

**CRIME  
STOPPERS**  
**817-469-8477**  
**TARRANT COUNTY**

**CAMPUS CRIME STOPPERS  
OF TARRANT COUNTY**

# **Operational Manual**

**817-469-8477 | [www.469tips.com](http://www.469tips.com) | "CCS FFL" mobile app**



**A Program of One Safe Place**

**Last Updated: August 2021**

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# Introduction

## Crime Stoppers of Tarrant County Mission

Crime Stoppers of Tarrant County ensures that every citizen – students, parents, and community members – has access to a safe and anonymous way to report information on felony and misdemeanor crimes and any school safety concerns within a municipality or school in Tarrant County.

Because crime can leave a profound mark on our youth, school safety has become an emotional issue that has shot to the forefront of national and local sentiment. The Campus Crime Stoppers Program shows students how they are capable of changing their institutions into safer, more enjoyable places to live and learn. The program was started in 1983 by the Boulder Police Department in Colorado and continues to expand momentarily to educational institutions across the U.S., Canada, Caribbean, Europe, and the South Pacific.

## Anonymity

Crime Stoppers of Tarrant County has implemented several changes to the Tarrant County program over the years in order to ensure that the anonymity of each student is held at the utmost importance. According to the Office of the Governor, “Crime Stoppers programs in the schools should be operated like the adult Crime Stoppers programs which can better protect Crime Stoppers informants by not accepting tips in person or having face-to-face encounters (Texas Crime Stoppers Manual, 129).” Anonymity of each student is essential in order for the program to succeed. Crime Stoppers tipsters are 100% anonymous. Often those who witness a crime, see or hear suspicious behavior or talk, or suspect someone of wrong-doing won’t reach out in fear of “being involved” in a crime, of retaliation or having to appear in court. Crime Stoppers’ system is set up to be 100% anonymous and confidential, giving every student the safety and freedom to make their campus a better place to learn and grow.

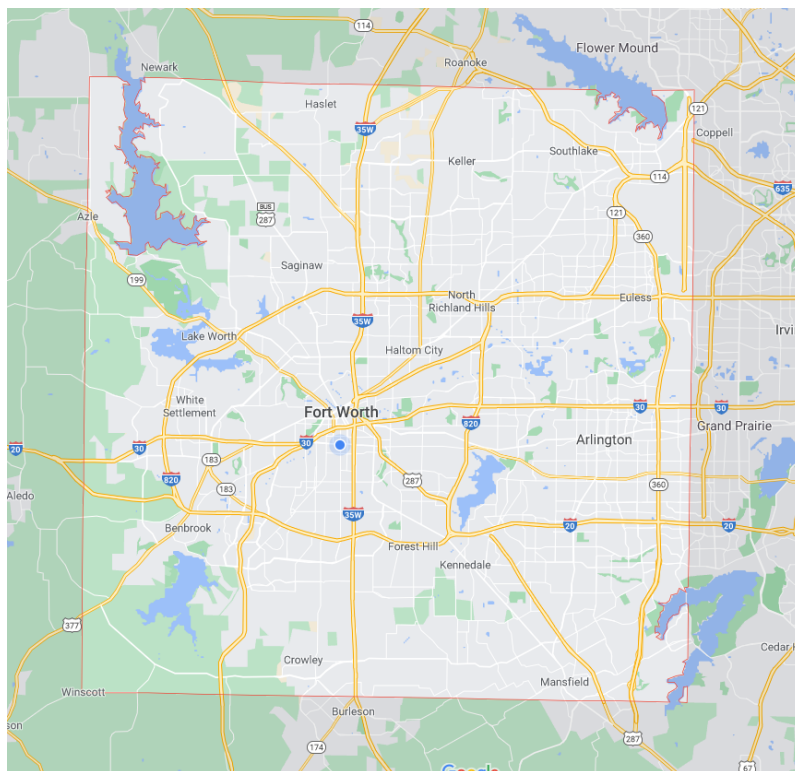
The reporting party’s identity and any content that could potentially reveal their identity **MUST be kept ANONYMOUS** according to Texas state law. Any effort to reveal the reporting party’s identity, regardless of the report’s validity, is in direct violation of the Texas Government Code, Section 414.009. During an investigation, all efforts must be made to protect the anonymity of the reporter.

## **Rewards**

If a Campus Crime Stoppers of Tarrant County tip leads to an arrest or disciplinary action, then the tipster is eligible for a cash reward ranging from \$20–\$1,000 based on the severity of the crime or school violation. Although not publicized, Friends for Life reports resulting in counseling services provided or a welfare check will be eligible for a \$50 reward regardless of the victimization issue. The Gun & Gang Busters bonus reward of up to \$250 is provided for eligible tips that involve gun and/or gang crimes.

## **Service Area**

Campus Crime Stoppers of Tarrant County serves students in Arlington ISD, Azle ISD, Birdville ISD, Burleson ISD, Carroll ISD, Castleberry ISD, Crowley ISD, Eagle Mountain–Saginaw ISD, Everman ISD, Fort Worth ISD, Grapevine–Colleyville ISD, Hurst–Eules–Bedford ISD, International Leadership of Texas, Keller ISD, Kennedale ISD, Lake Worth ISD, Mansfield ISD, and White Settlement ISD. The program is available to public, open-enrollment charter, and private schools, colleges and universities.



## **History**

● Crime Stoppers has been in Tarrant County since 1982.

● Safe City Commission formed as an umbrella crime prevention agency in 2005; Crime Stoppers became a State certified program under this umbrella.

● Crime Stoppers of Tarrant County Call Center opened April 2006.

● Campus Crime Stoppers of Tarrant County operational since August 2006.

● Gun & Gang Busters began in 2007 in conjunction with a Project Safe Neighborhood (PSN) grant.

● Friends for Life pilot project launched in 2010.

● In 2012, Safe City Commission opens the One Safe Place Family Justice Center in temporary facilities.

● Safe City Commission begins conducting all of its business under the name "One Safe Place" by 2015.



# OneSafePlace

## **One Safe Place Overview**

One Safe Place is a comprehensive crime prevention agency devoted to preventing crime and violence in Tarrant County's neighborhoods, schools and homes.

Programs include Tarrant County Family Justice Center, Crime Stoppers of Tarrant County, Imagine No Violence, Camp Hope Texas, FWPD Bike Patrol Support Group, Project Safe Neighborhood, and Safe City Training.

The Tarrant County Family Justice Center brings together a multi-agency network, under one roof, dedicated to providing coordinated services to victims of domestic violence and their children. The family justice center model has proven successful across the country and has been designated as a best-practice model for domestic violence intervention and prevention by the U.S. Department of Justice. One Safe Place provides assistance from caring, qualified specialists who will help victims get a handle on things by taking steps to protect the victim, their family, and their future through the following services offered: counseling services, childcare and development, food and clothing assistance, immigration services, job skills training, law enforcement, legal assistance, parenting and relationship education, spiritual support, victim advocacy and case management, and healthcare.

For help with domestic violence, contact One Safe Place at 817-916-4323. For more information on services offered through One Safe Place, visit [www.onesafeplace.org](http://www.onesafeplace.org).

# **Overview of Programs**



## **Campus Crime Stoppers**

Campus Crime Stoppers of Tarrant County encourages students, parents, and staff to provide tips that will aid the school administration and local law enforcement in solving crimes, addressing school violations, and helping to identify victimization issues. If those tips lead to an arrest or disciplinary action, then the tipster is eligible for a cash reward ranging from \$20–\$1,000 based on the severity of the crime or school violation. There is no fee to participate in Campus Crime Stoppers. The only requirement is to publicize on campus – posters, cards, and other promotional materials will be provided at no charge – and provide current contact information for each tip recipient assigned for a school or district.

## **Gun & Gang Busters**

Gun and Gang Busters is a program facilitated through Crime Stoppers of Tarrant County. In addition to the traditional Crime Stoppers money rewarded for a particular crime, Crime Stoppers of Tarrant County will add a bonus reward of up to \$250 for tip information leading to an arrest(s) in gun and/or gang-related crimes in Tarrant County. The program aims at breaking down a code of silence that often exists among gangs and people who witness gang-related or gun-related crimes.

Any tip involving the seizure of a gun, a crime in which a gun was used, or crimes that are gang-related or gang-involved are eligible for the bonus reward. Examples include but are not limited to aggravated offenses involving a gun, drug offenses involving a gang member(s), gang graffiti and criminal mischief, and coercing, soliciting, or inducing gang membership. Only tips that are received through Crime Stoppers are eligible for the bonus reward.

The primary contact from each school is responsible for recommending the bonus reward when submitting the disposition on the Crime Stoppers tip. The contact may recommend a bonus reward on a scale from \$50 – \$250 based on the severity of the crime. Bonus rewards will be approved, along with the regular Crime Stoppers tips, at the monthly Crime Stoppers of Tarrant County Standing Committee Meetings.



