632.72	\$ 3,163.59
Retirement	7.46 %	\$ 2,895.50	\$ 723.87	\$ 3,619.37
Insurance	2.70 %	\$ 1,048.32	\$ 262.08	\$ 1,310.40
Other (Explain)	2.60 % for Workers' comp.	\$ 1,018.34	\$ 254.59	\$ 1,272.93
Longevity & Stability Pay	3.50%	\$ 1,376.24	\$ 344.06	\$ 1,720.30
Education Incentive Pay	\$80/mo. x 12 mos.	\$ 768.00	\$ 192.00	\$ 960.00
<u>TOTAL FRINGE BENEFITS</u>	<u>22.91%</u>	<u>\$ 8,869.27</u>	<u>\$ 2,217.32</u>	<u>\$11,086.59</u>
<u>TOTAL BUDGET PERSONNEL</u>		<u>\$48,454.98</u>	<u>\$ 12,113.73</u>	<u>\$60,568.71</u>

1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

SCHEDULE A

BUDGET NARRATIVE

Responsibilities of Crime Prevention Unit

The police sergeant assigned to the crime prevention unit will act as the project director. The project director will be responsible for supervising and administering the program in accordance with the project guidelines. The sergeant's responsibilities will include the planning of crime prevention activities and the general oversight of the crime prevention program. The sergeant will be responsible for the cultivation of resources and assistance from within the community. This will include the news media, local crime prevention committees, and civic groups. The crime prevention sergeant will be responsible for organizing and monitoring city-wide projects such as, but not limited to, neighborhood watch, property marking campaigns, premises inspections, and other localized crime prevention campaigns. The sergeant will be responsible for analyzing crime statistics. At this time, it is uncertain as to the exact nature of some campaigns, but as the crime prevention unit analyzes crime statistics and anticipates crime trends, the appropriate campaigns will be initiated. The crime prevention sergeant will be responsible for the in-service training of all police personnel in crime prevention trends, resources, and techniques.

The police corporal who will be assigned to the City of Lubbock's crime prevention unit will assist the project director and act as a support person. The corporal's job description will be similar to the sergeant's project outline. The corporal will have the responsibility of working closely with local citizens' crime prevention councils. The corporal will oversee the equipment check out process and keep an up-to-date account of all engravers for property marking campaigns. The corporal will be responsible for reviewing the physical application of hardware such as crime eye cameras and demonstrate prevention use of these applications.

Additional department personnel will be trained in these areas to assist the crime prevention unit. These back-up personnel will gain an additional understanding of crime prevention techniques and will assist in recognizing crime problems.

The crime prevention secretary will provide clerical assistance for the crime prevention unit. The secretary will be responsible for typing all correspondence and reports for the crime prevention officers. The project director will provide on-the-job training to the secretary in the area of crime prevention. This will give the secretary the ability to effectively communicate with office visitors and over the telephone.

1. Workers' Compensation - All City of Lubbock employees are covered by this insurance. The purpose of workers' compensation is to cover full-time employees who have sustained an on-the-job injury.
2. Longevity Pay - State Law requires the City of Lubbock to provide this fringe benefit to all Police personnel.
3. Stability Pay - This fringe benefit was authorized by the Lubbock City Council in October of 1968. An employee who has three or more years of service receives a once a year check based on years of service. Police personnel receive the difference between their longevity pay and the amount of their stability pay.
4. Education Incentive Pay - In October of 1977, the City Council authorized this fringe benefit to all Police and Fire personnel. This fringe benefit provides a monthly payment to help defer the expenses of a college education. The officer must take classes related to law enforcement.

1981 PROJECT NOTIFICATION SHEET
(Page 13)

SCHEDULE C

TRAVEL

Local Travel:

POSITION/TITLE	MILES TRAVELED ANNUALLY	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) Sergeant - Crime Prevention Director \$1200/mo.	\$	2,073.60	\$ 518.40	\$ 2,592.00
(B) Corporal - Crime Prevention Officer \$1200/mo.	\$	2,073.60	\$ 518.40	\$ 2,592.00
(C)	\$		\$	\$
(D)	\$		\$	\$
(E)	\$		\$	\$
(F)	\$		\$	\$
(G)	\$		\$	\$
(H)	\$		\$	\$
(I)	\$		\$	\$
(J)	\$		\$	\$
TOTAL LOCAL TRAVEL		\$ 4,147.20	\$ 1,036.80	\$ 5,184.00

IN - STATE TRAVEL:

(Specify Purposes)

PURPOSE	DESTINATION			
Texas Crime Prevention Institute, San Marcos -		\$ 117.60	\$ 29.40	\$ 147.00
Advanced School - 814 mi. x .18 = \$147 (sergeant)		\$	\$	\$
Texas Crime Prevention Institute, San Marcos -		\$ 117.60	\$ 29.40	\$ 147.00
Advanced School - (corporal) PER DEIM \$40/day		\$ 288.00	\$ 72.00	\$ 360.00
IN-STATE TRAVEL TOTAL	for 9 days/	\$ 523.20	\$ 130.80	\$ 654.00

OUT-OF-STATE TRAVEL: (Specify Clearly)	\$ -0-	\$ -0-	\$ -0-
	\$	\$	\$
	\$	\$	\$
OUT-OF-STATE TRAVEL TOTAL	\$	\$	\$
TOTAL TRAVEL BUDGET	\$ 4,670.40	\$ 1,167.60	\$ 5,838.00

NARRATIVE: Briefly describe the applicant's travel policy. (i.e. mileage rates and per diem rates) and specify purposes for each item of travel and break out each trip by specific costs.

NOTE: If personnel are to use personal vehicles, this budget item should be shown on Schedule C, with a description of the agency policy defining such usage. If personnel are to use agency vehicles, this budget item should be shown on Schedule F, with the basis for budgeted costs identified.

SCHEDULE C

BUDGET NARRATIVE

The City of Lubbock travel policy allows employees .18 per mile for travel on city business in their personal vehicles. The City of Lubbock allows employees away on city business a maximum of \$40 a day for food and expenses.

Travel

Local Travel -

The two crime prevention officers will use two Lubbock Police Department vehicles for transportation to meetings, business inspections, news conferences, and other activities related to the crime prevention program. The City of Lubbock requests funding from the Criminal Justice Division to pay for the operation and maintenance of these vehicles.

In-State Travel -

Funds are requested to cover the cost of both crime prevention officers attending the Texas Crime Prevention Institute at San Marcos. This will cover the cost of travel, food, and room and board for both crime prevention officers at attend the Advanced School offered by the Institute.

1981 PROJECT NOTIFICATION SHEET
(Page 14)

SCHEDULE D

EQUIPMENT PURCHASES

Equipment Name or Description / QUANTITY		CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A)	35 mm camera	\$ 179	\$ 146	\$ 325
(B)	Flash Unit	\$ 44	\$ 36	\$ 80
(C)	Desk for Corporal	\$ 324	\$ 266	\$ 590
(D)	Armed swivel chair	\$ 182	\$ 148	\$ 330
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
(K)		\$	\$	\$
(L)		\$	\$	\$
(M)		\$	\$	\$
(N)		\$	\$	\$
(O)		\$	\$	\$
(P)		\$	\$	\$
(Q)		\$	\$	\$
(R)		\$	\$	\$
(S)		\$	\$	\$
(T)		\$	\$	\$
(U)		\$	\$	\$
(V)		\$	\$	\$
(W)		\$	\$	\$
(X)		\$	\$	\$
(Y)		\$	\$	\$
(Z)		\$	\$	\$
TOTAL		\$ 729	\$ 596	\$ 1,325

1. Minimum of 25% local cash contribution required for all equipment purchases.

NARRATIVE: Describe the basis for arriving at the cost of each line item.

To obtain the cost of estimates for the 35mm camera and flash unit, a survey of four local retail camera shops was conducted to obtain the cost of a 35 mm camera and flash attachment. This equipment will be used to make slides for slide presentations and to take pictures of crime scenes.

The cost estimates for the desk and chair for the crime prevention corporal were obtained from the City of Lubbock budget preparation manual for Fiscal 1980-81. This equipment will be used by the crime prevention corporal.

1981 PROJECT NOTIFICATION SHEET
(Page 16)

SCHEDULE F

<u>SUPPLIES & DIRECT OPERATING EXPENSE</u>		CJD	LOCAL CASH	
		REQUEST	CONTRIBUTION	TOTAL
Directly Charged Supplies & Other Operating Costs				
(A)	3 crime prevention films at \$400 ea.	\$ 960	\$ 240	\$ 1,200
(B)	Newspaper	\$1,200	\$ 300	\$ 1,500
(C)	Telephone	\$ 490	\$ 122	\$ 612
(D)	Printing and Mailing	\$1,600	\$ 400	\$ 2,000
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
(K)		\$	\$	\$
(L)		\$	\$	\$
(M)		\$	\$	\$
TOTAL DIRECT SUPPLIES & COSTS		\$4,250	\$ 1,062	\$ 5,312

Narrative: Describe the basis for arriving at the cost of each line item.

- Item A: Purchase of three additional crime prevention films at \$400 per film with prices taken from Director of Criminal Justice training programs published by Harper & Rowe.
- Item B: Newspaper advertising with prices provided by the Lubbock Avalanche Journal, West Texas Times, University Daily, El Editor, and Lubbock Digest advertising departments.
- Item C: Telephone service for the crime prevention unit. This includes three telephones at \$17 per month per instrument = \$51 per month x 12 months = \$612.00
- Item D: Printing and mailing for the crime prevention unit which includes postage for 3,400 letters at .15 a letter = \$510. The crime prevention unit will send letters to businesses and residences that have recently been burglarized. The printing cost (\$1,490) is for printing crime prevention materials for special projects, programs, and supplies.

1981 PROJECT NOTIFICATION SHEET
(Page 17)

SCHEDULE G

INDIRECT COSTS

CJD
REQUEST

(A) Indirect Costs Per Approved Cost Allocation Plan	\$ 2,135
--	----------

NOTE: Indirect costs are authorized in an amount not to exceed the computation in Appendix C (General Program Requirements), 1980 Criminal Justice Plan For Texas.

Applicant's Agreement

We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:

Sgt. Bennie Ussery
Signature of Proposed Project Director

Robert Massengale
Signature of Financial Officer

Sgt. Bennie Ussery
Name (Please print or type)

Robert Massengale
Name (Please print or type)

Crime Prevention Officer
Title

Director of Finance
Title

Larry J. Cunningham
Signature of Authorized Official

Larry J. Cunningham
Name (Please print or type)

City Manager
Title



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution: (Name, address) City of Lubbock		2. GRANT NUMBER (CJD USE ONLY)	
		3. Type of Application: (check appropriate block) Original (X) Continuation () If continuation give number of last grant. _____	
4. Short Title of Project: (Do not exceed one typed line) Police Analyst for on Line Information System.			
5. Project Director: (Name, title, address, telephone) J.T. Alley Chief of Police P.O. Box 2000 Lubbock, TX. 806 762-6411 Ext. 2750		6. Financial Officer: (Name, title, address, telephone) Robert Massengale Director of Finance P.O. Box 2000 Lubbock, TX. 806 762-6411 Ext. 2015	
7. Period and Amount of Request: From <u>10</u> / <u>1</u> / <u>80</u> Through <u>9</u> / <u>30</u> / <u>81</u> Amount \$ <u>39,118.00</u>		8. State Application Identifier: S.A.I. Number _____ Date Assigned ____/____/____	
9. Official Authorized to Sign Application: (Name, title, address, telephone) Larry J. Cunningham City Manager P.O. Box 2000 Lubbock, TX 806 762-6411 Ext. 2000		10. Federal or State Support: Will other federal or state support be available for any part of this project: Yes ____ No <u>X</u> If yes, identify and explain:	
11. Legislative Budget Board Review and Comment (State Agencies Only) This application was submitted to the Legislative Budget Board for review and comments on ____/____/____. The comments are/are not attached.			
12. Attachments (check if included): (a) Clearinghouse review and comment _____ Name of clearinghouse: (b) Local governing body resolution _____ X authorizing application (c) Contracts _____ (d) Letters of endorsement _____ (e) Other (describe) _____			
13. Date: March 14, 1980		14. Total Pages in Application: <u>25</u>	
15. Area Served: (a) State Planning Region: South Plains Association of Govts. (b) Counties: Lubbock, Bailey, Lamb, Hale, Floyd, Briscoe, Motley, Cochran, Hockley, Lubbock, Crosby, Yoakum, Terry, Lynn, Garza		16. CJD USE ONLY Grant Number _____ Geographic Area: Date Received: _____ Region: _____ County(s) _____ Program Area: _____ City _____	

1981 PROJECT NOTIFICATION SHEET
(Page 2)

Area: CJD PROGRAM NUMBER 81- F 0 1

Problem Statement:

- (1) Brief and concise summary of the problem (be as specific as possible):

This project addresses all crimes, especially UCR part 1, and increases in total part 1 crimes for past 7 years.

- (2) Data which demonstrates existence and/or scope of the problem:

This project will strengthen criminal justice system weakness characterized by incomplete, inaccurate, and untimely information on crime, offenders, and events. This project will enhance the Lubbock P.D.'s ability to obtain the scarce unusable data on agency operations that might be analyzed to develop improved criminal justice system capability. Records in the Lubbock P.D. presently are kept manually which results in overcrowded conditions and inefficient storage and retrieval of data. Investigations and suspect identification is delayed because of the lack of computerized criminal history and crime information including such items as modus operandi.

- (3) Source of data presented above:

Lubbock Police Department Annual Report.

- (4) Resources and capabilities presently available to attack this problem:

- a. Present resources and capabilities of applicant agency:

The City of Lubbock is currently in process of obtaining an on-line Information System for the Lubbock Police Department. The Police Analyst would assist in developing this system.

1981 PROJECT NOTIFICATION SHEET
(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

N/A

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

A police on-line information system would drastically reduce existing time factor for retrieval of information on suspects and crime trends through the use of automated techniques. Information system data would be developed on criminal histories, offenders, crime variables, organized crime, wants and warrants, program analysis, and the conversion of manual files to computerized entries. Indirect results of such an information system would include increases in the percentage of crimes cleared and an increase in identification and consequently recovery of stolen property. A police on-line information system will enhance the Lubbock P.D.'s manpower allocation and dispatching procedures.

1981 PROJECT NOTIFICATION SHEET
(Page 4)

- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

The City of Lubbock P.D. will utilize its Honeywell Information System 66-05 computer to implement its on-line Police Information System. This system will provide the latest developments in communication oriented information systems incorporating many police functions. The limited resources of the City's Data Processing Department preclude the complete design of such a system internally. The City of Lubbock would propose that a Police Analyst and Systems Analyst visit cities with on-line police information systems that are transferable to the City of Lubbock. Following the identification of a system the Lubbock P.D. and data processing departments will investigate the on-line police system on location. The next procedure would be for the on-line police system to go through its system design, modification, and identification stage. Following this important stage, the program modifications are made. The on-line police information system is implemented. The program will be coordinated by the City of Lubbock Data Processing Department in conjunction with the Lubbock Police Department.

- (3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

N/A



1981 PROJECT NOTIFICATION SHEET
(Page 8)

Performance Indicators

Each project must report on all standard indicators listed for the type of project for which funding is requested in the applicable 1981 CJD program description. If the applicant believes that any of the indicators which are standard for the type of application being prepared is impractical to collect and report data on, or if the applicant believes that there is other data which could be collected which will give a better, truer picture of the performance of the project than the standard indicators, the applicant is requested to note this below and give appropriate explanation.

APPLICANT COMMENTS:

The indicators listed would be for the Police on-line information system.



1981 PROJECT NOTIFICATION SHEET

Grant No.: _____

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PERFORMANCE INDICATORS

Page ____ of ____

PROJECT START DATE: 10-1-80

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from _____ to _____	Source of Baseline Data		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
1. Number of inquiries by type of record.							
A. Accident Reports	13,000	X		3,300	6,900	10,300	14,000
B. Records Checks (includes private investigators, billard ball permits, mass-age permits, taxi permits, US government Civil Service, peddlers licenses, ambulance permits, Visa letters, verification letters, inquiries)	6,200	X		1,500	3,200	4,800	6,300
C. Criminal Records	12,775	X		3,000	6,500	9,600	13,600
2. Numbers of records created.							
A. Accident Reports	10,399		X	2,500	5,100	7,600	10,500
B. Criminal Reports	22,845		X	5,000	11,000	16,000	23,000
C. Incident Reports	1,893		X	400	950	1,300	1,800
D. Criminal Records (New)	2,921		X	700	1,500	2,250	3,000
3. Number of records updated.							
A. Criminal Records	3,500	X		900	1,750	2,650	3,600
B. Crime Reports	11,000	X		2,500	6,000	8,500	11,500
4. Number of records deleted or transferred to inactive system.	0						
5. Number of programs developed and tested.	0						
6. Number of inquiries by terminal.	36,600 (TCIC req)	X		9,000	19,000	28,000	37,000
7. Percentage of project tasks completed	0						
8. Percentage of realized objective of response time goal.	0						
9. Percentage of documentation completed.	0						
10. Needs Assessment.							
A. Date of data collection completion.	0	12-80					
B. Date of completed analysis and evaluation.	0	8-81					
C. Date needs assessment finalization and publication.	0	9-81					

1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	28,073	0	28,073	26,834	54,907
B. Professional & Contract Services	1,650	0	1,650	0	1,650
C. Travel	9,395	0	9,395	0	9,395
D. Equipment	0	0	0	0	0
E. Construction	0	0	0	0	0
F. Supplies & Direct Operating Expense	0	0	0	500	500
G. Indirect Cost	0	0	0	0	0
H. Total	39,118	0	39,118	27,334	66,452

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

1981 PROJECT NOTIFICATION SHEET

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BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNELBUDGET

1. Direct Salaries

<u>TITLE OR POSITION</u> ¹	<u>% OF TIME TO THIS PROJECT</u> ²	<u>CJD REQUEST</u>	<u>LOCAL CASH CONTRIBUTION</u>	<u>TOTAL</u> ³
(A) Police Analyst	100% 2080 Hrs.	\$ 22,220	\$ 0	\$ 22,220
(B) Systems Analyst	100% 2080 Hrs.	\$	\$ 22,500	\$ 22,500
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL DIRECT SALARIES		\$ 22,220	\$ 22,500	\$ 44,720

2. Fringe Benefits

FICA 3 Mo. at 6.13 - 9 Mo. at 6.65	\$ 1,447	\$ 1,467	\$ 2,914
Retirement 7.46	\$ 1,658	\$ 1,678	\$ 3,336
Insurance Life Hosp. $\frac{1}{2}$ 1.25 X 26 + 13.09 X 26	372	\$ 373	\$ 745
Other (Explain) $\frac{1}{2}$ Workmans Comp. 12.60 X 26	316	\$ 316	\$ 632
Education Incentive Pay 80 x 12 = 960	960	0	960
Long & Stab. Est. 800 CA 25 X 12 = 300	1,100	500	1,600
TOTAL FRINGE BENEFITS	\$ 5,853	\$ 4,334	\$ 10,187
TOTAL BUDGET PERSONNEL	\$ 28,073	\$ 26,834	\$ 54,907

1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

A. Police Analyst - Coordinate the conversion of present records system into a Police on line information system.

B. Systems Analyst - Knowledgeable in computer technology and able to analyze existing police systems and modify system already in existence. Design modification as desired by the Police Dept. and docu-

CITY BENEFITS

1. Education Incentive Pay - In October of 1977, the City Council authorized this fringe benefit to all Police and Fire personnel. This fringe benefit provides monthly payment to help defer the expenses of a college education. The officer must take classes related to law enforcement. The City of Lubbock pays \$80.00 per month to Police that have approved college degree.
2. Clothing Allowance - The City of Lubbock furnishes uniforms to all officers. Police officers that have duties that would not require the wearing of uniforms are compensated for at the rate of \$25.00 per month.
3. Workers' Compensation - All City of Lubbock employees are covered by this insurance. The purpose of workers' compensation is to cover full-time employees who have sustained an on-the-job-injury.
4. Longevity Pay - State Law requires the City of Lubbock to provide this fringe benefit to all Police personnel.
5. Stability Pay - This fringe benefit was authorized by the Lubbock City Council in October of 1968. An employee who has three or more years of service receives a once a year check based on years of service. Police personnel receive the difference between their longevity pay and the amount of their stability pay.
6. Insurance - The City of Lubbock currently pays life and medical insurance. At a average rate, life insurance \$1.25 per pay check X 26 and medical insurance \$13.09 per pay check X 26.

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SCHEDULE B

PROFESSIONAL AND CONTRACTUAL SERVICES

	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) Police Analyst	\$ 1,650	\$ 0	\$ 1,650
(B)	\$	\$	\$
(C)	\$	\$	\$
(D)	\$	\$	\$
(E)	\$	\$	\$
(F)	\$	\$	\$
(G)	\$	\$	\$
(H)	\$	\$	\$
TOTAL BUDGETED PROFESSIONAL CONTRACTUAL SERVICES	\$ 1,650	\$ 0	\$ 1,650

Narrative: Briefly describe any anticipated contractual arrangement and work products expected. The basis of cost must be reflected.

The Police Analyst is expected to under go 3 training sessions with the Honeywell System. Each training session would consist of 5 days each. The cost of each course is \$550.00. Course Title
Data Processing
Data Base Management
Communication Technique

1981 PROJECT NOTIFICATION SHEET
(Page 13)

SCHEDULE C

TRAVEL

Local Travel:

POSITION/TITLE	MILES TRAVELED ANNUALLY	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A)		\$	\$	\$
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL LOCAL TRAVEL		\$	\$	\$

IN - STATE TRAVEL:
(Specify Purposes)

PURPOSE	DESTINATION			
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
IN-STATE TRAVEL TOTAL		\$	\$	\$
OUT-OF-STATE TRAVEL: (Specify Clearly)		\$	\$	\$
See attached pages for explanation		\$9,395	\$	\$9,395
		\$	\$	\$
OUT-OF-STATE TRAVEL TOTAL		\$	\$	\$
TOTAL TRAVEL BUDGET		\$9,395	\$	\$9,395

NARRATIVE: Briefly describe the applicant's travel policy. (i.e. mileage rates and per diem rates) and specify purposes for each item of travel and break out each trip by specific costs.

NOTE: If personnel are to use personal vehicles, this budget item should be shown on Schedule C, with a description of the agency policy defining such usage. If personnel are to use agency vehicles, this budget item should be shown on Schedule F, with the basis for budgeted costs identified.

TRAVEL

The City of Lubbock would expect the Police Analyst to under go 3 training sessions with the Honeywell systems. Each training sessions would consist of 5 days each. These training sessions with Honeywell would provide him with a general knowledge of Data Processing. Data base management and communication techniques. After this training he will be able to make technical evaluation of the system under evaluation. These training classes would be either at Tulsa Okla., Phoenix Ariz., Washington DC, Chicago ILL., or Portland Oregon. (Air Fare was computed by taking the price of a round trip ticket to each place and a average rate was arrived at.)

Training Session One (Location to be determined at later date)		
Air Fare	(Round Trip)	\$315.00
Per Diem	(\$45.00 per day) X 5 days	225.00
Transportation	(Car Rental)	
	(\$20.00 per day) X 5 days	100.00
Gas	(\$25.00 per week)	25.00
Total		<u>\$665.00</u>

Training Session Two (Location to be determined at later date)		
Air Fare	(Round Trip)	\$315.00
Per Diem	(\$45.00 per day) X 5 days	225.00
Transportation	(Car Rental)	
	(\$20.00 per day) X 5 days	100.00
Gas	(\$25.00 per week)	25.00
Total		<u>\$665.00</u>

CUMLATIVE TOTAL \$1,330.00

Training Session Three (Location to be determined at later date)		
Air Fare	(Round Trip)	\$315.00
Per Diem	(\$45.00 per day) X 5 days	225.00
Transportation	(Car Rental)	
	(\$20.00 per day) X 5 days	100.00
Gas	(\$25.00 per week)	25.00
Total		<u>\$665.00</u>

CUMLATIVE TOTAL \$1,995.00

SYSTEM SELECTION

The City of Lubbock would want to examine and evaluate 4 Cities that already has a Police on Line Information System. The Systems Analyst and Police Analyst would spend 5 days at each location site. (Air Fare was computed by using same cities as described earlier).

City One (To be selected at a later date)

Air Fare (Round Trip)	\$315.00 X 2 persons =	\$630.00
Per Diem (\$45.00 per day) X 5 days X 2 persons =		450.00
Transportation (Car Rental)		
	(\$20.00 per day) X 5 days =	100.00
Gas (\$25.00 per week)		25.00
	Total	\$1,205.00

CUMULATIVE TOTAL \$3,200.00

City Two (To be determined at a later date)

Air Fare (Round Trip)	\$315.00 X 2 persons =	\$630.00
Per Diem (\$45.00 per day) X 5 days X 2 persons =		450.00
Transportation (Car Rental)		
	(\$20.00 per day) X 5 days =	100.00
Gas (\$25.00 per week)		25.00
	Total	\$1,205.00

CUMULATIVE TOTAL \$4,405.00

City Three (To be determined at a later date)

Air Fare (Round Trip)	\$315.00 X 2 persons =	\$630.00
Per Diem (\$45.00 per day) X 5 days X 2 persons =		450.00
Transportation (Car Rental)		
	(\$20.00 per day) X 5 days =	100.00
Gas (\$25.00 per week)		25.00
	Total	\$1,205.00

CUMULATIVE TOTAL \$5,610.00

City Four (To be determined at a later date)

Air Fare (Round Trip)	\$315.00 X 2 persons =	\$630.00
Per Diem (\$45.00 per day) X 5 days X 2 persons =		450.00
Transportation (Car Rental)		
	(\$20.00 per day) X 5 days =	100.00
Gas (\$25.00 per week)		25.00
	Total	\$1,205.00

CUMULATIVE TOTAL \$6,815.00

SYSTEM TRAINING and MODIFICATION

The City of Lubbock would propose an extended study of the selected system by the Police Analyst, for training and detailed evaluation and modification of the system. This would require the Police Analyst to work with the system for about 60 days. The City of Lubbock would furnish agency car and gasoline expenses to the selected site. (Location would be determined at a later date).

Apartment Rent (\$300.00 per month) X 2 months =	\$600.00
Per Diem (Excluding room) \$15.00 per day X 60 days	<u>900.00</u>
Total	\$1,500.00

CUMLATIVE TOTAL \$8,315.00

The City of Lubbock would propose that the System Analyst visit the selected site 2 times. The 1st trip would be with the Police Analyst when training first starts and the second trip would be at the conclusion of the evaluation and modification.

1st Trip	
Air Fare (Round Trip) =	\$315.00
Per Diem (\$45.00 per day) X 5 days =	<u>225.00</u>
Total	\$540.00

CUMLATIVE TOTAL \$8,855.00

2nd Trip	
Air Fare (Round Trip) =	\$315.00
Per Diem (\$45.00 per day) X 5 days =	<u>225.00</u>
Total	\$540.00

CUMLATIVE TOTAL
of TRAVEL \$9,395.00

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SCHEDULE F

SUPPLIES & DIRECT OPERATING EXPENSE		CJD	LOCAL CASH	
Directly Charged Supplies & Other Operating Costs		REQUEST	CONTRIBUTION	TOTAL
(A)	2778 Miles at 18¢ per mile	\$	\$ 500	\$ 500
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
(K)		\$	\$	\$
(L)		\$	\$	\$
(M)		\$	\$	\$
TOTAL DIRECT SUPPLIES & COSTS		\$	\$ 500	\$ 500

Narrative: Describe the basis for arriving at the cost of each line item.

