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COPY

January 29, 2001

JAN 31 4 13 AM '01  
RECEIVED  
COMMUNITY PROSECUTION

Attn: Control Desk  
Room 5303  
Office of the Comptroller  
Office of Justice Programs  
810 Seventh Street, NW  
Washington, DC 20531

RE: 1999-DD-BX0055

To Whom It May Concern:

Enclosed please find one original and one copy of the final progress report for the above-referenced grant, entitled Bronx County Community Prosecution Project and funded by the Bureau of Justice Assistance. The report covers the period July 1, 2000 through December 31, 2000. Please forward a copy to the Program Manager, Gale Farquhar.

If you have any questions or require additional information, please feel free to contact me.

PROPERTY OF  
National Criminal Justice Reference Service (NCJRS)  
Box 6000  
Rockville, MD 20849-6000

Very truly yours,

*Susan Sadd*  
Susan Sadd, Ph.D.

Encl.

U.S. DEPARTMENT OF JUSTICE  
Office of Justice Programs

**CATEGORICAL ASSISTANCE PROGRESS REPORT**

The information provided will be used by the grantor agency to monitor grantee cash flow to ensure proper use of Federal funds. No further monies or other benefits may be paid out under this program unless this report is completed and filed as required by existing law and regulations (Uniform Administrative Requirements for Grants and Cooperative Agreements—28 CFR, Part 66, Common Rule, and OMB Circular A-110).

COPY

1. GRANTEE Bronx County Office of the District Attorney	2. AGENCY GRANT NUMBER 1999-DD-BX0055	3. REPORT NO. 3
4. IMPLEMENTING AGENCY	5. REPORTING PERIOD (Dates) FROM: July 1, 2000 TO: December 31, 2000	
6. SHORT TITLE OF PROJECT Bronx County Community Prosecution Project	7. GRANT AMOUNT \$85,000	8. TYPE OF REPORT <input type="checkbox"/> REGULAR <input type="checkbox"/> SPECIAL <input checked="" type="checkbox"/> FINAL REPORT REQUEST
9. NAME AND TITLE OF PROJECT DIRECTOR Susan Sadd, Director of Planning & Analysis	10. SIGNATURE OF PROJECT DIRECTOR 	11. DATE OF REPORT 1/29/01

12. COMMENCE REPORT HERE (Continue on plain paper)

**GOALS OF THE BRONX COUNTY COMMUNITY PROSECUTION PROJECT**

The Bronx District Attorney's Community Prosecution Project has three interrelated components and goals: enhancement of the Community Service Program (CSP); improvement of communication between community residents and the District Attorney's Office; and education of the community about the criminal justice system.

**ENHANCEMENT OF THE COMMUNITY SERVICE PROGRAM**

The increase in staff and extension of office hours to evenings, weekends, and holidays has enabled the CSP Project Director to continue to increase the number of community service providers, enabled staff to place more offenders and improved the possibility of matching the defendant's offenses with community service assignments.

The upgrade of CSP's database system and the purchase of new computers resulted in enhanced reporting capabilities. For example, the system can now differentiate among multiple sentences received by the same defendant. The placement of the program's database onto the office-wide network provides CSP staff with immediate access to defendant information.

13. CERTIFICATION BY GRANTEE (Official signature) 	14. DATE 1/29/01
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In the past, the CSP database did not distinguish between offenders who *never* reported to the assigned placement and those who reported at least once but did not complete their assignment. Therefore, it was not possible to determine the total number of offenders who reported to providers. CSP staff worked with District Attorney's Office computer programmers and made the changes necessary to determine these numbers.

The computer program has also been upgraded with several new features that were implemented during the second half of 2000. Four of these features are worth noting. First, the system now contains each site capacity and indicates when a site is full and no further assignments should be made. Second, the system is now able to provide a breakdown of assignments by zip code. Third, the system is now able to monitor rescheduled cases. And finally, the system can now compute the number of defendants who were given assignments but did not complete their assigned days.

The courts now provide Community Service with a calendar of warrants before they are issued in order for the Community Service unit to check each case. After each case is checked, Community Service provides the court with a letter indicating the number of incomplete days for each defendant. This procedure was put in place in an effort to eliminate warrants issued in error.

Since early December 1999, the program's hours have been 9:00 a.m. until 1:00 a.m., seven days per week including holidays, meaning the program office is open whenever the court's arraignment parts are running. This change increased the number of defendants appearing at the Community Service office after sentencing: 6,110 appeared in the first six months of 2000 and 4,581 appeared in the last six months of 2000, compared to 3,916 in the last six months of 1999. Since these new hours were instituted, staff have been able to assign most defendants to a provider immediately after sentencing.