## **Friends for Life**



The Friends for Life program began as a partnership with the Fort Worth ISD “It’s Not Okay” campaign, which encourages students to make healthy decisions and ask for help when they or their friends are in need. The tagline of that campaign was “It’s Okay to Help a Friend.” Friends for Life is a program of Campus Crime Stoppers of Tarrant County and focuses on behaviors and issues that can place a student and others at risk and will serve as a resource for students who want to report fellow students who are victims of bullying, cyber bullying, sexting, dating or family violence, gang activity, sexual harassment, has suicidal tendencies, or self-harming.

Topics covered by the Campus Crime Stoppers Friends for Life program:

- Bullying
- Cyber Bullying
- Sexting
- Dating Violence/Abuse
- Family Violence/Abuse
- Gang Activity
- Suicidal Tendencies and/or Self-harm
- Sexual Harassment on Campus or by Another Youth

Tips regarding a Friends for Life issue(s) will be disseminated to the counselor/interventionist at the school to address the victim’s needs. In the event a crime has been committed and information on the perpetrator has been provided, the tip will also be disseminated to law enforcement for investigation.

Procedure: The Crime Stoppers hotline, website, live web chat systems, and the mobile app are operated by the Crime Stoppers of Tarrant County Call Center. The call center is staffed by off-duty public safety dispatchers and other trained personnel, who take calls and online and mobile app submissions and then disseminate the tip information to the appropriate school and district contacts for investigation. Appropriate school and district contacts are considered to be members of the counseling and/or intervention departments. When necessary, law enforcement will be contacted as well. Each tipster will receive a tip number to be used in all future correspondence. Every tipster remains ANONYMOUS; callers do not have to identify themselves. A disposition link will be included at the end of the tip narrative. Dispositions must be returned for reward payment or closure of the tip. Although not publicized, Friends for Life rewards will be \$50 regardless of the issue that is addressed for valid tips.

# **How Crime Stoppers Works**

The Campus Crime Stoppers of Tarrant County program allows students to provide anonymous tips in order to help the school administration and local law enforcement solve crimes. The students in Tarrant County will receive a monetary reward ranging from \$20 - \$1,000 if the tip proves instrumental in solving the crime. This Campus Crime Stoppers Program promotes school spirit, pride and responsibility and allows students to take action against victimization and crime in their school.

The Tarrant County program is offered to public, private, and open-enrollment charter schools and colleges/universities. The success of the program often depends directly upon the support of the school administration. The more encouragement and publicity the administration gives the program, the more successful the program on each campus is likely to be.

The program is operated in partnership with Crime Stoppers of Tarrant County and the school administrators, school resource officers, counselors, security personnel, teachers, and students. In addition to Campus Crime Stoppers, Crime Stoppers of Tarrant County offers the Gun & Gang Busters bonus reward program and the Friends for Life program.

Crime Stoppers of Tarrant County is responsible for handling the Campus Crime Stoppers hotline, website, and mobile app; providing monthly statistical reports to each campus upon request; assisting with engagement and awareness campaigns; providing program oversight; and the authorization and payment of rewards. Crime Stoppers of Tarrant County will be the only agency to disperse the reward funds.

## **Roles and Responsibilities**

**One Safe Place Board of Directors** – The One Safe Place Board of Directors have the ultimate direction and decision-making authority with regard to each program under the umbrella of One Safe Place, formerly known as Safe City Commission.

**Crime Stoppers of Tarrant County Standing Committee** – The One Safe Place Board of Directors has delegated direction of the Crime Stoppers program to the Crime Stoppers of Tarrant County Standing Committee. The committee will be responsible for the Campus Crime Stoppers program, particularly the review and approval of tip rewards, based on the recommendations of the Crime Stoppers of Tarrant County staff. The committee is composed of community volunteers, representatives from large school districts, and business members with non-voting members including law enforcement coordinators and leadership and One Safe Place staff.

**Director of Special Programs** – The Director of Special Programs is an employee of One Safe Place and is responsible for overseeing the Crime Stoppers, Campus Crime Stoppers, and Friends for Life programs; managing the Project Safe Neighborhood (PSN) grant program; and coordinating the annual Stop Violence Conference. Responsibilities of the Director of Special Programs relevant to Campus Crime Stoppers include the following:

1. Serve as the primary contact for all Campus Crime Stoppers issues;
2. Serve as the liaison between school and district contacts and the Crime Stoppers of Tarrant County Standing Committee;
3. Supervise the Crime Stoppers Call Center;
4. Administer and maintain the Crime Stoppers of Tarrant County website and social media;
5. Prepare campus statistical reports for each participating school or district, as requested;
6. Oversee all major engagement and outreach campaigns;
7. Present information about the Campus Crime Stoppers program to schools and local organizations; and
8. Provide information on new initiatives for curbing crime.

**Engagement and Outreach Specialist** – The Engagement and Outreach Specialist is an employee of One Safe Place whose primary responsibility is the development of Crime Stoppers of Tarrant County’s community engagement and outreach activities and awareness campaigns. Responsibilities of the Engagement and Outreach Specialist include the following:

1. Create and plan social media posts and assist in maintenance of social media accounts, including paid advertisement;
2. Curate the monthly Crime Stoppers Newsletter;
3. Create promotional, marketing, and engagement materials for the Crime Stoppers program;
4. Develop promotional, engagement, and outreach strategies in collaboration with the Director of Special Programs and other Crime Stoppers of Tarrant County team members;
5. Provide insight on innovative engagement and outreach initiatives; and
6. Where appropriate, assist the Director of Special Programs in their duties.

**Who’s Involved** – Daily administration of the Campus Crime Stoppers and Friends for Life program includes full time and part time staff from One Safe Place, interns, and volunteers. Program participants on the district and campus level include campus law enforcement command staff, school resource officers, and law enforcement coordinator; school administrators, counselors and/or interventionists; support staff; and security personnel.

**Crime Stoppers of Tarrant County Call Center** – The Crime Stoppers of Tarrant County Call Center is located in the One Safe Place Building in Fort Worth, Texas. It is staffed 7 days a week, 365 days a year, by area off-duty public safety dispatchers and other police and victim service personnel. Call takers are responsible for coordinating the tips and ensuring that the information is disseminated to the proper school and/or law enforcement contacts in a timely manner. The call center serves law enforcement agencies and schools within Tarrant County and is not part of a larger call center operation. The call center monitors all methods of contact: the hotline, website, anonymous live web chat, and mobile apps.

## **What Is a Tip? vs. What Is Not a Tip?**

**What is a tip?** - Campus Crime Stoppers tips include information about unsolved crimes, drugs, theft, vandalism, graffiti, and possession of weapons. Friends for Life tips include information from a third-party about a victim of bullying, cyber bullying, sexting, dating violence, family violence, gang activity, sexual harassment, or is contemplating suicide. Only tips received through a Crime Stoppers method of contact (hotline, web, live chat, or app) are eligible for Crime Stoppers rewards.

**What is NOT a tip?** - The Campus Crime Stoppers program is not a substitute for the 9-1-1 emergency system. In the event of an emergency, students are encouraged to contact a school administrator, counselor, or the school resource officer on campus immediately! This is considered a “civic duty” and will not be eligible for a reward since the identity of the informant is initially revealed.

Information received in person, through face-to-face communication, or where an informant makes his or her identity known is not eligible for a Crime Stoppers reward. State law requires anonymity of the person reporting a Crime Stoppers tip.

## **Type of Tips That May Be Reported**

- Drugs
- Alcohol/Tobacco
- Assault/Fighting
- Burglary
- Arson
- Theft
- Cyber Crime
- Terroristic Threat
- School Shooting Threat
- Weapon Possession
- Deadly Conduct
- Graffiti/Gang Graffiti
- Vandalism/Criminal Mischief
- Gang Activity
- Sex Offenses
- False Alarms/Bomb Threats
- Truancy/Skipping
- Hazing
- Kidnapping
- Reckless Driving
- Planned Parties
- Robbery
- Gambling
- Criminal Trespassing
- Tampering with Consumer Products
- Disruptive Activities
- School Violations
- Victimization Issues
  - Bullying
  - Cyberbullying
  - Sexting
  - Dating Violence
  - Domestic Violence/Abuse
  - Sexual Harassment
  - Self-harm
  - Suicidal Tendencies

## **Reporting Options: Ways to Report**

There are four primary methods for a student or parent to report information about a particular crime and remain completely anonymous and confidential.



**HOTLINE** - Students or parents may call the Crime Stoppers hotline at 817-469-TIPS (8477). All calls are answered in the Crime Stoppers of Tarrant County Call Center, located in Fort Worth. Calls are answered by a live call-taker from 7:00 am – midnight. If a student calls after-hours, he/she will be given instructions via Call Notes as to how to proceed. There is no caller ID and calls are NOT recorded. The reporting party will be issued a tip number, which will be used in all future correspondence. This number ensures anonymity, helps track information, and is used in collecting rewards.



