Crime Stoppers ABC's

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Let's Talk About

- History of Crime Stoppers
- Crime Stoppers Concept
- Role of Board of Directors
- Role of the Coordinator
- Role of the Media
- Tip Processing
- Protecting Crime Stoppers

Essential Elements



Why Crime Stoppers?

- Fear of Reprisal
- An Attitude of Apathy
- Reluctance to get Involved

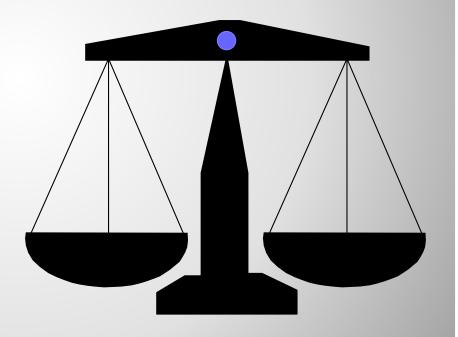
Know The Competition

The truth is out there. We are not alone......

- Local law enforcement Social Media; "anonymous" report by leaving a message or e-mail us. Usually no offer of rewards
- National Crime Tips Associated with Police/Fire Magazine.
 Reward based on arrest <u>& conviction</u>
- Schools Anonymous using "Forms" for tips that often ask for your name, phone number, e-mail. May have phone lines into School offices. Sprigeo
- Tip 411/Nixle Tips go directly to subscriber, usually law enforcement agency with no review of tip info.
- WeTip For Profit, takes crime tips but moving toward services for companies.

How Crime Stoppers Works? It's what makes us different

 Anonymous vs Confidential Tips



- Anonymous Tips: The anonymous informant, however, lacks the advantages of both the professional and the lay informant. By definition, anonymous informants lack a "track record," and they also cannot be presumed to be credible, since police have no means of gauging their possible motives for making false accusations or of holding them accountable for false tips. On their face, such informants would thus appear to have almost no credibility. Yet the Supreme Court has allowed for the use of anonymous informants' tips in substantiating both probable-cause and reasonable-suspicion determinations, in *Illinois v. Gates* and *Alabama v. White*, respectively. The Supreme Court held that the combination of the anonymous informant's tip and police corroboration of some of the information were sufficient to make out probable cause.
- Confidential Informant: A confidential informant is a person who provides information about criminal activity to law enforcement officers. The identities of these individuals are privileged in order to protect these individuals against retribution from those involved in crime. Statements made by a confidential informant are testimonial in nature, and therefore, may not be offered by the government to establish the guilt of an accused absent an opportunity for the accused to cross-examine the informant. However, evidence that is provided merely by way of background or is offered only to explain how certain events came to pass or why the officers took the actions they did, is not offered for the truth of the matter asserted. [United States v. Warman, 578 F.3d 320 (6th Cir. Ohio 2009)]

Anonymous vs. Confidential

How Crime Stoppers Works? (Cont.) It's what makes us different

- Citizen Board
- Coordinator
- Rewards
- Media
- Law Enforcement



Crime Stoppers Resolves Problems

- Apathy
- Fear
- Reprisal/Retribution
- Anonymity
- Rewards Nationally 70% go uncollected

Crime Stoppers Minimum Standards

- Legally incorporated by State
- Obtain IRS tax exemption
- Establish Operating Procedures
- No law enforcement or elected officials as voting Board Members
- Maintain membership with CSUSA
- Maintain and report program statistics
- Establish reward policy
- Establish and follow good Financial Policies and Procedures.
- Ensure basic training for Coordinator and Board Members

Role of Board of Directors

- Creates Policies and Procedures
- Provide oversight for Program
- Raise Reward funds
- Determine Reward amounts
- Keep business records
- Promote to media
- Develop short and long term goals

