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High Impact Anti-Crime Program

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ABSTRACT:

This is the first revision of the original annotated bibliography dated 8 December 1972. The document contains updated material published by the Impact cities, LEAA, NILECJ/MITRE, and MITRE. It is planned to periodically update this bibliography.

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THIS INFORMAL PAPER PRESENTS TENTATIVE INFORMATION FOR LIMITED DISTRIBUTION.

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1.0 INTRODUCTION

The Law Enforcement Assistance Administration (LEAA) has initiated a High Impact Anti-Crime Program aimed at reducing stranger-to-stranger crime and burglary by 5 percent in two years and 20 percent in five years. To facilitate the attainment of this objective, certain target cities will receive LEAA grant awards for the development and implementation of crime reduction programs centering on prevention and post-adjudication; deterrence, detection and apprehension (community and police); and adjudication.

To measure the effectiveness and success of this program, the National Institute of Law Enforcement and Criminal Justice (NILECJ), within LEAA, has initiated the National Impact Program Evaluation. This evaluation, which will be performed by The MITRE Corporation and NILECJ, will draw upon a wide range of sources. The following bibliography presents the current documentation collected on this subject.

This document is the first revision of the original bibliography dated 8 December 1972. The contents of the bibliography are drawn from files developed by MITRE and are divided into four major groupings. The principal documents listed are accompanied by a brief abstract. At the end of the bibliography, all documents are recorded without abstracts.

The second section is headed City Documents and contains the plans, grant applications, reports and other documents that have been generated by the eight Impact cities. These documents are listed in chronological

order by city. The third section is headed LEAA Documents and contains abstracts of the various documents issued by LEAA pertaining to the Impact Program.

The fourth section is headed NILECJ/MITRE Documents and contains listings of the documents produced by MITRE for the National Institute of Law Enforcement and Criminal Justice. The fourth section has been divided into four divisions: (1) Evaluation Components; (2) Evaluation of Programs and Projects; (3) Evaluation Concepts and Plans; and (4) Evaluation Briefings. These documents are vital to our evaluation efforts, therefore, it became necessary they be appropriately categorized.

The fifth section is headed MITRE Documents and contains listings of the various reports produced by MITRE in connection with the Impact Program. There are five divisions. The first lists Technical Guidance Letters. The second enumerates MITRE Monthly Reports. The third division is a reference to the City Status Reports. The fourth lists Trip Reports. And the fifth division enumerates MITRE Letters and Memos that report the contacts made with various persons and agencies that are involved in the Impact Anti-Crime Program. Also listed are memos documenting contacts with outside reference sources. MITRE interoffice communications covering project technical matters are also listed.

It is planned in the future to update this bibliography on a quarterly basis. Comments and suggestions are invited. Communications may be directed to:

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2.0 CITY DOCUMENTS

2.1 Atlanta

Criminal Justice - 1973, Atlanta Regional Commission (6 July 1972, 171 pp.) - The document consists of a section on Criminal Justice Planning Methodology that includes discussions of planning issues, planning concepts and the law enforcement and criminal justice system in the region that constitutes the environment within which planning must take place. Another section deals with the 1973 action program, divided into eight program areas. Sections on 1973 priorities, related programs and a progress report conclude the document.

Plan of Operation for the Crime Analysis Team, Atlanta Impact Program (14 August 1972, 182 pp.) - The document consists of an introductory "Budget Narrative," dealing with necessary personnel, professional services, travel, equipment and supplies, followed by chapters on the analysis of the crime problem, the administration of the Impact Program, the information system to be established in support of the Program, an analysis of the Program's approach, the Impact Master Plan, project selection, grant administration, project and program evaluation, and a time schedule and budget by activity. A budget appendix is attached containing job descriptions and resumes.

Master Plan for the Atlanta Impact Program, Atlanta Regional Commission (18 October 1972, 322 pp.) - Beginning with an introduction that presents an overview of the Impact program and a general description of the planning process, and enumerates the basic assumptions used in the document, the Plan goes on to include chapters on the identification of crime specific problems, program goals and objectives, plan implementation, the police, the courts, corrections, community security and grant administration. The plan includes several graphs, maps, charts and tables as well.

Atlanta Impact Program Evaluation Plan - 1973, Atlanta Regional Commission (17 January 1973, 125 pp.) - This document provides a description of the evaluation structure and methodology of the Atlanta Impact program; delivers insights into evaluation for personnel at the individual project level and develops and justifies a budget for the fiscal support of the evaluation component of the Program. The Table of Contents contains: (1) Overview of Evaluation and the Evaluation Plan; (2) Project Evaluation; (3) Program Evaluation; (4) Management of the Evaluation; and (5) Budget Narrative. There is a Table of Figures and a Table of Exhibits.

2.1 Atlanta (cont'd)

Atlanta has also completed a LEAA Data Collection Questionnaire.

Grant applications have been filed for Impact funds to support the following projects:

- Police Overtime Patrol
- Mayor's Street Lighting Project
- Anti-Robbery/Burglary Division
- Reducing Juvenile Robbery, Burglary and Stranger-to-Stranger
- Street Crime in Atlanta
- Modified Field Report Form System

2.2 Baltimore

Baltimore Impact Planning and Evaluation, no author given, (undated, apparently Spring of 1972, 139 pp.) - Contains a description of Baltimore's method of crime-specific planning as well as preliminary indications of how the City plans to allocate Impact funds. Special emphasis is placed on specific ideas for evaluation of program efforts. Attached to this document are Appendices B, C and D, (also undated, 19 pp.). Appendix B is a letter to Baltimore City Commissioner Donald D. Pomerleau from Michael J. Kelly, Director of the Mayor's Coordinating Council on Criminal Justice, regarding additional data on Impact crimes. Appendix C contains "Blue Book" guidelines to local agencies interested in Impact funds. Appendix D consists of a listing of "Indications of Interest received for Impact funds."

A Three-Year Action Plan for the Reduction of Burglary, Robbery, Homicide and Rape in Baltimore City, Maryland, presented by Mayor William Donald Schaefer and the Baltimore City Mayor's Coordinating Council on Criminal Justice to the LEAA and the Maryland State Governor's Commission on Law Enforcement and the Administration of Justice (3 July 1972, 85 pp.) - The document begins with a chapter on "The Criminal Justice System and the Causes of Crime," followed by sections on seven different program areas, and concluding with budget data.

Program Development - High Impact - Baltimore City, no author given, (7 July 1972, 63 pp.) - The document is in several parts. Part I is titled "The LEAA Impact Program," and has sections on the background of the program, its objectives, the selection process used for Impact cities, and program design. The second part (marked "DRAFT") is titled "General Approaches to Program Development for 'Impact Baltimore City.'" The third part is called "Goals for the Mayor's Coordinating Council" and deals with overall goals and priorities for planning the Impact program in Baltimore. The fourth part is a "Summary of Available Statistics on Impact Crimes" drawn from two sources: The FBI's Uniform Crime Statistics, and the Baltimore Police Department's Statistical Data: Impact Crimes, of 3 March 1972. The fifth part is titled "Preliminary Draft for Analysis of High Impact Crimes, Baltimore, 1971, and consists of detailed profiles of the offender and of the victim. The final part deals with "Standards for Impact Programs."

2.2 Baltimore (cont'd)

Draft of the Program/Project Objectives and the Performance Measures of Six of the Seven Impact Programs for Baltimore - Mayor's Coordinating Council on Criminal Justice, (27 December 1972, 70 pp.) - A draft of performance measures developed for six Impact projects. The function of these measures are to ascertain the success or failure of each project's objective criteria.

Baltimore has also completed a LEAA Data Collection Questionnaire.

Grant applications have been filed for Impact funds to support the following projects:

- Civilian Employees for Supportive Services
- Civilian Community Relations Specialist
- 64 Foot Patrolmen
- Expansion and Optimization of Helicopter Patrol Coverage to Facilitate Conclusive Evaluation
- Community Residential Facility for Youth
- High Impact Drug Project
- Intensive Differentiated Supervision of Parolees and Probationers

2.3 Cleveland

Cleveland Master Plan for the Impact Cities Program, Cleveland Impact Cities Program (24 May 1972, 292 pp.) - The Plan begins with a Summary of its contents, and then continues through sections devoted to "Crime and Justice in Cleveland Today," "Impact Program Structure," "Analysis of Data," "Analysis of Needs," "Analysis of Activities," and "Analysis of Budgets." Three lengthy appendices are attached, dealing with the Cleveland Drug Abuse Program, the Youth Services Program and the Vocational Educational Program respectively.

Cleveland Impact Program Planning and Evaluation Manual, Office of the Mayor, Impact Cities Anti-Crime Program (no date, 162 pp.) - The document is divided into five major sections. Section I deals with the Cleveland Impact Program Structure. Section II details the Cleveland Impact Program Office. Section III discusses Cleveland Impact Program Planning. Section IV deals with the Cleveland Impact Program Evaluation. Section V discusses the Cleveland Impact Program Monitoring. A separate volume contains Appendices A-F (no date, 242 pp.), entitled "Project Activities," "Fiscal Forms and Requirements," "Collection Instruments," "Studies for External Data," "Applicant's Guideline Brochure," and "Project Performance Guidelines," respectively. A grant application (listed below) for the "Cleveland Planning and Evaluation Project" contains essentially the same material as this Manual does.

Impact Program Master Plan - 1972, Cleveland Impact Program Staff (no date, 172 pp.) - The document appears to represent a final version of the Cleveland Master Plan cited above, dated 24 May 1972. It has the same table of contents, including the same appendices, and was submitted to the Region V LEAA on 21 June 1972.

Applicants Guideline Brochure, Cleveland Impact Cities Program (July 1972, 33 pp.) - Includes an overview of the Impact Cities Program, a description of operating program objectives and programs, procedures for applying for Impact Cities funds, and guidelines for grant applications.

Procedure Manual, Cleveland Impact Cities Program (July 1972, 71 pp.) - Designed to provide a reference source for the Impact staff and others responsible for managing various Impact projects. The manual includes a description of the internal structure and procedures established, the financial guidelines to be followed, a description of the grant control and monitoring process, the grant evaluation effort, and a brief presentation of the external organizations that

2.3 Cleveland (cont'd)

will contribute input to the Impact Program.

Cleveland Activities (no date, no author) - Appears to enumerate the areas of activity in which the Cleveland Impact Program will engage. It is divided into sections on the Community and on Criminal Justice.

Management Control Through PMS Procedures for Evaluation, Final Report, Prepared by W. S. Moore, W. H. Jago and M. R. Yates, General Research Corporation (11 July 1972, 96 pp.) - Prepared for submission to the Director of the Cleveland Impact Cities Program, the report is divided into six sections plus an Appendix. The first section is a summary. The second section discusses the background of the Cleveland Impact Cities Program, particularly the critical need for a management system able to quantitatively assess the program's performance over time. The third section discusses the difference between planning information and evaluation information. The fourth section defines the operational structure of the PMS System in terms of the program's ultimate goal, subgoals and operating objectives. The fifth section discusses the technical approach for deriving the measures of efficiency and conducting the analysis of variances. The sixth section discusses guidelines for managerial decision making using the PMS system. The Appendix defines data elements to be collected for each operating program activity.

Summary on Procedures for Evaluation, General Research Corporation (11 July 1972, 34 pp.) - An executive summary of the foregoing document for the use of the evaluators and program managers who will be involved with the details of each operating program activity.

Cleveland has also completed a LEAA Data Collection Questionnaire.