The distance was computed by taking total miles to all cities mentioned earlier in this report and arriving at an average distance to selected site.

2178 miles (Round trip to selected site)

600 miles (An average of 10 miles per day driving, stay at selected site)

18¢ per mile (Standard rate of pay per mile by the state of Texas)

	2,178.00
	600.00
Total Miles	2,778.00
18¢ per mile X.18	
	500.00

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SCHEDULE G

INDIRECT COSTS

CJD
REQUEST

(A) Indirect Costs Per Approved Cost Allocation Plan

\$

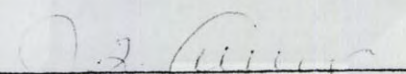
NOTE: Indirect costs are authorized in an amount not to exceed the computation in Appendix C (General Program Requirements), 1980 Criminal Justice Plan For Texas.



Applicant's Agreement

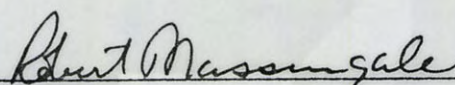
We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:


 Signature of Proposed Project Director.

J.T. Alley

Name (Please print or type)


 Signature of Financial Officer

Robert Massengale

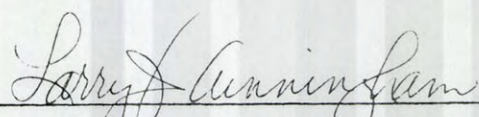
Name (Please print or type)

Chief of Police

Title

Director of Finance

Title


 Signature of Authorized Official

Larry J. Cunningham

Name (Please print or type)

City Manager

Title



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution:
(Name, address)

John T. Montford
Criminal District Attorneys Office
2nd. Floor Lubbock Co. Courthouse
Lubbock, Texas 79401

2. GRANT NUMBER (CJD USE ONLY)

3. Type of Application:
(check appropriate block)

Original ()

Continuation (X)

If continuation give number of last grant.

AC-80-DO2-6465

4. Short Title of Project: (Do not exceed one typed line)

Criminal District Attorneys Office Reorganization and Expansion

5. Project Director:

(Name, title, address, telephone)

John T. Montford, Criminal Dist. Atty.
2nd. Floor Lubbock Co. Courthouse
Lubbock, Texas 79401
806-741-8043

6. Financial Officer:

(Name, title, address, telephone)

Dale Gallimore
Lubbock County Auditor
5th Floor Lubbock Co. Courthouse
Lubbock, T. 79401 806-741-8021

7. Period and Amount of Request:

From 01 / 01 / 81 Through 12 / 31 / 81

Amount \$ 48,307.75

8. State Application Identifier:

S.A.I. Number 91002007

Date Assigned 10 / 26 / 79

9. Official Authorized to Sign Application:

(Name, title, address, telephone)

Honorable Rodrick L. Shaw
Lubbock Co. Judge
Lubbock Co. Courthouse
Lubbock, T. 79401 806-741-8008

10. Federal or State Support:

Will other federal or state support be available for any
part of this project: Yes ___ No X

If yes, identify and explain:

11. Legislative Budget Board Review and Comment (State Agencies Only)

This application was submitted to the Legislative Budget Board for review and comments on ____/____/____.
The comments are/are not attached.

12. Attachments (check if included):

(a) Clearinghouse review and comment
Name of clearinghouse: _____

(c) Contracts _____

(d) Letters of endorsement _____

(b) Local governing body resolution
authorizing application _____

(e) Other (describe) _____

13. Date:

14. Total Pages in Application:

15. Area Served:

(a) State Planning Region: 02

(b) Counties:

Dickens, Baily, Lamb, Hale, Floyd,
Briscoe, Motley, Cochran, Hockley,
Lubbock, Crosby, Yoakum, Terry, Lynn, Garza

16. CJD USE ONLY

Grant Number _____

Geographic Area:

Date Received: _____

Region: _____

County(s) _____

Program Area: _____

City _____

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(Page 2)

Area: CJD PROGRAM NUMBER 81- D 0 2

Problem Statement:

- (1) Brief and concise summary of the problem (be as specific as possible):

The problem addressed by this project, at its conception, was the staggering increase in the crime rate of Lubbock County. It was our opinion that unless some significant changes were made in law enforcement efforts crime would continue to spiral upward in the years to come. Specifically, in the area of prosecution, we observed what we considered a lack of: manpower, effective utilization of existing personnel, leadership and aggressiveness in the prosecution of crime.

- (2) Data which demonstrates existence and/or scope of the problem:

SEE APPENDIX A

- (3) Source of data presented above:

Texas Judicial Council Reports
Uniform Crime Reports

- (4) Resources and capabilities presently available to attack this problem:

- a. Present resources and capabilities of applicant agency:

The office has now been divided into three branches, each adequately staffed. These branches are legal, investigative and administrative. The implementation of this organizational structure clearly delineates the roles and responsibilities of the various personnel in the office between actual prosecuting staff and support staff (administrative and investigative personnel). The importance of clear delineation of roles cannot be too strongly stressed. Given the fact that the prosecutor is dealing with limited resources, it is essential that he obtains "the biggest bang for his buck" from those resources available. If an individual is forced to involve himself in functions outside the boundaries of his or her primary area of responsibility, this involvement dilutes the person's effectiveness in their primary role. In this regard, though it is obvious that a staff member in the administrative or investigative branch cannot prosecute a case in the courts by virtue of not being an attorney, it is not so clear cut

(4)a cont.

with respect to an attorney involving his or herself in administrative or investigative functions. When this occurs, it does so at the expenses of that attorney's time in court or in case preparation. In light of the tremendous case load we have in Lubbock County and the Speedy Trial Act, we must establish means of avoiding this type of role conflict. Prior to our administration assistant District Attorneys were spending a great deal of time dealing with administrative and investigative matters that could have been more appropriately handled, in the interest of conservation of time and efficiency, by non-legal, administrative or investigative personnel. This is the main thrust of this program: to free the legal staff in the District Attorneys office in order that they might spend more time in court and in case preparation to achieve more efficient and aggressive prosecutions for Lubbock County.

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(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

See Page 2--Items (1) and (4) a.

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- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

The tasks involved are those typical of any prosecutor's, basically to efficiently prepare and prosecute criminal cases in the courts of State of Texas. In regard to part two of this item, see item (4) a. of page 2.

- (3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.



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(5) Explanation of Adherence With Effectiveness Criteria:

- a. If a continuation project or a project previously funded by another funding agency, state in quantifiable terms the accomplishments of the project since the original implementation date. Do not complete this section unless applicable.

SEE APPENDIX A

A note of interest not discernable from these statistics is that included in the indictments for 1979 was the largest organized crime indictment in the history of the State of Texas. Also, four (4) previously unsolved (and for all intents and purposes closed) homicides dating as far back as 1976 were solved and indictments were returned.

- b. If previously funded by another agency, state the number of months and total amount of funding received from that agency. Do not complete this section unless applicable.



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- c. If a continuation project or a project previously funded by another funding agency, has project ever received on-site monitoring or evaluation? If so, state when and by whom this was done, and briefly summarize the monitoring or evaluation report and any modifications of project activity which may have occurred in response to the report. Do not complete this section unless applicable.

SEE APPENDIX B



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Performance Indicators

Each project must report on all standard indicators listed for the type of project for which funding is requested in the applicable 1981 CJD program description. If the applicant believes that any of the indicators which are standard for the type of application being prepared is impractical to collect and report data on, or if the applicant believes that there is other data which could be collected which will give a better, truer picture of the performance of the project than the standard indicators, the applicant is requested to note this below and give appropriate explanation.

APPLICANT COMMENTS:

Since most of these items are reported monthly by the District Clerk's office to the Texas Judicial Council, they are easily kept, however, they do for this reason represent a redundancy in work and effort by two government agencies. At the present time items 5, 6 a-e and to a lesser degree items 7 and 8 would present an inordinate burden on our administrative staff which is presently working at capacity. With all our administrative work currently being done manually, keeping track of these items would require daily monitoring of each individual case with the appropriate logging. I believe I can safely say this would consume the time of one full time employee. Quite frankly, we believe we could better serve our constituency by devoting this time to other responsibilities of this office.

It should be noted, however, that we are in the process of computerizing our records and anticipate that this information will be readily available sometime this year (1980). When this is done we will be able to provide you with this information you desire without compromising more pressing responsibilities of this office.

1981 PROJECT NOTIFICATION SHEET

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PERFORMANCE INDICATORS

PROJECT START DATE: January 1, 1981

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Page 1 of 2

Indicator	Level at time of application based on 12 month period from 1/1/79 to 12/31/79	Source of Baseline Date		Anticipated Level of Progress by Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
Number of cases pending at beginning of period	696			150	300	450	600
Number of cases filed during period	1,383			375	750	1125	1500
Total cases disposed	1,135			*			
Number of jury trials	122			*			
Number of court trials				*			
Number of pleas	565			*			
Number of dismissals	448			*			
Number of transfers and/or change of venues	1						
Number of cases pending at end of period	895						
Number of pretrial motions hearings							
Number of cases disposed within: 121 or more days of arrest							

*It is our goal to, at a minimum, dispose of as many cases as we add during a given year

1981 PROJECT NOTIFICATION SHEET

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PERFORMANCE INDICATORS

Page 2 of 2

PROJECT START DATE: 1/1/81

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from	Source of Baseline Date		Anticipated Level of Progress by Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
91-120 days of arrest	1/1/78-12/31/79						
61-90 days of arrest							
31-60 days of arrest							
Less than 31 days of arrest							
Number of cases dismissed for failure to meet requirements of Speedy Trial Act							
Number of cases in which Speedy Trial Act is waived							

1981 PROJECT NOTIFICATION SHEET
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PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	39,892.00	625,177.00	665,069.00		665,069.00
B. Professional & Contract Services					
C. Travel	3,092.00	5,917.00	9,009.00		9,009.00
D. Equipment	3,528.75	1,176.25	4,705.00		4,705.00
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost	1,795.00		1,795.00		1,795.00
H. Total	48,307.75	632,270.25	680,578.00		680,578.00

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

1981 PROJECT NOTIFICATION SHEET

(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries *

<u>1</u> TITLE OR POSITION	<u>2</u> % OF TIME TO THIS PROJECT	<u>3</u> CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) First Assistant	% 100	\$	\$ 26,955.00	\$ 26,955.00
(B) Chief Administrator	% 100	\$	\$ 22,678.00	\$ 22,678.00
(C) Chief Investigator	% 100	\$	\$ 17,134.00	\$ 17,134.00
(D) Felony Division Chief	% 100	\$	\$ 24,420.00	\$ 24,420.00
(E) Misdemeanor Division Chf.	% 100	\$	\$ 24,420.00	\$ 24,420.00
(F) Civil Division Chief	% 100	\$	\$ 24,420.00	\$ 24,420.00
(G) Juvenile Division Chief	% 100	\$	\$ 24,420.00	\$ 24,420.00
(H) Business Crimes Div. Chf.	% 100	\$	\$ 24,420.00	\$ 24,420.00
(I) Felony Prosecutor	% 100	\$	\$ 23,100.00	\$ 23,100.00
(J) Felony Prosecutor	% 100	\$	\$ 23,100.00	\$ 23,100.00
TOTAL DIRECT SALARIES		\$	\$	\$

*Salaries based on 1980 budget figures with a 10% cost of living index

2. Fringe Benefits

FICA	%	\$	\$	\$
Retirement	%	\$	\$	\$
Insurance	%	\$	\$	\$
Other (Explain)		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
TOTAL FRINGE BENEFITS		\$	\$	\$
		\$	\$	\$
TOTAL BUDGET PERSONNEL		\$	\$	\$

1. Include only one position per line
2. Express as a percent of total time (2080 hrs.)
3. Should reflect employee's gross annual salary attributable to project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

1981 PROJECT NOTIFICATION SHEET
(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A -2

PERSONNEL

BUDGET

1. Direct Salaries

1 TITLE OR POSITION	% OF TIME TO THIS 2 PROJECT	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL 3
(A) Felony Prosecutor	% 100	\$	\$ 23,100.00	\$ 23,100.00
(B) Felony Prosecutor	% 100	\$	\$ 23,100.00	\$ 23,100.00
(C) Misdemeanor Prosecutor	% 100	\$	\$ 18,533.00	\$ 18,533.00
(D) Misdemeanor Prosecutor	% 100	\$	\$ 18,533.00	\$ 18,533.00
(E) Misdemeanor Prosecutor	% 100	\$	\$ 18,533.00	\$ 18,533.00
(F) Misdemeanor Prosecutor	% 100	\$	\$ 18,533.00	\$ 18,533.00
(G) Investigator	% 100	\$	\$ 15,672.00	\$ 15,672.00
(H) Investigator	% 100	\$ 8,252.00	\$ 5,500.00	\$ 13,752.00
(I) Investigator	% 100	\$ 8,540.00	\$ 5,692.00	\$ 14,232.00
(J) Investigator	% 100	\$ 8,194.00	\$ 5,462.00	\$ 13,656.00
TOTAL DIRECT SALARIES		\$	\$	\$

2. Fringe Benefits

FICA	%	\$	\$	\$
Retirement	%	\$	\$	\$
Insurance	%	\$	\$	\$
Other (Explain)		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
TOTAL FRINGE BENEFITS		\$	\$	\$
TOTAL BUDGET PERSONNEL		\$	\$	\$

1. Include only one position per line
2. Express as a percent of total time (2080 hrs.)
3. Should reflect employee's gross annual salary attributable to project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

1981 PROJECT NOTIFICATION SHEET
(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A-3

PERSONNEL

BUDGET

1. Direct Salaries

¹ TITLE OR POSITION	% OF TIME TO THIS 2 PROJECT	CJD REQUEST	LOCAL CASH CONTRIBUTION	³ TOTAL
(A) Investigator	% 100	\$	\$ 13,752.00	\$ 13,752.00
(B) Investigator	% 100	\$ 8,194.00	\$ 5,462.00	\$ 13,656.00
(C) Legal Secretary	% 100	\$	\$ 10,587.00	\$ 10,587.00
(D) Legal Secretary	% 100	\$	\$ 10,587.00	\$ 10,587.00
(E) Legal Secretary	% 100	\$	\$ 10,587.00	\$ 10,587.00
(F) Legal Secretary	% 100	\$	\$ 10,587.00	\$ 10,587.00
(G) Legal Secretary	% 100	\$	\$ 10,587.00	\$ 10,587.00
(H) Legal Secretary	% 100	\$	\$ 9,267.00	\$ 9,267.00
(I) Legal Secretary	% 100	\$	\$ 9,267.00	\$ 9,267.00
(J) Legal Secretary	% 100	\$	\$ 9,267.00	\$ 9,267.00
TOTAL DIRECT SALARIES		\$	\$	\$

2. Fringe Benefits

FICA	%	\$	\$	\$
Retirement	%	\$	\$	\$
Insurance	%	\$	\$	\$
Other (Explain)		\$	\$	\$
		\$	\$	\$
TOTAL FRINGE BENEFITS		\$	\$	\$
TOTAL BUDGET PERSONNEL		\$	\$	\$

1. Include only one position per line
2. Express as a percent of total time (2080 hrs.)
3. Should reflect employee's gross annual salary attributable to project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

1981 PROJECT NOTIFICATION SHEET
(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A-4

PERSONNEL

BUDGET

1. Direct Salaries

<u>TITLE OR POSITION</u>	<u>% OF TIME TO THIS PROJECT</u>	<u>CJD REQUEST</u>	<u>LOCAL CASH CONTRIBUTION</u>	<u>TOTAL</u>
(A) Legal Secretary	% 100	\$	\$ 9,267.00	\$ 9,267.00
(B) Legal Secretary	% 100	\$	\$ 9,267.00	\$ 9,267.00
(C) Legal Secretary	% 100	\$	\$ 8,792.00	\$ 8,792.00
(D) Legal Secretary	% 100	\$	\$ 8,264.00	\$ 8,264.00
(E) Law Clerk	% 37.5	\$	\$ 2,340.00	\$ 2,340.00
(F) Law Clerk	% 37.5	\$	\$ 2,340.00	\$ 2,340.00
(G) Law Clerk	% 37.5	\$	\$ 2,340.00	\$ 2,340.00
(H) Law Clerk	% 37.5	\$	\$ 2,340.00	\$ 2,340.00
(I) Law Clerk	% 37.5	\$	\$ 2,340.00	\$ 2,340.00
(J)	%	\$	\$	\$
TOTAL DIRECT SALARIES		\$33,180.00	\$534,965.00	\$568,145.00

2. Fringe Benefits

FICA	%6.13	\$ 2,034.00	\$ 32,729.00	\$ 34,763.00
Retirement	%7.00	\$ 2,324.00	\$ 37,447.00	\$ 39,771.00
Insurance-Medical*	%	\$ 1,008.00	\$ 13,272.00	\$ 14,280.00
Other (Explain) Unemployment 0.8		\$ 443.00	\$ 4,103.00	\$ 4,546.00
Workmen's Compensation(2.72% deputies		\$ 903.00	\$ 2,661.00	\$ 3,564.00
& investigators--0.17% others)		\$	\$	\$
TOTAL FRINGE BENEFITS		\$ 6,712.00	\$ 90,212.00	\$ 96,924.00
TOTAL BUDGET PERSONNEL		\$39,892.00	\$625,177.00	\$665,069.00

1. Include only one position per line
 2. Express as a percent of total time (2080 hrs.)
 3. Should reflect employee's gross annual salary attributable to project.
- *Medical insurance costs figured at \$35.00 per month per employee

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

The position titles should be self explanatory with respect to duties and responsibilities.

1981 PROJECT NOTIFICATION SHEET
(Page 13)

SCHEDULE C

TRAVEL

Local Travel:

POSITION/TITLE	MILES TRAVELED ANNUALLY	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) Chief Investigator	8580	\$	\$ 1287.00	\$ 1287.00
(B) Investigator	8580	\$	\$ 1287.00	\$ 1287.00
(C) Investigator	8580	\$	\$ 1287.00	\$ 1287.00
(D) Investigator	8580	\$ 773.00	\$ 514.00	\$ 1287.00
(E) Investigator	8580	\$ 773.00	\$ 514.00	\$ 1287.00
(F) Investigator	8580	\$ 773.00	\$ 514.00	\$ 1287.00
(G) Investigator	8580	\$ 773.00	\$ 514.00	\$ 1287.00
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL LOCAL TRAVEL		\$ 3092.00	\$ 5917.00	\$ 9009.00

IN - STATE TRAVEL:

(Specify Purposes)

PURPOSE	DESTINATION	\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
IN-STATE TRAVEL TOTAL		\$	\$	\$
		\$	\$	\$
OUT-OF-STATE TRAVEL: (Specify Clearly)		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
OUT-OF-STATE TRAVEL TOTAL		\$	\$	\$
TOTAL TRAVEL BUDGET		\$	\$	\$

NARRATIVE: Briefly describe the applicant's travel policy. (i.e. mileage rates and per diem rates) and specify purposes for each item of travel and break out each trip by specific costs.

NOTE: If personnel are to use personal vehicles, this budget item should be shown on Schedule C, with a description of the agency policy defining such usage. If personnel are to use agency vehicles, this budget item should be shown on Schedule F, with the basis for budgeted costs identified.

Lubbock County requires C.D.A. investigators to use personal cars. Policy has been in the past to reimburse with monthly car allowance of \$50.00, for local travel. All non-local travel is reimbursed as described in Appendix C Lubbock County Travel Regulations.

1981 PROJECT NOTIFICATION SHEET
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SCHEDULE D

EQUIPMENT PURCHASES

Equipment Name or Description / QUANTITY	CJD	LOCAL	TOTAL
	REQUEST	CASH CONTRIBUTION	
(A) Motorola portable radios,	\$ 3,528.75	\$1,176.25	\$4,705.00
(B) model H33 BBB-3143 N MT500 (5)	\$	\$	\$
(C)	\$	\$	\$
(D)	\$	\$	\$
(E)	\$	\$	\$
(F)	\$	\$	\$
(G)	\$	\$	\$
(H)	\$	\$	\$
(I)	\$	\$	\$
(J)	\$	\$	\$
(K)	\$	\$	\$
(L)	\$	\$	\$
(M)	\$	\$	\$
(N)	\$	\$	\$
(O)	\$	\$	\$
(P)	\$	\$	\$
(Q)	\$	\$	\$
(R)	\$	\$	\$
(S)	\$	\$	\$
(T)	\$	\$	\$
(U)	\$	\$	\$
(V)	\$	\$	\$
(W)	\$	\$	\$
(X)	\$	\$	\$
(Y)	\$	\$	\$
(Z)	\$	\$	\$
TOTAL	\$	\$	\$

1. Minimum of 25% local cash contribution required for all equipment purchases.

NARRATIVE: Describe the basis for arriving at the cost of each line item.
(see Appendix D for information on radios)

1981 PROJECT NOTIFICATION SHEET
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SCHEDULE G

INDIRECT COSTS

	CJD REQUEST
(A) Indirect Costs Per Approved Cost Allocation Plan	\$ 1,795.00

NOTE: Indirect costs are authorized in an amount not to exceed the computation in Appendix C (General Program Requirements), 1980 Criminal Justice Plan For Texas.

APPENDIX A
(see Page 2)



CRIMES FOR THE DECADE

	1970	1971	1972	1973	1974	1975	1976	1977	1978	1979
Murder	13	29	30	23	23	35	23	33	32	31
Rape	43*	56*	44	53	63	84	56	78	111	127
Robbery	118	141	103	116	200	205	218	282	299	232
Assault	677	611	697	781	805	881	823	1021	1038	1312
Burglary	2154	2507	2169	2676	3288	3686	3715	4412	4119	4150
Theft	4834	4882	4605	4796	5478	7631	7898	7269	8223	7294
Auto Theft	380	364	356	399	465	563	582	685	874	787
Total	8219	8590(+4.3)	8004(-6.8)	8844(+10.3)	10322(+16.7)	13085(+26.8)	13315(+1.8)	13780(+3.5)	14696(+6.6)	13933(-5.2)

*Rape figures not available 1970, 1971; amount based on file numbers.

Provided by Lubbock Police Department--Uniform Crime Reports

LUBBOCK COUNTY District Court Reported Activity - 1977

CRIMINAL DOCKET

	ATT. ARSON	MURD.	BURG.	FEL. DUI	STOP ER.A.	FORG.	MURD.	RAPE	ROB.	THEFT	AUTO. THEFT	MARIJUANA POS.	OTHER DEL.	DRUGS MISD.	OTHER CHIM.	TOTAL
CASES ON DOCKET:																
CASES PENDING JAN. 1, 1977	1	3	216	17	6	83	57	22	49	135	72	51	26	31	293	1062
CASES FILED BY INDICTMENT	1		231	21	3	78	34	5	14	118	3	46	9	38	275	876
CASES FILED BY INFORMATION			2				2			1		1			4	8
TRANSFER ON CHANGE OF VENUE																2
OTHER CASES REACHING DOCKET																
TOTAL CASES ON DOCKET	2	3	449	38	9	161	93	27	63	254	75	98	35	69	572	1948

DISPOSITIONS:

CONVICTIONS																
GUILTY PLEA - NO JURY	1		134	15	1	59	7	1	10	79	5	43	6	26	122	509
NOT GUILTY PLEA-NO JURY																
GUILTY PLEA-JURY VERDICT																
NOT GUILTY PLEA-JURY VER			15		1	6	5	2	4	7		3	1	3	26	73
TOTAL CONVICTIONS	1		149	15	2	65	12	3	14	86	5	46	7	29	148	582
LESSER OFF/CONVICTION										2		7			2	11
ACQUITTALS																
NON-JURY TRIAL			3							3					6	16
JURY VERDICT																
UNRECEIVED VERDICT																
TOTAL ACQUITTALS			3							3					6	16
DISMISSALS																
INSUFFICIENT EVIDENCE			4			5		1		1	2	4		3	8	30
DEF. CONVICTED-OTHER CASE			54	3		13	1		2	31	3	9	1	5	43	165
REQUEST COMPLAIN. WITNESS			2			3				2					4	11
CASE FILED			6	1	1				1	2	1	1			7	20
DEFENDANT UNAPPREHENDED			2				2							1	1	6
DEFENDANT DECEASED																
DEF. GRANTED IMMUNITY															1	1
OTHER			2	1					1	4		1			19	30
UNKNOWN																
TOTAL DISMISSED			72	5	1	21	3	1	4	42	6	14	2	9	83	263
TRANSFER ON CHANGE OF VENUE																
TRANSFER TO COUNTY COURT																
TOTAL DISPOSITIONS	1		224	20	3	86	19	4	18	131	11	60	9	38	237	861

CASES PENDING DEC. 31, 1977

MISCELLANEOUS:																
PROBATIONS GRANTED	1		106	2	2	48	7	2	5	72	6	41	6	20	99	417
REVOCATIONS FILED			37			8	1		1	15	1	1		8	12	86
REVOCATIONS GRANTED			21			5				3				4	9	42
COMMITTED TO T.D.C.																
CASES	5	55				20	6	1	8	15		4	1	13	53	181
PERSONS																187
COMMITTED TO LOCAL JAILS																
CASES				13						3		4			5	25
PERSONS																25
CASES - FINED ONLY																
AMT FINES ASSESSED (IN \$100)				29		2			20	14		206	21	83	17	392
DEATH SENTENCES																1
LIFE SENTENCES																
YEARS IN PRIS./JAIL ASSESSED			310	52		108	120	3	57	77		12	3	89	453	1284
NUMBER OF CASES IN WHICH:																
JURY PANEL EXAMINED			12	2		6	14	3	7	7	1	2		1	38	93
JURY SWORN			12	2		6	14	3	7	7	1	2		1	38	93
JURY SWORN/LEAD PRESENTED			12	2		6	14	3	7	7	1	2		1	38	93
JURY SWORN, MISTRIAL																1
HUNG JURY			1						1						2	4
JURY VERDICT RENDERED			11	2		6	13	3	6	7	1	2		1	36	88
ATTORNEY(S) APPOINTED			106	5		34	13		10	36		3		4	102	313
NUMBER OF PERSONS INDICTED																808