Role of the Coordinator

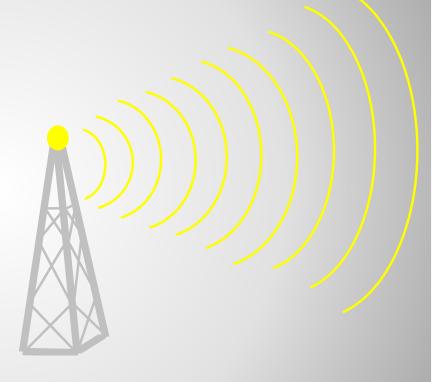
- Multi-faceted job with multiple hats.
- Responsible for day to day operation of program.
- Handle tips, follow up, screen and disseminate information.
- Liaison between Law Enforcement Agencies and Board of Directors.
- Coordinates between Media, Police and Board of Directors.
- Maintains record keeping system for the program.
- Prepares reports for Law Enforcement Agencies, Board of Directors and Media.

Role of Law Enforcement

- Provide Coordinator & Department contact
- Screen Crime Stoppers Tips
- Coordinate with Investigators
- Maintain files & Case Status
- Provide dispositions to tips
- Select cases for "Crime or Fugitive of the Week"
- Promote program within Department
- Member Agencies provide representative to Board of Directors

Role of Media

- Social Media
 - FaceBook
 - Twitter
- Newspapers
- Television
- Radio
- Cable TV
- Wanted Posters
- Web Site







Tip Taking

Phone

Answering Service vs. Local Answering



- Web Tips
- App Tips vs TextTips



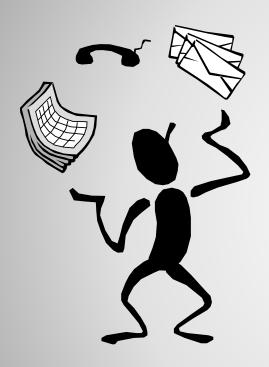


Rewards



- Determining Reward Amounts
 - Special Rewards
- Paying Rewards

Partnerships



- Student Based
- Partnerships -
 - Domestic Violence
 - Animal Abuse
 - Elder Abuse
 - Auto Theft
 - Construction Site Theft

Protecting Crime Stoppers

- Comply with By-laws
- Do not put your IRS Tax Exemption at Risk
- Maintain good financial standing and have adequate funds for rewards
- Act carefully when dealing with Large or Supplemental Rewards
- Protect your tipsters (SANITIZE) Job # 1
- No crimes or scandals
- Handle Tips properly
- Maintain accurate program statistics
- Provide written Board Reports
- Conduct regularly scheduled Board Meetings
- Coordinate payment of rewards
- Work with all Media
- Know your stuff Have your elevator presentation ready at all times

 "John Doe is my ex-husband. I have been letting him stay at my house at 123 Main Street since he was released from jail in 2011. I left the property two years ago to live with my new husband. He let Jane Doe move in two months ago. When I went to collect the rest of my belongings from the house at 123 Main Street, Ms. Doe told me that she and John are doing meth on a daily basis and showed me the meth she had been holding back from John. John was arrested in 2008 for growing marijuana in the shed in the back of the house. I have good reason to believe he is now cooking meth in that shed as I can think of no other way that they could afford to smoke meth everyday. In addition, Ms. Doe was recently arrested with meth and oxycodone. Finally, when I asked John if I could see the house and **shed he said** the police had already been there following Ms. Doe's arrest. I called to confirm that this morning and was told there have been no deputies called to that address recently. I understand that cooking meth can be very dangerous as explosions can happen and am concerned for my property. I am currently in the process of having them evicted but that may take a few weeks. Thank you for your help.