Grant applications have been filed for Impact funds to support the following projects:

- Police Patrols for Concentrated Crime Prevention
- Impact Crime Investigation
- Auxiliary Police
- Summer Youth Employment
- Planning and Evaluation Project
- Ohio Department Development
- Addiction Treatment Program

2.4 Dallas

Plan of Operations, Dallas Impact Program, Dallas Area Criminal Justice Council (May 1972, 69 pp.) - Beginning with an introductory chapter on "The Program and Its Purpose," the document proceeds to include chapters on Basic Principles, Roles and Responsibilities, Proposed Planning Program, Proposed Evaluation System, Proposed Data System, Implementation Management, and Program Budget. Appendices are attached on the Dallas Impact Program, Formulating Goals and Objectives; Planning and Implementation Flowchart; and Resources.

Comprehensive Impact Plan, 1973-1977, Dallas Area Criminal Justice Council, assisted in preparation by Peat, Marwick, Mitchell & Co. (June 1972, 226 pp.) - After a brief introduction, the document devotes chapters to the existing criminal justice systems (law enforcement, adjudication and post-adjudication), problems and needs, system goals, the multi-year plan, and the annual action plan. Chapter VI is devoted to the Impact Plan, and is divided into sections on the Impact program's goals and objectives, its funding allocations, crime analysis for Impact funding, the Impact planning system, evaluation work program, and the Impact data system work program. A final chapter is devoted to the staffing of the Dallas Area Criminal Justice Council. Numerous outlines, appendices and tables are attached.

Initial Crime Analysis for Dallas Impact Program, Dallas Area Criminal Justice Council (June 1972, 40 pp.) - A preliminary analysis of Dallas crime statistics intended to support crime-specific planning for the Impact program. It is divided into sections on the background of the program, an introduction to crime analysis, crime profiles by offense, existing criminal justice system highlights, and crime analysis for Impact planning.

Impact Data System Work Program, no author given (28 June 1972, 16 pp.) - The bulk of the document consists of tables concerning crime data in Dallas City and Dallas County. Table 1 enumerates available data by data item, agency, medium and availability. Table 2 lists Impact Data System Related Projects. Table 3 lists the sources of the Quick-Fix Data used for the Initial Crime Analysis document described earlier. Table 4 is an outline of the "Quick-Fix" Crime Analysis. The remainder of the document consists of task descriptions and completion dates for the development of the Dallas Impact data system.

Evaluation Work Program, no author given (28 June 1972, 7 pp.) - Task descriptions and completion dates for the Dallas Impact Evaluation Work Program.

2.4 Dallas (cont'd)

Impact Grant Applications: Procedures and Planning Guide, Dallas Area Criminal Justice Council (August 1972, 15 pp.) - Intended to assist applicants for Impact funding in formulating and documenting the strategies of proposed projects. Sections discuss Impact program criteria, Impact goals, grant application procedure, the project planning worksheet and filling out the worksheet, while attachments are included on the Dallas Impact Program Goals and Objectives, and forms for Notification of Intent to Apply, Project Planning Worksheet, and a sample Project Planning Worksheet.

Impact Action Plan, no author given (October 1972, 67 pp.) - An initial presentation of proposed projects to be undertaken under the Impact program, subject to alterations that become necessary as the program develops. The document is organized in terms of the goals, subgoals and objectives developed for the Impact program, and the projects proposed in connection with each goal or objective. An Impact Budget Summary is included at the end.

Form Samples, Dallas Area Criminal Justice Council (1972, 125 pp.) - A sample collection of criminal justice report forms used to record information pertaining to the offender, the victim and/or the setting in which the alleged crime was perpetrated. These forms are the initial source documents where crime data is first recorded.

Dallas Impact Evaluation Workshop, Dallas Area Criminal Justice Council (27 November 1972, 50 pp.) - J. Kinzer and R. Loomis visited Dallas, Texas, November 8-14, 1972. This document explains the proceedings that occurred during the various workshop sessions. It contains useful information and documentation regarding Dallas' evaluation efforts. Included in the report is an agenda of the scheduled sessions.

Dallas Impact Plan, Dallas Area Criminal Justice Council (November 1972, 200 pp.) - This Impact Plan has been divided into seven major areas: The Dallas Impact Plan; The Planning Program; The Evaluation Program; The Data System; Problem and Needs; Program Descriptions; and Multi-Year Projection. There is a chapter explaining the Impact Budget Summary by programs.

Dallas High Impact Anti-Crime Program 1973 Evaluation Plan, Dallas Area Criminal Justice Council (15 January 1973, 36 pp.) - This document describes the evaluation efforts that will be employed to measure the success (effectiveness) of programs and projects. The overall strategy to measure this success is presented. The plan is divided into four (4) principle headings: I. Introduction; II. Evaluation System; III. Data System Plan; and IV. Implementation of Evaluation and Data Systems.

2.4 Dallas (cont'd)

Dallas has also completed a LEAA Data Collection Questionnaire.

Grant applications have been filed for Impact funds to support the following projects:

- Legal Aides for Police
- Expansion of Tactical Deployment
- Upgrade Responses of Regional Criminal Justice System
- Dallas County Juvenile Department Court Action Processing Unit

2.5 Denver

High Impact Anti-Crime Program, 1972, Crime Reduction Plan, Attachment B, Project Proposal Guidelines, Review and Approval Procedures, City and County of Denver (1972, 52 pp.) - The document described the Denver Anti-Crime Council review and approval process, including a graphic representation of the process. It then devotes a section to project application guidelines. Attachments are the Grant Application Form (DACC Form 5) and the Project Notification (A-95 clearinghouse review form), project quarterly reporting forms, and the City and County of Denver Crime Reduction Plan Program Categories and Objectives.

Observations of CAT on Murder in Denver, no author given (n.d., 9 pp.) - Brief precis of the problem of murder in Denver, followed by several tables and maps displaying crime data for the Denver area.

Summary of Comprehensive Plan for Criminal Justice for Fiscal Year 1972 and Action Grant Guide for Fiscal Year 1972, Division of Criminal Justice (n.d., 159 pp.) - Section I contains a summary of the Comprehensive Plan for Criminal Justice in Colorado for Fiscal Year 1972, including several crime index graphs and crime tables. Section II describes 1972 approved action grant programs. Section III is titled "Administrative Section and Application Process" and includes application guidelines and a sample action grant application form.

High Impact Anti-Crime Program, 1972, Crime Reduction Plan, City and County of Denver (May 1972, 108 pp.) - The document is divided into three major parts. The first is a statement of the problem. Then follows program descriptions, divided into adult and juvenile rehabilitation and control, community involvement in detection and apprehension, police detection and apprehension, the adjudication process, public education and legislation. The final section concerns evaluation and data requirements.

Special Crime Attack Team, Denver Police Department (16 August 1972, 121 pp.) - Description of a project designed to fund a special unit in the Denver Police Department to be assigned by Crime Analysis. The unit will attack burglary and robbery initially, employing three tactics: prevention, interception and investigation.

Denver High Impact Anti-Crime Program 1972 Crime Reduction Evaluation Plan, City and County of Denver Anti-Crime Council (17 October 1972, 91 pp.) - After a brief introduction, the document discusses Developmental Activities (crime displacement, victimization survey, data

2.5 Denver (cont'd)

sources and computer utilization, and evaluation methods), related performance measurements (including a schedule for coding, processing and updating historical baseline data), and program/project objectives and specific performance measurements. This third section constitutes the bulk of the document and describes in some detail each of the seventeen program/project areas to be included under the Impact Program. An appendix deals with Denver Anti-Crime Council narrative data, and Juvenile Court intake data.

Application for Grant Discretionary Funds, Revised edition (1972, 50 pp.) - This is a grant application for Impact funds. There is a detailed budget and a list of names of the members of the Denver Coordinating Council on Criminal Justice. There is a section on data needs for crime specific planning.

Denver High Impact Anti-Crime Program 1973 Crime Reduction Plan, Volumes I-III, Draft - Denver Anti-Crime Council (6 February 1973, 550 pp.) - This is a draft document of Denver's efforts as an Impact city to enhance the safety of its citizens against criminal victimization and the general improvement of criminal justice services.

Denver has also completed a LEAA Data Collection Questionnaire.

Grant Applications have been filed for Impact funds to support the following projects:

- Project Intercept
- Operation Identification
- Denver Courts Diagnostic Center
- Employ-Ex
- Special Crime Attack Team (SCAT)
- PROMIS
- Northeast Denver Youth Services Bureau
- Criminal Justice Data Exchange System
- Intensive Supervision Program of Probation and Parole Caseloads
- Community Outreach Probation Experiment
- Youth Recidivist Reduction Program
- Community Work Release Center
- Crime Analysis Section

2.6 Newark

An Application for the Planning, Administration, and Evaluation of the Newark High Impact Anti-Crime Program, Newark High Impact Anti-Crime Program (June 1972, 73 pp.) - Projected expenditures for planning, administration, evaluation and monitoring of all funds designated to the City of Newark to maximize the effectiveness of all action grants allocated under the Impact program. The document has two major parts. Part I is titled "Crime Specific Planning - Newark," and includes discussions of target crimes in Newark, data collection and analysis, Impact administration, and the Impact Advisory Board. Part II is titled "Impact Operations," and includes discussions of the development of the Newark Impact Plan, plan development for each functional area of target crime reduction, project design and evaluation, and budget projections.

Newark High Impact Evaluation Unit (CAT), Newark High Impact Anti-Crime Program (2 November 1972, 107 pp.) - The document begins with a section on the Newark CAT Performance Management System, Phase I Summary, and proceeds to discuss plan objectives, the evaluation methodology, evaluation techniques and data needs and collection. A sixth section discusses Phase II of the PMS, and the document concludes with a section on personnel. Budget information is attached.

High Impact Anti-Crime Program Action Plan, January 1973, State Law Enforcement Planning Agency, 446 pp. - A comprehensive plan of operation to focus its efforts of reducing stranger-to-stranger crime in the city of Newark. The plan is structured in six major parts: Description of Existing Resources; Data/Problem Analysis; Program Areas and Budget Section; Administration of Newark Impact; and Evaluation. In addition, an Appendix to the plan contains two parts: an Impact Target Crime Data Survey, and the Impact Applicants Guidelines and Application Forms.

Newark has also completed a LEAA Data Collection Questionnaire.

No grant applications have as yet been filed.

2.7 Portland

Portland Criminal Justice Systems and the Effective Implementation of the LEAA Impact Program, City County Office of Justice Coordination and Planning (29 April 1972, 109 pp.) - A fairly lengthy introductory section is devoted to the Impact Program's general approach in Portland. Next come brief sections on the "Nature of the Burglary and Stranger-to-Stranger Crime Problem in the Portland Metropolitan Area," and on "The Program Development and Approval Process," there is a long and detailed section on "Comprehensive Impact Programs" divided into five subsections dealing with the prevention and deterrence of crime, the apprehension and detection of offenders, the dispositions of criminal cases, the reduction of recidivism and general programs. Appendix A is a table dealing with the analysis of recidivism of Multnomah County Juvenile Court referrals for burglary or unlawful entry, robbery or injury to persons. Appendix B is a lengthy discussion of "General Facts About Portland and Crime."

Justice Planning Office Work Plan, no author given (no date, July 1972?, 47 pp.) - The document begins with a section devoted to the general planning approach to be taken and proceeds to a section on the method of program development to be used. A third section deals with the method of plan development, followed by sections discussing the planning process and personnel. Appendix A lists concept papers received, and agencies and persons contacted for each of three areas in criminal justice planning: prevention, justice administration, and corrections. Appendix B lists program reports and evaluations by governmental and private agencies awarded LEAA discretionary or block funds in areas relevant to the Impact Program during the past three years. Other useful and relevant reference works are also included.

Preliminary Draft, Portland High Impact Program Plan, no author given (10 July 1972, 109 pp.) - The document is divided into three major sections, devoted to prevention, justice administration and corrections respectively. Each section discusses the program goal and program objectives pertinent to its area of criminal justice planning. An appendix contains fairly detailed descriptions of existing resources in human services.