CIVIL DOCKET

	PERSONAL INJURY	WORKMAN COMP.	TAX	ANNUAL- MENT	DIVORCE	OTHER CIVIL	NON- ADVER.	TOTALS
CASES ON DOCKET:								
CASES PENDING JAN. 1, 1977	582	348	1576	6	1598	1416	290	5816
NEW CASES FILED DURING YEAR	509	223	47	12	1944	625	472	3834
OTHER CASES REACHING DOCKET	23	19			11	138		207
TOTAL CASES ON DOCKET	1114	590	1623	18	3555	2057	900	9857
DISPOSITIONS:								
REMOVED TO FEDERAL COURT								
TRANSFERRED-PLA/PRIVILEGE	4	4				19	19	46
DEFAULT JUDGMENT	5	1	29			99		134
AWARD JUDGMENT	84	207				26		317
COMPLETE SUMMARY JUDGMENT	2	1				19		22
JUDGMENT APT. TRIAL-NO JURY	5	5	8			169	406	2019
GRANTED (ANNUAL-DIVORCE)				18	1408			
DENIED (ANNUAL-DIVORCE)								
JUDGMENT ON JURY VERDICT	28	38				11	1	79
GRANTED (ANNUAL-DIVORCE)					1			
DENIED (ANNUAL-DIVORCE)								
DIRECTED VERDICT OR J.W.O.V.								
GRANTED (ANNUAL-DIVORCE)								
DENIED (ANNUAL-DIVORCE)								
DISMISSED WANT/PROSECUTION	46	5			159	145	27	382
DISMISSED BY PLAINTIFF	180	20	34		209	198	27	668
OTHER	22	14	1		3	6		46
TOTAL DISPOSITIONS	374	295	72	18	1780	692	482	3715
CASES PENDING DEC. 31, 1977	738	295	1551		1775	1365	418	6142
MISCELLANEOUS:								
NUMBER OF CASES IN WHICH:								
JURY FEE PAID/OATH FILED	177	142			21	50	7	397
JURY PANEL EXAMINED	31	47				12		90
JURY SWORN	31	47				12		90
JURY SWORN, SETTLED	3	12				3		18
JURY SWORN/LEAD PRESENTED	28	34				8		70
MISTRIAL OR HUNG JURY								
DIRECTED VERDICT								
JURY VERDICT RENDERED	28	35				9		72
NON-JURY TRIAL SETTLED								
SHOW CAUSE MOTIONS	481	FILED			466	HEARD	30	DISMISSED

OTHER PROCEEDINGS

	POST CONVICTION WRITS OF HABEAS CORPUS	WRITS OF HABEAS CORPUS	CONTEMPT, EXTRADITION & OTHER SEPARATELY DOCKETED PROCEEDINGS	BOND FORFEITURES
PENDING JAN. 1, 1977		40		110
ADDED DURING YEAR		29		42
DISPOSED OF DURING YEAR		68		30
PENDING DEC. 31, 1977		1		122

LUBBOCK COUNTY District Court Reported Activity - 1978

CRIMINAL DOCKET

	ATT. ARSON	MURD.	BURG.	FEL. DUI	STOP ER.A.	FORG.	MURD.	RAPE	ROB.	THEFT	THEFT	AUTO. POS.	MARIJUANA DEL.	OTHER DRUGS	OTHER MISO.	OTHER CRIM.	TOTAL
CASES ON DOCKET:																	
CASES PENDING JAN. 1, 1978	1	14	209	17	6	79	79	15	46	135	56	48	21	38		345	1109
CASES FILED BY INDICTMENT			207	23	3	96	47	6	12	204	22	44	12	17		224	917
CASES FILED BY INFORMATION			2							3						5	5
TRANSFER ON CHANGE OF VENUE							2		1							2	2
OTHER CASES REACHING DOCKET																1	1
TOTAL CASES ON DOCKET	1	14	418	40	9	175	128	22	58	342	78	92	33	55		569	2034

DISPOSITIONS:

CONVICTIONS																	
GUILTY PLEA - NO JURY			125	18	2	46	12		14	111	15	31	2	13		134	523
NOT GUILTY PLEA-NO JURY																	
GUILTY PLEA-JURY VERDICT																	
NOT GUILTY PLEA-JURY VER			15			2	8	1	7	4	1	2				32	72
TOTAL CONVICTIONS			140	18	2	48	20	1	21	115	16	33	2	13		166	595
LESSER OFF/CONVICTION										12						9	30
ACQUITTALS																	
NON-JURY TRIAL																	
JURY VERDICT			1			1	3	1	1	3		1		1		6	18
DIRECTED VERDICT			1														1
TOTAL ACQUITTALS			2			1	3	1	1	3		1		1		6	19
DISMISSALS																	
INSUFFICIENT EVIDENCE			1	20		4	3	17	2	8	29	2	18	1	15	36	156
DEF. CONVICTED-OTHER CASE			61	2		39	7	1	7	46	9	8	3	9		63	275
REQUEST COMPLAIN WITNESS										1						9	11
CASE REFILED			10						1	2	21		3	1		23	61
DEFENDANT UNAPPREHENDED			3	1			2									1	8
DEFENDANT DECEASED																	
DEF. GRANTED IMMUNITY			1	39		26	3	1	1	47	5	7	2	12		68	212
OTHER UNKNOWN																	
TOTAL DISMISSED			1	1	153	3	4	68	29	5	19	145	16	36	7	200	723
TRANSFER ON CHANGE OF VENUE								1									1
TRANSFER TO COUNTY COURT																	
TOTAL DISPOSITIONS			1	1	295	21	6	117	53	7	41	263	32	70	9	372	1338

CASES PENDING DEC. 31, 1978

	13	123	19	3	58	75	15	17	79	46	22	24	5			197	696
MISCELLANEOUS:																	
PROBATIONS GRANTED			115	5	2	40	2		6	92	14	28	3	9		111	427
REVOCATIONS FILED			57			23	4	1	1	22	7	1	1	6		28	151
REVOCATIONS GRANTED			23		1	6	1	1	1	4				3		8	48
COMMITTED TO T.O.C.																	
CASES			61			15	17	2	13	21	2	3		7		52	193
PERSONS																	199
COMMITTED TO LOCAL JAILS																	
CASES					14	1	1			11		2		1		10	40
PERSONS																	40
CASES - FINED ONLY																	1
AMT FINES ASSESSED (IN \$100)					40					28	1	144		29		70	334
DEATH SENTENCES																	
LIFE SENTENCES							2										2
YEARS IN PRIS/JAIL ASSESSED			464		1	50	299	17	184	89	9	4		21		444	1582
NUMBER OF CASES IN WHICH:																	
JURY PANEL EXAMINED			20	1		6	15	4	8	9		2		4		25	94
JURY SWORN			20	1		6	15	4	8	9		2		4		25	94
JURY SWORN/PLEADED PRESENTED			19	1		6	15	4	8	9		2		3		25	92
JURY SWORN, MISTRIAL			2					1	1	1				1		6	7
HUNG JURY			3				2		2								7
JURY VERDICT RENDERED			14	1		6	13	3	5	8		2		2		24	78
ATTORNEY(S) APPOINTED			84	2		39	16		13	47	16	3	1	2		90	313
NUMBER OF PERSONS INDICTED																	773

CIVIL DOCKET

	PERSONAL INJURY	WORKERS COMP.	TAX	ANNUAL- MENT	DIVORCE	OTHER CIVIL	NON- ADVER.	TOTALS
CASES ON DOCKET:								
CASES PENDING JAN. 1, 1978	553	309	1550	4	1694	1425	339	5874
NEW CASES FILED DURING YEAR	445	224	130	6	2054	710	443	4016
OTHER CASES REACHING DOCKET					5	1	148	154
TOTAL CASES ON DOCKET	998	533	1680	10	3753	2136	930	10044
DISPOSITIONS:								
REMOVED TO FEDERAL COURT	1					13	16	35
TRANSFERRED-PLEA/PRIVILEGE	1	5				118	1	122
DEFAULT JUDGMENT	3					35	1	39
AGREED JUDGMENT	100	202				20		24
COMPLETE SUMMARY JUDGMENT	2	2				165	491	2285
JUDGMENT AFT. TRIAL-NO JURY								
GRANTED (ANNUAL DIVORCE)					6	1613		
DENIED (ANNUAL DIVORCE)								
JUDGMENT ON JURY VERDICT	21	27				9	1	58
GRANTED (ANNUAL DIVORCE)								
DENIED (ANNUAL DIVORCE)								
DIRECTED VERDICT OR J.N.O.V								
GRANTED (ANNUAL DIVORCE)								
DENIED (ANNUAL DIVORCE)								
DISMISSED WANT/PROSECUTION	11	1			126	42	10	190
DISMISSED BY PLAINTIFF	155	26	27	1	187	269	54	719
OTHER					1			1
TOTAL DISPOSITIONS	299	264	31	7	1927	671	574	3773
CASES PENDING DEC. 31, 1978	699	269	1649	3	1630	1465	356	6271
MISCELLANEOUS:								
NUMBER OF CASES IN WHICH:								
JURY FEE PAID/UAH FILED	166	134	4		26	46	3	379
JURY PANEL EXAMINED	34	40			4	9	2	89
JURY SWORN	34	40			4	9	2	89
JURY SWORN, SETTLED	2	6				1		9
JURY SWORN/PLEADED PRESENTED	32	34			4	8	2	80
MISTRIAL OR HUNG JURY		1				1		2
DIRECTED VERDICT								
JURY VERDICT RENDERED	32	34			4	7	2	79
NON-JURY TRIAL SETTLED								
SHOW CAUSE MOTIONS	730	FILED		455	HEARD		16	DISMISSED

OTHER PROCEEDINGS

	POST WRITS OF HABEAS CORPUS	WRITS OF HABEAS CORPUS	CONTEMPT, EXTRADITION & OTHER SEPARATELY DOCKETED PROCEEDINGS	BOND FORFEITURES
PENDING JAN. 1, 1978		1		103
ADDED DURING YEAR	8	18	1	65
DISPOSED OF DURING YEAR	7	39	1	82
PENDING DEC. 31, 1978	1			86

JUVENILE DOCKET

CASES ON DOCKET:																	
CASES PENDING JAN. 1, 1978																	148
NEW DELINQUENT PETITIONS FILED																	83
NEW C.I.N.S. PETITIONS FILED																	183
OTHER CASES REACHING DOCKET																	
TOTAL CASES ON DOCKET																	414
DISPOSITIONS:																	
TRANSFER ON CHANGE OF VENUE																	
FINDING OF DELIN. CONDUCT/CINS																	171
TRIAL BY JUDGE																	
TRIAL BY JURY																	
DIRECTED VERDICT																	
FINDING OF NO DELIN.COND./CINS																	
TRIAL BY JUDGE																	
TRIAL BY JURY																	
DIRECTED VERDICT																	
DISMISSED & OTHER (DELINQUENT)																	102
DISMISSED & OTHER (C.I.N.S.)																	35
TOTAL DISPOSITIONS																	308
CASES PENDING DEC. 31, 1978																	106
MISCELLANEOUS:																	
REVOCATIONS FILED																	6
REVOCATIONS GRANTED																	7
HEARINGS TO MODIFY OTHER ORDER																	10
ATTORNEY APPOINTED AS COUNSEL																	186
GUARDIAN AD LITEM APPOINTED																	18
DETENTION HEARINGS CONDUCTED																	213
PLACEMENT AT DISPOSITION - AFTER FINDING OF DELIN. C.I.N.S.																	147
TOTAL PROBATION GRANTED																	
UNDER FOSTER CARE																	
RESIDENTIAL FACILITY																	
COMMITTED TO T.V.C.																	24

FELONY CASE DISPOSITION DATA COMPARISON
OF
PAST ADMINISTRATION (1978) AND PRESENT ADMINISTRATION (1979)

(Source: Texas Judicial Council data as reported by Lubbock
County District Clerk's Office)

CATAGORY	1978	1979	Percent Change
Indictments	917	1383	+50.8
Total Dispositions	1338	1118	-16.4
Guilty Pleas	523	565	+ 8.0
Acquittals	19	6	-68.4
Dismissals:			
Insufficient Evidence	156	70	-55.1
Convicted in other case	275	213	-22.5
Request of Complaining Witness	11	21	+90.9
Case refiled	61	42	-31.1
Defendant Unapprehended	0	1	+100.0
Defendant deceased	8	8	000.0
Immunity granted	0	0	000.0
Other	212	93	-56.1
Total Dismissals	723	448	-38.0
Probations Granted	427	424	-00.7
Revocations Filed	151	217	+43.7
Revocations Granted	48	86	+79.2
Committed to TDC	199	255	+28.1
Committed to Local Jail	40	40	000.0
Jury Trials	92	122	+32.6
Hung Juries	7	3	-57.1
Mistrials	6	2	-66.7
Fines in \$	33,400.00	66,700.00	+99.7
Sentences in years	1582	2834	+79.1
Life Sentences	2	4	+100.0

APPENDIX B
(see Page 7)





TARRANT COUNTY
FORT WORTH, TEXAS 76102

LEE ✓
LEE

INVESTIGATORS

TIM CURRY
DISTRICT ATTORNEY

OFFICE OF THE
CRIMINAL DISTRICT ATTORNEY

GRANT EVALUATION

Grantee: Lubbock Criminal District Attorney
Grant No.: AC-79-D02-5652
Title: "Criminal District Attorney's Office
Reorganization/Expansion"
Dates of Grant: January 1, 1979 - December 31, 1979
First year funding: \$59,918

General:

This evaluator arrived at the office of the Lubbock Criminal District Attorney at 12:10 p.m., October 12, 1979. The following people were interviewed during the evaluation:

Mr. John Montford - Criminal District Attorney
Mr. Rick Howell - Chief Felony Prosecutor
Mr. Lee Rice - Chief Investigator
Mr. Hal Hensley - Chief Administrator

One purpose of the evaluation, during the tenth month of the project, was to review the goals and objectives of the grant and the progress made by the Lubbock Criminal District Attorney's Office toward their attainment. Another purpose was to observe the program in operation and subjectively review impact on the overall goals, objectives, and operations of the District Attorney's Office.

As a part of this evaluation, the grant application and subsequent progress reports were examined, as were later statistical data which had not yet been submitted to C.J.D. All reports, correspondence, and records were observed to be kept neatly together in chronological order.

This project is in its first year of funding, and it appears to be functioning extremely well. The grant provides funding for four criminal case investigators, where previously there had been only two investigators and a Chief Investigator. The new investigators are proving of great value to the Office because their efforts are resulting in better case preparation. Perhaps one of the most important benefits of the added investigation personnel has been the Office's new and expanded ability to work closely with other agencies, i.e., the Lubbock Police Department, DPS, Lubbock Sheriff's Office, and D.E.A. This close liaison has already proven its value, particularly in the investigation and prosecution of organized criminal activities. Investigators from the District Attorney's Office are often requested to assist these other agencies in their investigations.

The four investigators provided by this grant (all hired 1/1/79) are:

Steve Holmes
Jeff Creager
Wayne Aaron
Pat Davidson

Investigators work on a case-by-case basis as assigned by the Chief Investigator. They are not assigned to any specific court because of the difficulty in coordinating schedules among several courts with concurrent jurisdiction.

Goals

1. The first empirical objective of this project is to increase the number of felony jury trials from 113 in 1978 to 170 in 1979.

<u>1978 Base</u>	<u>Thru Sept. 1979</u>	<u>Projected Thru 12/31/79</u>	<u>Over/(Under) Goal</u>
113	98	143	(27)

Comment: Based on the same number of courts in both years, the projected increase, while 27 under goal, is nevertheless 26.5% higher than 1978. This is largely due to better case preparation because of additional investigative support. If the goal of 170 were too ambitious for the first project year (it is the opinion of this evaluator that such is the case), it is nevertheless an indication of aggressive administration.

2. The second objective is to increase the number of felony guilty pleas from 549 in 1978 to 690 in 1979.

<u>1978 Base</u>	<u>Thru Sept. 1979</u>	<u>Projected Thru 12/31/79</u>	<u>Over/(Under) Goal</u>
549	454	605	(85)

Comment: At the inception of this program it was realized that better felony case preparation would result in more pleas of guilty. The Lubbock Criminal District Attorney, however, has begun to phase out plea bargaining on first class felony cases. (They will often bargain for the jury trial minimum sentence.) It appears that this latter practice, while certainly commendable, might distort any statistical evaluation of the stated goal of increasing the

number of guilty pleas. Therefore, while it appears unlikely that the goal of 690 will be reached this year, a 10% increase over 1958 does appear probable.

3. The third objective is to increase the number of indictments from 918 in 1978 to 1,010 in 1979.

<u>1978 Base</u>	<u>Thru Sept. 1979</u>	<u>Projected Thru 12/31/79</u>	<u>Over/(Under) Goal</u>
918	1,051	1,401	391

Comment: This objective, taken alone, might only be indicative of a rising crime rate. When put in light of the fourth goal (below), however, it becomes apparent that better cases are being presented to the Grand Jury. The projected increase of 42.5% over 1978 would indicate a concentrated effort by the Criminal District Attorney to improve the quality of all cases accepted and tried.

4. The fourth objective is the reduction of felony dismissals from 1105 in 1978 to 555 in 1979.

<u>1978 Base</u>	<u>Thru Sept. 1979</u>	<u>Projected Thru 12/31/79</u>	<u>Over/(Under) Goal</u>
1,105	456	608	(53)

Comment: It appears that felony dismissals will be reduced by about 45% in 1979. These figures include felony cases dismissed for any reason after they have been filed (no bills, dismissals and re-files, dismissals by the court, etc.) With the projected increase of 42.5% in number of indictments, it appears that the

additional investigative help is resulting in better case preparation and management.

Subjective Evaluation

All persons interviewed by this evaluator were very enthusiastic about the program. Mr. Howell, for example, related that prior to the grant, the office had only two experienced prosecutors. As a result, the two investigators (who were experienced) spent most of their time helping the young attorneys. Since January, 1979, the office has had sufficient manpower to augment the efforts of other law enforcement agencies working on unsolved murders and other major crimes. Several convictions have been obtained, for example, on cases previously classified as "closed". According to Mr. Howell, the investigators provided by this grant make it possible. "While the statistics are encouraging, they don't begin to tell the whole story. This program has been of immeasurable benefit to our office," he said.

Mr. Lee Rice stated that investigators are now able to spend 60% - 80% of their time in actual case investigation, thus relieving attorneys from a large portion of this task. In fact, according to Mr. Rice, without the four additional investigators, the office would not be able to do any case investigations; they would have to spend all their time in court, locating witnesses, etc. He also points out that there has been no turnover in investigative personnel since Mr. Montford took office, and he

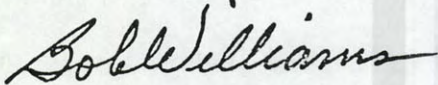
reiterates the fact that other law enforcement agencies now have a great deal of confidence in the Criminal District Attorney's Office.

Mr. Montford sums up by saying that the progress of his office toward attainment of the goals of this project is largely due to better case preparation from inception.

Recommendation

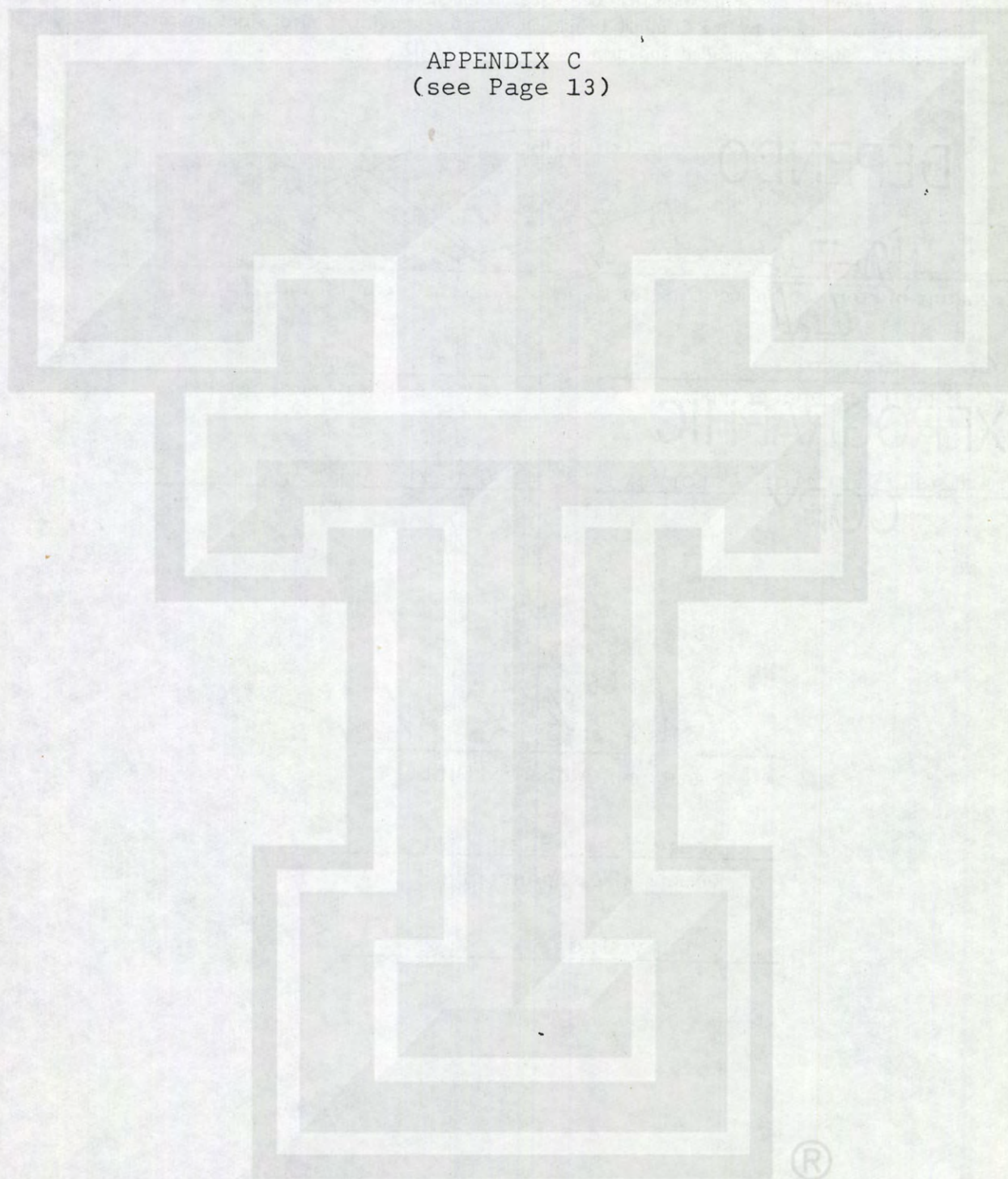
It is the recommendation of this evaluator that the project receive continued funding. It is also suggested that some goals may have been too ambitious for the first year, but they should be attainable during the second year. It appears that the Lubbock Criminal District Attorney has been very aggressive in pursuing these goals.

Respectfully submitted,



Bob Williams
Administrative Director

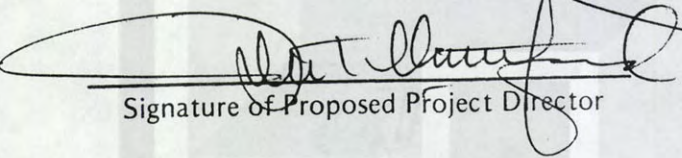
APPENDIX C
(see Page 13)



Applicant's Agreement

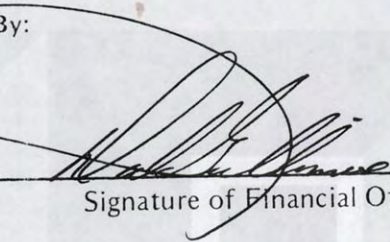
We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:


 Signature of Proposed Project Director

John T. Montford

Name (Please print or type)


 Signature of Financial Officer

Dale Gallimore

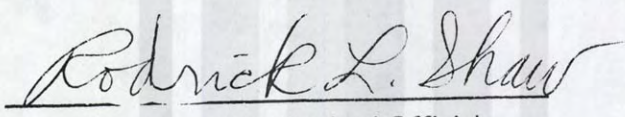
Name (Please print or type)

Criminal District Attorney

Title

County Auditor

Title


 Signature of Authorized Official

Rodrick L. Shaw

Name (Please print or type)

County Judge

Title

CJD will not consider unsigned or incomplete project notification sheets.



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution:
(Name, address)

Lubbock County
Juvenile Probation Department
800 Broadway B-4
Lubbock, Texas 79401
806/741-8087

2. GRANT NUMBER (CJD USE ONLY)

3. Type of Application:

(check appropriate block)

Original ()

Continuation (X)

If continuation give number of last grant.

AC-80-D03-6479

4. Short Title of Project: (Do not exceed one typed line)

Juvenile Facilities Operations/2

5. Project Director:

(Name, title, address, telephone)

Lloyd Watts, Administrator
800 Broadway B-4
Lubbock, Texas 79401
806/741-8087

6. Financial Officer:

(Name, title, address, telephone)

Dale Gallimore, County Auditor
Courthouse
Lubbock, Texas 79401
806/741-8020

7. Period and Amount of Request:

From 7 / 1 / 81 Through 6 / 30 / 82

Amount \$ 10,523

8. State Application Identifier:

S.A.I. Number _____

Date Assigned ____/____/____

9. Official Authorized to Sign Application:

(Name, title, address, telephone)

Rodrick L. Shaw, County Judge
Courthouse
Lubbock, Texas 79401
806/741-8009

10. Federal or State Support:

Will other federal or state support be available for any
part of this project: Yes ____ No X

If yes, identify and explain:

11. Legislative Budget Board Review and Comment (State Agencies Only)

This application was submitted to the Legislative Budget Board for review and comments on ____/____/____.
The comments are/are not attached.

12. Attachments (check if included):

(a) Clearinghouse review and comment
Name of clearinghouse: _____

(b) Local governing body resolution
authorizing application X

(c) Contracts X

(d) Letters of endorsement X

(e) Other (describe) _____

13. Date:

1-11-80

14. Total Pages in Application:

30

15. Area Served:

(a) State Planning Region: 02

(b) Counties:

Baily, Lamb, Hale, Floyd, Briscoe
Motley, Cochran, Hockley, Lubbock
Crosby, Yoakum, Terry, Lynn, Garza

16. CJD USE ONLY

Grant Number _____

Geographic Area:

Date Received: _____

Region: _____

Program Area: _____

County(s) _____

City _____

1981 PROJECT NOTIFICATION SHEET
(Page 2)

Area: CJD PROGRAM NUMBER 81- E 0 3

Problem Statement:

- (1) Brief and concise summary of the problem (be as specific as possible):

SEE PAGE 2a

- (2) Data which demonstrates existence and/or scope of the problem:

SEE PAGE 2b

- (3) Source of data presented above:

1980 Criminal Justice Plan for Texas, E3, page 167
Texas Criminal Justice Standards and goals, page 125
Regional juvenile detention study, interm report dated 7-82-77, and
final report dated 10-6-77 (on file at CJD)

- (4) Resources and capabilities presently available to attack this problem:

a. Present resources and capabilities of applicant agency:

SEE PAGE 2c

At the present time (1-80) there are no secure facilities separate from the city and county jails within the 15 county SPAG region to provide pre-adjudication detention of delinquent youth. A facility is currently under construction with opening projected for September of 1980. This grant application is to provide partial salary for the supervisor of that facility.

The detention of youth in city and county jails occurs in each of the Counties within the region. CJD has identified a need to provide alternative detention facilities.

In addition, youth who commit violent or repeated acts of delinquency who require institutionalization are presently committed to the State Correctional Facilities. These are all located many hundreds of miles from our region. Visits for these youth from family members are rare and often impossible. Parents are usually not involved in the states rehabilitative programs and they are often unprepared for the youths return. Far too many times a cycle of institutionalization, release, and reinstitutionalization is established under this present system. We seek with this program to develop an intensive involvement of family members in the rehabilitative process and to more adequately prepare the parents for the youths return.