SANITIZATION PRIMER

"John Doe is my ex-husband. I have been letting him stay at my house is living at 123 Main Street since he was released from jail in 2011. I left the property two years ago to live with my new husband. He let Jane Doe move in two months ago. When I went to collect the rest of my belongings from the house at 123 Main Street, Ms. Doe told me that she and John are doing meth on a daily basis and showed me I have seen the meth she had been holding back from John. John was arrested in 2008 for growing marijuana in the shed in the back of the house. I have good reason to believe he is now cooking meth in that shed as I can think of no other way that they could afford to smoke meth everyday. In addition, Ms. Doe was recently arrested with meth and oxycodone. I Finally, when I asked John if I could see the house and shed he said the police had already been there following Ms. Doe's arrest. I called to confirm that this morning and was told there have been no deputies called to that address recently. I understand that cooking meth can be very dangerous as explosions can happen and am concerned for my property, am currently in the process of having them evicted but that may take a few weeks. Thank you for your help.

SANITIZATION (CONT.)

 "John Doe is living at 123 Main Street since he was released from jail in 2011. John and his wife are doing meth on a daily basis and people have seen the meth. John was arrested in 2008 for growing marijuana in the shed in the back of the house. There is good reason to believe he is now cooking meth in that shed as I can think of no other way that they could afford to smoke meth everyday. In addition, Ms. Doe was recently arrested with meth and oxycodone. Thank you for your help.

SANITIZATION (CONT.)

CSUSA Statistics

Suspects Arrested
Cases Cleared
Rewards Paid
Property Recovered
Narcotics Seized
Total Recovered

715,902 1,044,543 \$108,482,788 \$1,190,236,842 \$3,045,984,042 \$4,236,246,263

As of 07/6/2017

Don't Re-invent The Wheel

- Contact Crime Stoppers USA
 - www.crimestoppersusa.com
- CSUSA Regional Directors
- Jdg. (Ret.) Richard Carter, CS USA Legal Advisor crimestopperslaw@aol.com/(817)343-5496
- K. Scott Abrams, CS USA Past President sabrams@crimestoppersusa.com/(920)210-3728
- Sgt. Steve Dubois, CS USA At-large BOD stevedubois@crimetips.org/() 582-1351
- Det. Kevin Boehm, CS USA At-large BOD kboehm@kc-crime.org/(816)960-6800

Crime Stoppers ABC's: Financial Compliance: Who's Watching the Money?

K. Scott Abrams, CPA, CGMA, FHFMA

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Magnificent 7 of Crime Stoppers Financial ABC's

- IRS Reporting/Compliance
- State Reporting Requirements
- Financial Statement Reporting
- Annual Audit or Financial Review
- Handling Donations
- Fiduciary Responsibilities
- Internal Controls

IRS Reporting Compliance Areas

Forms & Deadlines

Which forms do exempt organizations file?

Most tax-exempt organizations are required to file an annual return. Which form an organization must file generally depends on its financial activity, as indicated in the chart below.

Status	Form to File
Gross receipts normally ≤ \$50,000 Note : Organizations eligible to file the <i>e-Postcard</i> may choose to file a full return	<u>990-N</u>
Gross receipts < \$200,000, and Total assets < \$500,000	990-EZ or 990
Gross receipts ≥ \$200,000, or Total assets ≥ \$500,000	990
Private foundation - regardless of financial status	990-PF

Annual Return Due Date

- Form 990, Form 990-EZ, Form 990 T & Form 990-N is due on the 15th of the fifth month following fiscal year end
- NEW BEGINNING THIS YEAR!
 - Form 8868 updated to provide for automatic six-month extension for Form 990, Form 990-EZ & 990T
 - Form 8868 Application for Automatic Extension must be filed on or before original due date
- No Extension allowed for Form 990-N
 - However, there is no penalty for late filing
- So when is your return due?

Return Due Dates for Exempt Organizations: Annual Return Use the table below to find your due date of annual returns (Form 990, 990 EZ, 990-PF) that a tax exempt organization must file.