Burglary and Robbery, Portland, Oregon, prepared by J. Bradford Shiley and submitted to the High Impact Task Force (no date, 290 pp.) - The document is basically a statistical report on burglary and robbery in Portland, Oregon, but the author attempts to explain how

2.7 Portland (cont'd)

the numbers comprising his tables were obtained and to explain how each table ought to read. Chapter I is devoted to the Purpose and Methods of the Study. Chapter II deals with The Offense. Chapter III discusses The Defendant. The Appendix, which is actually the bulk of the document, contains Supporting Statistical Tables, divided into three chapters on General Facts About Portland, Burglary and Robbery respectively.

Portland LEAA High Impact Program, Impact Task Force - (8 December 1972, 247 pp.) - This document details the Portland High Impact Program. It relates the programs and projects selected. The Table of Contents announces three principal areas of concentration: I. Prevention; II. Justice Administration; and III. Corrections. There is a Human Services Appendix; Table of Charts, Maps and Tables. Also included is a Table of Priority Projects.

Robbery and Burglary Victimology Survey, A study prepared for the High Impact Crime Program by the Urban Studies Center, Portland State University (January 1973, 152 pp.) - This study concentrated specifically on robberies and burglaries since these crimes constitute the largest percentage of stranger-to-stranger crimes in the City of Portland. The project consisted of three distinct parts. The first part was an analysis of previous victim studies conducted nationwide as a guide to determine what information was available and what would have to be collected during the project. The second part is the analysis of existing information on the victim. The last segment was a survey of: (1) the victims of crimes that had been cleared, and (2) the victims of uncleared crimes. The project studied victims who reported crimes during 1971. The survey attempts to determine if there is a difference between the victims of cleared and the victims of uncleared crimes.

Work Plan Draft, Impact Planning Staff (12 February 1973, 40 pp.) - This draft work plan is an attempt to define the functional parameters of the planning process, the specific tasks to be accomplished and the respective roles of the Impact Planning Staff and also the staff of the Oregon Law Enforcement Council.

Portland has completed a LEAA Data Collection Questionnaire.

Grant applications have been filed for Impact funds to support the following projects:

Portland Impact Street Lighting Project
Public Schools Pilot to Reduce Burglary Related Property Losses
Crime Prevention Bureau

2.8 St. Louis

Field Audit Procedures, Missouri Law Enforcement Assistance Council - Region V (January 1972, 17 pp., mimeograph) - The document sets forth procedures to assist subgrantees, project directors and MLEAC-Region V staff in accomplishing field audits. (An MLEAC-Region V field audit is defined as that process by which MLEAC-Region V staff examine the fiscal and operational status of a subgrantee's project.) There is a section devoted to Operating Procedures, after which a number of attachments are appended: a Field Audit Flow Sheet, Pertinent Definitions, a Grant Administration Check List, and a Field Audit Review Guide.

Law Enforcement Agency Survey 1972, Missouri Law Enforcement Assistance Council, Region 5 (no date, 18 pp.) - A questionnaire to be filled out by various law enforcement agencies and returned to MLEAC-Region V. Section A is a fairly detailed general survey of the agency's functions and resources. Section B deals with crime reporting. Section C deals with radio communications. Section D is concerned with the agency's information system. Section E deals with the agency's involvement, if any, with juveniles.

St. Louis High Impact Anti-Crime Program Plan, prepared for the Mayor of the City of Saint Louis, Alfonso J. Cervantes, by the Saint Louis Commission on Crime and Law Enforcement, with technical assistance from Missouri Law Enforcement Assistance Council Region 5 (April 1972, 66 pp. plus 10 fold-out maps) - Chapter 1 contains a description of the planning process and the basic assumptions used. Thereafter, there are chapters on the Identification of Crime Specific Problems, the Definition of Objectives, the Identification of Community Resources, Plan Implementation and Program Evaluation. The Appendix contains Impact Guidelines while the ten fold-out maps at the end display various aspects of the St. Louis crime picture, economy and population.

Applicant and Subgrantee Handbook for the Planning and Implementation of Justice System Projects, Missouri Law Enforcement Assistance Council, Department of Community Affairs (September 1971, 89 pp.) - The publication is designed to help inform more Missourians about the Missouri Law Enforcement Assistance Council (MLEAC) and to help in streamlining routine administrative procedures while maintaining responsible fiscal policies and procedures. Section I provides a description of the plans, programs and organizational and operational features of the MLEAC program. Section II contains a supply of grant application forms and associated instructions. Section III contains

2.8 St. Louis (cont'd)

information and a variety of instruments relating to the fiscal administration of all approved and funded MLEAC grants. The Appendix gives a list of names and addresses of individuals who can give more information concerning the MLEAC program.

An Action Program to Prevent Crime, 1970-1971 Fiscal Annual Report, St. Louis Metropolitan Police Department (October 1971, 20 pp.) - The text of the report is intended to illustrate the conviction of the Board of Police Commissioners that it requires officers on the street to prevent crime. The last seven pages of the report contain tables of statistics on index crimes, clearance rates, age and sex of offenders, and other aspects of the law enforcement picture in St. Louis for the calendar year 1970.

The Use of Simulation in Planning Expansion of the St. Louis Police Real-Time Motor Vehicle Inquiry System, by Dr. Nelson Heller and Richard Kolde (Paper presented at the 38th National Meeting of the Operations Research Society of America, Detroit, Michigan, October 28-30, 1970, 36 pp.) - The abstract at the beginning of the paper states that "A computer program, coded in GPSS, has been written to simulate the operation of the St. Louis Metropolitan Police Department's real-time motor vehicle inquiry system. Four types of inquiries are handled: vehicle (or license) checks, and additions, deletions, and modifications to stored information. Communications channels, four computers, and eleven terminals are explicitly represented in the simulator; other system equipment and types of inquiries are implicitly represented. Four experiments with the simulator are reported. These involve changes in terminal equipment, the message assembly procedure, the priority system, and system loading."

Computer Design and Evaluation of Police Patrol Beats, by Dr. Nelson B. Heller, Bryan Phegley, John Rother and Keith Schmidt (Paper presented at the 38th National Meeting of the Operations Research Society of America, Detroit, Michigan, October 28-30, 1970, 38 pp.) - The abstract states that "crime statistics and forecasts of called-for-service workload are suggested as input to a computer program which, using political districting techniques, partitions a police district's reporting areas into a specified number of beats. The design criteria include balanced workload and crimeload, compactness, and contiguity. A computer simulator, using actual time series data on the arrival and servicing of calls, is used to evaluate how well a given beat plan would have held up during the periods from which the data were collected. Output from the simulator includes the

2.8 St. Louis (cont'd)

fraction of their total service time cars work in their own beats, overall readiness, and response delay. Design and evaluation are illustrated for a police district in St. Louis."

The Use of An Incident Seriousness Index In the Deployment of Police Patrol Manpower, St. Louis, Missouri, Vols. I and II - (1972, 329 pp.) - Volume I summarized the efforts employed to evaluate the use of crime seriousness information in the deployment of police resources. The study was conducted by a unit of the St. Louis Metropolitan Police Department during the period from May to November, 1971. Volume II presents an evaluation of the above project which was funded by the National Institute Grant NO71-036G and implemented under the auspices of the St. Louis Metropolitan Police Department. There is an appendix which is divided into three main divisions: A. Evaluation of Project by Governmental Research Institute; B. Incident Seriousness Coding Guide; C. Programs User's Manual and D. Crime Seriousness Profiles.

St. Louis Forms, Metropolitan Police Department, City of St. Louis - (1972, 8 pp.) - A sample of police report forms used to record information pertaining to alleged crimes.

St. Louis High Impact Project Proposals, by William Culver, Missouri Law Enforcement Assistance Council - (8 December 1972) - A document in the form of a memorandum from William Culver, Executive Director to all state council members. The subject surrounds the St. Louis Impact Programs/Projects for state council action at the 8 December 1972 meeting. There is a summary of the status of the St. Louis Impact Program. The details are given of the projects to be funded and the status of the evaluation program developed to date.

St. Louis High Impact Anti-Crime Project - Evaluation Unit Technical Research Abstract, Heller, Nelson (14 December 1972, 8 pp.) - A step by step analysis of a research report generated by Yong Hyo Cho entitled "A Multiple Regression Model for the Measurement of the Public Policy Impact on Big City Crime." Submitted at the University of Akron, ORSA Meeting, April 1972.

State of Missouri - City of St. Louis, Revised Impact Planning Budget, March 1, 1972 through February 28, 1973 (November 29, 1972, 10 pp.) - This report details a revised budget plan that covers the time period March 1, 1972 through February 28, 1973. It contains a table of contents which includes the following topics: A. Total Impact Planning Budget (all agencies); B. MLEAC State Planning Agency Total Budget; C. SPA Budget Detail; D. MLEAC Region V (St. Louis Metro) Total Budget; E. MLEAC Region V Budget Detail; F. St.

2.8 St. Louis (cont'd)

Louis Crime Commission Total Budget and G. St. Louis Crime Commission Budget Detail.

St. Louis has also completed a LEAA Data Collection Questionnaire.

Grant applications have been filed for Impact funds to support the following projects:

- Operation IDENT
- Foot Patrol
- Expand Burglary Prevention Unit
- Corrections Information System
- Home Detention Program
- Expand Evidence Technician Unit
- Aftercare Program at Missouri Hills
- Security Uplift
- Vocational Training - Automotive Mechanics
- Target Hardening
- Multi-Media Crime Prevention
- Special Supervision Unit
- Improvement of Court Automation Project
- Law Clerk for Circuit Court
- Lock It and Pocket the Key
- Research Department
- Project "FASTER"
- Project to Reduce Truancy
- Student Work Assistance Program
- Providence Educational Center
- Probation and Parole Service Project
- Coordinator of Probation and Parole Efforts (COPE)
- Citizens' Reserve Project
- Court Transcription Backlog Project
- Deputy Juvenile Officer Aide
- Expand Mounted Patrol
- Circuit Attorney's Criminal Investigation Unit
- Expand Police Youth Corps
- St. Louis Court Improvement Project
- Residential Crisis Unit
- Circuit Court Diagnostic Treatment Center
- Diagnostic Evaluation Unit
- Team Counseling of Hard Core Delinquents
- Circuit Court Improvement Project

2.8 St. Louis (cont'd)

Evaluation Components have been developed for the following St. Louis projects:

- Operation IDENT
- Home Detention Program
- Foot Patrol
- Expansion of Burglary Prevention Unit
- Missouri Hills Aftercare Program
- St. Louis Housing Security Uplift
- Multi-Media Crime Prevention
- Student Work Assistance Program
- Project to Reduce Truancy
- Providence Educational Center

3.0 LEAA DOCUMENTS (cont'd)

- Briefing by John N. Mitchell, Attorney General of the United States, to the Mayors and Governors involved in the High Impact Anti-Crime Program (13 January 1972, 7 pp.) - The official announcement of the Impact programs' inauguration, with a general description of its background and scope.
- 28 January 1972, "Administration of the Impact Program Planning and Evaluation," by Martin Danziger, Acting Assistant Administrator, INST. 1 pg. plus enclosures - Notice of redelegation of authority and responsibility for administering all Institute funds. Attached is an updated memo by Jerry Leonard on "Planning and Evaluation of Impact Program," and a sample letter of notification to the State Planning Agency.
- 14 February 1972, "Cleveland Impact Program - Agreement on Administration for Program Start-Up," by James Bain, Jr., Regional Impact Program Coordinator, 3 pp. - The memo's purpose is to obtain agreement among the city, state, and federal governments on administration for start-up of the Cleveland Impact Program. It deals with program administration and grant administration.
- National Impact Program Evaluation Plan, no author given (March 1972, 8 pp.) - An Introduction discussing the importance of evaluation in the National Impact Program, followed by sections on the Role of the Institute and City Teams, Tasks and Implementation.
- Data Needs for Crime Specific Planning, National Institute (17 March 1972, 33 pp.) - A brief outline of the kinds of data the cities' analysis team ought to be developing and using. Incident Data and Arrest Data are discussed, after which there are sections on the Use of Existing Information, Processing Data and Quality Control. Attachment 1 deals with model data elements and examples of data tables. Attachment 2 deals with Quality Control of Crime Reporting. An Appendix supplies a table of Random Numbers for use in certain aspects of the data collection process.
- 17 May 1972, "Impact Plan," by Dr. Richard Barnes, 19 pp. - The memo is intended to assist Regional Administrators and Regional Impact Coordinators in the analysis of the CAT efforts in collecting and analyzing data, setting priorities and designing programs. The memo discusses the Framework for Program Development, the Project Selection Process, the Analysis of Crime Data, Data and Analysis Relating Target Crimes to Program Area, Data and Analysis to Support Problem Identification, Candidate Project Development/Evaluation Design. Appendix A lists a group of references, while Appendix B gives examples to illustrate data collection and analysis.