2) In may of 1977 a planning grant (EA-77-E03-4392) was secured from CJD for an Area-wide assessment of juvenile needs by SPAG. The interm and final reports of this grant (which are on file at CJD) clearly indicated a need to construct a juvenile facility.

In April of 1978, a second grant (AC-78-C04-4988) was secured which produced Architectual designs for the building. These designs were approved by the National Clearinghouse on Architecture and Planning.

A third grant for construction was approved in December of 1978 (AC-79-C04-5412). Construction is now underway with a projected completion date of September 1, 1980.

A first year operational grant (AC-80-D03-6479) was approved to provide assix-tance in the first year of operations of this new facility (7-1-80 to 6-30-81). With the changes in the LEAA program mandated by the Congress in 1980 a larger portion of the program will be funded from other sources. This grant application is scheduled to provide partial salary for the detention supervisor for the new facility.

4) The Lubbock County Juvenile Probation Department is funded by the County from tax revenues. The budget allocated for 1980 is \$339,094. Of this amount \$215,152 or 63.45% is for salaries of the probation and Clerical staff. The following programs are currently operated by the department in addition to the pre-court investigations and normal supervision of youth on probation.

- 1) A shelter care facility for minor offenders, status offenders contracted with Buckners Benevolences Inc.)
- 2) Pre-trial Diversion Program for first offenders
- 3) Project Intercept, in cooperation with the Lubbock Independent School District, for school adjustment problems.
- 4) A Tutoring Program
- 5) A Foster Care Program
- 6) A Summer Camping Program

1981 PROJECT NOTIFICATION SHEET
(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

NON-APPLICABLE

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

The object of this project is to provide partial salary for the detention supervisor of the new facility.

- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

In this second year of operations we will be refining our methods and procedures of operations. These were outlines in our grant application for the first year of operation. They will be preformed by the staff of the department.

(3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

SEE PAGE 4a

Several related grants will impact on this program.

- 1) The Status Offender Diversion Team/1 #JA-79-C03-6456.

This team will review on a 24 hour, 7 day per week basis, the youth who are detained in the facility. Their purpose is to insure that youth charged with status offenses are diverted from the secure facility to other programs.

- 2) Project Intercept/4 #JA-79-C03-6024.

This program which is in its 3rd year of operation will be housed in the new facility and will provide a full educational program for the detained youth. Currently we provide 4 hours of education per week for youth in our County ward. The new program will provide 30 hours of instruction per week.

- 3) Each of the 14 contracting counties will be submitting grant applications under program 81-C3 Treatment of violent and repeat Juvenile Delinquent Offenders to provide proper care of their youth in this facility.

1981 PROJECT NOTIFICATION SHEET
(Page 5)

- b. If the implementing agency for this project is to receive referrals from other agencies or if the project contemplated will require the support and cooperation of other agencies in order to be effective, list the agencies involved and check the appropriate blank below. Do not complete this section unless applicable.

This is a regional project. As such, youth will be received from the Juvenile Courts of the following counties:

Bailey	Briscoe	Crosby
Lamb	Motley	Yoakum
Hale	Cochran	Terry
Floyd	Hockley	Lynn
Garza	<i>Deekens</i>	

Contracts from each of these counties are attached.

X Working agreements with all agencies listed above have previously been furnished to CJD as part of an earlier grant application and copies of such agreements are attached as an appendix hereto.

 Working agreements have been developed in conjunction with this application and are attached hereto.

 Notwithstanding any right which applicant might have to contend that this is a complete application, the approval of which would entitle applicant to funding without submission of additional information or documents, the applicant agrees that copies of such agreements will be submitted to CJD for review and approval before applicant will be entitled to any funds.

1981 PROJECT NOTIFICATION SHEET
(Page 6)

(5) Explanation of Adherence With Effectiveness Criteria:

- a. If a continuation project or a project previously funded by another funding agency, state in quantifiable terms the accomplishments of the project since the original implementation date. Do not complete this section unless applicable.

Although this is a continuation grant application (2nd year), the first year program has not yet begun. We are therefore unable to outline accomplishments.

- b. If previously funded by another agency, state the number of months and total amount of funding received from that agency. Do not complete this section unless applicable.

NON-APPLICABLE

1981 PROJECT NOTIFICATION SHEET
(Page 8)

Performance Indicators

Each project must report on all standard indicators listed for the type of project for which funding is requested in the applicable 1981 CJD program description. If the applicant believes that any of the indicators which are standard for the type of application being prepared is impractical to collect and report data on, or if the applicant believes that there is other data which could be collected which will give a better, truer picture of the performance of the project than the standard indicators, the applicant is requested to note this below and give appropriate explanation.

APPLICANT COMMENTS:

Pre-Adjudication Indicators

- 1) Lubbock County has already made considerable progress in eliminating status offenders from secure detention. We plan with this program to completely eliminate secure detention for status offenders.
- 2) Currently 400 status offenders are diverted from detention. We anticipate that this number will increase to 700 during the first year of the project.
- 3) Lubbock Counties detention rate is listed in #4. We are unable to ascertain the rate of detention for the other 14 counties that will be using this facility.
- 4) Current detention for Lubbock County is 752 youth per year.. We expect this to drop to 500 youth during the first year of this project.
- 5) Lubbock County does not now provide detention for other counties. Under contract with 14 surrounding counties we will begin this service. We anticipate 400 youth will be served each year.
- 6) The average length of stay in detention for Lubbock County Youth now is 4 days. We anticipate this to drop to 3 days by the end of the 1st year of the project.
- 7) The number of youth committed to TYC for the 15 county region has averaged 50 for the past several years. We anticipate this will drop to no more than 5 during this first year of the project.
- 8) The number of youth diverted from TYC currently is no more than 10. We anticipate this will increase to at least 45 during the first year of operation.

1981 PROJECT NOTIFICATION SHEET
(Page 8)

Performance Indicators

Each project must report on all standard indicators listed for the type of project for which funding is requested in the applicable 1981 CJD program description. If the applicant believes that any of the indicators which are standard for the type of application being prepared is impractical to collect and report data on, or if the applicant believes that there is other data which could be collected which will give a better, truer picture of the performance of the project than the standard indicators, the applicant is requested to note this below and give appropriate explanation.

APPLICANT COMMENTS:

Post-Adjudication detention

- 1-4) Our long term detention program will begin with this project. Currently our area has only the TYC facilities for this service.
- 5-6) For several years 50 youth have been committed each year to TYC, we expect to reduce this number to no more than 5 per year.

PERFORMANCE INDICATORS

Page

PROJECT START DATE: 7-1-80.

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from 1-79 to 12-79	Source of Baseline Date		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
Pre-Adjudication Detention							
1) Number of Status Offenders detained	213		X	0	0	0	1
2) Number of Status Offenders diverted	256		X	193	193	193	193
3) Number of juveniles detained (Lubbock County)	512		X	100	100	100	100
4) Lubbock County Youth provided safe and secure detention OC&E)	512		X	100	100	100	100
5) Other County Youth provided safe and secure detention (C&E)	0	X		100	100	100	100
6) Average length of stay in detention	4 days		X	4 days	4 days	3 days	3 days
7) Number of Youth committed to TYC	50	X		2	1	1	
8) Number of youth diverted from TYC	10	X		11	11	12	1

(Page 9)

PERFORMANCE INDICATORS

Page ____ of ____

PROJECT START DATE: 7-1-80

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from 1-79 to 12-79	Source of Baseline Date		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
Post-Adjudication Detention							
1) Number of juveniles detained	0		X	25	35	35	35
2) Number of Lubbock County youth provided safe and secure detention	0		X	14	18	18	18
3) Number of youth from outside counties provided safe and secure detention	0		X	11	18	17	17
4) Average length of stay in detention	0		X	3 mos	3 mos	3 mos	e mos
5) Number of youth committed to TYC	50	X		2	1	1	1
6) Number of youth diverted from TYC	10	X		11	11	12	11

1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	10,523	5,880	16,403	-	16,403
B. Professional & Contract Services					
C. Travel					
D. Equipment					
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost					
H. Total	10,523	5,880	16,403	-	16,406

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

The form of the grantee cash contribution will be cash paid to the employee for salary and benefits. These will come from the county allocation for our budget. Of course, part of the funds will come from the 14 counties who are joining with us in this effort.

1981 PROJECT NOTIFICATION SHEET
(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries

<u>TITLE OR POSITION</u> ¹	<u>% OF TIME TO THIS PROJECT</u> ²	<u>CJD REQUEST</u>	<u>LOCAL CASH CONTRIBUTION</u>	<u>TOTAL</u> ³
(A) Detention Supervisor	100%	\$ 10,523	\$ 3,637	\$ 14,160
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL DIRECT SALARIES		\$ 10,523	\$ 3,637	\$ 14,160

2. Fringe Benefits

FICA	%	\$ 0	\$ 868	\$ 868
Retirement	%	\$ 0	\$ 991	\$ 991
Insurance	%	\$ 0	\$ 384	\$ 384
Other (Explain)	%		\$	\$
TOTAL FRINGE BENEFITS	%	\$ 0	\$ 2243	\$ 2243
TOTAL BUDGET PERSONNEL		\$ 10,523	\$ 5880	\$ 16,403

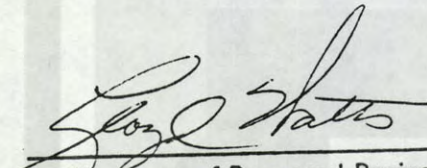
1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

Applicant's Agreement

We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:


Signature of Proposed Project Director

Lloyd Watts
Name (Please print or type)

Administrator
Title

Signature of Financial Officer

Dale Gallimore
Name (Please print or type)

County Auditor
Title

Signature of Authorized Official

Rodrick L. Shaw
Name (Please print or type)

County Judge
Title

CJD will not consider unsigned or incomplete project notification sheets.



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution: (Name, address) South Plains Association of Governments 1709-26th Street Lubbock, Texas 79411		2. GRANT NUMBER (CJD USE ONLY)	
4. Short Title of Project: (Do not exceed one typed line) Regional Law Enforcement Training Program		3. Type of Application: (check appropriate block) Original () Continuation (X) If continuation give number of last grant. AC-80-B01-6245	
5. Project Director: H.K. Henniger, Director of Training (Name, title, address, telephone) South Plains Association of Governments 1709-26th Street Lubbock, Texas 79411 (806) 762-8721		6. Financial Officer: Jerry D. Casstevens, Executive Director (Name, title, address, telephone) South Plains Association of Governments 1709-26th Street Lubbock, Texas 79411 (806) 762-8721	
7. Period and Amount of Request: From 10 / 1 / 80 Through 9 / 30 / 81 Amount \$ 52,195		8. State Application Identifier: S.A.I. Number _____ Date Assigned ____/____/____	
9. Official Authorized to Sign Application: (Name, title, address, telephone) Jerry D. Casstevens, Executive Director South Plains Association of Governments 1709-26th Street Lubbock, TX 79411 (806) 762-8721		10. Federal or State Support: Will other federal or state support be available for any part of this project: Yes ____ No <u>X</u> If yes, identify and explain:	
11. Legislative Budget Board Review and Comment (State Agencies Only) This application was submitted to the Legislative Budget Board for review and comments on N/A / ____ / ____. The comments are/are not attached.			
12. Attachments (check if included):			
(a) Clearinghouse review and comment Name of clearinghouse: Office of Budget and Planning		(c) Contracts	
(b) Local governing body resolution authorizing application		(d) Letters of endorsement	
		(e) Other (describe)	
13. Date:		14. Total Pages in Application:	
15. Area Served: (a) State Planning Region: State Planning Region # 2 (b) Counties: Bailey, Cochran, Crosby, Dickens Floyd, Garza, Hale, Hockley, King, Lamb, Lubbock, Lynn, Motley, Terry, & Yoakum		16. CJD USE ONLY Grant Number _____ Geographic Area: _____ Date Received: _____ Region: _____ County(s): _____ Program Area: _____ City: _____	

1981 PROJECT NOTIFICATION SHEET
(Page 2)

Area: CJD PROGRAM NUMBER 81- B 0 1

Problem Statement:

- (1) Brief and concise summary of the problem (be as specific as possible):

The law enforcement training program addresses all juvenile, misdemeanor and felony crime through a regional law enforcement training program designed to improve law enforcement officer capability and job performance in deterring, detecting and apprehending criminal offenders.

- (2) Data which demonstrates existence and/or scope of the problem:

Law enforcement agencies in the 15 county SPAG Region reported 20,432 Part I Index Crimes in 1978, which translates to a rate of 6032.7 per 100,000 population. This rate is slightly higher than the statewide rate of 5544.3 per 100,000 in 1978.

- (3) Source of data presented above:

Texas Department of Public Safety's Texas Crime Report for 1978

- (4) Resources and capabilities presently available to attack this problem:

a. Present resources and capabilities of applicant agency:

1. A TCLEOS&E certified law enforcement academy (SPAG Law Enforcement Academy)
2. Adequate TCLEOS&E certified federal state and local law enforcement instructors are available to conduct basic, in-service and specialized training courses for law enforcement officers in State Planning Region # 2.
3. Adequate facilities (considering present financial resources) are available for conducting law enforcement training courses.

1981 PROJECT NOTIFICATION SHEET
(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

NOT APPLICABLE

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

To provide basic, in-service and specialized training for local law enforcement officers in State Planning Region # 2.

1981 PROJECT NOTIFICATION SHEET
(Page 4)

- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

Conduct three 320 hour Basic Law Enforcement Schools during grant period, one beginning in October, one in February, and one in June.

Conduct 14 in-service law enforcement schools ranging in length from 16 hour to 40 hours.

Both the basic and in-service schools will be coordinated by the project director, and will be taught by TCLEOS&E certified instructors from local, state and federal law enforcement agencies, and by persons with special training and skills where appropriate.

- (3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

NOT APPLICABLE

1981 PROJECT NOTIFICATION SHEET
(Page 6)

(5) Explanation of Adherence With Effectiveness Criteria:

- a. If a continuation project or a project previously funded by another funding agency, state in quantifiable terms the accomplishments of the project since the original implementation date. Do not complete this section unless applicable.

531 Officers have completed Basic Law Enforcement Schools during Fiscal Years 1972 through 1979 for an average of 66 per year.

1714 officers have completed In-service Schools during Fiscal Years 1972 through 1979 for an average of 214 per year.

- b. If previously funded by another agency, state the number of months and total amount of funding received from that agency. Do not complete this section unless applicable.

NOT APPLICABLE



1981 PROJECT NOTIFICATION SHEET
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- c. If a continuation project or a project previously funded by another funding agency, has project ever received on-site monitoring or evaluation? If so, state when and by whom this was done, and briefly summarize the monitoring or evaluation report and any modifications of project activity which may have occurred in response to the report. Do not complete this section unless applicable.

The project has been monitored and evaluated on a continuing yearly basis by the Texas Commission on Law Enforcement Officer Standards and Education.

Summary of Academy Evaluation

1. Academy Library - adequate
2. Firing Range - inadequate and too far from academy location (40 miles). Unable to remedy this due to lack of funds or other facilities being available.
3. Lesson Plans - current and available to instructors.
4. Instructor files - need revision - were updated, revised and are now kept current.
5. Classroom inadequate with seating capacity of 15 to 20 - classroom made available at Reese Air Force Base that seats up to 40 comfortably. No current problems with classroom space.
6. Permanent facility is needed - cannot be accomplished due to lack of funds.
7. Training Calendar - available and is sent to area agencies.
8. Office and storage space is adequate.
9. Testing of students is fair and sufficient to determine student capability.
10. Instructor evaluation - adequate.
11. Funding - inadequate, but a possible solution is to seek TEA funding by transferring the program to South Plains College in Levelland.

1981 PROJECT NOTIFICATION SHEET
(Page 8)

Performance Indicators

Each project must report on all standard indicators listed for the type of project for which funding is requested in the applicable 1981 CJD program description. If the applicant believes that any of the indicators which are standard for the type of application being prepared is impractical to collect and report data on, or if the applicant believes that there is other data which could be collected which will give a better, truer picture of the performance of the project than the standard indicators, the applicant is requested to note this below and give appropriate explanation.

APPLICANT COMMENTS:

See page nine, Performance Indicators



1981 PROJECT NOTIFICATION SHEET

(Page 9)

Grant No.: _____

PERFORMANCE INDICATORS

Page 1 of 1

PROJECT START DATE: October 1, 1980

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from 4-79 to 3-80	Source of Baseline Date		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
1. Number of training advisory board committee meetings held.	4		X	1	2	3	4
2. Number of training coordinator visits to participating agencies.	143		X	30	60	90	120
3. Number of basic courses offered	3		X	1	2	2	3
4. Number of students attending basic courses	76		X	20	40	40	60
5. Number of advanced courses offered	15		X	4	6	10	14
6. Number of students attending advanced schools	296		X	60	90	150	210
7. Number of officers attending advanced training outside the region on grant funds	6		X	0	0	0	0

1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	26,410	6,161	32,571	135,000	167,571
B. Professional & Contract Services	N/A	-	-	-	N/A
C. Travel	4,758	-	4,758	44,400	49,158
D. Equipment	N/A	-	-	-	N/A
E. Construction	N/A	-	-	-	N/A
F. Supplies & Direct Operating Expense	4,155	-	4,155	-	4,155
G. Indirect Cost	16,872	-	16,872	-	16,872
H. Total	52,195	6,161	58,356	179,400	237,756

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

EXPLANATION OF GRANTEE CONTRIBUTION

Grantee Cash Contribution

1. Nature - \$6,161 cash contribution.
2. Source - From South Plains Association of Government's local membership dues and local operating budget.
3. Project utilization - The \$6,161 cash contribution will be used in category "A. Personnel" for salary and employee benefits.

In-Kind Contribution

1. Nature - \$179,400 in-kind contribution
2. Source - Student salaries and travel expenses while attending schools.
3. Project utilization - The in-kind contribution indicates the portion of the project cost assumed by each agency in training its personnel.

Personnel

1. Officers in Basic Training		
60 officers X 8 weeks X \$225	=	\$108,000
2. Officers in Advanced Training		
15 officers X 8 weeks X \$225	=	27,000
Sub-total		<u>\$135,000</u>

Travel

1. Officers in Basic Training		
60 officers X 40 days X 80 miles		
per day X 18.5¢ per mile	=	\$ 35,520
2. Officers in Advanced Training		
15 officers X 40 days X 80 miles		
per day X 18.5¢ per mile	=	8,880
Sub-total		<u>\$ 44,400</u>

In-Kind Total Contribution \$179,400

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(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries

TITLE OR POSITION ¹	% OF TIME TO THIS PROJECT ²	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL ³
(A) Director of Training	100%	\$15,189	\$3,555	\$18,744
(B) Secretary	100%	\$ 7,770	\$1,800	\$ 9,570
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL DIRECT SALARIES		\$22,959	\$5,355	\$28,314

2. Fringe Benefits

FICA	6.13 %	\$1,407	\$ 329.	\$ 1,736
Retirement	5. %	\$1,148	\$ 268.	\$ 1,416
Insurance	3.3 %	\$ 758	\$ 177	\$ 935
Other (Explain)	.06 % Unemployment	138	\$ 32	\$ 170
TOTAL FRINGE BENEFITS	%	\$3,451	\$806.	\$4,257
TOTAL BUDGET PERSONNEL		\$26,410	\$6,161	\$32,571

1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

Director of Law Enforcement Training

Classification: Professional
Level: 1
FLSA: Exempt

General Description

The director of law enforcement training is responsible for operation and administration of the SPAG law enforcement academy and for coordination of the law enforcement advisory committee. The position includes general responsibility for all SPAG activities related to law enforcement training. Extensive travel within the region is required. Substantial latitude exists for the exercise of independent judgment in discharge of position responsibilities.

Examples of Work Performed

Preparation and administration of law enforcement training grant.

Instruction of law enforcement classes as necessary.

Arrangements of schedules, facilities, and instructors for law enforcement training classes.

Maintenance of liaison with law enforcement agencies throughout the region.

Desirable Education and Experience

Degree in criminal justice or other appropriate field with five years of experience as a commissioned law enforcement officer and intermediate and instructor certification by the Texas Commission on Law Enforcement Officer Standards and Education.

Desirable Knowledge, Skill, and Ability

Knowledge of the criminal justice system in Texas.

Knowledge of law enforcement training requirements and needs.

Skill in administrative organization and management.

Ability to work effectively with local law enforcement agencies.

LAW ENFORCEMENT SECRETARY
JOB DESCRIPTION

Nature of Work

Handles correspondence, keeps records and attends to the routine office work involved in the operation of a law enforcement academy training program.

Examples of Work

1. Is responsible for academy correspondence.
2. Keeps records on the academy training program.
3. Serves as receptionist for the academy.
4. Oversees the law enforcement library and keeps library records, including books, slide and movie films.

Desirable Knowledge and Skills

1. Above average typing and literary skills.
2. Ability to keep records and maintain a filing system.
3. Must have a general knowledge of the organization and function of law enforcement agencies.



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(Page 13)

SCHEDULE C

TRAVEL

Local Travel:

POSITION/TITLE	MILES TRAVELED ANNUALLY	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) Director of Training	18,000	\$ 3,330	\$ -	\$ 3,330
(B) Secretary	4,000	\$ 740	\$ -	\$ 740
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL LOCAL TRAVEL	22,000	\$4,070	\$ -	\$4,070

IN - STATE TRAVEL:
(Specify Purposes)

PURPOSE	DESTINATION			
a. Two statewide academy directors		\$	\$	\$
meetings in Austin at \$256 per trip		\$ 512	\$	\$ 512
b. Firearms Instructors Course - DPS- Austin		\$ 176	\$	\$ 176
		\$	\$	\$
IN-STATE TRAVEL TOTAL		\$ 688	\$	\$ 688
			\$	\$
OUT-OF-STATE TRAVEL: (Specify Clearly)		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
OUT-OF-STATE TRAVEL TOTAL		\$	\$	\$
TOTAL TRAVEL BUDGET		\$4,758	\$	\$4,758

NARRATIVE: Briefly describe the applicant's travel policy. (i.e. mileage rates and per diem rates) and specify purposes for each item of travel and break out each trip by specific costs.

NOTE: If personnel are to use personal vehicles, this budget item should be shown on Schedule C, with a description of the agency policy defining such usage. If personnel are to use agency vehicles, this budget item should be shown on Schedule F, with the basis for budgeted costs identified.

Travel

Local Travel:

- A. The Director of Training will travel in the region to visit each law enforcement agency served by the Academy at least once each six months. In addition, he will be required to travel to and from basic and in-service school locations throughout the region. 18,000 miles @ 18.5¢ per mile = \$3,330.
- B. The Academy secretary will also be required to travel to assist with arrangements, registration and errands associated with conducting basic and in-service schools. 4,000 miles @ 18.5¢ per mile = \$740.

In-State Travel:

- A. TCLEOS&E sponsors statewide meetings of academy directors/coordinators twice a year in Austin. Each trip consists of 950 miles @ 18.5¢ per mile = \$176, and two days per diem each trip @ \$40 per day = \$80. Two trips = \$352 travel plus \$160 per diem = \$512 total.
- B. The academy director will attend a 40 hour Firearms Instructors Course at DPS in Austin in order to become qualified to instruct firearms training in the academy classes. 950 miles round trip to Austin = \$176.

SPAG Travel Policy is attached, pages 13b and 13c.

SPAG TRAVEL POLICY

Reimbursement of Expenses

It is the policy of South Plains Association of Governments that employees be fully reimbursed for necessary and reasonable expenses incurred in the authorized conduct of SPAG business. All requests for reimbursement of expenses shall be subject to requirements of documentation and reasonableness, and shall be honored in conformance with adopted policies and procedures. Expenses which are not permitted under the terms of grants, contracts, or agreements with other agencies shall not be charged as costs to those grants, contracts, or agreements.

1. In-Region Travel

All necessary travel by SPAG employees for authorized conduct of SPAG business within the planning region is authorized. Reimbursement for the use of private automobiles by employees shall be made monthly upon submission of required report and request forms. Mileage shall be reimbursed at the maximum non-taxable rate allowed by the Internal Revenue Service at the time the mileage is incurred. Employees are expected to report the shortest distance between destinations for all travel. Travel between an employee's residence and the SPAG office is not allowable for reimbursement. Meal costs incurred while traveling in-region are not allowable for reimbursement.

2. Out-of-Region Travel

Out of region travel by SPAG employees requires prior authorization by the Executive Director. Reimbursement of out of region travel costs

*Current IRS rate is 18.5¢ per mile

shall be based upon the most economical conveyance that is reasonably available. When private automobiles are used for out of region travel, reimbursement will be allowed on the basis of actual mileage traveled or tourist class air fare, whichever is less. If no air service is available to the authorized destination, actual mileage shall be allowed. First class air fares are not allowable when tourist or economy accommodations are reasonably available.

3. Subsistence Expenses

Employees engaged in necessary and authorized travel in the conduct of SPAG business shall be reimbursed for actual subsistence expenses. Subject to documentation and reasonableness, subsistence expenses will generally be for registrations, lodging, telephone, parking, tolls, taxi or limousine, meals, and reasonable gratuities.

4. Limitations

Costs of personal entertainment, amusements, social activities, or alcoholic beverages are not allowable for reimbursement.

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(Page 16)

SCHEDULE F

SUPPLIES & DIRECT OPERATING EXPENSE		CJD	LOCAL CASH	TOTAL
Directly Charged Supplies & Other Operating Costs		REQUEST	CONTRIBUTION	
(A)	Long Distance Telephone	\$ 480	\$ -	\$ 480
(B)	Postage & Freight	\$ 250	\$ -	\$ 250
(C)	Printing	\$ 800	\$ -	\$ 800
(D)	Office Supplies	\$ 105	\$ -	\$ 105
(E)	Training Materials	\$ 320	\$ -	\$ 320
(F)	Ammunition	\$2,200	\$ -	\$2,200
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
(K)		\$	\$	\$
(L)		\$	\$	\$
(M)		\$	\$	\$
TOTAL DIRECT SUPPLIES & COSTS		\$4,155	\$ -	\$4,155

Narrative: Describe the basis for arriving at the cost of each line item.

- A. Long Distance Telephone - 40 calls per month X \$1. per call X 12 = \$480
- B. Postage and Freight - For mailing and shipping film, books, printed materials, ammunition, etc., \$250
- C. Printing - Reproducing lesson plans, student handouts and other materials used in conducting basic and in-service courses, and notebook binders for loose materials, \$800
- D. Office Supplies - Pens, pencils, tape, marking pens, projector bulbs, etc., \$105
- E. Training Materials - 80 Texas Motor Vehicle Law Books at \$2. per copy = \$160. 80 Texas Criminal Law Books at \$2. per copy - \$160, for use in basic and in-service schools.
- F. Ammunition - 10,000 rounds of 38 caliber wadcutter ammunition including brass at \$100 per 1,000 = \$1,000. 20,000 rounds of 38 caliber wadcutter ammunition with exchange brass at \$60 per 1,000 = \$1,200

1981 PROJECT NOTIFICATION SHEET
(Page 17)

SCHEDULE G

INDIRECT COSTS

CJD
REQUEST

(A) Indirect Costs Per Approved Cost Allocation Plan

\$16,872

NOTE: Indirect costs are authorized in an amount not to exceed the computation in Appendix C (General Program Requirements), 1980 Criminal Justice Plan For Texas.