**ONLINE TIPS** - Students and parents may submit a tip online through the Crime Stoppers of Tarrant County website at [www.469tips.com](http://www.469tips.com). The whole website itself is fully translatable into Spanish and Vietnamese; click on the corresponding flag in the top left corner to translate. The student should click on “Submit a Campus Tip”, which will open to a form on a new screen. The form prompts the student to give various details about the crime that occurred and suspect information. Images, audio, and videos may also be provided. The web tip form may translate into multiple languages including Spanish, French, Portuguese, Somali, or Vietnamese. When the form is complete, the reporting party clicks on “Submit” and is given a confirmation (tip) number, which will be used in all future correspondence, and the phone number to call and check status and/or collect a reward. The tip is sent to the Crime Stoppers of Tarrant County Call Center for further action.



**LIVE CHAT** – Students and parents can engage in a live web chat via the Crime Stoppers of Tarrant County website at [www.469tips.com](http://www.469tips.com). The student or parent may click on “Anonymous Live Chat” at the top of the webpage, which will open an instant messenger-type pop up box. All student tipsters are assigned the alias of “Tipster” to protect their anonymity and will conduct dialogue with the Crime Stoppers Call Center. The live web chat feature allows students and parents to report tips, check status, or ask questions about the program.



**MOBILE APP** – Students may also download the “CCS FFL” mobile app for free from the Apple App Store or Android Market. Through the app, the student will have unlimited message length and may submit images and videos. The student will be required to select a school manually to begin. The mobile app may be translated into multiple languages including Spanish, French, Portuguese, Somali, or Vietnamese.

**ON CAMPUS** – If a student approaches a school administrator, staff member, or officer and would like to provide a Campus Crime Stoppers tip **on campus**, it is suggested that the student be allowed a private area – such as an office, the library, etc. – to use the phone or a computer to report the information to Crime Stoppers. The school administrator, staff member, or officer should give the student privacy to report the information so they will not be liable or subpoenaed to court in the future to divulge the student’s identity and the information provided.



# Reporting a Tip: Step-by-Step Overview

**IT'S SAFE TO SAY...**

**WHAT YOU HEARD** **WHAT YOU SAW** **WHAT YOU KNOW**

Stay **ANONYMOUS** & Help your Community

**CRIME STOPPERS**  
817-469-8477  
TARRANT COUNTY

**What is Crime Stoppers?**

Crime Stoppers is an organization formed in an effort to **HELP CURB CRIME**. Individuals contacting Crime Stoppers with information leading to the arrest of a person or persons involved in felony offenses will be paid a cash reward. Crime Stoppers is **COMPLETELY CONFIDENTIAL** and informants are never required to give their names or personal information.

**How Does Crime Stoppers Work?**

**PART 1: CONTACT**  
The Crime Stoppers hotline, 817-469-TIPS (8477), website and mobile apps are operated by the Crime Stoppers of Tarrant County Call Center.

**PART 2: TIP SUBMISSION**  
Personnel take calls, online and mobile app submissions and then **DISSEMINATE THE TIP INFORMATION** to the appropriate law enforcement agency or school for **INVESTIGATION**.

**PART 3: ANONYMITY**  
Callers do not have to identify themselves. Every tipster remains **100% ANONYMOUS** and will receive a tip number to be used in all future correspondence.

**PART 4: REWARD \$**  
A reward of **UP TO \$1,000** will be offered to anyone who provides a **TIP THAT LEADS TO AN ARREST** for a crime or a criminal case that is cleared.

**Four Ways to Submit A Tip**

- ONLINE TIPS:**  
www.469tips.com
- HOTLINE:** 817-469-8477
- MOBILE APPS:**  
Download P3 Tips and CCS FFL from Apple App Store or Android Market (Google Play)
- LIVE CHAT:** Anonymous online web feature on 469tips.com

Visit **469TIPS.COM** for more information

1

## Step One: Contact

The student or parent contacts Crime Stoppers of Tarrant County Call Center via hotline, web, live chat, or mobile app to report a safety concern. Reporting parties may upload photos, audio, documents and/or videos as attachments to their report.

2

## Step Two: Tip Submission

Call Takers take calls, online and mobile app submissions and then disseminate the tip information to the appropriate law enforcement agency or school for investigation.

3

## Step Three: Anonymity

The reporting party/tipster does not have to identify themselves. Every tipster remains anonymous and will receive a tip number to be used in all future correspondence.

4

## Step Four: Rewards

Crime Stoppers of Tarrant County tracks the outcome of all forwarded tips and ensures action is taken through requests for dispositions from the school or law enforcement recipient of the tip. A reward of up to \$1,000 will be offered to anyone who provides a tip that leads to an arrest or disciplinary action for a crime or school violation or clears a criminal case or assists with a victimization issue.



## **Reward Guidelines**

The following is a detailed list of offenses and reward amounts for the Campus Crime Stoppers program in Tarrant County:

Murder.....	\$1,000
Attempted Murder.....	\$1,000
Kidnapping .....	\$600
Aggravated Kidnapping .....	\$750
Sex Offenses .....	\$40 - \$750
Public Lewdness.....	\$40
Indecent Exposure.....	\$40
Improper Relationship between Educator & Student ...	\$500
Indecency with a Child.....	\$500
Sexual Assault .....	\$600
Aggravated Sexual Assault.....	\$750
Coercing, Soliciting, or Inducing Gang Membership.....	\$100
Bullying.....	\$20
Assaultive Offenses.....	\$50 - \$750
Assault – Contact/Threat .....	\$50
Suicidal Student.....	\$50
Terroristic Threat.....	\$200
Assault – Bodily Injury.....	\$200
Aggravated Assault.....	\$750
Deadly Conduct.....	\$450
Personal Hazing Offense.....	\$100
Tampering With Consumer Products.....	\$50
Arson .....	\$600
Fireworks .....	\$20
Stink Bombs.....	\$20
Hoax Bombs .....	\$200
Components of Explosives .....	\$200
Criminal Mischief (Vandalism).....	\$25 - \$300
Less Than \$50 .....	\$25
\$50 - \$500.....	\$50
\$500 - \$1,500.....	\$75
\$1,500 - \$20,000.....	\$100
\$20,000 - \$100,000.....	\$150
\$100,000 - \$200,000.....	\$200
More Than \$200,000.....	\$300

Graffiti .....	\$25
Gang Graffiti.....	\$50
Robbery .....	\$600
Aggravated Robbery.....	\$750
Burglary.....	\$50 - \$300
Burglary of Coin-Operated or Coin Collection Machines.....	\$50
Burglary of Vehicle.....	\$200
Burglary of a Building.....	\$300
Breach of Computer Security .....	\$50
Theft.....	\$25 - \$300
Less Than \$50 .....	\$25
\$50 - \$500.....	\$50
\$500 - \$1,500.....	\$75
\$1,500 - \$20,000.....	\$100
\$20,000 - \$100,000.....	\$150
\$100,000 - \$200,000.....	\$200
More Than \$200,000.....	\$300
Theft of Motor Vehicle .....	\$150
False Alarm or Report (School) .....	\$100
Silent or Abusive Calls to 9-1-1.....	\$100
Truancy.....	\$40
Skipping.....	\$20
Sale, Distribution, or Display of Harmful Material to Minor....	\$25
Disruptive Activities .....	\$25
Weapons.....	\$50 - \$250
Possession of Legal Weapon (such as pocketknife).....	\$50
Exhibition of Firearms .....	\$250
Unlawful Carrying Weapon .....	\$250
Prohibited Weapon .....	\$250
Criminal Trespassing .....	\$25
Tobacco/Alcohol/Drugs/Other Offenses.....	\$25 - \$300
Possession or Smoking of Tobacco/Dip/Vape .....	\$25
Possession of Alcoholic Beverage.....	\$25
Possession or Delivery of Drug Paraphernalia .....	\$25
Public Intoxication.....	\$50
Possession and Use of Volatile Chemicals.....	\$75
Possession of Marijuana.....	\$75
Possession of Controlled Substance .....	\$200
Delivery of Marijuana .....	\$300
Delivery of Marijuana to a Child .....	\$300
Delivery of Controlled Substance .....	\$300
Gambling .....	\$20
Possession of Gambling Device, Equipment, or Paraphernalia ...	\$20

## **Payment & Collection of Rewards**

### **How does the student know if they are eligible to receive a reward?**

The student may contact the Crime Stoppers hotline, 817-469-TIPS (8477), to update tip information or to check status on the reward. They need to have their tip number ready as no information will be provided to them without it. The Call Center will let them know if an arrest has been made or disciplinary action has taken place, if a reward is available, or the status of the investigation.