3.0 LEAA DOCUMENTS (cont'd)

- 30 May 1972, "Methodology for Implementing Contractor Support for Impact Evaluation Program," by Dr. R. T. Barnes, 5 pp. - Intended to be the initial planning document for the Impact Cities Evaluation Program, the memo outlines a four-step methodology for implementing the program. A page of references is appended.
- 1 June 1972, "Preliminary Statement of Planned Initial Activities with Respect to New Orleans Consultation, Impact Evaluation, and Pilot Cities Evaluation," by Sidney Epstein, Research Operations Division, INST. 6 pp. - The memo describes planned activities with respect to the New Orleans grant, on which the author is to act as planning advisor, the Impact Cities Evaluation Program for which Dr. Barnes' memo of 30 May will serve as the initial planning document, and the Pilot Cities Evaluation.
- No date (June 1972?), "Regional Office (Region VIII) Review of the Denver Impact Program and Application for 3.75 Million Dollars in FY '72 Funds," by Edwin R. Lapedus, Regional Administrator, Denver RO, 8 pp. - A lengthy discussion of the background of the Program and fund application, followed by an evaluation of the Denver Crime Reduction Plan, 1972, and a discussion of the interim staff effort to correct deficiencies in the crime-related data base. The memo closes with a recommendation that the application be granted.
- 24 August 1972, "National Institute Information Needs and Impact Funds," INST/ROD, 5 pp. - The memo addresses two issues with regard to the original \$5 million transferred to the Regional Offices to be used to provide the cities with Crime Analysis Teams and the approximately \$4 million additional available for continued support of the CATS. These issues are: National Institute information needs regarding the utilization of the original \$5 million, and a discussion of the use of the additional Institute Impact funds. An appendix displays the present status of National Institute Impact funds.
- 14 September 1972, "Portland Impact Program," by Michael J. Dalich, Portland Impact Coordinator, Seattle Regional Office, 3 pp. plus attachments. Organizational structure and personnel allocation for the Portland Impact Program, activity responsibility, estimated milestones, budget information, and the extent that the CAT is devoted entirely to Impact. Attachments detail the Portland Impact Program Budget for FY 1973.
- 15 September 1972, "Atlanta Impact Program - State/City Controversy," by Carol A. Blair, Special Assistant for Program Development and Evaluation, Region IV, 1 pg. plus attachments. - Remarks in the controversy pertaining to the proposed Atlanta Street Lighting Project.

3.0 LEAA DOCUMENTS (cont'd)

- 21 September 1972, "Atlanta Impact Program - State/City Controversy," by Joseph L. Mulvey, National Impact Coordinator, OCJA/NIC. 2 pp. - Remarks upon the proposed Atlanta Street Lighting Project.
- 22 September 1972, "Review of Proposal for Atlanta's Street Lighting Pilot Project," by Dr. Richard T. Barnes, Research Operations Division, INST/ROD, 3 pp. - The memo concludes that the analysis of available data does not support the selection of this project for Impact funding.
- 27 September 1972, "Status of FY 1972 High Impact Action Funds," by Joseph L. Mulvey, National Impact Coordinator, OCJA/NIC, 1 pg. - Summary of total FY 1972 Action funds available for Impact, of funds transferred to Regional Offices to date, and of FY 1972 Action funds remaining.

A Proposal to the National Science Foundation to Establish the Law Enforcement Science Advisor Program by The National Institute of Law Enforcement Assistance Administration, Department of Justice (October 1972, 20 pp.) - Reports the needs and development factors of the LESA Program. LESA will have three principal functions: (1) to complement existing planning and research functions of the SPA and local justice agencies; (2) to collect or facilitate the collection of data for analysis and evaluation of the technology transfer process; and (3) to screen on-going criminal justice projects within the state for consideration as "exemplary projects" suitable for study and replicated by communities facing similar problems.

- 2 October 1972, "Impact Program Report," by Dr. Richard T. Barnes, Research Operations Division, 2 pp. - A number of items of information pertaining to the National Level Evaluation, support to the Impact cities, city evaluation activity and dissemination of MITRE evaluation components.
- 12 October 1972, "Impact Action Funds Status Report," by Joseph L. Mulvey, National Impact Program Coordinator, OCJA/NIC, 1 pg. - Update of the author's memo of 27 September 1972 to take into account transfers to the Denver and Kansas City Regional Offices.
- 13 October 1972, "Brief Status Report on High Impact Anti-Crime Program," by Joseph L. Mulvey, National Impact Program Coordinator, OCJA/NIC, 2 pp. - Summary of funding, Impact plans, related Impact activities, and a note concerning the Impact meeting of 30 November-1 December 1972 in Dallas.

3.0 LEAA DOCUMENTS (cont'd)

The LEAA Victimization Studies, by Fred Heinzelman, Research Operations Division, National Institute of Law Enforcement and Criminal Justice (November 1972, 7 pp.) - A summary report reviewing the history of LEAA's efforts in connection with victimization studies, including a discussion of relevant methodological research. The document also describes the nature and purpose of the National Crime Panel and includes a review of several reports dealing with LEAA pilot studies on victimization.

The San Jose Methods Test of Known Crime Victims, Statistics Division Technical Series - Report No. 1, prepared by Anthony G. Turner, LEAA Statistics Division (7 December 1972, 39 pp.) this is a victimization survey of known crime victims in Santa Clara County, California, by the U. S. Bureau of Census, under LEAA sponsorship and design specifications. The survey states the objectives of the study, the study design used, results of reverse record check, makes recommendations for future tests and reports conclusions and summary of the survey.

Program Plan for Fiscal Year 1973, National Institute of Law Enforcement and Criminal Justice, U. S. Department of Justice (20 December 1972, 169 pp.) - This document relates the overall program planning for Fiscal Year 1973. It carries the background story of the purpose and structure of LEAA and the National Institute of Law Enforcement and Criminal Justice -- purpose and structure. There is discussion of the Institute's long-range plan; support activities and the Institute's role. The last section is concerned with the technology to control the narcotics supply. The last entry is an Appendix, which relates the Institute's accomplishments.

A Plan for Evaluating the LEAA Pilot Cities Program, National Institute of Law Enforcement and Criminal Justice Law Enforcement Assistance Administration (January 1973, 65 pp.) - This plan for evaluating the Pilot Cities Criminal Justice Program has been developed by the National Institute at the request of the Office of Inspection and Review. The national evaluation effort should assist ROs by making available comprehensive reports on the program as it operates in other Regions. The basic elements of evaluation are the "measurement of program effects" and "understanding of change" objectives. The former tells us whether the program has achieved the designed goals; and the latter explains how and why the program achieved the effects or changes it brought about. This document also discusses the following major topics: (1) Outline of Proposed Evaluation Work Program; (2) An Overview of the Evaluation Design; (3) Output Variables: Pilot City Effects; (4) Correlates of Team Success; (5) Implementing the Pilot Cities Evaluation. They are appendices A - I.

3.0 LEAA DOCUMENTS (cont'd)

11 January 1973, Position Paper: "Application of the Census Use Study to the LEAA High Impact Program," Hunter H. Durning, INST/ROD, 16 pp. - This paper presents the judgment of H. Durning concerning the Census Use Study.

1 February 1973, "Impact Evaluation Status Report," by Dr. Richard T. Barnes, Research Operations, 3 pp. - The report details a number of specific steps being taken to implement the National Level Evaluation Plan.

23 February 1973, "City Level Evaluation Responsibilities in the Impact Program," Dr. Richard T. Barnes, Research Division, 7 pp. - Discusses project level evaluation and the need for adequate components.

Presentation by M. Danziger to the National Academy of Public Administration, M. Danziger, National Institute (28 February 1973, 46 pp.) - Mr. Danziger's speech addresses the mission, goals and objectives of the Law Enforcement Assistance Administration. Also discussed were some of the things already accomplished by LEAA. The threefold purpose of LEAA are: (1) to strengthen and improve law enforcement; (2) to authorize and channel federal assistance to the states; and (3) to foster research and development of new methods for the prevention and reduction of crime and the detection and apprehension of criminals.

4.0 NILECJ/MITRE DOCUMENTS

4.1 Evaluation Components

The MITRE Corporation has prepared eight documents for NILECJ to illustrate the manner in which evaluation components for grant applications for Impact funds might be written. Each of these documents contains a brief description of the hypothetical project or program in question and then proceeds to design measures of the project or program's success, enumerate the data elements necessary to support these measures, indicate the manner in which those data would be collected and describe the manner in which the data would be manipulated in order to yield the measurements of success. These documents are listed below. There are two program components and six project components.

*An Example Evaluation Component: A Community Based Rehabilitation Project, by Ellen Albright (M72-161, September 1972).

*An Example Evaluation Component: A Crisis Intervention Center Project, Rev. 1, by Philip A. Sinsky (M72-176, Rev. 2, September 1972).

*An Example Evaluation Component: A Job Development Project for Youthful Offenders, Rev. 1, by Brenda Forman (M72-176, Rev. 2, September 1972).

An Example Evaluation Component: A Methadone Maintenance Project, by Sol Gems and Ruth Katz (M72-158, September 1972).

An Example Evaluation Component: A Model Third Party Custody Project, Rev. 1, by Frank D. Jordan, Jr. (M72-174, Rev. 2, September 1972).

An Example Evaluation Component: An Automated Court Calendaring System Project, by Ellen Albright (M72-160, September 1972).

An Example Evaluation Component: A Police Command and Control Program, by David Jaffe (M72-159, Rev. 1, September 1972).

An Example Evaluation Component: A Youth Services Program, by Ruth Katz and Sol Gems (M72-182, Rev. 1, November 1972).

4.2 Evaluation of Programs and Projects

The MITRE Corporation has also prepared documents designed to provide guidance and assistance to Impact personnel responsible for the evaluation of the Impact projects and programs. These are:

*City Project/Program Evaluation Guide for LEAA National Impact Program Managers, Rev. 1, by Martin A. Baum (MTR-6247 September 1972).

*Evaluator's Manual for Anti-Crime Impact Projects, by Ellen Albright (MTR-6262 September 1972).

*Documents are in draft form.

4.2 Evaluation of Programs and Projects (cont'd)

City Project/Program Evaluation Guide for LEAA National Impact Program Managers, Rev. 2, by Martin A. Baum (January 1973).
Evaluator's Manual for Anti-Crime Impact Projects, Rev. 1, by Ellen Albright (January 1973).