Ending date of tax year	Initial return due date	Auto 6-month extension due date	
December 31	May 15	November 15	
November 30	April 15	October 15	
October 31	March 15	September 15	
September 30	February 15	August 15	
August 31	January 15	July15	
July 31	December 15	June 15	
June 30	November 15	May 15	
May 31	October 15	April 15	
April 30	September 15	March 15	
March 31	August 15	February 15	
February 28/29	July 15	January 15	
January 31	June 15	December 15	

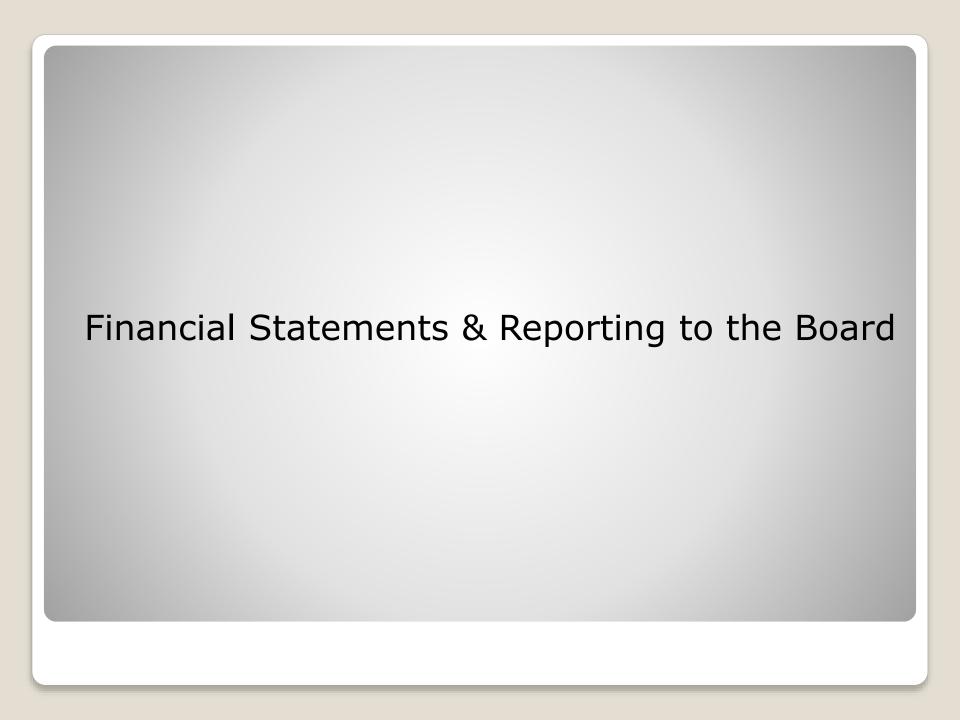
What happens if we file late or don't file?

- Internal Revenue Service will impose a late penalty of:
 - Organizations with less than \$1 million in gross receipts = \$20 per day up to \$10,000, or a 5% of the organizations gross receipts, whichever is less.
 - Organizations with more than \$1 million in gross receipts = \$100 per day, up to a maximum of \$50,000.
- Internal Revenue Service will revoke tax-exempt certification if no annual return is submitted for three consecutive years on the date that the third annual return is due
- What impact does this have?
 - For any excess revenues over expenses, corporate income taxes may be due
 - Any other state or federal tax breaks for tax-exempt organizations would no longer be applicable, i.e. state sales taxes
 - Organization may no longer hold itself out as a charitable organization and receive tax deductible donations
 - Publicity that may arise within the community on loss of tax-exempt status