Indirect costs are computed on a total personnel cost of \$32,571 X 51.8 (copy of current SPAG Indirect Cost Negotiation Agreement attached).

STATE AND LOCAL DEPARTMENT/AGENCY
INDIRECT COST NEGOTIATION AGREEMENT

INSTITUTION:
South Plains Association
of Governments
1709 26th Street
Lubbock, Texas 79411

DATE: August 22, 1979
FILE REF: This replaces the
negotiation agreement
dated July 26, 1978

The indirect cost rate(s) contained herein are for use on grants and contracts with the Federal Government to which Federal Management Circular 74-4 (41 CFR 1-15.7) applied subject to the limitations contained in the Circular and in Section II, A, below. The rate(s) were negotiated by the South Plains Association of Governments and the U.S. Department of Labor in accordance with the authority contained in Attachment A, Section J, of the Circular.

SECTION I: RATES

<u>TYPE</u>	<u>EFFECTIVE PERIOD</u>		<u>RATE</u>	<u>LOCATIONS</u>	<u>APPLICABLE TO</u>
	<u>FROM</u>	<u>TO</u>			
<u>INDIRECT COST</u>					
Final	10/1/77	9/30/78	54.58% ^{1/}	All	All Programs
Provisional	10/1/78	9/30/79	48.06% ^{1/}	All	All Programs
Provisional	10/1/79	9/30/80	51.8% ^{1/}	All	All Programs
<u>EMPLOYEE BENEFIT RATE</u>					
Final	10/1/77	9/30/78	26.08%	All	All Programs
Provisional	10/1/78	9/30/79	28.0%	All	All Programs
Provisional	10/1/79	9/30/80	28.5%	All	All Programs

BASE: ^{1/} Direct salaries including all applicable fringe benefits.

^{2/} Net Chargeable salaries.

TREATMENT OF FRINGE BENEFITS: N/A

SECTION II: GENERAL

- A. LIMITATIONS: Use of the rate(s) contained in this agreement is subject to any statutory or administrative limitations and is applicable to a given grant or contract only to the extent that funds are available. Acceptance of the rate agreed to herein is predicated upon the conditions: (1) that no costs other than those incurred by the grantee/contractor or allocated to the grantee/contractor via an approved central service cost allocation plan were included in its indirect cost pool as finally accepted and that such incurred costs are legal obligations of the grantee/contractor and allowable under the governing cost principles; (2) that the same costs that have been treated as indirect costs have not been claimed as direct costs; (3) that similar types of costs have been accorded consistent treatment and (4) that the information provided by the grantee/contractor which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially inaccurate.
- B. AUDIT: Adjustments to amounts resulting from audit of the cost allocation plan upon which the negotiation of this agreement was based will be compensated for in a subsequent negotiation.
- C. CHANGES: If a fixed or predetermined rate(s) is contained in this agreement, it is based on the organizational structure and the accounting system in effect at the time the proposal was submitted. Changes in the organizational structure or changes in the method of the accounting for costs which affect the amount or reimbursement resulting from use of the authorized representative of the responsible negotiation agency. Failure to obtain such approval may result in subsequent audit disallowances.
- D. THE FIXED RATE(S): contained in this agreement is based on an estimate of the cost which will be incurred during the period for which the rate applies. When the actual costs for such period have been determined, an adjustment will be made in the negotiation following such determination to compensate for the difference between that cost used to establish the fixed rate and that which would have been used were the actual costs known at the time.
- E. BILLING RATES: In accordance with the agreement allocating costs of central services provided by others, adjustments have been made to properly reflect costs of central services billed and also allocated to this Department.
- F. NOTIFICATION TO FEDERAL AGENCIES: Copies of this document may be provided to other Federal offices as a means of notifying them of the agreement contained herein.

SPECIAL REMARKS: 1. Federal programs currently reimbursing indirect costs to this grantee/contractor by means other than the rate(s) cited in the agreement should be credited for such costs and the applicable rate cited herein be applied to the appropriate base to identify the proper amount of indirect costs allocable to the program.

2. Contracts/grants providing for ceilings as to the indirect cost rate(s) or amount(s) which are indicated in Section I above will be subject to the ceilings stipulated in the contract or grant agreements. In the event the ceiling rate cited is higher than the negotiated rate, the negotiated rate will be used to determine the maximum allowable indirect cost.

3. The indirect cost pool contains the following costs:

Salaries, Wages and Fringe Benefits

Executive Director
Executive Secretary/Acting Executive Director
Finance Officer
Budget Specialist
General Ledger Clerk
Accounts Payable Clerk
Payroll Clerk
General Bookkeeper
Purchasing/Inventory
Regional Service Officer
Printer
Secretary
Receptionist/Secretary

Supplies and Postage

Travel
Rental of Equipment
Rental of Space
Communications
Membership Dues
Insurance and Bonding
Maintenance and Repair
Conference Fees
Contract Services
Accounting Services
Printing
Equipment Depreciation

By the State/Local Department/Agency:

By the Responsible Agency
for the Federal Government:

/s/

NAME

Shelda Robinson

TITLE

Acting Executive Director

DATE

8-30-79

JOSEPH J. HANDZO, Director
Office of Cost Determination
Office of the Comptroller
U.S. Department of Labor
Date: August 22, 1979
Negotiated by: Gordon Guy
Telephone No: (214) 767-2396

Applicant's Agreement

We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:

H.K. Henniger
Signature of Proposed Project Director

H.K. Henniger

Name (Please print or type)

Jerry D. Casstevens
Signature of Financial Officer

Jerry D. Casstevens

Name (Please print or type)

Director of Law Enforcement Training

Title

Executive Director

Title

Jerry D. Casstevens
Signature of Authorized Official

Jerry D. Casstevens

Name (Please print or type)

Executive Director

Title



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution: (Name, address) Lamb County Juvenile Probation Dept. Box 288 Littlefield, Texas 79339		2. GRANT NUMBER (CJD USE ONLY)	
4. Short Title of Project: (Do not exceed one typed line) Lamb County Juvenile Probation Department		3. Type of Application: (check appropriate block) Original () Continuation (x) If continuation give number of last grant. 80-E02-6467	
5. Project Director: (Name, title, address, telephone) Rodney Dickenson 806-385-5244 Chief Juvenile Probation Officer Box 288, Littlefield, Tx. 79339		6. Financial Officer: (Name, title, address, telephone) Lucy Moreland 806-385-3770 County Treasurer Box 764, Littlefield, Tx. 79339	
7. Period and Amount of Request: From 01 / 01 / 81 Through 12 / 31 / 81 Amount \$ 19,137		8. State Application Identifier: S.A.I. Number 81102005 Date Assigned 11 / 16 / 78	
9. Official Authorized to Sign Application: (Name, title, address, telephone) Don Joyner 806-385-4222 County Judge Box 706 Littlefield, Texas 79339		10. Federal or State Support: Will other federal or state support be available for any part of this project: Yes ☒ No ☐ If yes, identify and explain: TYC cap funds for direct service costs	
11. Legislative Budget Board Review and Comment (State Agencies Only) This application was submitted to the Legislative Budget Board for review and comments on ____/____/____. The comments are/are not attached.			
12. Attachments (check if included): (a) Clearinghouse review and comment _____ Name of clearinghouse: _____ (b) Local governing body resolution _____ authorizing application _____ (c) Contracts _____ (d) Letters of endorsement _____ (e) Other (describe) _____			
13. Date: January 4, 1980		14. Total Pages in Application:	
15. Area Served: (a) State Planning Region: 02 (b) Counties: Lamb, Lubbock, Lynn, Motley, Briscoe, Dickens, Hale, Garza, Floyd, Cochran,, Crosby, King, Terry, Yoakum, Bailey		16. CJD USE ONLY Grant Number _____ Geographic Area: _____ Date Received: _____ Region: _____ County(s) _____ Program Area: _____ City: _____	

1981 PROJECT NOTIFICATION SHEET
(Page 2)

Area: CJD PROGRAM NUMBER 81- E 0 2

Problem Statement:

(1) Brief and concise summary of the problem (be as specific as possible):

There are approximately 200 juveniles handled by the various law enforcement agencies in the county. Until 1979, the county did not have a referral system for juvenile offenders or a department to supervise offenders placed on probation. Therefore, the supervision offered was inconsistent in that each law enforcement agency handled their own juvenile offenders. This inconsistency revealed the grave need for a central agency to handle juvenile offenders. It was also noted that due to the county's size and the location of the county's communities with juvenile offenders, the central agency had to be mobile. In striving to address each of these (over)

(2) Data which demonstrates existence and/or scope of the problem:

In 1978, there were approximately 200 juvenile offenders handled as reported by the county's law enforcement agencies. In 1979, with the advent of a juvenile probation department, approximately 150 juvenile offenders were referred by law enforcement agencies. These juvenile offenders came from all parts of the county and were referred by the Sheriff's Dept. or one of the four Police Depts. within the county. The county is approximately 900 square miles in size. The size in conjunction with 1/3 of the annual juvenile referrals coming from the outlying areas of the county, one agency was needed that could be mobile to cover the entire county, that could accept (over)

(3) Source of data presented above:

The referral data is collected from the law enforcement agencies and from the records of the Juvenile Probation Department.

(4) Resources and capabilities presently available to attack this problem:

a. Present resources and capabilities of applicant agency:

This request is for third year funding. The juvenile probation department is the only resource the county has to work with juvenile offenders. There is currently no community wide contribution of effort aimed at the juvenile offender.

1981 PROJECT NOTIFICATION SHEET

(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

The county's goal is to develop a juvenile probation dept. that can coordinate all available resources and innovative ideas for the maximum benefit and rehabilitation of the juvenile offenders referred to the juvenile probation dept. of the county.



continued

- (1) evaluations of the county's juvenile problem, the county began, with the assistance of CJD, a Juvenile Probation Dept. in January 1979.

Continued

- (2) referrals from all county law enforcement agencies, and that through expertise in juvenile justice, could bring consistency to a juvenile referral system.

1981 PROJECT NOTIFICATION SHEET

(Page 4)

- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

In pursuit of this goal, the juvenile probation department has pin-pointed three strategic areas in which to work in the upcoming year. The first area is to decrease use of "traditional" secure confinement for offenders. To facilitate this decrease, the department will seek to increase the availability and use of alternatives to confinement. Contact will be made with numerous child care facilities and these contacts cultivated to yield an extension network of child care facilities capable of accepting supervision of juvenile offenders. These child care facilities will hopefully offer the needed alternative sought. The second area to be addressed is to decrease prosecution of selected offenders. It has been shown that with certain offenders, an informal probation period can be of maximum benefit to the offender as well as the court system. Therefore it is the department's desire to develop an informal probation design that will offer maximum benefits to the offender and the court system. It is also the department's desire to offer in conjunction with informal probation period a referral system for psychiatric evaluations and therapy and employment possibilities. The third area to receive attention is the coordination of the components of (over)

- (3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

continued

- (2) the Penal Code with those of the Family Code. Since each code overlaps in reference to juveniles, it becomes imperative to have the juvenile probation dept. work in complete cooperation with the law enforcement agencies. To this thought, the dept. will work with the law enforcement agencies to develop a speedy and yet efficient referral system for the juvenile offenders handled within the county. This system will work as a deterrent to juvenile crime, reduce recidivism, and offer close supervision to those juveniles on probation.



1981 PROJECT NOTIFICATION SHEET
(Page 6)

(5) Explanation of Adherence With Effectiveness Criteria:

- a. If a continuation project or a project previously funded by another funding agency, state in quantifiable terms the accomplishments of the project since the original implementation date. Do not complete this section unless applicable.

1979

Number of referrals	125
Number Diverted at intake	79
Number on Informal Prob.	28
Number on Formal Prob.	15
Number Released from Prob.	35
Number of Probations Revoked	1

- b. If previously funded by another agency, state the number of months and total amount of funding received from that agency. Do not complete this section unless applicable.

1981 PROJECT NOTIFICATION SHEET
(Page 7)

- c. If a continuation project or a project previously funded by another funding agency, has project ever received on-site monitoring or evaluation? If so, state when and by whom this was done, and briefly summarize the monitoring or evaluation report and any modifications of project activity which may have occurred in response to the report. Do not complete this section unless applicable.

No.

1981 PROJECT NOTIFICATION SHEET

(Page 9)

PERFORMANCE INDICATORS

PROJECT START DATE: Jan. 01, 1981

Page ____ of ____

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from 01/01 to 12/31, 79	Source of Baseline Date		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
Number of referrals	125	x		60	120	180	240
Number of Juveniles Diverted at Intake	79	x		40	80	120	160
Number of Juveniles on Inf. Probation	28	x		13	26	39	52
Number of Juveniles on Formal Prob.	15	x		7	14	21	28
Number of Clients Released from Probation	35	x		16	32	48	64
Number of Probations Revoked	1	x		0	1	2	3

FOR CJD USE ONLY:

Grant No.: _____

1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	14,162.87	11,133.13			25,296.00
B. Professional & Contract Services	1,320.00	880.00			2,200.00
C. Travel	1,620.00	1,080.00			2,700.00
D. Equipment	0	0			0
E. Construction	0	0			0
F. Supplies & Direct Operating Expense	1,200.00	800.00			2,000.00
G. Indirect Cost	835.00				835.00
H. Total	19,137.87	13,893.13			33,031.00

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

All grantee contribution money will come from the general operating fund for the county. This money will be used in conjunction with CJD funds for the operating expenses of the Department.

1981 PROJECT NOTIFICATION SHEET
(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries

TITLE OR POSITION ¹	% OF TIME TO THIS PROJECT ²	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL ³
(A) Probation Officer	100%	\$ 8,352.00	\$ 5,568.00	\$ 13,920.00
(B) Secretary	100%	\$ 4,320.00	\$ 2,880.00	\$ 7,200.00
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL DIRECT SALARIES		\$12,672.00	\$ 8,448.00	\$21,120.00

2. Fringe Benefits

FICA	65 %	\$ 824.00	\$ 549.00	\$1,373.00
Retirement	6 %	\$ 760.00	\$ 507.00	\$1,267.00
Insurance	% 64.00 per. month	\$ 922.00	\$ 614.00	\$1,536.00
Other (Explain)	%		\$	\$
TOTAL FRINGE BENEFITS	%	\$ 2,506.00	\$ 1,670.00	\$4,176.00
TOTAL BUDGET PERSONNEL		\$15,178.00	\$ 10,118.00	\$25,296.00

1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

- A) Juvenile Probation Officer- Direct services to Juvenile referrals
- B) Secretary- Normal Secretarial duties

1981 PROJECT NOTIFICATION SHEET

(Page 12)

SCHEDULE B

PROFESSIONAL AND CONTRACTUAL SERVICES

	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) Professional Services	\$ 1,320.00	\$ 880.00	\$ 2,200.00
(B)	\$	\$	\$
(C)	\$	\$	\$
(D)	\$	\$	\$
(E)	\$	\$	\$
(F)	\$	\$	\$
(G)	\$	\$	\$
(H)	\$	\$	\$
TOTAL BUDGETED PROFESSIONAL CONTRACTUAL SERVICES	\$ 1,320.00	\$ 880.00	\$ 2,200.00

Narrative: Briefly describe any anticipated contractual arrangement and work products expected. The basis of cost must be reflected.

A) Funds for psychiatric, medical and dental evaluations

1981 PROJECT NOTIFICATION SHEET
(Page 13)

SCHEDULE C

TRAVEL

Local Travel:

POSITION/TITLE	MILES TRAVELED ANNUALLY	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) Probation Officer	12,000 Miles	\$ 1,620.00	\$ 1,080.00	\$ 2,700.00
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL LOCAL TRAVEL		\$1,620.00	\$ 1,080.00	\$ 2,700.00

IN - STATE TRAVEL:
(Specify Purposes)

PURPOSE	DESTINATION			
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
IN-STATE TRAVEL TOTAL		\$	\$	\$
OUT-OF-STATE TRAVEL: (Specify Clearly)		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
OUT-OF-STATE TRAVEL TOTAL		\$	\$	\$
TOTAL TRAVEL BUDGET		\$	\$	\$

NARRATIVE: Briefly describe the applicant's travel policy. (i.e. mileage rates and per diem rates) and specify purposes for each item of travel and break out each trip by specific costs.

NOTE: If personnel are to use personal vehicles, this budget item should be shown on Schedule C, with a description of the agency policy defining such usage. If personnel are to use agency vehicles, this budget item should be shown on Schedule F, with the basis for budgeted costs identified.

A) An allotment of \$225.00 for all business travel.

1981 PROJECT NOTIFICATION SHEET
(Page 16)

SCHEDULE F

SUPPLIES & DIRECT OPERATING EXPENSE		CJD	LOCAL	
		REQUEST	CASH	TOTAL
Directly Charged Supplies & Other Operating Costs			CONTRIBUTION	
(A) Office Supplies		\$ 840.00	\$ 560.00	\$ 1,400.00
(B) Phone		\$ 360.00	\$ 240.00	\$ 600.00
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
(K)		\$	\$	\$
(L)		\$	\$	\$
(M)		\$	\$	\$
TOTAL DIRECT SUPPLIES & COSTS		\$ 1,200.00	\$ 800.00	\$ 2,000.00

Narrative: Describe the basis for arriving at the cost of each line item.

- A) The 1979 expenditures plus 20% increase for 1980 and 1981
- B) Same as above

1981 PROJECT NOTIFICATION SHEET
(Page 17)

SCHEDULE G

INDIRECT COSTS

CJD
REQUEST

(A) Indirect Costs Per Approved Cost Allocation Plan	\$ 835.00
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NOTE: Indirect costs are authorized in an amount not to exceed the computation in Appendix C (General Program Requirements), 1980 Criminal Justice Plan For Texas.

Applicant's Agreement

We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:

Rodney Dickenson
Signature of Proposed Project Director

Lucy M. Moreland
Signature of Financial Officer

Rodney Dickenson
Name (Please print or type)

Lucy M. Moreland
Name (Please print or type)

Juvenile Probation Officer
Title

Lamb County Treasurer
Title

Don Joyner
Signature of Authorized Official

Don Joyner
Name (Please print or type)

Lamb County Judge
Title

CJD will not consider unsigned or incomplete project notification sheets.



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution:
(Name, address)

HALE COUNTY
HALE COUNTY COURTHOUSE
PLAINVIEW, TEXAS 79072

2. GRANT NUMBER (CJD USE ONLY)
81-D02

3. Type of Application:

(check appropriate block)

Original ()

Continuation (X)

If continuation give number of last grant.

AC-79-D02-5901

4. Short Title of Project: (Do not exceed one typed line)

ASSISTANT PROSECUTOR FOR 64TH AND 242ND JUDICIAL DISTRICTS

5. Project Director:

(Name, title, address, telephone)

Ph. 806-296-2416
Marvin F. Marshall, District Atty.
64th & 242nd Judicial Districts
Hale County Courthouse 79072

6. Financial Officer:

(Name, title, address, telephone)

Ph. 806-293-2586

Larry Peckham
County Auditor
Hale County Courthouse
Plainview, Texas 79072

7. Period and Amount of Request:

From 7 / 1 / 81 Through 6 / 30 / 82

Amount \$ 9,388.00

8. State Application Identifier:

S.A.I. Number

Date Assigned / /

9. Official Authorized to Sign Application:

(Name, title, address, telephone)

Ph. 806-293-2586
Bill Hollars, County Judge
Hale County Courthouse
Plainview, Texas 79072

10. Federal or State Support:

Will other federal or state support be available for any part of this project: Yes X No

If yes, identify and explain:

Support from County and District Attorneys Association Funds

11. Legislative Budget Board Review and Comment (State Agencies Only)

This application was submitted to the Legislative Budget Board for review and comments on / /

The comments are/are not attached.

12. Attachments (check if included):

(a) Clearinghouse review and comment
Name of clearinghouse:

(c) Contracts

(d) Letters of endorsement

(b) Local governing body resolution
authorizing application

(e) Other (describe)

13. Date: January 11, 1980

14. Total Pages in Application:

15. Area Served:

(a) State Planning Region:

02, 01

(b) Counties:

Hale and Swisher

Floyd, Garza, Lubbock, Lynn, Motley, Terry,
Briscoe, Bailey, Lamb, Cochran, Crosby, Garza
Yoakum and King.

16.

CJD USE ONLY

Grant Number

Geographic Area:

Region:

Date Received:

County(s)

Program Area:

City

1981 PROJECT NOTIFICATION SHEET
(Page 2)

Area: CJD PROGRAM NUMBER 81- D 0 2

Problem Statement:

(1) Brief and concise summary of the problem (be as specific as possible):

With the creation of the 242nd District Court in September, 1977, and the already existing 64th District Court, the responsibility for the prosecution of felony cases in Hale and Swisher Counties was handled by the District Attorney who had no assistance. The average monthly indictments returned by the Hale County Grand Jury during the year of 1979 was 30 per month. Since the implementation of this project there has been a concerted effort to decrease the backlog and provide defendants with a speedy trial. It relieved the District Attorney of the full duties of handling cases in two courts in two counties with an everincreasing caseload.

(2) Data which demonstrates existence and/or scope of the problem:

The goal of this project is to reduce the time from arrest to trial to the 120 day requirement as set out in the Texas Speedy Trial Act. The time from arrest to trial currently ranges from one month to nine months and even up to one year. There is the capability in the District Attorney's Office to conduct trials in two courts in each county of responsibility. This allows for more effective use of our courts and allows the courts in turn to set more jury weeks for criminal trials and to dispose of more cases in a shorter time span than was previously done with only one prosecutor.

(3) Source of data presented above:

Quarterly reports submitted to CJD for the previous funding years and monthly reports submitted by the District Clerks for Hale and Swisher Counties.

(4) Resources and capabilities presently available to attack this problem:

a. Present resources and capabilities of applicant agency:

An Assistant Prosecutor was hired in August, 1978, and has over the past year been very active in the prosecution of felony cases. The assistant has allowed the District Attorney's office more time to screen incoming cases at the time of filing. If the case warrants prosecution it is sent to the investigator for further investigation for presentation to the grand jury. We now have the ability to conduct trial in the two counties at the same time, or to have grand jury and non-jury criminal settings at the same time. This allows more effective use of our courts and allows the courts in turn to set more criminal weeks in the coming year and to dispose of more cases in a shorter span than was previously done with only one prosecutor.

1981 PROJECT NOTIFICATION SHEET
(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

NOT APPLICABLE

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

Reduce the time from arrest to the closing of the cases by some disposition within the time limits as set out in the Texas Speedy Trial Act. To maintain the ability of the office to conduct efficient use of time that the courts set for the various types of criminal settings. The other objective this office is to reduce the backlog of cases that have come to the office through the grand jury.



1981 PROJECT NOTIFICATION SHEET

(Page 4)

(2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

- (a) screening incoming cases: accomplished by the two prosecutors
- (b) conducting grand jury: accomplished by the two prosecutors
- (c) conducting examining trials: accomplished by the assistant
- (d) conducting trials in two courts at the same time: accomplishment to be met with two felony prosecutors
- (e) allowing a felony prosecutor to be assigned to each of the two district courts: to be accomplished by the continued existence of two felony prosecutors
- (f) allowing one prosecutor to be on call 24 hours a day on week-ends to handle any problems that law enforcement officers may encounter during an investigation of a criminal case

(3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

NOT APPLICABLE

1981 PROJECT NOTIFICATION SHEET
(Page 6)

(5) Explanation of Adherence With Effectiveness Criteria:

- a. If a continuation project or a project previously funded by another funding agency, state in quantifiable terms the accomplishments of the project since the original implementation date. Do not complete this section unless applicable.

Since Swisher County is not included in the South Plains Association of Governments, the Panhandle Regional Planning Commission will contribute to the funding of the project to an extent.

- b. If previously funded by another agency, state the number of months and total amount of funding received from that agency. Do not complete this section unless applicable.

NOT APPLICABLE



1981 PROJECT NOTIFICATION SHEET
(Page 8)

Performance Indicators

Each project must report on all standard indicators listed for the type of project for which funding is requested in the applicable 1981 CJD program description. If the applicant believes that any of the indicators which are standard for the type of application being prepared is impractical to collect and report data on, or if the applicant believes that there is other data which could be collected which will give a better, truer picture of the performance of the project than the standard indicators, the applicant is requested to note this below and give appropriate explanation.

APPLICANT COMMENTS: Applicant has no comments on the standard indicators for goal achievement.



1981 PROJECT NOTIFICATION SHEET

(Page 9)

PERFORMANCE INDICATORS

PROJECT START DATE: July 1, 1981

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from 78__ to 79__	Source of Baseline Date		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
Number of cases pending	average of 217		X				
Number of indictments filed each month	average of 28		X				
Cases filed by information each month	average of 1.3		X				
Total cases disposed of each month:							
(a) Number of jury trials	average of 2.5	X	X				
(b) Number of court trials	0		X				
(c) Number of guilty pleas	average of 13		X				
(d) Number of dismissals	average of 6	X	X				
(e) Number of transfers to Co. Ct.	an average of 1		X				
Number of pretrial hearing each month	average of 2		X				
Number of cases disposed each month within:							
(a) 121 or more days of arrest	average of 9		X				
(b) 91-120 days of arrest	average of 6		X				
(c) 61-90 days of arrest	average of 4		X				
(d) 31-60 days of arrest	average of 3		X				
(e) Less than 30 days of arrest	average of 2		X				
Number of cases dismissed for failure to meet the requirements of the Speedy Trial Act	average of .3 cases per month		X				
Number of cases in which Speedy Trial Act was waived	average of 3 per month	X					

FOR CJD USE ONLY:

Grant No.: _____

Page ____ of ____

1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	8,954.00	13,432.00	0	0	22,386.00
B. Professional & Contract Services	0	0	0	0	0
C. Travel	400.00	600.00	0	0	1,000.00
D. Equipment	0	0	0	0	0
E. Construction	0	0	0	0	0
F. Supplies & Direct Operating Expense	34.00	51.00	0	0	85.00
G. Indirect Cost					
H. Total	9,388.00	14,083.00	0	0	23,471.00

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

1981 PROJECT NOTIFICATION SHEET
(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries

TITLE OR POSITION ¹	% OF TIME TO THIS PROJECT ²	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL ³
(A) Assistant Prosecutor	100%	\$ 8,954.00	\$ 9,352.00	\$ 18,306.00
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL DIRECT SALARIES		\$	\$	\$

2. Fringe Benefits

FICA	%	\$ 0	\$ 2,244.00	\$ 2,244.00
Retirement	%	\$ 0	\$ 1,282.00	\$ 1,282.00
Insurance	%	\$ 0	\$ 442.00	\$ 442.00
Other (Explain)	%		\$	\$
Workman Compensation		0	64.00	64.00
Unemployment Compensation		0	48.00	48.00
TOTAL FRINGE BENEFITS	%	\$ 0	\$ 4,080.00	\$ 4,080.00
TOTAL BUDGET PERSONNEL		\$ 8,954.00	\$ 13,432.00	\$ 22,386.00

1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

1981 PROJECT NOTIFICATION SHEET
(Page 13)

SCHEDULE C

TRAVEL

Local Travel:

POSITION/TITLE	MILES TRAVELED ANNUALLY	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) Assistant Prosecutor	6,250	\$ 400.00	\$ 600.00	\$ 1,000.00
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL LOCAL TRAVEL		\$	\$	\$

IN - STATE TRAVEL:
(Specify Purposes)

PURPOSE	DESTINATION			
Travel from Hale to Swisher counties		\$	\$	\$
to conduct criminal hearings		\$	\$	\$
To travel to assist law enforcement		\$	\$	\$
officers to investigate cases		\$	\$	\$
IN-STATE TRAVEL TOTAL		\$	\$	\$
OUT-OF-STATE TRAVEL: (Specify Clearly)		\$	\$	\$
NONE		\$	\$	\$
OUT-OF-STATE TRAVEL TOTAL		\$	\$	\$
TOTAL TRAVEL BUDGET		\$ 400.00	\$ 600.00	\$ 1,000.00

NARRATIVE: Briefly describe the applicant's travel policy. (i.e. mileage rates and per diem rates) and specify purposes for each item of travel and break out each trip by specific costs.