4.3 Evaluation Concepts and Plans

The MITRE Corporation has prepared a National Level Evaluation Concept paper that describes a concept for evaluating various groupings of Impact programs across several cities and individual programs within a city. There are presently two versions of this document, listed below. The first is the preliminary version. The second is considerably shorter in length and concentrates on the objectives and subobjectives of the National Level Evaluation Program. These two documents are:

National Level Evaluation Concept, by M. Baum, B. Forman, S. Gems, D. Jaffe, F. Jordan, J. Kinzer, and R. Loomis (MITRE WP-10095, dated 13 October 1972, 103 pp.)

National Level Evaluation Concept, by S. Gems (8 December 1972, 14 pp.)

There are two National Level Evaluation Plan documents generated by The MITRE Corporation. The first is the initial document. The second is a more concentrated plan. Two supporting documents are also cited. The documents are listed below:

National Level Evaluation Plan, by the Impact Program Staff (WP-10167, 12 January 1973, 63 pp.)

National Level Evaluation Plan, Rev. 1, by the Impact Program Staff (WP-10167, Rev. 1, 23 January 1973, 163 pp.)

High Impact Program: National Level Evaluation Information Requirements, prepared by National Institute/MITRE (24 January 1973, 18 pp.)

National Level Evaluation Milestones and Manpower, Draft, National Institute/MITRE (12 January 1973, 9 pp.)

4.4 Evaluation Briefings

The MITRE Corporation has prepared three briefings for use in connection with the National Impact Program Evaluation:

4.4 Evaluation Briefings (cont'd)

The High Impact Anti-Crime Program, An Orientation Briefing, (M72-167, Rev. 1, November 1972, 33 pp.) - Charts and descriptive matter of an orientation briefing prepared by MITRE personnel for the NILECJ. The briefing describes the roles and responsibilities of the organizations directly involved in the National High Impact Anti-Crime Program, with the emphasis placed on evaluation.

City Level Evaluation Briefing for LEAA National Impact Program Managers (M72-183, 3 November 1972, 34 pp.) - A briefing designed to present to the managers of the Impact program useful program management information for project and program evaluation. Topics covered are: how evaluation can be used by Impact Program management; description of the levels of evaluation for the Impact Program; assumptions made prior to evaluation planning; description of evaluation planning; factors to be considered for implementing the evaluation plan; and concluding remarks as to the National Institute/MITRE assistance to the cities for evaluation.

Crime Oriented Planning and Evaluation Briefing, by J. Kinzer (MITRE M73-22, dated February, 1973, 36 pp.) - This report documents a briefing presented by The MITRE Corporation on "Crime Oriented Planning and Evaluation" at a conference sponsored by the Texas Criminal Justice Council, the Lyndon B. Johnson School of Public Affairs, and the University of Texas at Austin. Those attending included representatives from various metropolitan, regional and state planning agencies. The three day conference concentrated its efforts on improving crime specific planning in the state of Texas.

5.0 MITRE DOCUMENTS

5.1 Technical Guidance Letters

From time to time, The MITRE Corporation has prepared Technical Guidance Letters for LEAA in connection with various aspects of the National Impact Program Evaluation. These are listed below:

<u>Number</u>	<u>Date</u>	<u>Subject</u>	<u>Pages</u>
D36-216	6 October 1972	Crisis Intervention Center Example Evaluation Component	1
D36-217	6 October 1972	Grant Applications	2
D36-237	12 October 1972	City Plans	1
D36-238	13 October 1972	Review of Denver's High Impact Program Plans	8
D36-240	16 October 1972	Grant Applications from Denver	3
D36-243	16 October 1972	Preliminary Design for Information Circular	3
D36-246	20 October 1972	Baltimore Impact Planning Review	15
D36-271	2 November 1972	The Denver High Impact Anti-Crime Program: 1972 Crime Reduction Evaluation Plan	7
D36-276	3 November 1972	Street Lighting Project Grant Application from Portland	2
D36-279	3 November 1972	Selection of Projects and Programs	2
D36-285	10 November 1972	St. Louis High Impact City Planning Review	30
D36-308	21 November 1972	Grant Application - Create Two Temporary District Courts for Dallas County, dated 9/14/72	2

5.1 Technical Guidance Letters (cont'd)

<u>Number</u>	<u>Date</u>	<u>Subject</u>	<u>Pages</u>
D36-351	11 December 1972	Concept Paper--Dallas Impact Planning Review; L. Holmes to Dr. R. Barnes	12
D36-356	11 December 1972	Review of Grant Application: Reducing Juvenile Robbery, Burglary and Stranger-to-Stranger Street Crimes in Atlanta; L. Holmes to Dr. R. Barnes	3
D36-357	11 December 1972	Review of Atlanta Grant Application: Anti-Robbery/Burglary Division; L. Holmes to Dr. R. Barnes	1
D36-373	21 December 1972	Newark High Impact Evaluation Unit, dated 11/2/72; L. Holmes to Dr. R. Barnes	12
D36-376	4 January 1973	Atlanta High Impact City Planning Review; L. Holmes to Dr. R. Barnes	2
D36-406	29 January 1973	Cleveland Evaluation Plan Review; L. Holmes to Dr. R. Barnes	30
D36-436	23 February 1973	Review of Dallas Evaluation Plan; L. Holmes to Dr. R. Barnes	3

6.3 NILECJ/MITRE Documents (cont'd)

City Project/Program Evaluation Guide for LEAA Impact Program Managers, Rev. 2, by M. Baum (MTR-6247, January 1973).

Evaluator's Manual for Anti-Crime Impact Projects, Rev. 1, by E. Albright (MTR-6262, January 1973).

National Level Evaluation Plan, by the Impact Program Staff (January 1973, 63 pp.).

National Level Evaluation Plan, Rev. 1, by the Impact Program Staff (January 1973, 163 pp.).

High Impact Program: National Level Evaluation Information Requirements, by National Institute/MITRE (January 1973, 18 pp.).

National Level Evaluation Milestone and Manpower, draft, Impact Program Staff (January 1973, 9 pp.).

Crime Oriented Planning and Evaluation Briefing, M73-22, (February 1973, 36 pp.).

5.2 Monthly Reports

Each month, The MITRE Corporation has presented LEAA with a monthly status report of the National Impact Program Evaluation. These reports are listed below:

Letter D36-107 to Dr. Sidney Epstein, dated 10 July 1972.

WP-10006 - "National Impact Program Evaluation Monthly Report, July 1972," dated 10 August 1972.

WP-10033 - "National Impact Program Evaluation Monthly Report, August 1972," dated 10 September 1972.

WP-10093 - "National Impact Program Evaluation Monthly Report - September 1972," dated 10 October 1972.

WP-10111 - "National Impact Program Evaluation, Monthly Report, October 1972," dated 10 November 1972.

Letter D36-385 - "MITRE Monthly Activities Report - December, 1972," dated 10 January 1973.

Letter D36-423 - "MITRE Monthly Activities Report, January 1973," dated 12 February 1973.

Letter D36-457 - "MITRE Monthly Activities Report - February, 1973," dated 7 March 1973.

5.3 City Status Reports

MITRE personnel have telephoned the Impact cities in order to determine the latest developments. These contacts have been written up in the form of city status reports. These are listed below by city along with the name of the City Officer.

Atlanta (P. Sinsky)

- 22 August 1972 - "Atlanta Status, 8/17/72," Memo No. D36-M-861, 1 pg.
- 31 August 1972 - "Atlanta Status Report," Memo No. D36-M-895, 2 pp.
- 11 September 1972 - "Atlanta Status Report," Memo No. D36-M-926, 2 pp.
- 10 October 1972 - "Atlanta Status Report," Memo No. D36-M-1006, 2 pp.
- 18 October 1972 - "Atlanta Status Report," Memo No. D36-M-1016, 1 pg.
- 6 November 1972 - "Atlanta Status as of Danziger Briefing," Memo No. D36-M-1084, 1 pg.
- 7 November 1972 - "Atlanta Status Report," Memo No. D36-M-1085, 1 pg.
- 22 November 1972 - "Atlanta Status Report," Memo No. D36-M-1135, 2 pp.
- 11 December 1972 - "Atlanta Project Status," Memo No. D36-M-1206, 2 pp.
- 4 January 1973 - "Atlanta Status Report," Memo No. D36-M-1261, 2 pp.
- 22 January 1973 - "Atlanta Status Report," Memo No. D36-M-1308, 3 pp.
- 21 February 1973 - "Atlanta Status Report," Memo No. D36-M-1435, 3 pp.
- 23 February 1973 - "Atlanta Status Report," Memo No. D36-M-1445, 3 pp.

Baltimore (B. Forman)

- 16 August 1972 - "Status of Dallas and Baltimore Plans," Contact Report, 1 pg.
- 2 October 1972 - "Baltimore Status Report," Memo No. D36-M-980, 1 pg.
- 17 November 1972 - "Baltimore Status Report" (No number), 1 pg.
- 12 December 1972 - "Baltimore Status," Memo No. D36-M-1212, 1 pg.

5.3 City Status Reports (cont'd)

Cleveland (R. Loomis, Acting City Officer)

- 16 August 1972 - "Cleveland Impact Program Status," Memo No. D36-M-858, 1 pg.
- 20 September 1972 - "Cleveland Status," Memo No. D36-M-951, 2 pp.
- 29 September 1972 - "Cleveland Status," Memo No. D36-M-983, 1 pg.
- 17 November 1972 - "Cleveland Status," (no number), 2 pp.
- 12 December 1972 - "Cleveland Status Report," Memo No. D36-M-1214, 1 pg.

Dallas (J. Kinzer)

- 16 August 1972 - "Status of Dallas and Baltimore Plans," Contact Report, 1 pg.
- 14 September 1972 - "Conversation with Dallas CAT," Memo No. D36-M-933, 2 pp.
- 10 October 1972 - "Status of Dallas Anti-Crime Program," Memo No. D36-M-966, 2 pp.
- 16 November 1972 - Untitled, unnumbered memo, 1 pg.

Denver (E. Albright)

- 15 August 1972 - "Status Report," Contact Report, 1 pg.
- 28 September 1972 - "Phone Conversation with Bill Hafstrom, Denver CAT, on September 27, 1972," Memo No. D36-M-972, 1 pg.
- 29 September 1972 - "September 27, 1972, Phone Conversation with Bill Hafstrom, Denver CAT," 1 pg.
- 21 November 1972 - "Project Status in Denver," Memo No. D36-M-1132, 2 pp.
- 12 December 1972 - "Denver Status Report," Memo No. D36-M-1213, 1 pg.
- 26 December 1972 - "Denver Status Report," Memo No. D36-M-1244, 1 pg.
- 5 January 1973 - "Denver Status Report," Memo No. D36-M-1266, 1 pg.

5.3 City Status Reports (cont'd)

Newark (D. Jaffe)

- 30 June 1972 - "Phone Call from Dr. Barnes, 'Call Paul Sylvestre, Statistics Division, NILE & CJ, re: Demographic Data for Newark,'" Memo No. D36-M-728, 1 pg.
- 28 July 1972 - "Evaluation of Newark Impact Programs," Memo No. D36-M-799, 1 pg.
- 16 August 1972 - "Status of Newark Plan," Memo No. D36-M-859, 1 pg.
- 30 August 1972 - "Newark Status Report," Memo No. D36-M-892, 1 pg.
- 27 September 1972 - "Contacts with Earl Phillips," Memo No. D36-M-965, 2 pp.
- 29 September 1972 - "Newark Status," Memo No. D36-M-987, 1 pg.
- 10 October 1972 - "Call to Earl Phillips," Memo No. D36-M-998, 1 pg.
- 24 October 1972 - "Newark Status," Memo No. D36-M-1032, 2 pp.
- 25 October 1972 - "Call from Newark CAT," Memo No. D36-M-1038, 1 pg.
- 25 October 1972 - "Newark Status," Memo No. D36-M-1039, 1 pg.
- 1 November 1972 - "Newark Status," Memo No. D36-M-1072, 1 pg.
- 8 November 1972 - "Newark Status," Memo No. D36-M-1093, 1 pg.
- 7 December 1972 - "Newark Status," Memo No. D36-M-1193, 1 pg.
- 18 December 1972 - "Newark Status Report," Memo No. D36-M-1238, 1 pg.
- 28 December 1972 - "Newark Status Report," Memo No. D36-M-1249, 1 pg.
- 28 December 1972 - "Newark Status Report," Memo No. D36-M-1250, 1 pg.
- 15 January 1973 - "Newark Status Report," Memo No. D36-M-1283, 1 pg.
- 26 January 1973 - "Newark Status Report," Memo No. D36-M-1325, 1 pg.
- 5 February 1973 - "Newark Status Report," Memo No. D36-M-1372, 1 pg.