Prior to this project, the large number of defendants and the limited number of CSP staff made it difficult to reach out to additional community service providers. During this reporting period, the Project Director's outreach efforts resulted in discussions with at least six potential provider agencies. In addition, four new sites were added. These sites were the Bronx Supreme Court (Corrections), Rose Hill Park, Indian Fields Park, and Ferry Point Park. For the 2000 calendar year, eight new sites were added where defendants performed their community service.

As mentioned in the previous report, the CSP Project Director was designated by the Bureau Chief to coordinate a meeting with officials from the Manhattan Criminal Court's Compliance Part to gather information necessary to plan for the establishment of a Bronx compliance part. Bronx officials attending the meeting were the Criminal Court's Chief Administrative Judge, the District Attorney's Criminal Court Bureau Chief and Deputy Bureau Chief, and the CSP Project Director. As a result of the implementation of this court part, defendants now receive return dates requiring them to return to court 63 days after sentencing. This enables the court to verify the completion of sentences by defendants. The Bronx Compliance Part began operation on June 15, 2000. Return dates for offenders began on August 15. The Community Service unit now maintains a compliance calendar. The Community Service unit must now provide the courts with a daily calendar of

complete, incomplete and pending cases. The computer system was updated to accommodate this new development in the court process.

### **REACHING OUT TO COMMUNITY RESIDENTS**

The second goal of the Bronx Community Prosecution Project is to facilitate routine and direct communication between the District Attorney's Office and community residents to identify crime and quality-of-life problems of importance to the residents. Assistant district attorneys (ADAs) have historically been assigned to represent the District Attorney at meetings of the 12 police Precinct Community Councils to ensure that the Office is informed about issues community members consider important. Under the Community Prosecution Project, procedural changes have been made to increase accountability to community members of ADAs attending community meetings. For example, the Director of Community Affairs has standardized the forms ADAs use to report on the Precinct Community Council meetings. The literature available to residents who attend council meetings is updated regularly, including brochures in both English and Spanish.

The District Attorney's Director of Community Affairs continues to have quarterly meetings with the ADAs who serve as precinct representatives. The meetings are designed to teach ADAs how to be more proactive, how to include discussions about policy changes within the Office and how to talk to the community about common questions. If community residents raise questions about a specific case, the ADA researches information about that case and reports back at the next meeting. Two of these meetings with ADAs were held in the second half of 2000. One of the meetings, led by an Administrative Assistant District Attorney, focused on relationships and issues involving the New York City Police Department (NYPD). The second meeting, led by a member of the Narcotics Bureau and a Deputy Chief of the Criminal Court Bureau, discussed quality-of-life offenses such as graffiti. Each meeting was attended by about 12 assistant district attorneys. The next meeting is scheduled for April, 2001.

### **WORKING WITH THE LOCAL ACCESS CABLE TELEVISION STATION**

The third goal of the project (educating the community about the criminal justice system) is accomplished through the development and presentation of a series of programs with the local access cable television station (*Bronxnet*). These programs are intended to provide information to a broad segment of the population of Bronx County and increase Bronx residents' knowledge about the criminal justice system.

During this reporting period, progress has been made in planning and producing additional episodes of the *Bronxnet* series. The planning process consists of identifying dates of community meetings and arranging taping dates; pre-production identification of themes and collection of frequently-asked questions; and selection of new taping locations.

The first six episodes of the *Bronxnet* "Ask the Bronx DA" have now been completed. Episodes Five and Six (Episode Five focuses on the surviving family members and friends of homicide victims and Episode Six relates to the work of the Community Affairs Department) were in development in May and June and aired in September 2000. Episode Five required careful planning and obtaining permission to speak to homicide survivors participating in the Office's Homicide Trauma Support Group. The Director of Community Affairs first met with the group to explain the purpose of the project. *Bronxnet* staff also worked closely with the group's facilitators and the Director of the Office's Crime Victims Assistance Unit to ensure that participants understood the goals of the production. During the first part of Episode Six, staff of the the Community Affairs Department described their outreach programs and explained how the public can access them. The second part was an interview conducted with Elizabeth Glazer, Chief, Crime Control Strategies, U.S. Attorney's Office, Southern District of New York on Operation Weed and Seed, a federally funded strategy in the Soundview/Bruckner/Castle Hill neighborhoods. Weed and Seed is designed to "weed out" drug traffickers and violent gangs while "seeding" the community with federal, state and local resources to improve the quality of life.