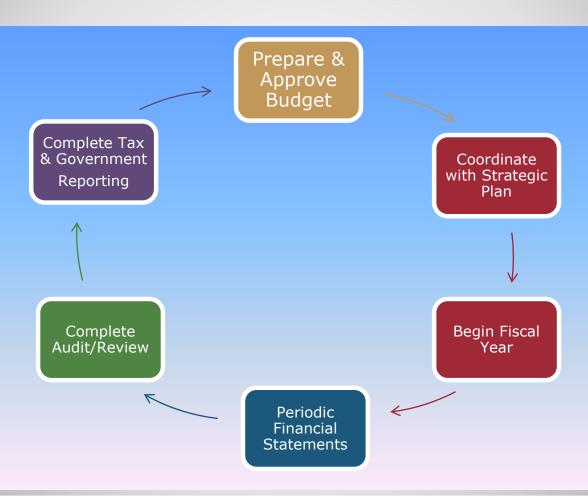
State Reporting Requirements

State Reporting Requirements

- Important to check state taxing authorities to verify registration and reporting requirements
- Most require an annual report or filing
- Maintain compliance with statutes
- Require copy of Form 990?
 - Some states may require Form 990
- Most states have charitable reporting and filing requirements
- Check your state requirements and regulations



Financial Cycle



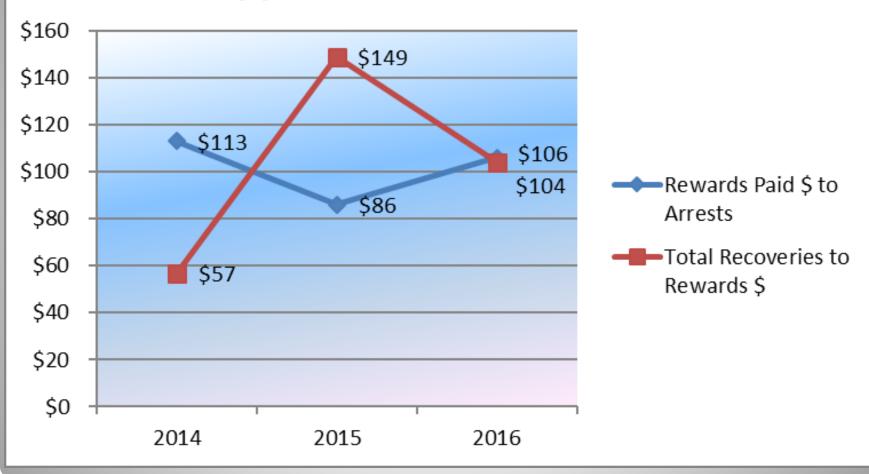
Statistics

Crime Stoppers Statistics	2014	2015	2016
1 Calls Received	1,152	1,344	1,260
2 Arrests Made ¹	161	163	185
3 Cases Cleared ¹	250	236	279
4 Rewards Paid #	87	72	98
5 Rewards Paid \$ 1	\$18,270	\$14,040	\$19,600
6 Property Recovered ¹	\$213,325	\$296,008	\$647,500
7 Drugs Seized ¹	\$821,905	\$1,793,326	\$1,388,610
8 Total Property and Drugs ¹	\$1,035,230	\$2,089,334	\$2,036,110
¹ Required Reporting Statistic			