5.3 City Status Reports (cont'd)

Portland (R. Katz)

- 16 August 1972 - "Portland Plan and Project Status," Memo No. D36-M-860, 1 pg.
- 6 September 1972 - "Portland Status, August 31, 1972," Memo No. D36-M-914, 2 pp.
- 6 September 1972 - "Additional Status Input to Memo D36-M-914," Memo No. D36-M-915, 1 pg.
- 8 September 1972 - "Portland Status, September 7, 1972," Memo No. D36-M-924, 1 pg.
- 27 September 1972 - "Portland Status, September 21, 1972," Memo No. D36-M-966, 2 pp.
- 2 October 1972 - "Portland Status, October 2, 1972," Memo No. D36-M-997, 1 pg.
- 17 October 1972 - "Portland Status, October 17, 1972," Memo No. D36-M-1026, 2 pp.
- 5 December 1972 - "Portland Status, December 4, 1972," Memo No. D36-M-1186, 2 pp.
- 4 January 1973 - "Portland Status Report," Memo No. D36-M-1262, 1 pg.
- 17 January 1973 - "Portland Status Report," Memo No. D36-M-1294, 1 pg.
- 29 January 1973 - "Portland Status Report," Memo No. D36-M-1328, 1 pg.
- 7 February 1973 - "Portland Status Report," Memo No. D36-M-1383, 1 pg.

St. Louis (F. Jordan)

- 16 August 1972 - "Status Report," Contact Report, 1 pg.
- 31 August 1972 - "Status Contact: St. Louis," Memo No. D35-M-922, 2 pp.
- 8 September 1972 - "Status Report - St. Louis High Impact Program," Memo No. D36-M-923, 1 pg.
- 10 October 1972 - "St. Louis City Contact," Memo No. D36-M-1001, 1 pg.
- 10 October 1972 - "Telephone Contact: St. Louis," Memo No. D36-M-1003, 1 pg.

5.3 City Status Reports (cont'd)

St. Louis - cont'd.

17 November 1972 - "St. Louis City Status Report," (no number),
3 pp.

30 November 1972 - "St. Louis City Contact," Memo No. D36-M-1164,
2 pp.

5.4 Trip Reports

6 July 1972 - "Trip Report to Dallas on High Impact Anti-Crime Program,
28 June 1972," by R. T. Loomis and L. L. Holmes, Memo No. D36-M-739,
7 pp. - General observations, status of Dallas program, additional
comments, and action items.

6 July 1972 - "Trip Report to Denver on High Impact Anti-Crime Program,
26-27 June 1972," by R. T. Loomis and L. L. Holmes, Memo No. D36-M-738,
6 pp. plus enclosures - General observations, status of the Denver
program, and action items. Enclosures list Data Relationships and
Data Elements.

20 July 1972 - "Trip Report to St. Louis, Missouri, on 10 July 1972
Regarding High Impact Anti-Crime Program," by L. L. Holmes and R. T.
Loomis. Memo No. D36-M-758, 4 pp. - Organization and staffing, project
selection process, ongoing projects, evaluation planning, seriousness
of crime, documents and action to be taken.

21 July 1972 - "Trip Report - Portland, Oregon," by L. L. Holmes and
S. I. Solomon, Memo No. D36-M-768, 5 pp., plus attachments - Report
of visit of 17-18 July 1972, pertaining to state of evaluation planning
in Portland, and the organization for planning and conducting local
evaluation.

21 July 1972 - "Trip Report - Cleveland, Ohio," by L. L. Holmes and
S. I. Solomon, Memo No. D36-M-769, 3 pp. - Account of discussions
with the LEAA Regional Office Impact Program Coordinator for Chicago,
the CAT Director, and consultants from GRC and Westinghouse relevant
to evaluation of the Cleveland Impact Program.

2 August 1972 - "Report for Denver Trip of 7/20/72," by E. Albright,
M. Baum, and R. T. Loomis, Memo No. D36-M-824, 9 pp., plus attachment -
Account of meeting with Denver CAT to introduce the concept of the
evaluation component for the High Impact Program, both for individual
projects and for program areas. Topics discussed are the status of
the Denver program, the crime situation in Denver, implementation
planning, documents from Denver, the Victimization Survey, the Denver
review cycle, and action items.

3 August 1972 - "Trip Report - Baltimore, Maryland," by L. L. Holmes
and R. T. Loomis, Memo No. D36-M-826, 3 pp. - Account of meeting on
26 July 1972 with representatives of Baltimore CAT, Maryland SPA, the
Philadelphia Regional Office and the National Institute.

3 August 1972 - "Trip Report to Cleveland," by S. I. Solomon and S. J.
Gems, Memo No D36-M-825, 4 pp. - Account of visit on 24-25 July 1972
for the purpose of discussing the General Research Corporation evalua-
tion procedures. A two-page critique of the GRC evaluation scheme is
attached.

5.4 Trip Reports (cont'd)

3 August 1972 - "St. Louis Trip Report - 19 July 1972," by M. Baum, D. Jaffe, and R. T. Loomis, Memo No. D36-M-827, 4 pp. - Meeting to present the MITRE evaluation briefing and to discuss the problems of evaluation, project data collection, and of St. Louis progress to date.

10 October 1972 - "Baltimore CAT Meeting 10/6/72," by M. A. Baum. Memo No. D36-M-1002, 2 pp. - Account of a meeting with the Baltimore CAT for the purpose of discussing the preparation of an evaluation plan requested by LEAA.

10 October 1972 - "Baltimore CAT Meeting 10/6/72," by M. A. Baum. Memo No. D36-M-1002, Description of meeting called to discuss the preparation of an evaluation plan for Baltimore as requested by LEAA.

13 November 1972 - "Visit to Denver and Other Thoughts on the High Impact Program," by R. T. Loomis. Memo No. D36-M-1105, 5 pp. plus attachments - Remarks on Denver's evaluation strategy, the role of the Denver CAT, data collection in Denver, implications for the National Evaluation Data Base, technology transfer, project selection for the national evaluation, and crime displacement studies.

27 November 1972 - "Problem Areas Identified on Our Trip to Portland, Oregon - 11/8/72 to 11/10/72," by R. Katz and S. I. Solomon. Memo No. D36-M-1131, 4 pp. - Description of problem areas connected with evaluation of the Portland Impact Program. Planning, analysis, lengthy review cycle, and the future role of the planning staff are discussed.

27 November 1972 - "Trip Report to Newark and New York City, 11/15,16, 17/72," by D. Jaffe, Memo No. D36-M-1142, 4 pp., plus attachments - Account of visit to Newark to attend a conference on "The Delivery of Justice in Newark," and to the LEAA Regional Office in New York City to report on the conference to Ernie Milner.

5 December 1972 - "Trip Report on Visit to Dallas CAT, November 8-14, 1972," by J. Kinzer and R. T. Loomis, Memo No. D36-M-1166, 6 pp., plus five attachments - Summary of visit whose purposes were to participate in an evaluation workshop sponsored by the Dallas Crime Analysis Team and to gather information and documentation useful to the National Institute/MITRE evaluation efforts. Attachment I is the agenda of the Evaluation Workshop. Attachment II is a brief (2 pages) summary of the Workshop from the Dallas Area Criminal Justice Council. Attachment III contains discussion notes from the Workshop. Attachment IV is titled, "Example of Crime Specific Analysis/Problem Identification Project: Tactical Deployment of Police." Attachment V is an Evaluation Component for a Crime Investigation Experiment.

5.4 Trip Reports (cont'd)

30 January 1973 - "Baltimore Trip Report," Memo No. D36-M-1333, M. Baum to R. Loomis - 19 January 1973. This visit was made by M. Baum to discuss MITRE's comments on the Baltimore project/program selection and the selection of performance measures.

31 January 1973 - "Baltimore Trip Report," Memo No. D36-M-1345, B. Forman to R. Loomis. M. Baum and B. Forman met with Samuel Chilk of the Baltimore CAT and John O'Donnell of the SPA. The purpose of this meeting was to discuss the necessity of hiring an evaluator for Baltimore's Impact Program as soon as possible.

6 February 1973 - "Austin, Texas Trip Report," Memo No. D36-M-1380, J. Kinzer to L. Holmes. At the request of the RO and SPA Impact Coordinators, MITRE presented a talk, "Crime Oriented Planning and Evaluation" at a three day conference sponsored by the Texas Criminal Justice Council, the Lyndon B. Johnson School of Public Affairs and the University of Texas at Austin.

9 February 1973 - "Portland Trip Report," Memo No. D36-M-1399, R. Katz to L. Holmes. Conference with Ed Cooper and Clint Goff. A Task Force meeting was held in Portland. Meetings were conducted with the various host agencies to discuss their evaluation components.

21 February 1973 - "Visit with Dallas CAT," Memo No. D36-M-1436, D. Gantzer and S. Solomon to L. Holmes, February 6-9, 1973. MITRE met with the CAT to discuss data requirements for national level evaluation.

5.5 Letters and Memos

The letters and memos cited represent contact made with the Impact cities, as well as outside reference sources. Those attending meetings, conferences and symposiums have reported their observations. Also included are inter-office communications.

1 November 1972 - D36-264, S. Solomon to William Abrams, "Copy of Evaluator's Manual and Manager's Guide."

1 November 1972 - D36-265, S. Solomon to Al. Bowman, "Copy of D-36 Evaluation Components."

2 November 1972 - D36-271, L. Holmes to Dr. R. Barnes, "The Denver High Impact Anti-Crime Program: 1972 Crime Reduction Evaluation Plan."

2 November 1972 - D36-273, S. Gems to Mr. McLellan, "Two Sets of Evaluation Components."

2 November 1972 - D36-275, S. Gems to Dr. L. Chatham, "Review of the Evaluation Components."

3 November 1972 - D36-277, L. Holmes to Dr. R. Barnes, "Transmittal of LEAA Documents."

3 November 1972 - D36-278, S. Gems to Ray Milkman, "Updated Version of Examples of an Evaluation Component."

3 November 1972 - D36-279, L. Holmes to Dr. R. Barnes, "Selection of Projects and Programs."

3 November 1972 - D36-280, L. Holmes to Dr. R. Barnes, "Transmittal of Documents."

6 November 1972 - D36-281, L. Holmes to Dr. R. Barnes, "Weekly Reports."

10 November 1972 - D36-285, D. Jaffe to Dr. R. Barnes, "St. Louis High Impact City Planning Review."

10 November 1972 - D36-289, L. Holmes to Dr. R. Barnes, "Monthly Accounting Report National Impact Evaluation."

20 November 1972 - D36-308, L. Holmes to Dr. R. Barnes, "Temporary District Court Project and Grant Application from Dallas."