### **How does a student collect their reward?**

After the student checks the status of their tip and verifies that they are eligible to receive a reward, the Call Center will provide them with instructions for collecting the reward from the bank. They will not need to provide personal identification to the bank; they will be receiving cash. Banks designated for reward pick up are available throughout Tarrant County.

### **What is the payment process?**

Tip rewards are calculated once a month based on Tip Dispositions received from tip recipients and information collected by the Crime Stoppers of Tarrant County Call Center. A report of the proposed reward amounts for each campus tip will be provided at the Crime Stoppers of Tarrant County Standing Committee meeting the 3rd Wednesday of every month. The committee will review the report and vote for the approval of the suggested reward amounts. Rewards are only approved once per month.

When a student tipster contacts the call center to check the status on a tip and the tip is “cleared by an arrest” and eligible for pay, the call center will provide the student tipster with a code word and reward amount. The student tipster will also be given options for available banks in which to pick up the reward. The following Frost Bank branches in Tarrant County will be available:

- **Downtown Fort Worth Motor Bank**, 901 W. 7th St., Fort Worth, TX 76102
- **Matlock Motor Bank**, 3801 Matlock Rd., Arlington, TX 76015
- **Keller Motor Bank**, 1240 Keller Pkwy., Keller, TX 76248
- **Grapevine Motor Bank**, 975 William D. Tate Ave., Grapevine, TX 76051
- **Alta Mesa Motor Bank**, 3000 Altamesa Blvd, Fort Worth, TX 76133
- **Ridglea Motor Bank**, 6115 Camp Bowie Blvd, Fort Worth, TX 76107

The student tipster will never be required to give any form of identification, except the tip number and random codeword that were assigned by the call center. The student tipster will receive cash. Reward money will not be available until the following Friday after the Crime Stoppers of Tarrant County Standing Committee meeting.

## **Records**

All Campus Crime Stoppers and Friends for Life reports are the exclusive property of the Crime Stoppers of Tarrant County program. Any disclosure, copying, distribution, or use of the document is strictly prohibited. Do not include the actual Crime Stoppers of Tarrant County report in any investigative or case file. All Crime Stoppers records **MUST** be maintained separately from school records. Please refer to the Texas Government Code, Section 414.009, for more information regarding Crime Stoppers records and tip information.

## **Statistical Reports**

Crime Stoppers of Tarrant County may generate statistical reports for a participating campus or school district, upon request. Campus statistical reports may include the following options:

- Campus or district overall data by crime type, number of tips received, number of arrests made, and number of cases cleared per month, per quarter, and year-to-date.
- A monthly, quarterly, and year-to-date breakdown of the following: tips received, arrests made, cases cleared, number of rewards approved, total value of rewards approved, number of weapons recovered, total property recovered, and amount of drugs seized.

# **Handling Campus Crime Stoppers/Friends for Life Tips**

## **P3 Tip Management Program Highlights**

- Helpful features: easily view attachments like photos and videos, detailed map, view only tips assigned to your school and/or district
- Great organizing tool
- Ability for multiple login access
- Directory of contacts
- Seamless dialog with tipster
- Numerous reporting options
- Linked to web tips and mobile app
- Translate multiple languages

## **Tip Dissemination**

All tips received via hotline, website, mobile app, or live web chat will be disseminated to the appropriate contact by the Crime Stoppers of Tarrant County call takers for investigation.

Tips received about a campus in Fort Worth ISD, Crowley ISD, Eagle Mountain-Saginaw ISD, Everman ISD, Keller ISD, or Lake Worth ISD will be forwarded to the Campus Crime Stoppers Officer Coordinator through the Fort Worth Police Department. He/she will be responsible for contacting the corresponding school resource officer and/or administrator on that campus. The Coordinator will send non-emergency tip information via email and will contact the recipients designated for the campus by phone for tips that need immediate attention and then follow-up with an email.

Tips received about a campus in Arlington ISD will be forwarded to ATIU/Crime Stoppers Unit through the Arlington Police Department. He/she will be responsible for contacting the corresponding school resource officer and/or administrator on that campus. The Coordinator will send non-emergency tip information via email and will contact the school recipients designated for the campus by phone for tips that need immediate attention and then follow-up with an email.

Tips received about a campus in Azle ISD, Birdville ISD, Burleson ISD, Carroll ISD, Castleberry ISD, Crowley ISD, Everman ISD, Grapevine-Colleyville ISD, Hurst-Euless-Bedford ISD, Kennedale ISD, Mansfield ISD, White Settlement ISD or a private or charter school will be forwarded to the recipients designated for the campus directly by the Crime Stoppers of Tarrant County call takers. The call takers will send non-emergency tip information via email and will contact the school recipients by phone for tips that need immediate attention and then follow-up with an email.

## **Appropriate Action When Handling Tips**

The reporting party's anonymity increases if you only indicate you received an anonymous tip but not specify that it came from Campus Crime Stoppers or Friends for Life. It is not necessary to articulate that a Campus Crime Stoppers or Friends for Life report has been received to the suspect or victim. Remember that Crime Stoppers reports are considered intelligence information and are NOT to be included in case files with public access. Refer to Texas Government Code, Chapter 414 for more information on disclosure and or distribution of information in the tips.

Tips should be quickly and consistently closed out. Crime Stoppers of Tarrant County does not consider a tip resolved until it is closed out. When submitting a disposition, please select the most appropriate status based on the outcome obtained:

- **Cleared by Arrest** - when a report is crime-related, law enforcement determines the appropriate action including making an arrest or issuing a citation.
- **Cleared by Admin Discipline** - for tips that involve any behavior that violates school or district policies that were met with the appropriate disciplinary procedures, including conducting threat assessments when appropriate.
- **Cleared by Counseling** - for Friends for Life tips in which the student(s) received counseling services or a referral to a local agency for services.

- **Cleared Other** – for an alternative outcome to an arrest, disciplinary action, or counseling services.
- **Information Only** – closes the tip when the information provided was useful but no further action will occur at this time.
- **Unfounded/Unverified** – closes the tip when the information provided was false or not useful in the investigation.
- **Already Known** – when the information provided had been previously received from other sources or is duplicitous to existing tips.
- **Under Investigation** – for tips that are currently being investigated but have not reached the final outcome.

For tips in which more information is needed in order to proceed with the investigation – Crime Stoppers of Tarrant County may request more information from the reporting party via our web reporting and mobile app system, P3 Campus. You have options for requesting more information: a) submit a response through the P3 Campus Dialog section of the tip; b) contact the Crime Stoppers of Tarrant County Call Center for assistance; or c) inform Crime Stoppers of Tarrant County program staff that you would like to post a request for more information. Make sure to have the report/tip number available for reference. Should more information be submitted on your particular Campus Crime Stoppers/Friends for Life report, you will be notified by the Crime Stoppers of Tarrant County Call Center through a phone call notification for urgent matters and you will receive an email notice by the P3 system.

## **Investigation and Disposition of Tip Information**

The designated school recipient(s) will handle the investigation including the detection of suspects, recovering stolen property, and assessing disciplinary action for violation of the offenses listed in the student handbook.

The recipient of the tip will have two options to return a disposition: login online and complete the information in the Disposition Tab of the P3 Campus system or complete the disposition link featured at the end of the tip narrative in the email.

### Option 1: Entering a Disposition Directly on P3 Campus

- After initially setting up a password on P3 Campus, the recipient will be able to login and view all tips for their school. The recipient will also be able to enter disposition information directly on the site by going to the Disposition Tab.
- Fill out the details that are known – the offense or school violation, any property recoveries or drugs seized, the number of arrests or school disciplinary actions taken – and change the status of the tip.

- Sample Details:

Details Recovered Dispo Table

Actions Taken/Outcome

- ☐ Prevention
- ☐ Counseling
- ☐ Parents Notified
- ☐ School Disciplinary Action
- ☐ Citation
- ☐ Restorative Practices
- ☐ Arrest
- ☐ Continuing to Monitor Situation
- ☐ Not Enough Information
- ☐ Unfounded
- ☐ False Report
- ☐ Hospitalization
- ☐ Treatment Plan
- ☐ Reinstatement/Safety Plan
- ☐ Other

Other Outcome

- Sample Recoveries:

Details Recovered Dispo Table

Vehicles	Quantity	Cash Recovered
<input type="text" value="\$0"/>	<input type="text" value="0"/>	<input type="text" value="\$0"/>
Weapons	Quantity	Drugs Seized
<input type="text" value="\$0"/>	<input type="text" value="0"/>	<input type="text" value="\$0"/>
Other	<input type="text" value="Description"/>	Arson Loss
<input type="text" value="\$0"/>		<input type="text" value="\$0"/>
Total Recovered Property		Fraud Loss
<input type="text" value="\$0"/>		<input type="text" value="\$0"/>

- Sample Arrests/Administrative Discipline:

Details Recovered Dispo Table

Event	Type	Quantity	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>



- Sample Disposition Status:

Status

Under Investigation ▼

Open

Under Investigation

Cleared by Arrest

Cleared Other

Information Only

Unfounded

Unverified

Already Known

No Dispo Received

Other

## Option 2: Disposition via Email Links

- Sample of Disposition Link Received via Email:

Please use the Tip ID 117-W38969 along with the Disposition ID number 1958534 when completing the disposition form located at <https://www.p3tips.com/dispo>.