NOTE: If personnel are to use personal vehicles, this budget item should be shown on Schedule C, with a description of the agency policy defining such usage. If personnel are to use agency vehicles, this budget item should be shown on Schedule F, with the basis for budgeted costs identified.

1981 PROJECT NOTIFICATION SHEET
(Page 16)

SCHEDULE F

SUPPLIES & DIRECT OPERATING EXPENSE		CJD	LOCAL	
		REQUEST	CASH	TOTAL
Directly Charged Supplies & Other Operating Costs			CONTRIBUTION	
(A)	Office Supplies	\$ 34.00	\$ 51.00	\$ 85.00
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
(K)		\$	\$	\$
(L)		\$	\$	\$
(M)		\$	\$	\$
TOTAL DIRECT SUPPLIES & COSTS		\$	\$	\$

Narrative: Describe the basis for arriving at the cost of each line item.

1981 PROJECT NOTIFICATION SHEET
(Page 17)

SCHEDULE G

INDIRECT COSTS

CJD
REQUEST

(A) Indirect Costs Per Approved Cost Allocation Plan

\$

NOTE: Indirect costs are authorized in an amount not to exceed the computation in Appendix C (General Program Requirements), 1980 Criminal Justice Plan For Texas.

NONE

Applicant's Agreement

We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:

Marvin Marshall
Signature of Proposed Project Director

Larry Peckham
Signature of Financial Officer

MARVIN F. MARSHALL
Name (Please print or type)

LARRY PECKHAM
Name (Please print or type)

District Attorney
Title

Hale County Auditor
Title

Bill Hollars
Signature of Authorized Official

BILL HOLLARS
Name (Please print or type)

County Judge, Hale County
Title

CJD will not consider unsigned or incomplete project notification sheets.



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution:
(Name, address)

South Plains Association of Governments
1709 26th Street
Lubbock, Texas 79411

2. GRANT NUMBER (CJD USE ONLY)

3. Type of Application:

(check appropriate block)

Original ()

Continuation (X)

If continuation give number of last grant.

PL-80-G01-6202

4. Short Title of Project: (Do not exceed one typed line)

Planning Grant

5. Project Director:

(Name, title, address, telephone)

James B. Hart
1709 26th Street
Lubbock, Texas 79411
806/762-8721

6. Financial Officer:

(Name, title, address, telephone)

Jerry D. Casstevens
1709 26th Street
Lubbock, Texas 79411
806/762-8721

7. Period and Amount of Request:

From 10 / 01 / 80 Through 09 / 30 / 81

Amount \$ 40,597

8. State Application Identifier:

S.A.I. Number

Date Assigned / /

9. Official Authorized to Sign Application:

(Name, title, address, telephone)

Jerry D. Casstevens

10. Federal or State Support:

Will other federal or state support be available for any
part of this project: Yes No X

If yes, identify and explain:

11. Legislative Budget Board Review and Comment (State Agencies Only)

This application was submitted to the Legislative Budget Board for review and comments on / / .
The comments are/are not attached.

12. Attachments (check if included):

(a) Clearinghouse review and comment
Name of clearinghouse:

X

(c) Contracts

(d) Letters of endorsement

X

(b) Local governing body resolution
authorizing application

X

(e) Other (describe)

13. Date:

14. Total Pages in Application:

15. Area Served:

(a) State Planning Region: 02

(b) Counties: Bailey, Cochran, Crosby, Dickens,
Floyd, Garza, Hale, Hockley, King, Lamb,
Lubbock, Lynn, Motley, Terry Yoakum.

16. CJD USE ONLY

Grant Number

Date Received:

Program Area:

Geographic Area:

Region:

County(s)

City

1981 PROJECT NOTIFICATION SHEET
(Page 2)

Area: CJD PROGRAM NUMBER 81- 0

Problem Statement:

- (1) Brief and concise summary of the problem (be as specific as possible):

The Criminal Justice Planner is necessary in that the position provides responsible criminal justice planning in a 15 county region. The Planner provides technical assistance to local governments in grant writing and project development.

- (2) Data which demonstrates existence and/or scope of the problem:

The South Plains Association of Governments serves State Planning Region 02 which includes the following fifteen counties:

Bailey	Garza	Lubbock
Cochran	Hale	Lynn
Crosby	Hockley	Motley
Dickens	King	Terry
Floyd	Lamb	Yoakum

These counties cover 13,728 square miles (2% of the area of the State) and have an
Continued on Page 2a

- (3) Source of data presented above:

Texas Uniform Crime Reports

- (4) Resources and capabilities presently available to attack this problem:

a. Present resources and capabilities of applicant agency:

SPAG Criminal Justice Planner.

estimated population of 340,000 (approximately 2.7% of the State's total population). In 1978, approximately 2.8% of the total index crime reported in Texas occurred in the South Plains area. In 1978, the South Plains region reported the following incidence and rate of crime.

<u>Crime</u>	<u>Incidence</u>	<u>Rate per 100,000</u>
Murder	56	17.3
Rape	153	47.1
Robbery	350	107.8
Assault	929	286.3
Burglary	5897	1817.1
Larceny	11728	3613.8
Auto Theft	1090	335.9
Total Index Crimes	20203	6225.2

By 1982, the number of index crimes reported in the South Plains region is expected to reach 29,190, an increase of approximately 46%. During the same period, the total number of index crimes in the State is expected to increase only 26%.

1981 PROJECT NOTIFICATION SHEET
(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

None

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

Provide responsible Criminal Justice Planning in the SPAG Region. Provide technical assistance to local governments in grant writing and project development.



1981 PROJECT NOTIFICATION SHEET
(Page 4)

- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

The Criminal Justice Planner is responsible for development of the annual Criminal Justice Plan and provides technical assistance to local governments in grant preparation and project development and implementation. The Criminal Justice Secretary's duties include typing filing and correspondence as well as assisting the Planner in data collection and various other activities. The secretary will spend 75% of her time in the Criminal Justice Program and 25% in the Alcohol and Drug Abuse Program performing the same duties as mentioned above.

- (3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

None



1981 PROJECT NOTIFICATION SHEET
(Page 6)

(5) Explanation of Adherence With Effectiveness Criteria:

- a. If a continuation project or a project previously funded by another funding agency, state in quantifiable terms the accomplishments of the project since the original implementation date. Do not complete this section unless applicable.

The Regional Planning Project has enabled the South Plains Association of Governments to develop an annual criminal justice application and assist local agencies in the preparation of grant applications and project implementation. This grant has produced 151 grants for a total of \$5,559,210.24 for the South Plains Region from Criminal Justice Division.

- b. If previously funded by another agency, state the number of months and total amount of funding received from that agency. Do not complete this section unless applicable.

N/A

1981 PROJECT NOTIFICATION SHEET

Grant No.: _____

(Page 9)

PERFORMANCE INDICATORS

Page ____ of ____

PROJECT START DATE: 1/1/80

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from <u>1/1/80 to 9/30/81</u>	Source of Baseline Date		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
Conduct on site visits to local Law Enforcement agencies.	30	XX		5	15	25	30
Conduct on site visits to local Judicial Agencies.	12	XX		4	8	10	12
Conduct on site visits to local Adult Correction Agencies.	5	XX		2	3	4	5
Assist in conducting A-95 Review on Grant Applications.	15	XX		3	5	10	15
Coordinate local Advisory Committee Meetings.	12	XX		3	6	9	12
Conduct on site visits to local Juvenile Corrections Agencies.	4	XX		1	2	3	4
Assist in developing applications for grant.	12	XX		3	6	9	12

1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	24,109	-0-		-0-	24,109
B. Professional & Contract Services	-0-				
C. Travel	2,000				2,000
D. Equipment	-0-				
E. Construction	-0-				
F. Supplies & Direct Operating Expense	2,000	-0-		-0-	2,000
G. Indirect Cost	12,488				12,488
H. Total	40,597				40,597

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

1981 PROJECT NOTIFICATION SHEET
(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries

TITLE OR POSITION ¹	% OF TIME TO THIS PROJECT ²	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL ³
(A) Criminal Justice Planner	100%	\$ 14,563	\$ -0-	\$ 14,563
(B) Secretary	75%	\$ 6,388	\$ -0-	\$ 6,388
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL DIRECT SALARIES		\$	\$	\$

2. Fringe Benefits

FICA	% 6.13	\$ 1285	\$ 0	\$ 1285
Retirement	% 5	\$ 1047	\$ 0	\$ 1047
Insurance	%	\$ 703	\$ 0	\$ 703
Other (Explain)	% workman's comp.	123	\$ 0	\$ 123
TOTAL FRINGE BENEFITS	%	\$ 3,158	\$	\$ 3,158
TOTAL BUDGET PERSONNEL		\$ 24,109	\$	\$ 24,109

1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

1981 PROJECT NOTIFICATION SHEET
(Page 13)

SCHEDULE C

TRAVEL

Local Travel:

POSITION/TITLE	MILES TRAVELED ANNUALLY	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) C.J. Planner	4900 @ 18.5	\$ 906.50	\$ 0	\$ 906.50
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL LOCAL TRAVEL		\$	\$	\$ 906.50

IN - STATE TRAVEL:
(Specify Purposes)

PURPOSE	DESTINATION			
6 one day meetings for project support		\$ 800	\$ 0	\$ 800.00
1 CJD Advisory Committee meeting (2 day)		\$	\$	\$ 293.50
		\$	\$	\$
		\$	\$	\$
IN-STATE TRAVEL TOTAL		\$	\$	\$
		\$	\$	\$
OUT-OF-STATE TRAVEL: (Specify Clearly)		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
OUT-OF-STATE TRAVEL TOTAL		\$	\$	\$
TOTAL TRAVEL BUDGET		\$	\$	\$

TOTAL \$2000.00

NARRATIVE: Briefly describe the applicant's travel policy. (i.e. mileage rates and per diem rates) and specify purposes for each item of travel and break out each trip by specific costs.

NOTE: If personnel are to use personal vehicles, this budget item should be shown on Schedule C, with a description of the agency policy defining such usage. If personnel are to use agency vehicles, this budget item should be shown on Schedule F, with the basis for budgeted costs identified.

1981 PROJECT NOTIFICATION SHEET
(Page 16)

SCHEDULE F

<u>SUPPLIES & DIRECT OPERATING EXPENSE</u>		LOCAL	
	CJD	CASH	
Directly Charged Supplies & Other Operating Costs	REQUEST	CONTRIBUTION	TOTAL
(A) Printing	\$ 1420	\$ 0	\$ 1420.00
(B) L. D. Telephone	\$ 300	\$ 0	\$ 300.00
(C) Newsletter	\$ 260	\$ 0	\$ 260.00
(D) Shipping and Freight	\$ 20	\$ 0	\$ 20.00
(E)	\$	\$	\$
(F)	\$	\$	\$
(G)	\$	\$	\$
(H)	\$	\$	\$
(I)	\$	\$	\$
(J)	\$	\$	\$
(K)	\$	\$	\$
(L)	\$	\$	\$
(M)	\$	\$	\$
TOTAL DIRECT SUPPLIES & COSTS	\$	\$	\$

Narrative: Describe the basis for arriving at the cost of each line item.

- A. Printing and copying is budgeted at \$1420.00 the Major printing expense is incurred by the annual criminal justice plan.
- B. Long Distance telephone is budgeted at \$300.00. Utilizing the Tex-an Line, this figure appears realistic.
- C. The criminal Justice Newsletter @ \$13.00 for 20 members totals \$260. The committee has found the newsletter very informative and useful in staying abreast of the current criminal justice developments.
- D. Shipping and freight charges are budgeted at \$20.00, primarily for shipping the plan to CJD.

1981 PROJECT NOTIFICATION SHEET
(Page 17)

SCHEDULE G

INDIRECT COSTS

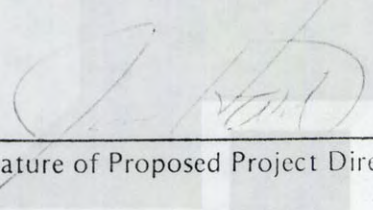
	CJD REQUEST
(A) Indirect Costs Per Approved Cost Allocation Plan	\$ 12,488

NOTE: Indirect costs are authorized in an amount not to exceed the computation in Appendix C (General Program Requirements), 1980 Criminal Justice Plan For Texas.

Applicant's Agreement

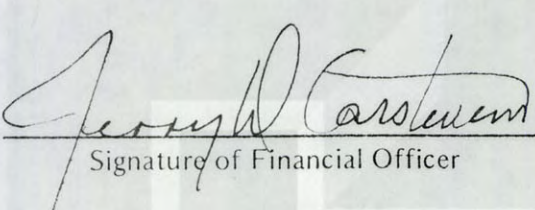
We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:


 Signature of Proposed Project Director

Jim Hart

Name (Please print or type)


 Signature of Financial Officer

Jerry D. Casstevens

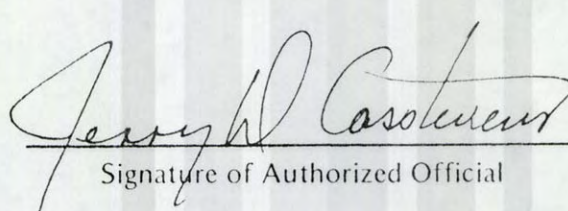
Name (Please print or type)

Director of Criminal Justice Planning

Title

Executive Director

Title


 Signature of Authorized Official

Jerry D. Casstevens

Name (Please print or type)

Executive Director

Title



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution: (Name, address) City of Brownfield Brownfield Police Department 120 N. 5th Brownfield, TX 79316		2. GRANT NUMBER (CJD USE ONLY)	
		3. Type of Application: (check appropriate block) Original () Continuation (X) If continuation give number of last grant. <u>AO-80-302-6369</u>	
4. Short Title of Project: (Do not exceed one typed line) Records and Identification Officer			
5. Project Director: (Name, title, address, telephone) Chief J.T. Churchwell (806) 637-2511 Brownfield Police Department 120 N. 5th Street Brownfield, Texas 79316		6. Financial Officer: (Name, title, address, telephone) Alvin J. Leroy, City Manager (806) 637-1547 216 W. Main Brownfield, Texas 79316	
7. Period and Amount of Request: From <u>11 / 1 / 80</u> Through <u>10 / 31 / 81</u> Amount \$ <u>17,776.29</u>		8. State Application Identifier: S.A.I. Number _____ Date Assigned ____/____/____	
9. Official Authorized to Sign Application: (Name, title, address, telephone) Chief J.T. Churchwell (806) 637-2511 Brownfield Police Department 120 N. 5th Brownfield, Texas 79316		10. Federal or State Support: Will other federal or state support be available for any part of this project: Yes ____ No <u>X</u> If yes, identify and explain:	
11. Legislative Budget Board Review and Comment (State Agencies Only) This application was submitted to the Legislative Budget Board for review and comments on ____/____/____. The comments are/are not attached.			
12. Attachments (check if included):			
(a) Clearinghouse review and comment Name of clearinghouse: _____		(c) Contracts _____	
(b) Local governing body resolution authorizing application _____		(d) Letters of endorsement _____	
		(e) Other (describe) _____	
13. Date:		14. Total Pages in Application:	
15. Area Served: (a) State Planning Region: 02 (b) Counties: Lamb, Lubbock, Lynn, Terry, Yoakum, King, Motley, Hale, Garza, Briscoe, Bailey, Cochran, Crosby, Floyd, and Dickens		16. CJD USE ONLY Grant Number _____ Geographic Area: _____ Date Received: _____ Region: _____ County(s) _____ Program Area: _____ City _____	

1981 PROJECT NOTIFICATION SHEET

(Page 2)

Area: CJD PROGRAM NUMBER 81- B 0 3

Problem Statement:

(1) Brief and concise summary of the problem (be as specific as possible):

During fiscal year 1976, Department of Public Safety statistics indicated Brownfield had 537 index crimes reported during the period. During 1977, 658 index crimes were reported and during 1978, 752 index crimes were reported. (Index Crimes include Criminal Homicide, Rape, Robbery, Assault, Burglary, Larceny-Theft and Motor Vehicle Theft only). These figures produce a rise in Index Crimes from 1976 to 1977 of 22%, and a rise from 1977 to 1978 of 14%. The rise in Index Crimes is placing an increasing burden upon the Brownfield Police Department's Investigative Division. The grant provides for an Officer who is trained with respect to crime scene search, (latent prints and photography) to assist Detectives in collection of evidence at the scene, and assists Detectives throughout the investigation by providing faster access to the Records Section. (SEE BACK)

(2) Data which demonstrates existence and/or scope of the problem:

Department of Public Safety Reporting Statistics

1976	537 Index Crimes Reported	34% Clearance
1977	658 Index Crimes Reported	30% Clearance
1978	752 Index Crimes Reported	32% Clearance

(3) Source of data presented above:

Texas Department of Public Safety Reporting Statistics

(4) Resources and capabilities presently available to attack this problem:

a. Present resources and capabilities of applicant agency:

Prior to the initiation of this grant the Brownfield Police Department employed two Detectives who investigated and processed all crimes.

1981 PROJECT NOTIFICATION SHEET

(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

None

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

To assist investigators by collecting and developing physical evidence associated with crimes and to provide a more efficient access to the department's records section thereby creating a higher clearance rate of those crimes.



1. Problem Statement (Continue)

By relieving Detectives of developing physical evidence and allowing them to concentrate on witnesses the Brownfield Police Department expects to clear 50 more Index Crimes per year.



1981 PROJECT NOTIFICATION SHEET

(Page 4)

- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

The Records and Identification Officer will be responsible for integrating new records into the system thereby promoting a more uniform records system and providing a faster retrieval of records from the system.

The Records and Identification Officer will be responsible for making criminal record checks for the Brownfield Police Department and other Law Enforcement Agencies alleviating the investigative personnel from timely checks into the system and providing a faster retrieval for those agencies requiring the retrieval.

The Records and Identification Officer will assist Investigators in a least 50% of the Index Crimes by collecting and developing physical evidence found at the scene, thereby relieving detectives to interview victims and witnesses which greatly speed on scene investigations.

By promoting a faster access to the department's records System and by assisting Investigators in developing physical evidence we expect to increase clearance of those crimes by 5%.

- (3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

N/a

1981 PROJECT NOTIFICATION SHEET
(Page 6)

(5) Explanation of Adherence With Effectiveness Criteria:

- a. If a continuation project or a project previously funded by another funding agency, state in quantifiable terms the accomplishments of the project since the original implementation date. Do not complete this section unless applicable.

The initial grant did not go into effect November 12, 1979 and quantifiable statistics have not been compiled at this date.

- b. If previously funded by another agency, state the number of months and total amount of funding received from that agency. Do not complete this section unless applicable.

N/a



1981 PROJECT NOTIFICATION SHEET
(Page 8)

Performance Indicators

Each project must report on all standard indicators listed for the type of project for which funding is requested in the applicable 1981 CJD program description. If the applicant believes that any of the indicators which are standard for the type of application being prepared is impractical to collect and report data on, or if the applicant believes that there is other data which could be collected which will give a better, truer picture of the performance of the project than the standard indicators, the applicant is requested to note this below and give appropriate explanation.

APPLICANT COMMENTS:

1. Number of old records to be integrated into the system.

This indicator will not be applicable to this grant. Immediately prior to the initiation of the first year grant the department's records system was brought up to date and microfilmed. All old records and material were integrated into the records system at that time.

2. Number of new records to be integrated-

This indicator will be utilized.

3. Number of record checks made -

This indicator will be utilized.

4. Records and Identification Officer assisting in investigation of Index Crimes.

This indicator will be utilized to assist Investigators to develop physical evidence associated with crimes.

5. Clearance of Index Crimes -

This indicator will determine the success of the grant.

1981 PROJECT NOTIFICATION SHEET
(Page 7)

- c. If a continuation project or a project previously funded by another funding agency, has project ever received on-site monitoring or evaluation? If so, state when and by whom this was done, and briefly summarize the monitoring or evaluation report and any modifications of project activity which may have occurred in response to the report. Do not complete this section unless applicable.

Initial grant has only been into effect since November 12, 1979.
The grant has not been monitored.

1981 PROJECT NOTIFICATION SHEET

(Page 9)

PERFORMANCE INDICATORS

PROJECT START DATE: 11-1-80

Page of

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from <u>11-1-80</u> to <u>10-31-80</u>	Source of Baseline Date		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
1. Number of new records to be interviewed	120	X		120	240	360	480
2. Number of record checks made	600	X		165	330	495	660
3. Officer assisting in investigation of index crimes.	329	X		85	170	255	340
4. Clearance of Index Crimes	376	X					448

FOR CJD USE ONLY:

Grant No.:

1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	17,278.29	1,083.65	22,167.44		22,167.44
B. Professional & Contract Services					
C. Travel					
D. Equipment	8500.00	8500.00	11,000.00		11,000.00
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost					
H. Total	17,778.29	5,283.65	23,167.44		23,167.44

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

1981 PROJECT NOTIFICATION SHEET
(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries

TITLE OR POSITION ¹	% OF TIME TO THIS PROJECT ²	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL ³
(A) Records & Identification Officer, 100		\$ 10,862.51	\$ 3141.63	\$ 14,004.14
(B) Secretary	50	\$ 3795.44	\$ 1091.91	\$ 4887.35
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL DIRECT SALARIES		\$	\$	\$
		<u>\$14,638.55</u>	<u>\$4233.54</u>	<u>\$18,872.09</u>

2. Fringe Benefits

FICA	%	\$ 799.94	\$ 199.99	\$ 999.93
Retirement	%	\$ 909.72	\$ 227.43	\$ 1137.15
Insurance	%	\$ 442.80	\$ 110.70	\$ 553.50
Other (Explain)	%	\$ 32.33	\$ 145.59	\$ 727.92
Workmans Comp.				
TOTAL FRINGE BENEFITS	%	\$ 274.79	\$ 583.71	\$ 858.50
TOTAL BUDGET PERSONNEL		\$ 17,393.14	\$ 4917.25	\$ 22310.39

1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

The Records and Identification Officer will be responsible for the records section in the Brownfield Police Department and assists investigators with respect to physical evidence. The Secretary will devote 50% of her time to the project and will assist the Records and Identification Officer concerning clerical duties.

1981 PROJECT NOTIFICATION SHEET
(Page 14)

SCHEDULE D

EQUIPMENT PURCHASES

Equipment Name or Description / QUANTITY	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) 1 each 35 mm Camera	\$ 500.00	\$ 500.00	\$ 1,000.00
(B)	\$	\$	\$
(C)	\$	\$	\$
(D)	\$	\$	\$
(E)	\$	\$	\$
(F)	\$	\$	\$
(G)	\$	\$	\$
(H)	\$	\$	\$
(I)	\$	\$	\$
(J)	\$	\$	\$
(K)	\$	\$	\$
(L)	\$	\$	\$
(M)	\$	\$	\$
(N)	\$	\$	\$
(O)	\$	\$	\$
(P)	\$	\$	\$
(Q)	\$	\$	\$
(R)	\$	\$	\$
(S)	\$	\$	\$
(T)	\$	\$	\$
(U)	\$	\$	\$
(V)	\$	\$	\$
(W)	\$	\$	\$
(X)	\$	\$	\$
(Y)	\$	\$	\$
(Z)	\$	\$	\$
TOTAL	\$ 50.00	\$ 500.00	\$ 1,000.00

1. Minimum of 25% local cash contribution required for all equipment purchases.

NARRATIVE: Describe the basis for arriving at the cost of each line item.

Due to the age of existing photography equipment and type of existing equipment a need is seen to purchase a 35mm Camera for the Records and Identification Officer. The department does possess a Polaroid camera and it is utilized for certain photography work at crime scenes, however, due to the quality of prints and the fading over time this camera cannot be utilized effectively. The 35mm camera provides negatives of which other prints can be developed and also provides the capabilities of blow-ups. The camera will be utilized by the Records and Identification Officer and by the Investigative Personnel when the Records and Identification Officer is not available. Camera capabilities and accessories needed include single reflex lens, built in light meter, automatic level wind, capable of 1 to 1 photograph up to 200 x and aperture setting.

1981 PROJECT NOTIFICATION SHEET
(Page 17)

SCHEDULE G

INDIRECT COSTS

CJD
REQUEST

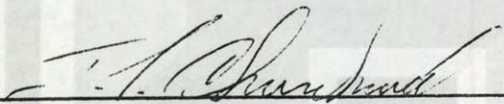
(A) Indirect Costs Per Approved Cost Allocation Plan \$

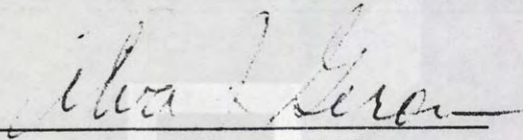
NOTE: Indirect costs are authorized in an amount not to exceed the computation in Appendix C (General Program Requirements), 1980 Criminal Justice Plan For Texas.

Applicant's Agreement

We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:


Signature of Proposed Project Director

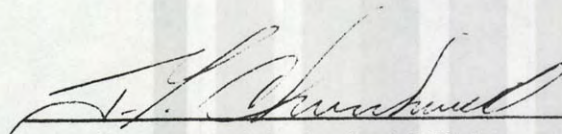

Signature of Financial Officer

J.T. Churchwell
Name (Please print or type)

Alva M. Geron
Name (Please print or type)

Chief Of Police
Title

City Manager
Title


Signature of Authorized Official

J.T. Churchwell
Name (Please print or type)

Chief of Police
Title



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution: (Name, address) City of Lubbock	2. GRANT NUMBER (CJD USE ONLY) 3. Type of Application: (check appropriate block) Original (X) Continuation () If continuation give number of last grant. _____
4. Short Title of Project: (Do not exceed one typed line) Police Legal Advisor	
5. Project Director: (Name, title, address, telephone) J.T. Alley Chief of Police P.O. Box 2000 Lubbock, TX. 806 762-6411 Ext. 2750	6. Financial Officer: (Name, title, address, telephone) Robert Massengale Director of Finance P.O. Box 2000 Lubbock, TX. 806 762-6411 Ext. 2015
7. Period and Amount of Request: From 10 / 1 / 80 Through 9 / 30 / 81 Amount \$ 28,213	8. State Application Identifier: S.A.I. Number _____ Date Assigned ____/____/____
9. Official Authorized to Sign Application: (Name, title, address, telephone) Larry J. Cunningham City Manager P.O. Box 2000 Lubbock, TX. 806 762-6411 Ext. 2000	10. Federal or State Support: Will other federal or state support be available for any part of this project: Yes ____ No <u>X</u> If yes, identify and explain:
11. Legislative Budget Board Review and Comment (State Agencies Only) This application was submitted to the Legislative Budget Board for review and comments on ____/____/____. The comments are/are not attached.	
12. Attachments (check if included): (a) Clearinghouse review and comment _____ Name of clearinghouse: _____ (b) Local governing body resolution _____ X _____ authorizing application _____ (c) Contracts _____ (d) Letters of endorsement _____ (e) Other (describe) _____	
13. Date: March 14, 1980	14. Total Pages in Application: 25
15. Area Served: (a) State Planning Region: South Plains Association of Govts. (b) Counties: Lubbock, Lynn, Hale, Lamb, Motley, Dickens, Yoakum, King, Garza, Cochran, Crosby, Floyd, Terry, Briscoe, Bailey	16. CJD USE ONLY Grant Number _____ Geographic Area: _____ Date Received: _____ Region: _____ Program Area: _____ County(s) _____ City _____

1981 PROJECT NOTIFICATION SHEET
(Page 2)

Area: CJD PROGRAM NUMBER 81- B 0 3

Problem Statement:

- (1) Brief and concise summary of the problem (be as specific as possible):

A critical need for a Police Legal Unit providing legal advice to the Chief and his command personnel, to be available at any time for consultations, to review proposed and enacted legislation, review State and Federal Court decisions, draft policy for the department in the areas of arrest, search and seizure, detention, informants, and in other matters, prepare instructional materials, and serve as an instructor to recruit and in-service classes.