21 November 1972 - D36-309, L. Holmes to Dr. R. Barnes, "Impact Report."

5.5 Letters and Memos (cont'd)

21 November 1972 - D36-310, L. Holmes to Dr. R. Barnes, "Trip Report - Portland."

24 November 1972 - D36-318, L. Holmes to Dr. R. Barnes, "Denver Trip Report, 10 November 1972."

24 November 1972 - D36-319, L. Holmes to Joe Mulvey, "Copies of Technical Guidance Letters."

28 November 1972 - D36-326, M. Baum to Michael Maltz, "Program Manager's Guide."

28 November 1972 - D36-327, M. Baum to Robert Cushman, "Program Manager's Guide."

28 November 1972 - D36-328, M. Baum to Edward Unger, "Program Manager's Guide."

5 December 1972 - D36-336, L. Holmes to Dr. R. Barnes, "National Level Evaluation Concept."

6 December 1972 - D36-337, P. Sinsky to Sam Serino, "Enclosure of Evaluation Component: A Crisis Intervention Center Project."

6 December 1972 - D36-338, P. Sinsky to Judge Ted Rubin, "Enclosure of Evaluation Component: A Crisis Intervention Center Project."

6 December 1972 - D36-339, P. Sinsky to Arthur Johnson, "Enclosure of Evaluation Component: A Crisis Intervention Center Project."

6 December 1972 - D36-340, P. Sinsky to William Loftquist, "Enclosure of Evaluation Component: A Crisis Intervention Center Project."

7 December 1972 - D36-344, L. Holmes to Dr. R. Barnes, "Dallas Evaluation Workshop."

8 December 1972 - D36-350, L. Holmes to Dr. R. Barnes, "National Level Evaluation."

11 December 1972 - D36-352, L. Holmes to Dr. R. Barnes, "Monthly Accounting Report, National Impact Program Evaluation."

5.5 Letters and Memos (cont'd)

11 December 1972 - D36-356, L. Holmes to Dr. R. Barnes, Review of Grant Application: Reducing Juvenile Robbery, Burglary, Stranger-to-Stranger Street Crime in Atlanta."

11 December 1972 - D36-357, L. Holmes to Dr. R. Barnes, "Review of Atlanta Grant Application Anti-Robbery/Burglary Division."

12 December 1972 - D36-358, L. Holmes to Dr. R. Barnes, "Program Status Book."

13 December 1972 - D36-360, P. Sinsky to Dr. Sherwood Norman, "Enclosure of Evaluation Component: A Crisis Intervention Center Project."

13 December 1972 - D36-361, P. Sinsky to Mrs. Elizabeth Clark, "Enclosure of Evaluation Component: A Crisis Intervention Center Project."

14 December 1972 - D36-362, D. Jaffe to Dr. Lee McPheters, "Re: The Dr.'s Paper: Testing for Seasonality in Reported Crime Data."

15 December 1972 - D36-364, L. Holmes to Dr. R. Barnes, "Annotated Bibliography."

19 December 1972 - D36-369, L. Holmes to Dr. R. Barnes, "List of Reviewers."

21 December 1972 - D36-372, L. Holmes to Dr. R. Barnes, "Portland City Visits."

21 December 1972 - D36-373, L. Holmes to Dr. R. Barnes, "High Impact Evaluation Unit, dated November 2, 1972."

4 January 1973 - D36-376, L. Holmes to Dr. R. Barnes, "Review of Newark's Revised Evaluation Plan."

4 January 1973 - D36-377, L. Holmes to Dr. R. Barnes, "Transmittal of M72-183."

10 January 1973 - D36-384, L. Holmes to Dr. R. Barnes, "Monthly Accounting Report, National Impact Program Evaluation."

10 January 1973 - D36-385, L. Holmes to Dr. R. Barnes, "MITRE Monthly Activities."

11 January 1973 - D36-388, L. Holmes to Dr. R. Barnes, "Program Status Book Update."

5.5 Letters and Memos (cont'd)

11 January 1973 - D36-389, L. Holmes to Dr. R. Barnes, "National Level Evaluation Plan."

15 January 1973 - D36-392, D. Jaffe to Arnold Reiter, "Transmittal of Newark Evaluation Plan."

16 January 1973 - D36-394, D. Jaffe to D. Del Guidios, "Transmittal of Newark Evaluation Plan."

26 January 1973 - D36-404, L. Holmes to Dr. R. Barnes, "Atlanta City Planning Review."

26 January 1973 - D36-405, L. Holmes to Dr. R. Barnes, "National Level Evaluation Plan."

26 January 1973 - D36-406, L. Holmes to Dr. R. Barnes, "Cleveland Evaluation Plan Review."

5 February 1973 - D36-415, J. Kinzer to Don Cleveland, "Dallas Impact Program."

5 February 1973 - D36-417, S. Gems to Sarah Smith, "High Impact Talk."

8 February 1973 - D36-418, L. Holmes to Dr. R. Barnes, "Evaluator's Manual for Anti-Crime Impact Projects, MTR-6262, Rev. 1."

8 February 1973 - D36-419, L. Holmes to Dr. R. Barnes, "MTR-6247, Rev. 2."

8 February 1973 - D36-420, L. Holmes to Dr. R. Barnes, "Monthly Accounting Report, National Impact Program Evaluation."

12 February 1973 - D36-421, L. Holmes to Dr. R. Barnes, "Trip Request - Denver."

12 February 1973 - D36-423, L. Holmes to Dr. R. Barnes, "MITRE Monthly Activities Report, January, 1973."

12 February 1973 - D36-424, L. Holmes to Dr. R. Barnes, "Program Status Book Update."

21 February 1973 - D36-435, L. Holmes to Dr. R. Barnes, "Hypotheses Testing."

5.5 Letters and Memos (cont'd)

23 February 1973 - D36-438, J. Kinzer to Ray Ryan, "Dallas Review Blumstein Model CJS."

26 February 1973 - D36-440, L. Holmes to Dr. R. Barnes, "Dallas Visit Report."

26 February 1973 - D36-441, J. Kinzer to Ray Ryan, "Evaluation Components for Grant Applications."

28 February 1973 - D36-444, R. Katz to Earl Harrington, "Transmittal List of CAT Directors."

13 November 1972, Memo No. D36-M-1101, E. Chelimsky to L. Holmes, "Hypotheses Testing As an Objective of the National Level Evaluation."

13 November 1972, Memo No. D36-M-1105, R. Loomis to L. Holmes, "Visit to Denver and Other Thoughts on the High Impact Program."

14 November 1972, Memo No. D36-M-1107, E. Albright to D-36 Personnel, "San Jose Victimization Survey Presentation at the National Institute."

14 November 1972, Memo No. D36-M-1110, S. Gems to L. Holmes, "Redirection of Concept Paper."

14 November 1972, Memo No. D36-M-1111, R. Loomis to D. Jaffe and F. Jordan, "Project Selection Task."

14 November 1972, Memo No. D36-M-1112, R. Loomis to S. Solomon, "Data Base Development."

15 November 1972, Memo No. D36-M-1116, D. Gantzer to S. Solomon, "Data Base Requirements."

17 November 1972, Memo No. D36-M-1120, E. Albright to L. Holmes, "Jurist: Justices on Line Retrieval and Inquiry System."

20 November 1972, Memo No. D36-M-1125, R. Loomis and S. Solomon to City Impact Coordinators, "Inputs to Impact Status Book."

21 November 1972, Memo No. D36-M-1129, R. Loomis to File, "Disbursement of Impact Funds: Further Conversation with Joe Mulvey."

5.5 Letters and Memos (cont'd)

21 November 1972, Memo No. D36-M-1132, E. Albright to R. Loomis, "Project Status in Denver."

22 November 1972, Memo No. D36-M-1136, P. Sinsky to S. Solomon, "Atlanta's Comments to MITRE's Evaluation Components."

27 November 1972, Memo No. D36-M-1147, R. Loomis to Impact Staff, "Automated Criminal Justice Information Systems in Impact Cities."

27 November 1972, Memo No. D36-M-1150, M. Baum to R. Loomis, "ORSA Conference Trip Report."

28 November 1972, Memo No. D36-M-1151, M. Baum to R. Loomis, "Manager's Guide."

29 November 1972, Memo No. D36-M-1160, E. Chelimsky to City Project Officers, "High Impact Program Status Book."

29 November 1972, Memo No. D36-M-1162, D. Gantzer to S. Solomon, "Meeting with Mr. Sylvestre, LEAA Statistics Division."

29 November 1972, Memo No. D36-M-1163, S. Solomon to L. Holmes, "National Impact Program Vugraphs."

1 December 1972, Memo No. D36-M-1173, R. Loomis to L. Holmes, "Impact Bibliography - Dallas."

5 December 1972, Memo No. D36-M-1183, R. Katz to S. Solomon, "Review of Youth Services Program Evaluation Component."

6 December 1972, Memo No. D36-M-1191, P. Sinsky to L. Holmes, "Review of Reducing Crime in Atlanta."

7 December 1972, Memo No. D36-M-1193, D. Jaffe to S. Solomon, "References for Target Hardening."

7 December 1972, Memo No. D36-M-1195, S. Solomon, L. Holmes, "Semi-Annual Report."

12 December 1972, Memo No. D36-M-1215, B. Forman to S. Solomon, "Responses to MITRE Documents."

13 December 1972, Memo No. D36-M-1220, L. Holmes to File, "Project 8150 Monthly Report."

5.5 Letters and Memos (cont'd)

13 December 1972, Memo No. D36-M-1221, E. Chelimsky to L. Holmes, "Impact Program Status Book."

18 December 1972, Memo No. D36-M-1239, D. Gantzer to Impact Staff, "Data Base Documents."

22 December 1972, Memo No. D36-M-1241, S. Solomon to File, "Vugraphs Impact Cities."

26 December 1972, Memo No. D36-M-1245, S. Gems to File, "Phone Conversation 12/26/72 with Hunter Durning Re. Evaluation Plan."

28 December 1972, Memo No. D36-M-1248, S. Solomon to L. Holmes, "Semi-Annual Report."

5 January 1973, Memo No. D36-M-1265, L. Holmes to Impact Staff, "Bibliography."

9 January 1973, Memo No. D36-M-1271, M. Baum to L. Holmes, "Baltimore Project/Program Objectives and Performance Measures."

19 January 1973, Memo No. D36-M-1303, D. Jaffe to S. Solomon, "Police Patrol Meeting."

22 January 1973, Memo No. D36-M-1307, M. Baum to R. Loomis, "Manager's Guide Review."

24 January 1973, Memo No. D36-M-1318, D. Jaffe to S. Solomon, "Census Bureau Briefing."

26 January 1973, Memo No. D36-M-1322, L. Holmes to File, "Austin, Texas Trip."

29 January 1973, Memo No. D36-M-1329, B. Forman to L. Holmes, "Meeting with NILECJ - Week of 22 January 1973."

30 January 1973, Memo No. D36-M-1334, D. Jaffe to S. Solomon, "Attendance to the Association for Public Program Analysis Symposium."

30 January 1973, Memo No. D36-M-1336, E. Albright to R. Loomis, "National Conference on Criminal Justice."

5.5 Letters and Memos (cont'd)

31 January 1973, Memo No. D36-M-1345, B. Forman to R. Loomis, "Baltimore Trip Report, 1/30/73."

31 January 1973, Memo No. D36-M-1346, L. Holmes to File, "Baltimore Trip, 1/30/73."

1 February 1973, Memo No. D36-M-1351, R. Loomis to City Project Officers, "Inputs to Impact Program Status Book."

5 February 1973, Memo No. D36-M-1360, B. Forman to L. Holmes, "Final Meeting with NILECJ, 2/1/73."

5 February 1973, Memo No. D36-M-1361, D. Jaffe to B. Hamilton, "Preventive Detention in the District of Columbia"

5 February 1973, Memo No. D36-M-1362, K. Tucker to R. Loomis, "Suggestions for the Reorganization of the Annotated Bibliography."