- Sample of Disposition Content on Email Link:

**Crime Stoppers of Tarrant County**

**Disposition Information**

Tip ID \* 117-W38969 Disposition ID \* 1958534 Tip Status \* ▼

Tip Concluded? ▼ Will you need addition time to complete this investigation? If so, how long? ▼

\* IMPORTANT\* If Status is Cleared by Arrest, did this tip actually lead to the arrest? ▼

Investigating Agency Agency File Number

Supervisor's Name Crime Stoppers Representative

Your Name \* Your Email \*

**Suspects Arrested** Number Involved: 1 ▼

Name (Alias) Arrest Date Case No. Charged? ▼

Suspect DOB Suspect Address

Suspect Notes

Charges Filed


**Drugs** Number Involved: 1 ▼

When the investigation is complete, whether or not it leads to an arrest or disciplinary action, the disposition **MUST** be completed. The information on the disposition will be used to close tips that were not useful as well as determine the reward for tips that lead to an arrest or disciplinary action. Returning the information in a timely manner will preserve the integrity of the program. Crime Stoppers of Tarrant County will not be able to pay the student without this information.

If you have questions regarding a disposition, contact your police department coordinator or the Crime Stoppers of Tarrant County Program Director.

Refer to the P3 User Guide for more details.

# Implementation Guide



**BACK-TO-SCHOOL & PROGRAM IMPLEMENTATION CHECKLIST:**

- ☐ Plan a meeting with Crime Stoppers staff so that your leadership team can learn about the Campus Crime Stoppers/Friends for Life program.
- ☐ Attend an implementation training for staff or schedule one by appointment. This training should include administrators, law enforcement, security personnel, counselors/interventionists, support staff, and/or teachers.
- ☐ Complete the Campus Crime Stoppers & Friends for Life Contact Information Form for your school(s). \*Required to sign up.
- ☐ Establish procedures among staff for handling Campus Crime Stoppers tips and Friends for Life reports.
- ☐ Download and save copies of the Operational Manual and P3 User Guide.
- ☐ Download the "CCS FFL" mobile app on all school administered devices.
- ☐ Download digital promotional materials and resources from the Crime Stoppers website and Awareness & Engagement Resource Page.
- ☐ Display print collateral in areas that are visible and have high foot traffic.
- ☐ Refer to the Awareness & Engagement Checklist for more information about increasing campus awareness of Campus Crime Stoppers and Friends for Life.
- ☐ Refer to the Operational Manual to learn more about cultivating a campus culture that emphasizes positive bystanders, proactive engagement, and a safe environment for all.

[WWW.469TIPS.COM](http://WWW.469TIPS.COM)

## Back-to-School Checklist

In order to help you and your school get started with the new school year we have created a Back-to-School Checklist! The back-to school checklist provides you with all the basic necessary actions that your school should take in order to be properly set up and integrated into the CCS/FFL programs. You can find the Back-to-School checklist on our Awareness & Engagement google site by clicking [here](https://sites.google.com/onesafeplace.org/ccsffl-engagement/home) or going to <https://sites.google.com/onesafeplace.org/ccsffl-engagement/home>

## **Establishing Recipients/Points of Contacts**

In order to participate in the Campus Crime Stoppers of Tarrant County or Friends for Life programs, contact information must be provided.

Information sharing is a key component to the Campus Crime Stoppers and Friends for Life process. The school and/or district may determine which individuals will serve on the Crime Stoppers team in order to receive and respond to tips. Multiple members of the Crime Stoppers team may receive the tip information. However, one designated individual should be the one to close out tips (or at least monitor that tips are closed out). This individual can be at the school, district, or law enforcement level.

Make sure the expectations of the Crime Stoppers contacts are clear. Establish internal procedures to determine who will take the lead on investigations and when the responsibilities will be shared or delegated.


### **Sending Contact Information**

- Please use the following link to fill out the Campus Crime Stoppers and Friends for Life contact information forms: <https://forms.gle/iyEPCENBZJN1Ft1V6>
- This contact form will address basic school information, primary contact information, information for alternative contacts, and requests for print promotional materials.
- For the Campus Crime Stoppers program, we need a primary and at least 2-3 emergency contacts that consist of law enforcement, administration, and/or security personnel.
- For the Friends for Life program, we need a primary and at least 2-3 emergency contacts that consist of counselors, interventionists, and administration.

# Awareness and Engagement

## Awareness & Engagement Overview

This section aims to provide you, your school, and your district the full scope and potential of the Campus Crime Stoppers and Friends for Life programs. With the language, samples, and materials provided in this section, we hope that you will be able to efficiently and seamlessly foster an environment where Campus Crime Stoppers and Friends for Life is a known, trusted, and dependable resource for students, parents, and faculty/staff to report anonymous tips on criminal activity, school violations, and victimization issues.



The screenshot shows a checklist titled "CRIME STOPPERS TARRANT COUNTY 817-469-8477 AWARENESS & ENGAGEMENT CHECKLIST:". It contains ten items, each with a checkbox and a description. At the bottom, there is a logo for FFL CCS, the website URL "WWW.469TIPS.COM", and a QR code.

- ☐ Sign up for the Crime Stoppers of Tarrant County Newsletter.
- ☐ Share the Crime Stoppers QR code with staff, parents, and students.
- ☐ Connect with Crime Stoppers of Tarrant County on social media by searching for @CrimeStoppersofTarrantCounty.
- ☐ Use the Crime Stoppers logo or "CCS FFL" mobile app icon when hyperlinking the Crime Stoppers website and mobile app on school and district webpages.
- ☐ Download digital promotional materials and resources from the Crime Stoppers website and Awareness & Engagement Resource Page.
- ☐ Put Digital Slides on monitors/screens that feature scrolling announcements on campus.
- ☐ Provide parents and students with Campus Crime Stoppers and Friends for Life print material, resources, and information.
- ☐ Refer to the Awareness & Engagement section of the Operation Manual for Campus Crime Stoppers and Friends for Life engagement tools to include in your school or district's communications to staff, parents, and students.
- ☐ Refer to the Operational Manual for resources specific to secondary and elementary schools.

FFL CCS WWW.469TIPS.COM

The Awareness & Engagement Checklist included here provides guidance on potential Campus Crime Stoppers and Friends for Life awareness and engagement activities on campus, at home, and in the community. You can find the Awareness & Engagement checklist on our Awareness & Engagement google site by clicking [here](https://sites.google.com/onesafeplace.org/ccsfll-engagement/home) or going to <https://sites.google.com/onesafeplace.org/ccsfll-engagement/home>

## **Social Media & QR Code**

We have a QR Code available and linktree to all of our methods for online engagement with the community, including links to our social media pages, website, direct links to the reporting forms, and the mobile apps. The QR Code is featured on the Follow Us flyer, available in English and Spanish, as well as some of our other engagement materials. You may also go directly to the link at <https://linktr.ee/crimestoppersoftarrantcounty>. The QR Code may be shared with staff, parents, and students so that everyone may stay connected with Crime Stoppers of Tarrant County and have our contact information ready when making a tip.

You can easily find Crime Stoppers of Tarrant County on social media by scanning the QR code below or visiting <https://linktr.ee/crimestoppersoftarrantcounty>. Our social media posts cover a variety of topics including awareness months, weeks, and days as well as ways you can help keep your school and community safe. In addition, we post various information wanted bulletins for incidents that occur on Tarrant County campuses. It is encouraged that all school districts, campuses, and staff follow the Crime Stoppers of Tarrant County social media accounts and encourage parents and students to do so as well.



**CRIME STOPPERS** 817-469-8477  
TARRANT COUNTY

**We are here for YOU!**  
Follow us on all social media and visit our website by scanning the QR code!

Leave us an anonymous tip by calling, going online, or using our mobile app.

  
<https://linktr.ee/crimestoppersoftarrantcounty>

817-469-8477 | [www.469tips.com](http://www.469tips.com) | CCS FFL mobile app

**CRIME STOPPERS** 817-469-8477  
TARRANT COUNTY

**Estamos aquí para ti!**  
Síguenos en todas las redes sociales y visita nuestro sitio web escaneando el código QR!

Déjanos un mensaje anónimo llamando, en línea o usando nuestra aplicación móvil.