Episode Seven and Eight have been in development since November 2000. They are scheduled to begin taping in February and will air shortly thereafter. Episode 7 will focus on internet crimes. The District Attorney's Office recently received a grant to investigate internet crimes against children, and these issues and developments are likely to be featured. Episode Eight will feature a "behind the scenes" look at the Bronx District Attorney's Office and may include such features as activities and functions of the Video Unit and Detective Investigators. Episodes of "Ask the Bronx DA" air on *Bronxnet* at least four times per week.

## **QUANTITATIVE PROJECT RESULTS**

During the current reporting period (July 1 - December 31, 2000), the Bronx Community Prosecution Project built on previous accomplishments and addressed previous implementation challenges.

### **1. Number of cases restored to the calendar for non-compliance**

If an offender has been sentenced to perform community service but fails to comply by (a) not showing up at the Community Service Program office, (b) not showing up at the placement or (c) failing to complete the service, then his/her case is supposed to be restored to the court calendar for re-sentencing. However, the number of cases that actually end up being restored to the calendar is not known. The CSP Project Director has met with clerical staff of the clerk's office to establish a procedure for the clerk's office to notify CSP when such cases are re-calendared. Despite efforts to obtain these lists through meetings with supervisory personnel of the clerk's office, this procedure is not yet fully developed.

A total of 476 defendants (9%) failed to appear at the Community Service office after sentencing in the second half of 2000 (down from 654 or 14% in second half of 1999). In addition, during the second half of 2000 a total of 1,408 defendants (28% of those sentenced) were reported as "Delinquent" to the court clerk because they did not report to their assignments (the figure was also 28% in the second half of 1999).

**2. Number of offenders who reported to the Community Service Program for placement**

During the six month period, 4,581 defendants reported to the CSP office for placement. This represents 91% of the 5,057 sentenced defendants. These offenders were assigned to a total of 121,518 hours of community service, compared to the previous period's total of 126,763 hours and 89,896 hours in the comparable period one year before.

**3. Number of defendants who report to the assigned provider agency**

The total number of defendants who report to provider agencies is comprised of those who complete their sentence plus those who report for the assignment at least once, but do not complete the assignment. For cases docketed in 2000 (this information was not available in 1999), 63% (2,670) of those assigned to a provider agency showed up at least once. This is an increase from 47% in the previous reporting period. Of the year 2000 docketed and sentenced cases we know appeared at a service provider, 81% (2,172) completed their assignments. If we exclude those who are still working towards completing their assignment (264) and those for whom no response was reported (497) among the 2000 docketed cases, the percent of those assigned who reported to a service provider at least once increases to 76.

For 625 (14%) of the 4,581 defendants assigned during the reporting period, the CSP office does not know whether community service was performed. This represents a decrease from 2,006 out of the 6,110 (33%) assigned during the previous reporting period for whom information was not received from service providers or who were having their community service rescheduled. Of the total number assigned for whom the CSP office received status reports, 2,283 (59%) completed their assignments, 1,331 (34%) failed to complete, and providers identified 265 defendants (7%) who had not yet completed their assignment but were still reporting.

**4. Average time between sentencing and the offender's appearance at the provider agency**

Defendants are generally scheduled to appear at provider agencies within five days of their appearance at the CSP office. If they do not appear at provider agencies within this period, they are classified as delinquent and CSP staff recommend that cases be restored to the court calendar. During the last six months of 2000, 31% (or 1,408) of assigned defendants were declared delinquent.

The addition of new sites and evening and weekend office hours instituted during the first six months of the project allowed the staff to provide a greater number of defendants with assignments on the same day of sentencing. Previously, some defendants sentenced in the evening could not

appear at the CSP office immediately after sentencing because office hours were limited to 9 a.m. to 5 p.m. Monday through Friday.

5. **Average time between sentencing and reporting to the Community Service Program**

Most offenders appear at the Community Service Program office on the day of sentencing. The average time between sentencing and reporting to the CSP office during this period was less than one day.

6. **Reports back to community residents on the number of defendants sentenced to perform community service in their neighborhood**

The CSP Project Director worked with the Office's computer programmer to retrieve data on community service sentences by precinct location. The Project Director has coded each assignment by the zip code in which the service provider is located. The Director of Community Affairs was given this information to provide to representatives prior to their attendance at Precinct Community Council meetings.

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