- (2) Data which demonstrates existence and/or scope of the problem:

The problem of complex and increasing Legislation, interpretation of Legislation, and Court decisions is common knowledge to everyone involved in the jurisprudence system.

- (3) Source of data presented above:

The Texas Attorney General's Crime Prevention Newsletter and the F.B.I monthly magazine publication are only two of the many law enforcement publications that repeatedly stress the increasing promulgation and complexities of Legislation and court decisions.

- (4) Resources and capabilities presently available to attack this problem:

- a. Present resources and capabilities of applicant agency:

The City and District Attorney's office currently do as best they can to handle the legal complexities encountered by the Police Department. However, the District Attorney's office represents many other law enforcement agencies and other governmental entities, while the City Attorney's office has a constant back-log of special requests and projects from numerous departments of City Government, as well as requests from outside City Government.

1981 PROJECT NOTIFICATION SHEET
(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

N/A

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

The Police Legal Advisor should provide critically needed legal expertise to the Lubbock Police Department and function as a liason unit to other law enforcement related entities. Specific functions of the Police Legal advisor encompasses providing advice to the Chief and his command personnel, being available for consultations, drafting departmental policy on arrest, search and seizure, detention, and informants, preparing instructional materials, and serving as instructor to recruits and in service classes.

1981 PROJECT NOTIFICATION SHEET

(Page 4)

(2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

- (A). Providing office space and office equipment for legal advisor.
 - (1). To be provided by Lubbock Police Department with monies from this grant.
- (B). Recruitment of qualified person for Police Legal Advisor.
 - (1). To be accomplished by the Chief of Police through recruitment screening of applicants in coordination with City Attorney's office.
- (C). Establishment of initial orientation of Police Legal Advisor to Police personnel and other law enforcement related entities.
 - (1). To be accomplished by staff meetings with Police personnel and liason meetings with other agencies, as well as news media coverage.

(3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

N/A

(Page 9)

PERFORMANCE INDICATORS

Page 1 of 1PROJECT START DATE: October 1, 1980

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from <u>1/79</u> to <u>12/79</u>	Source of Baseline Data		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
1. No. of personnel designated as legal advisors.	0		X	1	1	1	1
2. No. of informal (oral) legal opinions issued.	104	X		50	75	100	162
3. No. of formal (written) legal opinions issued.	20	X		10	15	25	38
4. No. of field operating procedures reviewed for compliance with legal requirements.	15	X		8	14	18	23
5. No. of cases reviewed involving injury or death to officers and/or citizens resulting from police/citizen contacts.	3		X	1	3	3	4
6. No. of opinions provided to chief/department regarding recent court decisions/legislation affecting police department.	6		X	5	7	7	9
7. No. of reviews of current departmental orders.	0	X		3	5	7	8
8. No. of roll call training sessions provided to officers.	3		X	5	6	6	8
9. No. of hours of training provided to cadets.	4		X	4	6	6	8
10. No. of hours in-service training provided to department personnel.	0		X	2	7	7	9
11. No. of assists with preparation of arrest and search warrants.	5		X	4	6	10	14

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1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	\$22,671	0	\$22,671	0	\$22,671
B. Professional & Contract Services	0	0	0	0	0
C. Travel	\$2,100	0	\$2,100	0	\$2,100
D. Equipment	\$2,305	\$1,015	\$3,320	0	\$3,320
E. Construction	0	0	0	0	0
F. Supplies & Direct Operating Expense	0	0	0	0	0
G. Indirect Cost	\$1,137	0	\$1,137	0	\$1,137
H. Total	\$28,213	\$1,015	\$29,228	0	\$29,228

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

1981 PROJECT NOTIFICATION SHEET
(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries

<u>TITLE OR POSITION</u> ¹	<u>% OF TIME TO THIS PROJECT</u> ²	<u>CJD REQUEST</u>	<u>LOCAL CASH CONTRIBUTION</u>	<u>TOTAL</u> ³
(A) Police Legal Advisor	100%	\$ 18,970	\$	\$ 18,970
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
<u>TOTAL DIRECT SALARIES</u>		\$	\$	\$

2. Fringe Benefits

FICA	6.13	% for 1980 6.65 1981	\$ 1,236	\$	\$ 1,236
Retirement	7.46	%	\$ 1,415	\$	\$ 1,415
Insurance		% Life & Hospital	\$ 373	\$	\$ 373
Other (Explain)		%		\$	\$
Workmans Comp.	12.60 X 26		327		327
Stability			350		350
<u>TOTAL FRINGE BENEFITS</u>		%	\$ 3,701	\$	\$ 3,701
<u>TOTAL BUDGET PERSONNEL</u>			\$ 22,671	\$	\$ 22,671

1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

DUTIES and RESPONSIBILITY of
POLICE LEGAL ADVISOR

The need for legal advise has never been greater than it is now and is certain to increase. The duties of a Police Legal Advisor would include training and continuing education, policy planning, liaison with legislature, and community, liaison with prosecution and court, civil suits against individual officers and problems arising out of specific investigations.



CITY BENEFITS

1. Worker's Compensation - All City of Lubbock Employees are covered by this insurance. The purpose of Worker's Compensation is to cover full time employees who have sustained an on - the - job injury.
2. Stability Pay - This fringe benefit was authorized by the City of Lubbock Council in October 1968. An employee who has three or more years of service receive a once a year check based on years of service.

1981 PROJECT NOTIFICATION SHEET
(Page 13)

SCHEDULE C

TRAVEL

Local Travel:

POSITION/TITLE	MILES TRAVELED ANNUALLY	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) Police Legal Advisor		\$ 2,100	\$	\$ 2,100
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL LOCAL TRAVEL		\$ 2,100	\$	\$ 2,100

IN - STATE TRAVEL:
(Specify Purposes)

PURPOSE	DESTINATION			
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
IN-STATE TRAVEL TOTAL		\$	\$	\$

OUT-OF-STATE TRAVEL: (Specify Clearly)

	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
OUT-OF-STATE TRAVEL TOTAL	\$	\$	\$
TOTAL TRAVEL BUDGET	\$	\$	\$

NARRATIVE: Briefly describe the applicant's travel policy. (i.e. mileage rates and per diem rates) and specify purposes for each item of travel and break out each trip by specific costs.

NOTE: If personnel are to use personal vehicles, this budget item should be shown on Schedule C, with a description of the agency policy defining such usage. If personnel are to use agency vehicles, this budget item should be shown on Schedule F, with the basis for budgeted costs identified.

BUDGET NARRATIVE

In the 1980 - 81 budget the City of Lubbock estimate that it will cost an average of 21¢ per mile for maintance and supplies to operate a vehicle. It is estimated that a Police Legal Advisor will drive about 10,00 miles per year. The City of Lubbock request funding from Criminal Justice Division. to pay for operation and maintenance of this vehicle.

1981 PROJECT NOTIFICATION SHEET
(Page 1A)

SCHEDULE D

EQUIPMENT PURCHASES

		CJD	LOCAL	
		REQUEST	CASH	
Equipment Name or Description / QUANTITY			CONTRIBUTION	TOTAL
(A)	Desk	\$ 324	\$ 266	\$ 590
(B)	Armed Swivel Chair	\$ 182	\$ 148	\$ 330
(C)	File Cabinet	\$ 337	\$ 113	\$ 450
(D)	Metal Law Book Case	\$ 150	\$ 50	\$ 200
(E)	Set of Vernons Annotated	\$	\$	\$
(F)	Texas Statutes	\$1,312	\$ 438	\$1,750
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
(K)		\$	\$	\$
(L)		\$	\$	\$
(M)		\$	\$	\$
(N)		\$	\$	\$
(O)		\$	\$	\$
(P)		\$	\$	\$
(Q)		\$	\$	\$
(R)		\$	\$	\$
(S)		\$	\$	\$
(T)		\$	\$	\$
(U)		\$	\$	\$
(V)		\$	\$	\$
(W)		\$	\$	\$
(X)		\$	\$	\$
(Y)		\$	\$	\$
(Z)		\$	\$	\$
TOTAL		\$2,305	\$1,015	\$3,320

1. Minimum of 25% local cash contribution required for all equipment purchases.

NARRATIVE: Describe the basis for arriving at the cost of each line item.

The cost estimate for the above equipment were obtained from the City of Lubbock budget preparation manuel for fiscal year 1980 - 81.

1981 PROJECT NOTIFICATION SHEET
(Page 17)

SCHEDULE G

INDIRECT COSTS

CJD
REQUEST

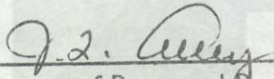
(A) Indirect Costs Per Approved Cost Allocation Plan	\$ 1,137
--	----------

NOTE: Indirect costs are authorized in an amount not to exceed the computation in Appendix C (General Program Requirements), 1980 Criminal Justice Plan For Texas.

Applicant's Agreement

We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:



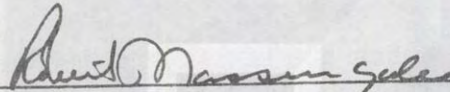
Signature of Proposed Project Director

J. T. Alley

Name (Please print or type)

Chief of Police

Title



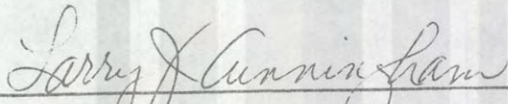
Signature of Financial Officer

Robert Massengale

Name (Please print or type)

Director of Finance

Title



Signature of Authorized Official

Larry J. Cunningham

Name (Please print or type)

City Manager

Title



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution:
(Name, address)Floydada Police Dept.
P.O.Box 10 Floydada, Texas 79235

2. GRANT NUMBER (CJD USE ONLY)

3. Type of Application:

(check appropriate block)

Original ☒

Continuation ()

If continuation give number of last grant.

4. Short Title of Project: (Do not exceed one typed line)

Law Enforcement Equipment/Floydada P.D.

5. Project Director:

(Name, title, address, telephone)

Scott Newton Chief of Police
P.O.Box 10 Floydada, Texas 79235 (806)983-2834

6. Financial Officer:

(Name, title, address, telephone)

Jimmie Lou Stewart, City Secretary
P.O.Box 10 Floydada, Texas 79235
(806)983-2834

7. Period and Amount of Request:

From 1 / 1 / 81 Through 12 / 31 / 81

Amount \$ 900.00

8. State Application Identifier:

S.A.I. Number _____

Date Assigned ____/____/____

9. Official Authorized to Sign Application:

(Name, title, address, telephone)

Parnell Powell, Mayor
P.O.Box 10 Floydada, Texas 79235
(806)983-2834

10. Federal or State Support:

Will other federal or state support be available for any
part of this project: Yes ____ No X

If yes, identify and explain:

11. Legislative Budget Board Review and Comment (State Agencies Only)

This application was submitted to the Legislative Budget Board for review and comments on ____/____/____.
The comments are/are not attached.

12. Attachments (check if included):

(a) Clearinghouse review and comment
Name of clearinghouse: _____

(c) Contracts _____

(d) Letters of endorsement _____

(b) Local governing body resolution
authorizing application _____

(e) Other (describe) _____

13. Date: 1/14/80

14. Total Pages in Application:

15. Area Served:

(a) State Planning Region: 02

(b) Counties: Floyd, Terry, Briscoe, Bailey,
Hale, Lubbock, Lynn, Lamb, Motley, Dickens
Yoakum, King, Garza, Cochran, Crosby

16. CJD USE ONLY

Grant Number _____

Geographic Area:

Region: _____

Date Received: _____

County(s) _____

Program Area: _____

City _____

1981 PROJECT NOTIFICATION SHEET
(Page 2)

Area: CJD PROGRAM NUMBER 81- B 0 4

Problem Statement:

(1) Brief and concise summary of the problem (be as specific as possible):

Due to a lack of even basic equipment to carry out an investigation of property offenses committed in our City, we are not able to clear an acceptable number of cases.

(2) Data which demonstrates existence and/or scope of the problem:

For the year ending 12/31/79 only 3½% of our property offenses were cleared.

(3) Source of data presented above:

From Police Dept. records.

(4) Resources and capabilities presently available to attack this problem:

a. Present resources and capabilities of applicant agency:

Small finger print kit, and one camera.

1981 PROJECT NOTIFICATION SHEET
(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

N/A

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

To increase the number of cases cleared by this Dept.



1981 PROJECT NOTIFICATION SHEET
(Page 4)

- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

This Dept. is committed to having our Officers schooled, in the use of any equipment we might get in the grant request.

- (3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

N/A



1981 PROJECT NOTIFICATION SHEET
(Page 8)

Performance Indicators

Each project must report on all standard indicators listed for the type of project for which funding is requested in the applicable 1981 CJD program description. If the applicant believes that any of the indicators which are standard for the type of application being prepared is impractical to collect and report data on, or if the applicant believes that there is other data which could be collected which will give a better, truer picture of the performance of the project than the standard indicators, the applicant is requested to note this below and give appropriate explanation.

APPLICANT COMMENTS:

The anticipated use of the crime scene search kit, and the camera equipment, would be used in apx. 70 to 80 cases during one year.

1981 PROJECT NOTIFICATION SHEET

(Page 9)

PERFORMANCE INDICATORS

PROJECT START DATE 1/1/81

Page of

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

FOR CJD USE ONLY:

Grant No.:

Indicator	Level at time of application based on 12 month period from <u>1/79</u> to <u>12/79</u>	Source of Baseline Date		Anticipated Level of Progress by Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
Total number of property offenses handled by this Dept. (67) amount of the cases cleared (3)			X	4 cases	8 cases	12 cases	16 cases

1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel					
B. Professional & Contract Services					
C. Travel					
D. Equipment	\$900.00	\$300.00	\$1200.00		\$ 1200.00
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost					
H. Total	\$900.00	\$300.00	\$1200.00		\$1200.00

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

1981 PROJECT NOTIFICATION SHEET
(Page 14)

SCHEDULE D

EQUIPMENT PURCHASES		CJD	LOCAL CASH	
Equipment Name or Description / QUANTITY	REQUEST	CONTRIBUTION	TOTAL	
(A) MD W RokkorX28mm f2.8 camera lens (1)	\$ 126.75	\$ 42.25	\$ 169.00	
(1) (B) MD zoom RokkorX75-200 f4.5 camera lens	\$ 374.25	\$ 124.75	\$ 499.00	
(C) MD RokkorX50mm f1.4 camera lens (1)	\$ 112.50	\$ 37.50	\$ 150.00	
(D) Nikon 7X50 low light binoculars(1)	\$ 154.91	\$ 51.64	\$ 206.55	
(E) Evidence collection kit(1)	\$ 131.59	\$ 43.86	\$ 175.45	
(F)	\$	\$	\$	
(G)	\$	\$	\$	
(H)	\$	\$	\$	
(I)	\$	\$	\$	
(J)	\$	\$	\$	
(K)	\$	\$	\$	
(L)	\$	\$	\$	
(M)	\$	\$	\$	
(N)	\$	\$	\$	
(O)	\$	\$	\$	
(P)	\$	\$	\$	
(Q)	\$	\$	\$	
(R)	\$	\$	\$	
(S)	\$	\$	\$	
(T)	\$	\$	\$	
(U)	\$	\$	\$	
(V)	\$	\$	\$	
(W)	\$	\$	\$	
(X)	\$	\$	\$	
(Y)	\$	\$	\$	
(Z)	\$	\$	\$	
TOTAL	\$ 900.00	\$ 300.00	\$ 1200.00	

1. Minimum of 25% local cash contribution required for all equipment purchases.

NARRATIVE: Describe the basis for arriving at the cost of each line item.

For items A-D quotation from Reeds Camera Center, Lubbock, T.X.
For item E a quotation from Sargent-Sowell, Inc. Grand Praire, T.X.

Applicant's Agreement

We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:

Scott Newton
Signature of Proposed Project Director

Scott Newton
Name (Please print or type)

Chief of Police

Title

Jimmie Lou Stewart
Signature of Financial Officer

Jimmie Lou Stewart
Name (Please print or type)

City Secretary

Title

Parnell Powell
Signature of Authorized Official

Parnell Powell

Name (Please print or type)

City Mayor

Title



PROJECT NOTIFICATION SHEET 81

1. Applicant Agency or Institution: (Name, address) Lubbock County Juvenile Probation Department 800 Broadway B-4 Lubbock, Texas 79401 (806) 741-8087		2. GRANT NUMBER (CJD USE ONLY)	
4. Short Title of Project: (Do not exceed one typed line) Status Offenders Diversion Team /2		3. Type of Application: (check appropriate block) Original (X) Continuation () If continuation give number of last grant. JA-79-C03-6456	
5. Project Director: (Name, title, address, telephone) Lloyd Watts, Administrator 800 Broadway B-4 Lubbock, Texas 79401 (806) 741-8087		6. Financial Officer: (Name, title, address, telephone) Dale Gallimore, County Auditor Courthouse Lubbock, Texas 79401 (806) 741-8021	
7. Period and Amount of Request: From 07 / 01 / 81 Through 06 / 30 / 82 Amount \$ 35,000		8. State Application Identifier: S.A.I. Number _____ Date Assigned ____/____/____	
9. Official Authorized to Sign Application: (Name, title, address, telephone) Rodrick L. Shaw, County Judge Courthouse Lubbock, Texas 79401 (806) 741-8008		10. Federal or State Support: Will other federal or state support be available for any part of this project: Yes ____ No <u>X</u> If yes, identify and explain:	
11. Legislative Budget Board Review and Comment (State Agencies Only) This application was submitted to the Legislative Budget Board for review and comments on ____/____/____. The comments are/are not attached.			
12. Attachments (check if included): (a) Clearinghouse review and comment <u>X</u> Name of clearinghouse: _____ (b) Local governing body resolution <u>X</u> authorizing application _____ (c) Contracts <u>X</u> (d) Letters of endorsement <u>X</u> (e) Other (describe) _____			
13. Date:		14. Total Pages in Application:	
15. Area Served: (a) State Planning Region: SPAG (b) Counties: Bailey, Lamb, Hale, Floyd, Briscoe, Motley, Cochran, Hockley, Lubbock, Crosby, Yoakum, Terry, Lynn, Garza		16. CJD USE ONLY Grant Number _____ Geographic Area: _____ Date Received: _____ Region: _____ County(s) _____ Program Area: _____ City: _____	

1981 PROJECT NOTIFICATION SHEET
(Page 2)

Area: CJD PROGRAM NUMBER 79- E 0 3

Problem Statement:

- (1) Brief and concise summary of the problem (be as specific as possible):

SEE PAGE 2a

- (2) Data which demonstrates existence and/or scope of the problem:

The 1979 Criminal Justice Plan for Texas, page 96, states, "status offenders shall not be placed in juvenile detention or correctional facilities, but may be placed in shelter facilities."

- (3) Source of data presented above:

1979 Criminal Justice Plan for Texas C3 page 95
Texas Criminal Justice Standards and goals page 124

- (4) Resources and capabilities presently available to attack this problem:

a. Present resources and capabilities of applicant agency:

SEE PAGE 2b

(1) A new regional juvenile detention center is presently under construction in Lubbock County. It is designed to serve a 15 County region, providing both pre-adjudication detention and post-adjudication rehabilitation for youth who have violated the law.

Status offenders have for many years been detained by Juvenile Courts in the same facilities as delinquent youth. It has long been felt that the association in secure detention facilities with delinquent youth has contributed to status offenders later involvement in delinquent acts. Since the passage of the 1974 Federal Delinquency Prevention Act a concerted effort has been made to remove all status offenders from detention in secure facilities. This project will further that goal.

(4) a) The Lubbock County Juvenile Probation Department is funded by the County from tax revenues. The budget allocated for 1980 is \$339,094. Of this amount \$215,152 or 63.45% is for salaries of the probation and clerical staff. The following programs are currently operated by the department in addition to the pre-court investigations and normal supervision of youth on probation.

- 1) A shelter care facility for minor offenders (contracted with Buckners Benevolence Inc.)
- 2) Pre-trial Diversion Program for first offenders
- 3) Project Intercept, in cooperation with Lubbock Independent School District for school adjustment problems
- 4) A Tutoring Program
- 5) A Foster Care Program
- 6) A Summer Camping Program

1981 PROJECT NOTIFICATION SHEET
(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

NON-APPLICABLE

Description:

- (1). Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

Our goal with this project is to ensure that status offenders are not detained in the new juvenile detention center.

1981 PROJECT NOTIFICATION SHEET

(Page 4)

- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

SEE PAGE 4a

(3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

SEE PAGE 4b

(2)

1) HIRING OF STAFF

Applications for these new positions are being received at this time. During April and May of 1980, the project director will interview each of the applicants and select the persons to be employed.

2) TRAINING OF NEW STAFF

Approximately 8 weeks before the Center is opened the new staff will enter a training program to prepare them for their tasks. We will utilize training staff from the Texas Youth Council, Consortium C, and our existing staff in this training.

3) ON-GOING SUPERVISION OF STAFF

The project director and Intake Supervisor will supervise the daily activities of the program. The Lubbock County Juvenile Board will review the progress of the center program on a twice per month basis.

4) SCREENING PROCESS

On resumption of their duties the team will be on duty 24 hours a day, 7 days a week to screen all youth to insure that youth who are referred for status offenses are not detained in the secure facility. (At the present time, police officers may detain youth during those hours that the probation department is not open).

Two other grant applications will be submitted which are closely related to this application.

1) Juvenile Facilities Operations/1 (AC-80-D03-6479).

This grant is being sought to staff the new detention and rehabilitation center.

2) Project Intercept/4 (JA-79-C03-6024)

This program is currently in its third year of operation will occupy space in the center.

These programs, as well as others mentioned on page 2c, are operated by the Juvenile Probation Department. They are all a part of our efforts to develop a comprehensive and coordinated juvenile program for the area.

1981 PROJECT NOTIFICATION SHEET
(Page 5)

- b. If the implementing agency for this project is to receive referrals from other agencies or if the project contemplated will require the support and cooperation of other agencies in order to be effective, list the agencies involved and check the appropriate blank below. Do not complete this section unless applicable.

This is a regional project. As such, youth will be recieved from the Juvenile Courts of the following counties:

Bailey
Lamb
Hale
Floyd
Garza

Briscoe
Motley
Cochran
Hockley

Crosby
Yoakum
Terry
Lynn

Contracts from each of these counties are attached.

☒ Working agreements with all agencies listed above have previously been furnished to CJD as part of an earlier grant application and copies of such agreements are attached as an appendix hereto.

☐ Working agreements have been developed in conjunction with this application and are attached hereto.

☐ Notwithstanding any right which applicant might have to contend that this is a complete application, the approval of which would entitle applicant to funding without submission of additional information or documents, the applicant agrees that copies of such agreements will be submitted to CJD for review and approval before applicant will be entitled to any funds.

1981 PROJECT NOTIFICATION SHEET
(Page 6)

(5) Explanation of Adherence With Effectiveness Criteria:

- a. If a continuation project or a project previously funded by another funding agency, state in quantifiable terms the accomplishments of the project since the original implementation date. Do not complete this section unless applicable.

Although this is a continuation Grant Application (2nd year), the first year program has not yet begun. We are therefore unable to outline accomplishments.

- b. If previously funded by another agency, state the number of months and total amount of funding received from that agency. Do not complete this section unless applicable.

NON-APPLICABLE

PERFORMANCE INDICATORS

PROJECT START DATE: 7-1-80

Page — of —

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from 1-79 to 12-79	Source of Baseline Date		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
1) Total number of referrals to Intake Unit	1503		X	375	375	375	375
2) Total number released without detention	991		X	300	300	300	300
3) Total number of status offenders released without detention	347		X	140	140	140	140
4) Total number of status offenders detained less than 24 hours	85		X	0	0	0	0
5) Total number of status offenders detained more than 24 hours	65		X	0	0	0	0
6) Total number of status offenders detained more than 48 hours	43		X	0	0	0	0

The nature of the grantee cash contribution will be cash paid by the County (some of which will come from the 14 contracting counties) which will be paid as salaries and benefits to the four persons employed as a part of this team.

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	35,000	32,006	67,006	0	67,006
B. Professional & Contract Services	0	0	0	0	0
C. Travel	0	0	0	0	0
D. Equipment	0	0	0	0	0
E. Construction	0	0	0	0	0
F. Supplies & Direct Operating Expense	0	0	0	0	0
G. Indirect Cost	0	0	0	0	0
H. Total	35,000	32,006	67,006	0	67,006

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries

TITLE OR POSITION ¹	% OF TIME TO THIS PROJECT ²	CJD REQUEST	LOCAL CASE CONTRIBUTION	TOTAL ³
(A) Screener #1		\$ 8,750	\$ 5,512	\$14,262
(B) Screener #2		\$ 8,750	\$ 5,512	\$14,262
(C) Screener #3		\$ 8,750	\$ 5,512	\$14,262
(D) Screener #4		\$ 8,750	\$ 5,512	\$14,262
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL DIRECT SALARIES		\$35,000	\$22,048	\$57,048

2. Fringe Benefits

FICA	%	\$ 0	\$ 3,794	\$ 3,794
Retirement	%	\$ 0	\$ 3,994	\$ 3,994
Insurance	%	\$ 0	\$ 1,920	\$ 1,920
Other (Explain)	%		\$	\$
Workmans Compensation		0	250	250
TOTAL FRINGE BENEFITS	%	\$ 0	\$ 9,958	\$ 9,958
TOTAL BUDGET PERSONNEL		\$ 35,000	\$ 32,006	\$ 67,006

1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

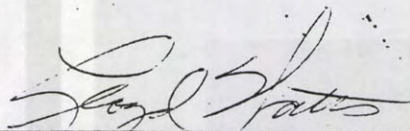
Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

JOB DESCRIPTION ATTACHED.