  
<https://linktr.ee/crimestoppersoftarrantcounty>

817-469-8477 | [www.469tips.com](http://www.469tips.com) | Aplicación móvil CCS FFL

# Crime Stoppers Newsletter

Crime Stoppers of Tarrant County puts out a regular newsletter that covers various topics relevant to school & community safety, prevention, and awareness. Visit this link to view a sample of the newsletter: <https://conta.cc/3p6pCuE>.

For those who would like to join the newsletter email list please send an email to program staff with your First Name, Last Name, and email in which you would like the newsletter to be sent.

## Promoting CCS and FFL on Campus

This sections includes the many ways that your school can promote Campus Crime Stoppers and Friends for Life on campus:

**Put up print materials** – Campus Crime Stoppers and Friends for Life print materials are available for your schools at no cost. Print materials available include posters, infographics, cards, magnets, brochures, flyers, and stickers. It is suggested that print materials be hung in the main entrance, hallways, offices, classrooms, library, cafeteria, gym, and other spaces where they would be visible and there is high foot traffic. Stickers, decals, and/or window clings may be added to office windows, classroom doors, school buses, or law enforcement/security vehicles. Materials may be picked up from One Safe Place or delivered to a district facility/school by request. You can view all downloadable print materials on our main website at <https://469tips.com/resources> or our awareness & engagement google site <https://sites.google.com/onesafeplace.org/ccsffl-engagement/home>. A few samples have been provided below:







**CRIME  
STOPPERS**  
**817-469-8477**  
TARRANT COUNTY

**CRIME  
STOPPERS** **817-469-8477**  
TARRANT COUNTY

Download "CCS FFL" mobile app on student-issued technology and shared computers - If you have any student-issued devices or shared computers, it is recommended to have the CCS FFL mobile app or the link to our website, [www.469tips.com](http://www.469tips.com), downloaded to the devices so all students may access Campus Crime Stoppers and Friends for Life easily when needing to make a tip. The app is available on iTunes and Google Play. Students may submit text, images, audio, documents, and/or video. The app may also be translated into other languages, including Spanish and Vietnamese.

Use logo or mobile app icon to link website or app to school and district webpages - We encourage featuring our logo and website ([www.469tips.com](http://www.469tips.com)) on your school district and individual school web pages. We've seen lots of referrals from district and school pages in previous school years.

Digital slides for TV monitors/scrolling announcements - Digital slides are available for TV/computer monitors on school grounds that feature scrolling announcements. The slides are in jpeg format but may be added to a PowerPoint slide.

### HELP A FRIEND...

**CRIME STOPPERS** **817-469-8477**  
TARRANT COUNTY

**FRIENDS FOR LIFE** HAVE A FRIEND IN NEED? STAY ANONYMOUS & HELP

- BULLYING
- DATING VIOLENCE
- CYBERBULLYING
- FAMILY VIOLENCE/ABUSE
- GANG ACTIVITY
- SEXTING
- SEXUAL HARASSMENT
- SUICIDAL THOUGHTS

**DOWNLOAD OUR APP** SEARCH FOR "CCS FFL" IN THE APPLE APP STORE OR ANDROID MARKET

**VISIT ONLINE** **CALL**  
**WWW.469TIPS.COM** **817-469-TIPS**

**LIVE CHAT** ANONYMOUS ONLINE WEB FEATURE ON 469TIPS.COM

### IT'S SAFE TO SAY...

**CRIME STOPPERS** **817-469-8477**  
TARRANT COUNTY

**STAY ANONYMOUS & HELP YOUR SCHOOL**

**CAMPUS CRIME STOPPERS**

- DRUGS • THEFT • VIOLENCE • VANDALISM
- POSSESSION OF WEAPONS • GANGS

**IT'S EASY TO SUBMIT A CAMPUS TIP:**

**DOWNLOAD OUR APP** SEARCH FOR "CCS FFL" IN THE APPLE APP STORE OR ANDROID MARKET

**VISIT ONLINE** **CALL**  
**WWW.469TIPS.COM** **817-469-TIPS**

**LIVE CHAT** ANONYMOUS ONLINE WEB FEATURE ON 469TIPS.COM

**Publicizing an Offense** – Publicizing the crime is essential in solving the offense. Generally, the more a crime is publicized the greater the chances it will be solved. The school administration, law enforcement agency, and/or district administration may publicize offenses on campus or a district facility utilizing Crime Stoppers.

Internally, offenses should be publicized by using available resources such as school newspapers, flyers, public announcements, bulletin boards, electronic communications, email correspondence, school webpages/social media, or any other creative administration-approved medium. All forms of media used to publicize the offense must include all the methods for contacting Crime Stoppers: **817-469-TIPS (8477), [www.469tips.com](http://www.469tips.com), start an anonymous live web chat by clicking "chat" on the Crime Stoppers homepage, or submit a tip through the "CCS FFL" mobile app.** Crime Stoppers encourages tipsters to come forward and give information on the specific crime(s) by offering anonymity and cash rewards.

To feature a crime or public safety awareness campaign on the Crime Stoppers website and/or social media pages, a bulletin or detailed email should be sent to the Program Director and include the following information:

- Type of offense that occurred
- Location of the offense
- Police report number, if available
- Brief description of the offense
- Any photos, audio files, or videos to be included in the posts

Advertise the program successes to students and parents, which can be accomplished through the social media, school newspaper, flyers, newsletters, or electronic communications. Utilize school and community resources to accomplish this, ensuring continued participation and support. Publicizing successes shows that Crime Stoppers works and will be encouraging for future tipsters to report information.

**School communications** – We encourage you to mention Campus Crime Stoppers and Friends for Life in your school communications. This includes newsletters (e.g., Smore, Seesaw, Remind, etc.), presentations, and email correspondence to students, staff, and parents.



**Announcement Script**– A great way to spread awareness of Campus Crime Stoppers and Friends for Life is through daily morning announcements. Below is a sample script that your school can utilize to tell your students and staff about the Campus Crime Stoppers program:

“Did you know (school name) participates in Crime Stoppers of Tarrant County? Did you know it’s safe to say what you saw, what you heard, and what you know about crimes occurring on campus? By submitting an anonymous tip you can lend a hand, be a voice, and make a difference for someone who needs help. Tips submitted through Campus Crime Stoppers and Friends for life are completely anonymous and may be eligible for a reward of up to \$1,000. Anonymous tips can be submitted by calling 817-469-8477, going to [www.469tips.com](http://www.469tips.com), or using the “CCS FFL” mobile app. Visit the Crime Stoppers website to learn more. Let’s help keep our school and classmates safe!”

**School Assemblies** – School assemblies (e.g. pep-rallies, back-to-school orientations, etc.) are a great time to share information about Campus Crime Stoppers and Friends for Life. You can utilize our digital promotional slides if giving a presentation, pass out business cards or flyers, display the QR code, or use whatever fits your situation best.

**School-Sponsored Events** – Another great way to bring awareness of Campus Crime Stoppers and Friends for Life is through school-sponsored events. This can include anything from school fairs, carnivals, meet-the-teacher nights, PTA meetings, open house events, and more! Feel free to display and/or hand-out print materials. Go to the [Crime Stoppers of Tarrant County Awareness & Engagement website](#) to download promotional material.

**Classroom Discussions** – We encourage your staff to find appropriate ways to incorporate Campus Crime Stoppers and Friends for Life into classroom discussions. This may include talking about CCS/FFL as a trusted resource, why it can help protect schools and communities, and/or simply providing students with contact information. Classes that may be a good fit include health classes, criminal justice classes, psychology classes, forensic science classes, and/or health sciences classes.

**Creative student involvement** – Engagement is sometimes best achieved through hands-on activities. Creative student involvement can include activities such as art projects/contests, writing assignments/prompts, theater production, writing a song, or student-produced videos. Feel free to think out of the box when developing engaging activities for your students.

**Resources for Elementary Students** – Crime Stoppers of Tarrant County understands that elementary-aged students require tailored forms of engagement that fits their learning abilities and social emotional development. For this reason, you will be able to find various elementary-centered resources on the Crime Stoppers of Tarrant County Awareness & Engagement website.

## **Promoting CCS and FFL to Parents**

Crime Stoppers of Tarrant County encourages parental involvement in the discussion about Campus Crime Stoppers and Friends for Life. Parents are a vital part to a student's day-to-day life, especially their safety. It is suggested that parents be engaged just like students and faculty/staff. This section features a few ways your school can begin engaging parents.

**Providing Information to PTA/PTOs** – Campus Crime Stoppers and Friends for Life is a great topic of discussion for PTA/PTO meetings and events. Contact Crime Stoppers of Tarrant County staff to inquire about a presentation at these meetings/events or to provide appropriate print materials so that they can be distributed to members.