7 February 1973, Memo No. D36-M-1384, R. Katz to L. Holmes, "Youth Services Bureau."

8 February 1973, Memo No. D36-M-1389, E. Albright to R. Loomis, "Homicide in Denver."

8 February 1973, Memo No. D36-M-1390, E. Albright to R. Loomis, "Victimization Survey and CAT Meeting."

9 February 1973, Memo No. D36-M-1400, B. Forman to L. Holmes, "Overlap Between Impact Programs NILECJ Research Interest."

12 February 1973, Memo No. D36-M-1405, L. Holmes to Impact Staff, "National Criminal Justice Reference Service Briefing."

12 February 1973, Memo No. D36-M-1406, L. Holmes to Impact Staff, "Distribution of Impact Documents."

14 February 1973, Memo No. D36-M-1416, D. Jaffe to Distribution, "PROMIS (Prosecutors Management Information System)."

20 February 1973, Memo No. D36-M-1432, R. Loomis to Impact Staff, "Review of National Level Evaluation Plan."

5.5 Letters and Memos (cont'd)

20 February 1973, Memo No. D36-M-1433, L. Holmes to File, "Meeting With Dr. R. Barnes, 2/17/73."

22 February 1973, Memo No. D36-M-1440, S. Gems to L. Holmes, "Crime Displacement Studies."

26 February 1973, Memo No. D36-M-1447, J. Kinzer to L. Holmes, "OEO Critique of the National Level Evaluation Plan."

26 February 1973, Memo No. D36-M-1448, B. Forman to L. Holmes, "Prioritizing Hypotheses in Memo No. D36-M-1400."

28 February 1973, Memo No. D36-M-1455, R. Loomis to L. Holmes, "Review Program History Function."

28 February 1973, Memo No. D36-M-1457, R. Loomis to City Project Officers, "Inputs to Impact Program Status Book."

6.0 LIST OF DOCUMENTS CITED

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A. Atlanta

Criminal Justice - 1973, Atlanta Regional Commission (6 July 1972, 171 pp.).

Plan of Operation for the Crime Analysis Team, Atlanta Impact Program (14 August 1972, 182 pp.).

Master Plan for the Atlanta Impact Program, Atlanta Regional Commission (18 October 1972, 322 pp.).

Atlanta Impact Program Evaluation Plan - 1973, Atlanta Regional Commission, (17 January 1973, 125 pp.).

LEAA Data Collection Questionnaire

Grant Applications:

Police Overtime Patrol
Mayor's Street Lighting Project
Anti-Robbery/Burglary Division
Reducing Juvenile Robbery, Burglary and Stranger-to-Stranger
Street Crimes in Atlanta
Modified Field Report Form System

6.1 City Documents (cont'd)

B. Baltimore

Baltimore Impact Planning and Evaluation, no author given (undated, apparently spring of 1972, 139 pp.).

Appendices B, C, and D to Baltimore Impact Planning and Evaluation, (undated, 19 pp.).

A Three-Year Action Plan for the Reduction of Burglary, Robbery, Homicide and Rape in Baltimore City, Maryland, presented by Mayor William Donald Schaefer and the Baltimore City Mayor's Coordinating Council on Criminal Justice to the LEAA and the Maryland State Governor's Commission on Law Enforcement and the Administration of Justice (3 July 1972, 85 pp.).

Program Development - High Impact - Baltimore City, no author given (7 July 1972, 63 pp.).

Draft of the Program/Project Objectives and the Performance Measures of Six of the Seven Impact Programs for Baltimore, Mayor's Coordinating Council on Criminal Justice (27 December 1972, 70 pp.).

LEAA Data Collection Questionnaire

Grant Applications:

Civilian Employees for Supportive Services
Civilian Community Relations Specialist
64 Foot Patrolmen
Expansion and Optimization of Helicopter Patrol Coverage to Facilitate Conclusive Evaluation
Community Residential Facility for Youth
High Impact Drug Project
Intensive Differentiated Supervision of Parolees and Probationers

6.1 City Documents (cont'd)

C. Cleveland

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Cleveland Impact Program Planning and Evaluation Manual, Office of the Mayor, Impact Cities Anti-Crime Program (no date, 162 pp.).

Appendices A-F to the Cleveland Impact Program Planning and Evaluation Manual, Office of the Mayor, Impact Cities Anti-Crime Program (no date, 172 pp.).

Impact Program Master Plan - 1972, Cleveland Impact Program Staff (no date, 172 pp.).

Applicants Guideline Brochure, Cleveland Impact Cities Program (July 1972, 33 pp.).

Cleveland Activities, no author given (no date).

Management Control Through PMS Procedures for Evaluation, Final Report, prepared by W. S. Moore, W. H. Jago and M. R. Yates, General Research Corp. (11 July 1972, 96 pp.).

Summary on Procedures for Evaluation, General Research Corp. (11 July 1972, 34 pp.).

LEAA Data Collection Questionnaire

Grant Applications:

Police Patrols for Concentrated Crime Prevention
Impact Crime Investigation
Auxiliary Police
Summer Youth Employment
Planning and Evaluation Project
Ohio Department Development
Addiction Treatment Program

6.1 City Documents (cont'd)

D. Dallas

Plan of Operations, Dallas Impact Program, Dallas Area Criminal Justice Council (May 1972, 69 pp.).

Comprehensive Impact Plan, 1973-1977, Dallas Area Criminal Justice Council, assisted in preparation by Peat, Marwick, Mitchell & Co. (June 1972, 226 pp.).

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Impact Data System Work Program, no author given (28 June 1972, 16 pp.).

Evaluation Work Program, no author given (28 June 1972, 7 pp.).

Impact Grant Applications: Procedures and Planning Guide, Dallas Area Criminal Justice Council (August 1972, 15 pp.).

Impact Action Plan, no author given (October 1972, 67 pp.).

LEAA Data Collection Questionnaire

Form Samples, Dallas Area Criminal Justice Council, (1972, 125 pp.).

Dallas Impact Evaluation Workshop, Dallas Area Criminal Justice Council (27 November 1972, 50 pp.).

Dallas Impact Plan, Dallas Area Criminal Justice Council, (November 1972, 200 pp.).

Dallas High Impact Anti-Crime Program 1973 Evaluation Plan, Dallas Area Criminal Justice Council (15 January 1973, 36 pp.).

Grant Applications:

Legal Aides for Police
Expansion of Tactical Deployment
Upgrade Responses of Regional Criminal Justice System
Dallas County Juvenile Department Court Action Processing Unit

6.1 City Documents (cont'd)

E. Denver

High Impact Anti-Crime Program, 1972, Crime Reduction Plan, Attachment B, Project Proposal Guidelines, Review and Approval Procedures, City and County of Denver (1972, 52 pp.)

Observations of CAT on Murder in Denver, no author given (no date, 9 pp.)

Summary of Comprehensive Plan for Criminal Justice for Fiscal Year 1972 and Action Grant Guide for Fiscal Year 1972, Division of Criminal Justice (no date, 159 pp.)

High Impact Anti-Crime Program, 1972, Crime Reduction Plan, City and County of Denver (May 1972, 108 pp.)

Special Crime Attack Team, Denver Police Department (16 August 1972, 121 pp.)

Denver High Impact Anti-Crime Program 1972 Crime Reduction Evaluation Plan, City and County of Denver Anti-Crime Council (17 October 1972, 91 pp.)

Application for Grant Discretionary Funds, Rev. 1 (1972, 50 pp.).

LEAA Data Collection Questionnaire

Grant Applications:

Project Intercept
Operation Identification
Denver Courts Diagnostic Center
Employ-Ex.
Special Crime Attack Team (SCAT)
PROMIS
Northeast Denver Youth Services Bureau
Criminal Justice Data Exchange System
Intensive Supervision Program of Probation and Parole Caseloads
Community Outreach Probation Experiment
Youth Recidivist Reduction Program
Community Work Release Center
Crime Analysis Section

6.1 City Documents (cont'd)

F. Newark

An Application for the Planning, Administration, and Evaluation of the Newark High Impact Anti-Crime Program, Newark High Impact Anti-Crime Program (June 1972, 73 pp.)

Newark High Impact Evaluation Unit (C.A.T.), Newark High Impact Anti-Crime Program (2 November 1972, 107 pp.)

LEAA Data Collection Questionnaire

High Impact Anti-Crime Program Action Plan, State Law Enforcement Planning Agency (January 1973, 446 pp.).

6.1 City Documents (cont'd)

G. Portland

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Justice Planning Office Work Plan, no author given (no date, apparently July 1972, 47 pp.)

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LEAA Data Collection Questionnaire

Portland LEAA High Impact Program, Impact Task Force, (8 December 1972, 247 pp.)

Robbery and Burglary Victimology Survey, Urban Studies Center, Portland State University (January 1973, 152 pp.).

Work Plan Draft, Impact Planning Staff (12 February 1973, 40 pp.).

Grant Applications:

Portland Impact Street Lighting Program
Public Schools Pilot to Reduce Burglary
Related Property Losses
Crime Prevention Bureau

6.1 City Documents (cont'd)

H. St. Louis

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St. Louis High Impact Anti-Crime Program Plan, prepared for the Mayor of the City of Saint Louis, Alfonso J. Cervantes, by the Saint Louis Commission on Crime and Law Enforcement, with technical assistance from Missouri Law Enforcement Assistance Council - Region V (April 1972, 66 pp., plus 10 fold-out maps)

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Computer Design and Evaluation of Police Patrol Be..., by Dr. Nelson Heller, Bryan Phegley, John Rother and Keith Schmidt (Paper presented at the 38th National Meeting of the Operations Research Society of America, Detroit, Michigan, October 28-30, 1970, 38 pp.)

LEAA Data Collection Questionnaire

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The Use of An Incident Seriousness Index In the Deployment of Police Patrol Manpower, Vol. I and II, St. Louis, Mo., (1972, 329 pp.)

6.1 City Documents (cont'd)

H. St. Louis (cont'd)

St. Louis Forms, Metropolitan Police Department, City of St. Louis (1972, 8 pp.)

St. Louis High Impact Project Proposals, Cluver, William, Missouri Law Enforcement Assistance Council (8 December 1972)

St. Louis High Impact Anti-Crime Project - Evaluation Unit Technical Research Abstract, Heller, Nelson (14 December 1972, 8 pp.)

LEAA Data Collection Questionnaire

Grant Applications:

Operation IDENT
Foot Patrol
Expand Burglary Prevention Unit
Corrections Information System
Home Detention Program
Expand Evidence Technician Unit
Aftercare Program at Missouri Hills
Security Uplift
Vocational Training - Automotive Mechanics
Target Hardening
Multi-Media Crime Prevention
Special Supervision Unit
Improvement of Court Automation Project
Law Clerk for Circuit Court
Lock It and Pocket the Key
Research Department
Project "FASTER"
Project to Reduce Truancy
Student Work Assistance Program
Providence Educational Center
Probation and Parole Service Project
Coordinator of Probation and Parole Efforts (COPE)
Citizens' Reserve Project
Court Transcription Backlog Project
Deputy Juvenile Officer Aide
Expand Mounted Patrol
Circuit Attorney's Criminal Investigation Unit
Expand Police Youth Corps
St. Louis Court Improvement Project
Residential Crisis Unit
Circuit Court Diagnostic Treatment Center

6.1 City Documents (cont'd)

H. St. Louis (cont'd)

Grant Applications (cont'd);

Diagnostic Evaluation Unit
Team Counseling of Hard Core Delinquents
Circuit Court Improvement Project

Evaluation Components:

Home Detention Program
Operation Ident
Foot Patrol
Expansion of Burglary Prevention Unit
Missouri Hills Aftercare Program
St. Louis Housing Security Uplift
Multi-Media Crime Prevention
Student Work Assistance Program
Project to Reduce Truancy
Providence Educational Center

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