Applicant's Agreement

We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

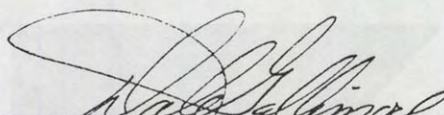
Certified By:



Signature of Proposed Project Director

Lloyd Watts

Name (Please print or type)



Signature of Financial Officer

Dale Gallimore

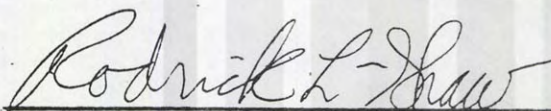
Name (Please print or type)

Administrator

Title

County Auditor

Title



Signature of Authorized Official

Rodrick L. Shaw

Name (Please print or type)

County Judge

Title



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution: (Name, address) Hale County 812 W. 8th St. Plainview, Texas 79072	2. GRANT NUMBER (CJD USE ONLY) 3. Type of Application: (check appropriate block) Original () Continuation (X) If continuation give number of last grant. <u>AC-79-DO3-5786</u>
4. Short Title of Project: (Do not exceed one typed line) <u>District Court Administrator</u>	
5. Project Director: (Name, title, address, telephone) John T. Boyd 64th Judicial District 302 W. 8th St. Plainview, Tex 806-296-5810	6. Financial Officer: (Name, title, address, telephone) Larry Peckham County Auditor 812 W. 8th St. Plainview, Texas 806-296-7822
7. Period and Amount of Request: From <u>3 / 1 / 81</u> Through <u>2 / 28 / 82</u> Amount \$ <u>3,250.00</u>	8. State Application Identifier: S.A.I. Number _____ Date Assigned ____/____/____
9. Official Authorized to Sign Application: (Name, title, address, telephone) Bill Hollars County Judge 812 W. 8th St. Plainview, Tex. 806-293-2586	10. Federal or State Support: Will other federal or state support be available for any part of this project: Yes ____ No <u>X</u> If yes, identify and explain:
11. Legislative Budget Board Review and Comment (State Agencies Only) This application was submitted to the Legislative Budget Board for review and comments on ____/____/____. The comments are/are not attached.	
12. Attachments (check if included): (a) Clearinghouse review and comment _____ Name of clearinghouse: _____ (b) Local governing body resolution _____ authorizing application _____ (c) Contracts _____ (d) Letters of endorsement _____ (e) Other (describe) _____	
13. Date: January 14, 1980	14. Total Pages in Application: 22
15. Area Served: (a) State Planning Region: South Plains Association of Govts. (b) Counties: Hale, Castro, Swisher	16. CJD USE ONLY Grant Number _____ Geographic Area: _____ Date Received: _____ Region: _____ County(s) _____ Program Area: _____ City _____

1981 PROJECT NOTIFICATION SHEET

(Page 2)

Area: CJD PROGRAM NUMBER 81- D 0 3

Problem Statement:

- (1) Brief and concise summary of the problem (be as specific as possible):

Produce better caseflow in criminal cases from time of arrest to disposition.

- (2) Data which demonstrates existence and/or scope of the problem:

217 cases pending as of September, 1979 in Hale County.
83 cases pending as of September, 1979 in Castro County.
30 cases pending as of December, 1979 in Swisher County.
222 dispositions from January 1 to September 30, 1979 in Hale County
59 dispositions from January 1 to September 30, 1979 in Castro County
44 dispositions from January 1 to September 30, 1979 in Swisher County
229 new cases added from January 1 to September 30, 1979 in Hale County
31 new cases added from January 1 to September 30, 1979 in Castro County
Information incomplete from Swisher County as to new cases added.

- (3) Source of data presented above:

- 1). Court's docket book .
- 2). Court Administrator's docket book
- 3). Official District Court monthly report

- (4) Resources and capabilities presently available to attack this problem:

- a. Present resources and capabilities of applicant agency:

1. Court Administrator
 - a. Sets up guilty pleas
 - b. Prepares criminal docket
 - c. Keeps records on status of cases
 - d. Prepares court's calendar of jury weeks
 - e. Appoints attorneys
 - f. Monitors bond forfeitures

1981 PROJECT NOTIFICATION SHEET

(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

To relieve the District Judges of some of the administrative duties so that they are allowed more time in the trying of cases.

1981 PROJECT NOTIFICATION SHEET
(Page 4)

- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

We will continue as we have in the past three years in using the District Court Administrator as an assistant to the District Judges and she will handle as much of the administrative work as she has in the past. She will set up the arraignment docket after indictment (i.e. notify attorneys and bondsmen); keep records on arraignments, guilty pleas, trials, etc.; set up criminal dockets; set up guilty pleas at time of docket call; record action taken on case in Court's docket book; appoint attorneys; notify attorneys and bondsmen of all settings; work with the District Attorneys office in the setting of cases; work with the County Attorney in the setting of juvenile cases; set up civil docket; sound the civil docket; act as a liaison between the attorneys and the judge in the civil cases.

- (3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

1981 PROJECT NOTIFICATION SHEET

(Page 9)

FOR CJD USE ONLY:

Grant No.: _____

PERFORMANCE INDICATORS

Page ____ of ____

PROJECT START DATE: March 1, 1981

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from <u>78</u> to <u>79</u>	Source of Baseline Data		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
Number of cases pending in Hale County from March 1, 1978 to February 28, 1979	average of 312 per month		X	200	200	150	150
Number of cases disposed of each month in Hale County	average of 38 per month		X				
Number of jury weeks a month in Hale County per month	average 2 a mo.		X	2	2	3	3
Total number of cases disposed of each month by							
(a) jury trials	average .7 a mo.		X	2-3	2-3	3-4	3-4
(b) guilty pleas	average 15 a mo.		X	15	15	20	20

1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	3,000.00	12,600.00			15,600.00
B. Professional & Contract Services					
C. Travel	100.00				100.00
D. Equipment					
E. Construction					
F. Supplies & Direct Operating Expense		400.00			400.00
G. Indirect Cost	150.00				150.00
H. Total	3,250.00	16,250.00			16,250.00

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

1981 PROJECT NOTIFICATION SHEET

(Page 11)

BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries

<u>TITLE OR POSITION</u> ¹	<u>% OF TIME TO THIS PROJECT</u> ²	<u>CJD REQUEST</u>	<u>LOCAL CASH CONTRIBUTION</u>	<u>TOTAL</u> ³
(A) District Court Administrator	100%	\$ 3,000	\$ 9,090	\$ 12,090.00
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
<u>TOTAL DIRECT SALARIES</u>		\$	\$	\$ 12,090.00

2. Fringe Benefits

FICA	%	\$	\$ 1,912.56	\$
Retirement	%	\$	\$ 1,092.00	\$
Insurance	%	\$	\$ 442.32	\$
Other (Explain)	%		\$	\$
Workmen's Compensation			54.60	
Unemployment Compensation			8.52	\$
<u>TOTAL FRINGE BENEFITS</u>	%	\$	\$	\$
<u>TOTAL BUDGET PERSONNEL</u>		\$	\$ 3,510.00	\$ 3,510.00

1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

1981 PROJECT NOTIFICATION SHEET
(Page 13)

SCHEDULE C

TRAVEL

Local Travel:

POSITION/TITLE	MILES TRAVELED ANNUALLY	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) District Court Administrator		\$ 100.00	\$	\$ 100.00
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL LOCAL TRAVEL		\$	\$	\$ 100.00

IN - STATE TRAVEL:
(Specify Purposes)

PURPOSE	DESTINATION			
Attend SPAG meetings	Lubbock	\$ 100.00	\$	\$ 100.00
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
IN-STATE TRAVEL TOTAL		\$	\$	\$
OUT-OF-STATE TRAVEL: (Specify Clearly)		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
OUT-OF-STATE TRAVEL TOTAL		\$	\$	\$
TOTAL TRAVEL BUDGET		\$	\$	\$ 100.00

NARRATIVE: Briefly describe the applicant's travel policy. (i.e. mileage rates and per diem rates) and specify purposes for each item of travel and break out each trip by specific costs.

NOTE: If personnel are to use personal vehicles, this budget item should be shown on Schedule C, with a description of the agency policy defining such usage. If personnel are to use agency vehicles, this budget item should be shown on Schedule F, with the basis for budgeted costs identified.

1981 PROJECT NOTIFICATION SHEET
(Page 16)

SCHEDULE F

SUPPLIES & DIRECT OPERATING EXPENSE			
	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
Directly Charged Supplies & Other Operating Costs			
(A) General office supplies	\$	\$ 400.00	\$ 400.00
(B)	\$	\$	\$
(C)	\$	\$	\$
(D)	\$	\$	\$
(E)	\$	\$	\$
(F)	\$	\$	\$
(G)	\$	\$	\$
(H)	\$	\$	\$
(I)	\$	\$	\$
(J)	\$	\$	\$
(K)	\$	\$	\$
(L)	\$	\$	\$
(M)	\$	\$	\$ 400.00
TOTAL DIRECT SUPPLIES & COSTS	\$	\$	\$ 400.00

Narrative: Describe the basis for arriving at the cost of each line item.

1981 PROJECT NOTIFICATION SHEET
(Page 17)

SCHEDULE C

INDIRECT COSTS

	CJD REQUEST
(A) Indirect Costs Per Approved Cost Allocation Plan	\$ 150.00

NOTE: Indirect costs are authorized in an amount not to exceed the computation in Appendix C (General Program Requirements), 1980 Criminal Justice Plan For Texas.

Applicant's Agreement

We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:



Signature of Proposed Project Director

John T. Boyd

Name (Please print or type)



Signature of Financial Officer

Larry Peckham

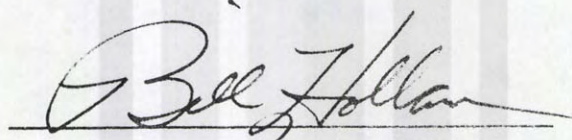
Name (Please print or type)

64th District Judge

Title

County Auditor

Title



Signature of Authorized Official

Bill Hollars

Name (Please print or type)

County Judge

Title



PROJECT NOTIFICATION SHEET

1. Applicant Agency or Institution:
(Name, address)

Lubbock County Juvenile Probation
Department
800 Broadway
Lubbock, Texas 79401

2. GRANT NUMBER (CJD USE ONLY)

3. Type of Application:

(check appropriate block)

Original ()

Continuation (X)

If continuation give number of last grant.

JA-79-C03-6024

4. Short Title of Project: (Do not exceed one typed line)

Project Intercept /5

5. Project Director:

(Name, title, address, telephone)

Lloyd Watts (806) 741-8087
800 Broadway
Lubbock, Texas 79401

6. Financial Officer:

(Name, title, address, telephone)

Dale Gallimore County Auditor
Courthouse
Lubbock, Texas 79401 741-8021

7. Period and Amount of Request:

From 8 / 1 / 81 Through 7 / 31 / 82

Amount \$20,000.00

8. State Application Identifier:

S.A.I. Number

Date Assigned

9. Official Authorized to Sign Application:

(Name, title, address, telephone)

Rodrick L. Shaw (806) 741-8008
Courthouse
Lubbock, Texas 79401

10. Federal or State Support:

Will other federal or state support be available for any
part of this project: Yes ___ No X

If yes, identify and explain:

11. Legislative Budget Board Review and Comment (State Agencies Only)

This application was submitted to the Legislative Budget Board for review and comments on ___/___/___.

The comments are/are not attached.

12. Attachments (check if included):

(a) Clearinghouse review and comment
Name of clearinghouse: _____

(c) Contracts

X

(d) Letters of endorsement

X

(b) Local governing body resolution
authorizing application

X

(e) Other (describe)

13. Date:

14. Total Pages in Application:

15. Area Served:

(a) State Planning Region: 02

S.P.A.G.

(b) Counties:

Cochran, Hockley,
Lubbock, Crosby, Yoakum, Terry, Lynn, Garza,
Bailey, Lamb, Hale, Floyd, Briscoe, Motley

16. CJD USE ONLY

Grant Number

Geographic Area:

Date Received:

Region:

County(s)

Program Area:

City

1981 PROJECT NOTIFICATION SHEET
(Page 2)

Area: CJD PROGRAM NUMBER 81- E 0 3

Problem Statement:

- (1) Brief and concise summary of the problem (be as specific as possible):

see page 2a

- (2) Data which demonstrates existence and/or scope of the problem:

see page 2b

- (3) Source of data presented above:

1979 Criminal Justice Plan for Texas -C03- pages 95-107
grant applications and progress reports (Project Intercept/1,2,3)
#76-C03-4473; 77-C03-5236, 79-C03-6024) on file at CJD

- (4) Resources and capabilities presently available to attack this problem:

a. Present resources and capabilities of applicant agency:

see page 2c

(1) This fifth year project is a joint effort of the Lubbock County Juvenile Probation Department and the Lubbock Independent School District. It is an effort to reduce the number of youth suspended or expelled from school by providing an inter-school discipline program and an alternative school. Two basic approaches are utilized.

(a) An in-house suspension program within each of the 14 secondary schools to handle minor breaches of school discipline, tardiness, minor truanancies, etc. This portion of the program is completely funded by the school district and no grant funds are involved. It was our feeling (and the district agreed) that this portion of the project should remain the school district's responsibility.

(b) An alternative school was established to offer more intensive educational help and counseling to those who were causing major class disruptions. To keep the alternative school from becoming a "dumping grounds" for all "trouble-makers" in the normal school program a screening committee was established (ARD ie Admissions, Review and Dismissal). Four teachers, with proven effectiveness were selected to work in this project.

Before this project began the Lubbock Independent School District suspended or expelled 750 youth per school year for various infractions of school rules. Many of these youth were referred to the Juvenile Probation Department for violations of law while they were suspended or expelled. Since the project began we have virtually eliminated the use of suspension and expulsion as a means of disciplining youth (only five youth were expelled during the school year 78-79, the second year the project was in operation).

(4) The Lubbock County Juvenile Probation Department is funded by the County from tax revenues. The budget allocated for 1980 is \$339,094. Of this amount \$215,152 or 63.45% is for salaries of the probation and clerical staff. The following programs are currently operated by the department in addition to the pre-court investigations and normal supervision of youth on probation.

- (1) A shelter care facility for minor offenders, status offenders contracted with Buckner Benevolences, Inc.)
- (2) Pre-trial Diversion Program for first offenders
- (3) Project Intercept, in coopreation with the Lubbock Independent School District, for school adjustment problems.
- (4) A Tutoring Program
- (5) A Foster Care Program
- (6) A Summer Camping Program

1981 PROJECT NOTIFICATION SHEET

(Page 3)

- b. Other agencies providing the same or similar services within the area to be served by this project and the capabilities of each agency. Do not complete this section unless applicable.

Description:

- (1) Objective - What is the main objective your agency hopes to accomplish by the funding of this project?

To provide an alternative school program for youth who cannot or will not make an adequate adjustment in the regular school program.

1981 PROJECT NOTIFICATION SHEET
(Page 4)

- (2) Activities - Identify tasks involved in meeting the objective of the project. How and by whom will these tasks be accomplished?

see page 4a

(3) Relationship to Similar Programs

- a. If applicant agency has (or is requesting) a grant for a related project, explain the relationship between the two projects. Do not complete this section unless applicable.

non-applicable



Step 1 - Upon the judgment by a school principal or vice principal that a youth's conduct is sufficiently disruptive to require his/her removal from the normal school program, the youth is referred to the ARD (Admissions, Review and Dismissal) Committee.

Step 2 - The ARD Committee (which is composed of Administrators for the District and Probation Department) reviews the youth's conduct and makes an assignment for his/her further education. The youth and parents are present for this review. Possible assignments are (1) return to some school, (2) transfer to another school of the normal program, (3) assignment to the alternative school (Project Intercept), (4) assignment to the adult education program for some youth.

Step 3 - The ARD Committee reviews each youth assigned to the alternative school at least quarterly to determine if reassignment to the normal school program is possible. All youth are returned to the normal school program at the end of the school year.

1981 PROJECT NOTIFICATION SHEET

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- b. If the implementing agency for this project is to receive referrals from other agencies or if the project contemplated will require the support and cooperation of other agencies in order to be effective, list the agencies involved and check the appropriate blank below. Do not complete this section unless applicable.

Lubbock Independent School District. (Attached is the contract for the 3rd year of operation of this project)

☒ Working agreements with all agencies listed above have previously been furnished to CJD as part of an earlier grant application and copies of such agreements are attached as an appendix hereto.

☐ Working agreements have been developed in conjunction with this application and are attached hereto.

☐ Notwithstanding any right which applicant might have to contend that this is a complete application, the approval of which would entitle applicant to funding without submission of additional information or documents, the applicant agrees that copies of such agreements will be submitted to CJD for review and approval before applicant will be entitled to any funds.

1981 PROJECT NOTIFICATION SHEET
(Page 5)

- b. If the implementing agency for this project is to receive referrals from other agencies or if the project contemplated will require the support and cooperation of other agencies in order to be effective, list the agencies involved and check the appropriate blank below. Do not complete this section unless applicable.

*Lubbock Independent School District.
(Attached is the Contract for the
3rd year of operation of this project)*

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1981 PROJECT NOTIFICATION SHEET
(Page 6)

(5) Explanation of Adherence With Effectiveness Criteria:

- a. If a continuation project or a project previously funded by another funding agency, state in quantifiable terms the accomplishments of the project since the original implementation date. Do not complete this section unless applicable.

This project has virtually eliminated suspensions and expulsions from the Lubbock School District.

- b. If previously funded by another agency, state the number of months and total amount of funding received from that agency. Do not complete this section unless applicable.

Non-applicable



1981 PROJECT NOTIFICATION SHEET
(Page 7)

- c. If a continuation project or a project previously funded by another funding agency, has project ever received on-site monitoring or evaluation? If so, state when and by whom this was done, and briefly summarize the monitoring or evaluation report and any modifications of project activity which may have occurred in response to the report. Do not complete this section unless applicable.

This project was monitored by the United States General Accounting Office on 10-29-79. Their report is attached. As a result of this report we are making one adjustment which will immediately enroll any youth, referred to the probation department, who is not enrolled in school.

PERFORMANCE INDICATORS

PROJECT START DATE: _____

Page ____ of ____

All Applicable Standard Indicators from the 1981 CJD Program Descriptions Must Be Used.

Indicator	Level at time of application based on 12 month period from _____ to _____	Source of Baseline Date		Anticipated Level of Progress By Quarter			
		Estimation	Records	1st Qtr.	2nd Qtr. (Cumulative)	3rd Qtr. (Cumulative)	4th Qtr. (Cumulative)
(1) No. Youth Served	128		X	20	35	40	35
(2) No. Contact Hours	9000		X	2100	2400	2400	2100
(3) No. Violated Family Code	128		X	20	35	40	35
(4) No. Referral							
Juvenile Court	40		X	7	10	15	8
Public School	128		X	20	35	40	35
(5) No. Hours Counseling	1080		X	200	340	350	190
(6) No Discharged/Misconduct	5		X	1	1	1	1
(7) No. Successfully Completed	122		X	0	20	35	60
(8) No. Committing Additional Offenses	25		X	2	5	10	5
(9) Out of School Referrals (to Probation Department)	280		X	60	60	60	60

1981 PROJECT NOTIFICATION SHEET
(Page 10)

PROJECT BUDGET

Budget Category	CJD Support Federal and State	Grantee Cash Contribution	Cash Total	In-Kind Contribution	Total Project Budget
A. Personnel	4,000	14,000	18,000	0	18,000
B. Professional & Contract Services	16,000	54,500	79,500	0	79,500
C. Travel	0	0	0	0	0
D. Equipment	0	0	0	0	0
E. Construction	0	0	0	0	0
F. Supplies & Direct Operating Expense	0	0	0	0	0
G. Indirect Cost	0	0	0	0	0
H. Total	20,000	67,500	100,500	0	100,500

Organizations applying for a grant under the Justice System Improvement Act of 1979 should detail the total project cost above. However, only the CJD support and the grantee cash contribution must be accounted for. The in-kind contribution is for information purposes only and should reflect all other sources of income budgeted as a part of this project.

For a complete explanation of the CJD continuation policy applicable to local projects, refer to Rules & Guidelines No. 001.55.

Explanation of grantee cash contribution and in-kind contribution. Describe (1) nature, (2) source, and (3) project utilization of the grantee contribution for the proposed project period as listed in the grantee contribution column. Add additional pages if necessary.

The nature of the grantee cash contribution will be cash paid by Lubbock County for the Probation Officer's salary and benefits. The Lubbock Independent School District will make a corresponding contribution for the teacher's (and aid's) salaries and will also pay for all supply costs.

1981 PROJECT NOTIFICATION SHEET

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BUDGET NARRATIVE

Begin below and add as many continuation pages following each schedule (A1, B1, etc.) as may be needed to explain each item of the project budget. Narrative should include explanation of the basis for arriving at the cost of each item including grantee contribution items.

SCHEDULE A

PERSONNEL

BUDGET

1. Direct Salaries

TITLE OR POSITION ¹	% OF TIME TO THIS PROJECT ²	CJD REQUEST	LOCAL CASE CONTRIBUTION	TOTAL ³
(A) Probation Officer		\$ 4,000	\$14,000	\$18,000
(B)		\$	\$	\$
(C)		\$	\$	\$
(D)		\$	\$	\$
(E)		\$	\$	\$
(F)		\$	\$	\$
(G)		\$	\$	\$
(H)		\$	\$	\$
(I)		\$	\$	\$
(J)		\$	\$	\$
TOTAL DIRECT SALARIES		\$ 4,000	\$14,000	\$18,000

2. Fringe Benefits

FICA	%	\$ 0	\$ 1,197	\$ 1,197
Retirement	%	\$ 0	\$ 1,260	\$ 1,260
Insurance	%	\$ 0	\$ 480	\$ 480
Other (Explain)	%		\$	\$
Workman's Compensation		0	63	63
TOTAL FRINGE BENEFITS	%	\$ 0	\$ 3,000	\$ 3,000
TOTAL BUDGET PERSONNEL		\$ 4,000	\$17,000	\$21,000

1. Include only one position per line
2. Express as a percent of total time (2080 hrs).
3. Should reflect employee's gross annual salary attributable to the project.

Narrative: BRIEFLY DESCRIBE THE DUTIES OR RESPONSIBILITIES OF EACH POSITION.

SCHEDULE B

PROFESSIONAL AND CONTRACTUAL SERVICES

	CJD REQUEST	LOCAL CASH CONTRIBUTION	TOTAL
(A) Head Teacher	\$ 8,000	\$10,000	\$18,000
(B) Teacher #1	\$ 2,000	\$10,100	\$12,100
(C) #2	\$ 2,000	\$10,100	\$12,100
(D) #3	\$ 2,000	\$10,100	\$12,100
(E) #4	\$ 2,000	\$10,100	\$12,100
(F) Teacher Aid	\$ 0	\$ 5,600	\$ 5,600
(G) School Supplies	\$ 0	\$ 7,500	\$ 7,500
(H)	\$	\$	\$
TOTAL BUDGETED PROFESSIONAL CONTRACTUAL SERVICES	\$16,000	\$54,500	\$79,500

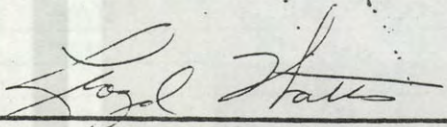
Narrative: Briefly describe any anticipated contractual arrangement and work products expected. The basis of cost must be reflected.

Attached is a copy of the contract for the third year of operation of the program. A similar contract will be prepared for this 5th year during the late spring of 1982.

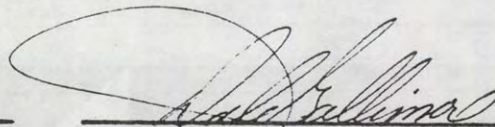
The salary schedules will be the same as is paid for all teachers (and aids) within the Lubbock School District.

We affirm that this proposed project fully conforms with the identified program description and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, and it is understood and agreed by the applicant that any grant received as a result of this application shall be subject to the standard conditions, special items, and other policies and rules issued by the Criminal Justice Division for administration of grant projects; all provisions under P.L. 90-351, as amended; and memoranda issued by CJD.

Certified By:



Signature of Proposed Project Director



Signature of Financial Officer

Lloyd Watts

Name (Please print or type)

Dale Gallimore

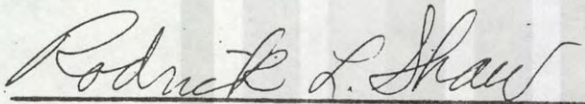
Name (Please print or type)

Administrator

Title

County Auditor

Title



Signature of Authorized Official

Rodrick L. Shaw

Name (Please print or type)

County Judge

Title

CRIMINAL JUSTICE ADVISORY COMMITTEE
SOUTH PLAINS ASSOCIATION OF GOVERNMENTS

Judge Don Joyner - Board of Directors Liaison, Lamb County Courthouse
Judge Melvin Burks - Chairman, Lynn County

Rodney Crews, Brownfield Police Department
Mr. Jack Driskill, Hale County Juvenile Probation Dept.
Sheriff Charles Tue, Hale County Sheriff
Mr. Bill Hendrix, Floyd County Juvenile Probation Dept.
Chief J.T. Alley, Lubbock Police Department
Ms. Ray Lynn Britt, District Clerk Lamb County
Judge Howard C. Davison, Ninth Admin. Judicial District Lubbock
Judge Paul Cobb, Yoakum County
Mr. Raymond Powers, Olton, Texas
Ms. Joan Murray, Spur, Texas
Rev. Malcolm Neyland, Post, Texas
Ms. Becky Mahan, Lubbock, Texas
Ms. Betty Wheeler, Lubbock, Texas
Mr. Ted Holder, 121st Judicial District, Levelland, Texas
Mr. Allen Stewart, Plainview Police Department, Plainview, Texas
Sgt. Hernandez, Lubbock City Police, Lubbock, Texas
Mr. Ysidro Felan, Adult Probation Dept.,
Mr. Tom Martin, Drug Enforcement Agency, Lubbock, Texas



SOUTH PLAINS ASSOCIATION OF GOVERNMENTS
CRIMINAL JUSTICE STAFF

JIM HART
Director of Criminal Justice Planning

NORMA TORRES
Criminal Justice Secretary



SOUTH PLAINS ASSOCIATION OF GOVERNMENTS

South Plains Association of Governments (SPAG) is the voluntary membership organization of local governments within the 15 county area of Texas State Planning Region 2. Any political subdivision of the State of Texas which is located within the planning region is eligible for membership in the Association. Created and governed by local officials of the region, SPAG is authorized by Article 1011m. V.A.C.S., enacted by the Texas Legislature.

Local governments created SPAG to assure themselves a formal and systematic arrangement to conduct regional planning, to engage in cooperative endeavors, to provide technical assistance, and to promote other types of intergovernmental cooperation. SPAG provides information, assistance, and advice and is expressly denied any authority or powers of taxation or enforcement.

Bylaws of the Association declare its primary goal to be the maintenance and improvement of the quality of life on the South Plains by promoting orderly development of its physical, social, and economic environment. During 1980 there were 70 cities, counties, and special purpose districts joined as members of the Association in pursuit of that common goal.

A General Assembly of more than 70 local elected officials, a 33 member Board of Directors, and a 9 member Executive Committee are governing bodies of South Plains Association of Governments. Over 200 private citizens of the region participate directly in SPAG as members of advisory groups. Offices of the Association, housing an interdisciplinary professional staff, are located in Lubbock, Texas.