**Electronic Communications With Parents** – Just as in student communications, we encourage you to mention Campus Crime Stoppers and Friends for Life in electronic communications to parents (e.g., Smore newsletters, official school communications, Remind, etc.). We've provided a brief paragraph explaining Campus Crime Stoppers/Friends for Life that can easily be included into communications sent to parents:

“Campus Crime Stoppers and Friends for Life are anonymous tip line programs of the Crime Stoppers of Tarrant County. Campus Crime Stoppers takes anonymous tips on various crimes like theft, burglary, vandalism, drugs, vaping, gang activity, illegal weapon possession, possible school shootings, and more. Tips that lead to disciplinary action or an arrest are eligible for a cash reward. Friends for Life is an anonymous tipline that takes tips on bullying, suicide, family violence, dating violence, self-harm, and more. Both programs are a vital part of keeping our campus safe and we encourage you to learn more about this program by going to [www.469tips.com](http://www.469tips.com).”

**Sample Parent Letter** – Provided is a copy of a sample parent letter that can be sent out to parents after a presentation/discussion involving Campus Crime Stoppers and Friends for Life. This is just a sample and may be modified to fit the context in which the letter is sent. You can download the letter by visiting the [Crime Stoppers of Tarrant County Awareness & Engagement Website](#).



Dear Parents and Guardians,

Today your student was presented with information on how they can help make their school and community safer by reporting dangerous or concerning behaviors. The Campus Crime Stoppers of Tarrant County and Friends for Life reporting solution encourages students to ask for help when they or their friends are in need and provides a safe mechanism for students and parents or guardians to report safety concerns while remaining anonymous.

Students and parents/guardians can use Campus Crime Stoppers and Friends for Life to report bullying, suicide concerns, sexting, threats, cutting, abuse, dating and family violence, fights, harassment, drugs, alcohol, gang activity, theft, weapons or other types of dangerous situations that threaten their safety or the safety of others for the purpose of prevention and interventions.

To make an anonymous report regarding a crime or a safety concern, students and parents/guardians may call 817-469-TIPS (8477), submit a web tip through [469tips.com](http://469tips.com), or download the "CCS FFL" mobile app for free through iTunes or Google Play.

Campus Crime Stoppers and Friends for Life will help keep our students and school safer by:

- Creating a positive school culture and community
- Giving students a voice to share concerns
- Gathering information to then proactively address concerns
- Preventing tragedies from the personal level to the community level
- Building trust within our school community

Please encourage your student to use this life saving technology to better our schools and community. For more information about the Campus Crime Stoppers of Tarrant County and Friends for Life programs, please visit [www.469tips.com](http://www.469tips.com).

Sincerely,



## **Promoting CCS and FFL in the Community**

**Awareness Months, Days, Anniversaries** – National awareness months, weeks, and days are opportunities to shed light on important topics and highlight ways in which Campus Crime Stoppers and/or Friends for Life may be a resource for students, parents, staff, and community members to report information related to those topics.

- **Sample Awareness Months**

- January – Crime Stoppers Month, Human Trafficking Prevention
- February – Gang Prevention Awareness, Teen Dating Violence Awareness
- March – Adolescent Self-Injury Awareness
- April – National Child Abuse Prevention, Prevention of Cruelty to Animals, Sexual Assault Awareness
- May – Mental Health Awareness, National Community Action
- June – National Safety Month, Pride Month
- September – National Suicide Prevention & Awareness
- October – National Bullying Prevention, National Cyber Security Awareness, National Domestic Violence Awareness, National Crime Prevention Month

- **Sample Awareness Weeks**

- Red Ribbon Week
- National Youth Violence Prevention Week
- National Crime Victims Week
- National Suicide Prevention Week
- America's Safe Schools Week
- Spring Break

- **Sample Awareness Days**

- World Mental Health Day
- International Day of Non-Violence
- International Day of Peace
- National Missing Children's Day
- Self-Injury Awareness Day

Campus Crime Stoppers and Friends for Life may also be featured during holidays, school breaks, and anniversaries, such as the dates of the Columbine High School, Marjory Stoneman Douglas High School in Parkland, or Santa Fe school shootings.

**Crime Trends and Current Events** – Campus Crime Stoppers and Friends for Life may also be featured in discussions on crime trends and current events, such as youth suicide, vaping, opioids, and school shootings. Crime Stoppers tip information may be used as intelligence and can help identify trends and drive conversations about local issues. Crime Stoppers may serve as a resource for schools and law enforcement when conducting outreach and education on hot topics and recurring trends.

## **Conversations, Paradigms, & Myths**

Crime Stoppers of Tarrant County is proud to work towards public safety and community resilience in the face of crime and violence. Unfortunately, crime and violence are not easy topics to talk about across our communities and sometimes are shied away from. However, we believe being able to frame the conversation of crime and violence in a way that is both informative and productive can help lead to community capacity that will ultimately reduce crime and the fear of crime.

**CCS/FFL and Elementary Students** – We recognize that the topics covered by CCS/FFL can be hard to discuss with elementary-aged students. However, our program has created materials aimed at elementary students in a way that is sensitive to their learning and emotional development. It is our belief that, just like the rest of the community, elementary students have the right to safety, prevention, and to be free of the fear of crime.

**Spanish, Vietnamese Materials** – Our Tarrant County community is diverse and wide-ranging, that's why we are committed to doing our best to provide materials and resources in both Spanish and Vietnamese. Our website is able to be translated at the push of a button. As we create engagement materials, we work as quickly as we can to produce items that reflect the diversity of languages in our community.

Additionally, in our Crime Stoppers of Tarrant County Awareness & Engagement website you will find the following items that will help guide these conversations in your classrooms, offices, meetings, and more.

- **Snitching v. Prevention** – This document will help lay out why "snitching" is much different than prevention and how Crime Stoppers provides an outlet for preventing crime.
- **Reporting of False Tips** – This document will describe how false tips are handled and why this should not be a deterrent from utilizing Crime Stoppers.

- **Addressing Common Myths** – Crime Stoppers of Tarrant County is aware of the concerns some administrators, staff, faculty, students, and parents may have about the Campus Crime Stoppers and Friends for Life programs. This document will address common misunderstandings and myths about Crime Stoppers. We hope these begin a conversation about why Crime Stoppers focus is being proactive in helping to prevent crime and NOT about advertising crime on campus.

## **Promotional Materials**

Samples of print and digital materials can be found in the following:

- Main Crime Stoppers of Tarrant County Website:  
<https://469tips.com/resources>
- Crime Stoppers of Tarrant County Awareness & Engagement Website:  
<https://sites.google.com/onesafeplace.org/ccsffl-engagement/home>

We are happy to provide you with whatever your school(s) need! Please reach out to Crime Stoppers of Tarrant County programming staff to schedule print material packaging and delivery/pick-up.

# **Legal Issues & Language**

## **Funneling**

Funneling is a term referring to the situation where an informant who has already given law enforcement officials information is funneled or sent to Crime Stoppers for a reward. The informant may not have known the reward was offered or available. Sometimes a detective gets the information first; keeps it; then has the known informant call Crime Stoppers and pretend that the information is given for the first time. There are variations of this tactic.

Depending upon the circumstances, such an incident could be considered as:

- Violation of departmental policy that subjects the law enforcement officer to administrative discipline;
- A fraud perpetrated against a non-profit, charitable corporation (Crime Stoppers) in order to cause it to part with reward money;



- Perjury if it is discovered that the informant's identity was known to the officer and the informant was not really an anonymous Crime Stoppers informant, and the officer testified falsely in court or made untrue allegations in an affidavit for a warrant, or
- Grounds for attacking all the officer's and informant's cases for credibility.

## **Texas Government Code, Chapter 414**

Notable excerpts from Texas Government Code, Chapter 414:

### **Sec. 414.0015. CRIME STOPPERS TIPS.**

(a) The council, a crime stoppers organization, or a person accepting information on behalf of the council or a crime stoppers organization may accept tips submitted by any person regarding:

1. criminal activity;
2. conduct or threatened conduct that constitutes a danger to public safety or an individual; or
3. conduct or threatened conduct that would disrupt the efficient and effective operations of a school district or open-enrollment charter school.

(b) A crime stoppers organization may forward a tip submitted under Subsection (a) to the appropriate law enforcement agency, school district, or open-enrollment charter school, except that a tip regarding conduct or threatened conduct described only by Subsection (a)(3) may be forwarded only to the appropriate school district or open-enrollment charter school.

Added by Acts 2019, 86th Leg., R.S., Ch. 1172 (H.B. 3316), Sec. 2, eff. September 1, 2019.

**Sec. 414.007. CONFIDENTIALITY OF CRIME STOPPERS RECORDS.** A record relating to a tip received under Section 414.0015(a) maintained by the council, a crime stoppers organization, a law enforcement agency, a school district, or an open-enrollment charter school, including the identity of the person who submitted the tip, is confidential and is not subject to disclosure under Chapter 552.

Acts 1987, 70th Leg., ch. 147, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1999, 76th Leg., ch. 1560, Sec. 1, eff. June 19, 1999. Amended by: Acts 2019, 86th Leg., R.S., Ch. 1172 (H.B. 3316), Sec. 6, eff. September 1, 2019.

### **Sec. 414.008. PRIVILEGED INFORMATION.**

(a) Except as otherwise provided by this section, evidence relating to a communication between a person submitting a tip under

Section 414.0015(a) and a person who accepted the tip under that subsection is not admissible in a court or an administrative proceeding and may not be considered in a hearing regarding the expulsion of a student under Subchapter A, Chapter 37, Education Code, or any other student disciplinary proceeding.

(b) A record of the council, a crime stoppers organization, a law enforcement agency, a school district, or an open-enrollment charter school concerning a tip submitted under Section 414.0015(a) may not be compelled to be produced before a court or other tribunal except on a motion:

1. filed in a criminal trial court by a defendant who alleges that the record contains evidence that is exculpatory to the defendant in the trial of that offense; or
2. filed in a civil case by a plaintiff who alleges that denial of access to the record concerning the tip abrogates any part of a cognizable common law cause of action, if the plaintiff alleging abrogation:
  - a. was charged with or convicted of a criminal offense based at least partially on the tip and the charges were dismissed, the plaintiff was acquitted, or the conviction was overturned, as applicable; and
  - b. in the motion establishes a prima facie case that the plaintiff's abrogated claim is based on injuries from the criminal charge or conviction caused by the wrongful acts of another performed in connection with the tip.

(c) On motion of a movant under Subsection (b), the court may subpoena the records or report. The court shall conduct an in camera inspection of materials produced under subpoena determine whether the materials contain:

1. evidence that is exculpatory to the defendant; or
2. information necessary to a plaintiff as described by Subsection (b)(2).

(d) If the court determines that the materials produced contain evidence that is exculpatory to the defendant or information necessary to a plaintiff as described by Subsection (b)(2), the court shall present the evidence to the movant in a form that does not disclose the identity of the person who was the source of the evidence, unless the state or federal constitution requires the disclosure of that person's identity. The court shall execute an affidavit accompanying the disclosed materials swearing that, in the opinion of the court, the materials disclosed represent the evidence the movant is entitled to receive under this section.

(e) The court shall return to the council, crime stoppers organization, law enforcement agency, school district, or open-enrollment charter school the materials that are produced under this section but not disclosed to the movant. The council, crime stoppers organization, law enforcement agency, school district, or open-enrollment charter school shall store the materials at least until the first



anniversary of the following appropriate date:

1. the date of expiration of the time for all direct appeals in a criminal case; or
2. the date a plaintiff's right to appeal in a civil case is exhausted.

Acts 1987, 70th Leg., ch. 147, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1993, 73rd Leg., ch. 711, Sec. 1, eff. Sept. 1, 1993; Acts 1997, 75th Leg., ch. 700, Sec. 5, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 1560, Sec. 1, eff. June 19, 1999; Acts 2003, 78th Leg., ch. 233, Sec. 1, eff. Sept. 1, 2003.

Amended by:

Acts 2019, 86th Leg., R.S., Ch. 1172 (H.B. 3316), Sec. 7, eff. September 1, 2019.

#### **Sec. 414.009. MISUSE OF INFORMATION.**

(a) A person who is a member or employee of the council, a crime stoppers organization, a law enforcement agency, a school district, or an open-enrollment charter school or who accepts a tip under Section 414.0015(a) on behalf of the council or a crime stoppers organization commits an offense if the person intentionally or knowingly discloses to a person not a member of or employed by the council, a crime stoppers organization, a law enforcement agency, a school district, or an open-enrollment charter school the identity of a person who submitted a tip or the content of that tip without the person's consent, unless:

1. the person disclosing the information has received authorization to disclose the information from the chief executive of the crime stoppers organization that originally received the tip, and the chief executive has reasonably determined that failing to disclose the identity of a person who submitted the tip creates a probability of imminent physical injury to another; or
2. the disclosure is otherwise required by law or court order.

(b) An offense under this section is a Class A misdemeanor, except that an offense under this section is a third degree felony if the offense is committed with intent to obtain monetary gain or other benefit.

(c) A person convicted of an offense under this section is not eligible for state employment during the five-year period following the date that the conviction becomes final.

Acts 1987, 70th Leg., ch. 147, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 700, Sec. 6, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 1560, Sec. 1, eff. June 19, 1999.

Amended by:

Acts 2019, 86th Leg., R.S., Ch. 1172 (H.B. 3316), Sec. 8, eff. September 1, 2019.

**Link to full text of statute:**

<https://statutes.capitol.texas.gov/Docs/GV/htm/GV.414.htm>

## **David's Law**

Notable excerpts from Texas Education Code, Chapter 37:

### **Sec. 37.0832. BULLYING PREVENTION POLICIES AND PROCEDURES.**

(a) In this section:

1. "Bullying":

a. means a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, or physical conduct that satisfies the applicability requirements provided by Subsection (a-1), and that:

- i. has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property;
- ii. is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student;
- iii. materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or
- iv. infringes on the rights of the victim at school; and

b. includes cyberbullying.

2. "Cyberbullying" means bullying that is done through the use of any electronic communication device, including through the use of a cellular or other type of telephone, a computer, a camera, electronic mail, instant messaging, text messaging, a social media application, an Internet website, or any other Internet-based communication tool.

(a-1) This section applies to:

1. bullying that occurs on or is delivered to school property or to the site of a school-sponsored or school-related activity on or off school property;
2. bullying that occurs on a publicly or privately owned school bus or vehicle being used for transportation of students to or from school or a school-sponsored or school-related activity; and
3. cyberbullying that occurs off school property or outside of a school-sponsored or school-related activity if the cyberbullying:
  - a. interferes with a student's educational opportunities; or
  - b. substantially disrupts the orderly operation of a classroom, school, or school-sponsored or school-related activity.

(b) Repealed by Acts 2017, 85th Leg., R.S., Ch. 522 (S.B. 179), Sec. 15, eff. September 1, 2017.

(c) The board of trustees of each school district shall adopt a policy, including any necessary procedures, concerning bullying that:

1. prohibits the bullying of a student;
2. prohibits retaliation against any person, including a victim, a witness, or another person, who in good faith provides information concerning an incident of bullying;
3. establishes a procedure for providing notice of an incident of bullying to:
  - a. a parent or guardian of the alleged victim on or before the third business day after the date the incident is reported; and
  - b. a parent or guardian of the alleged bully within a reasonable amount of time after the incident;
4. establishes the actions a student should take to obtain assistance and intervention in response to bullying;
5. sets out the available counseling options for a student who is a victim of or a witness to bullying or who engages in bullying;
6. **establishes procedures for reporting an incident of bullying, including procedures for a student to anonymously report an incident of bullying, investigating a reported incident of bullying, and determining whether the reported incident of bullying occurred;**
7. prohibits the imposition of a disciplinary measure on a student who, after an investigation, is found to be a victim of bullying, on the basis of that student's use of reasonable self-defense in response to the bullying; and
8. requires that discipline for bullying of a student with disabilities comply with applicable requirements under federal law, including the Individuals with Disabilities Education Act (20 U.S.C. Section 1400 et seq.).

(d) The policy and any necessary procedures adopted under Subsection (c) must be included:

1. annually, in the student and employee school district handbooks; and
2. in the district improvement plan under Section 11.252.

(e) The procedure for reporting bullying established under Subsection (c) must be posted on the district's Internet website to the extent practicable.

(f) Each school district may establish a district-wide policy to assist in the prevention and mediation of bullying incidents between students that:

1. interfere with a student's educational opportunities; or
2. substantially disrupt the orderly operation of a classroom, school, or school-sponsored or school-related activity.

Added by Acts 2011, 82nd Leg., R.S., Ch. 776 (H.B. 1942), Sec. 7, eff. June 17, 2011.

Amended by:

Acts 2017, 85th Leg., R.S., Ch. 522 (S.B. 179), Sec. 2, eff. September 1, 2017.

Acts 2017, 85th Leg., R.S., Ch. 522 (S.B. 179), Sec. 15, eff. September 1, 2017.

**Link to full text of statute:**

<https://statutes.capitol.texas.gov/Docs/ED/htm/ED.37.htm>

## **Contact Us**

- **Crime Stoppers of Tarrant County Hotline** - 817-469-TIPS (8477)
- **Web** - [www.469tips.com](http://www.469tips.com)
- **Program Administration** - 817-502-7112
- **Community Outreach & Engagement** - 817-502-7125
- **One Safe Place** - 817-916-4323, [www.onesafeplace.org](http://www.onesafeplace.org)