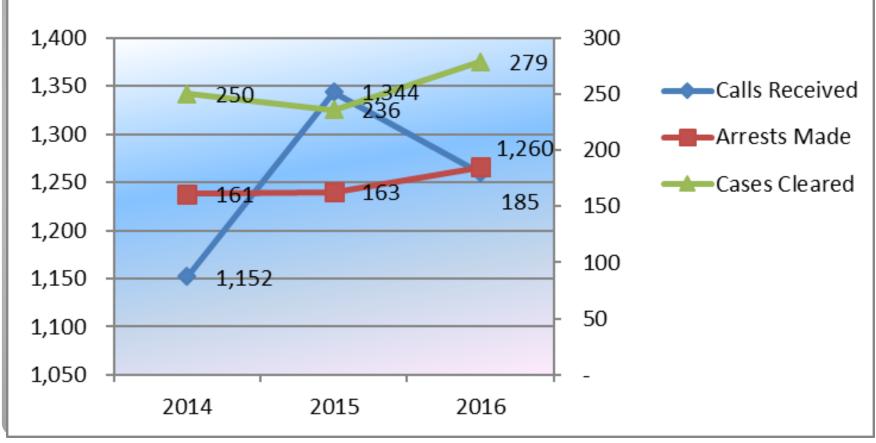
Statistics

Crime Stoppers Statistics					
	2014	2015	2016	CSUSA	Calculation
9 Calls per Day	5.2	6.1	5.7		L1/220
10 Arrests to Calls Received	14.0%	12.1%	14.7%		L2/L1
11 Cases Cleared to Arrests	1.55	1.45	1.51	1.687	L3/L2
12 Rewards Paid # to Arrests	54.0%	44.2%	53.0%		L4/L2
13 Reward \$ to Reward #	\$210	\$195	\$200		L5/L4
14 Rewards Paid \$ to Arrests	\$113	\$86	\$106	\$149	L5/L2
15 Property Recovered to Arrests	\$1,325	\$1,816	\$3,500	\$2,230	L6/L2
16 Drugs Seized to Arrests	\$5,105	\$11,002	\$7,506	\$6,514	L7/L2
17 Total Recoveries to Arrests	\$6,430	\$12,818	\$11,006	\$8,744	L8/L2
18 Total Recoveries to Rewards \$	\$57	\$149	\$104	\$59	L8/L5
CSUSA Benchmark	\$149	\$149	\$149		









Statistics - Cont'd

- Graph and trend statistics for the program
- Develop statistical relationships and trend
- Compare to national and international benchmarks, if available
- This information is invaluable when preparing marketing materials, dealing with the media and promoting your program in the community and with law enforcement
- Can also trend potential significant issues

Financial Statements

- Income Statement or Operating Statement
- Balance Sheet
- Purpose of Budget
- Annual Audit or Review of Financial Statements

Income/Operating Statement

- Reflects the financial activities of the organization for a period of time
- Periodic report summarizing the receipts received and disbursements made for the organization
- Activity can be reported in month and year to date
- May include comparison to budget or previous year to date

Balance Sheet

- Report that provides the financial accumulation of funds, investments and property called assets
- Identifies amounts owed and outstanding debt as liabilities
- The net of the assets less liabilities is termed as net assets in tax exempt, charitable organizations

	Crime Stoppers				
	Operating Statement				
	For the Fiscal Year Ended December	31, 2016			
		Actual	Budget	Variance	% Variance
1	Revenues and Support:				
2	Individual Contributions	5,600	4,000	1,600	40.0%
3	Corporate Contributions	9,600	10,000	(400)	-4.0%
4	Court Ordered Restitution	5,400	6,000	(600)	-10.0%
5	Fund Raising Events	21,000	20,000	1,000	5.0%
6	Total Revenues and Support	41,600	40,000	1,600	4.0%
7	Expenses:				
8	Rewards	19,600	18,000	(1,600)	_
9	Marketing/Promotional	5,700	4,000	(1,700)	-42.5%
10	Administrative Costs	2,980	3,000	20	0.7%
11	Fund Raising Expenses	10,120	9,000	(1,120)	-12.4%
12	Insurance	1,000	1,000		0.0%
13	Miscellaneous	3,600	2,000	(1,600)	-80.0%
14	Total Expenses	43,000	37,000	(6,000)	-16.2%
15	Changed in Unrestricted Net Assets	(1,400)	3,000	(4,400)	-146.7%
16	Unrestricted Net Assets - 1/1/16	21,260	21,260		
17	Unrestricted Net Assets - 12/31/16	19,860	24,260		

	Crime Stoppers				
	Operating Statement				
	For the Fiscal Year Ended December 31, 2016				
		2016	2015	Variance	% Variance
1	Revenues and Support:				
2	Individual Contributions	5,600	3,700	1,900	51.4%
3	Corporate Contributions	9,600	10,700	(1,100)	-10.3%
4	Court Ordered Restitution	5,400	6,500	(1,100)	-16.9%
5	Fund Raising Events	21,000	19,000	2,000	10.5%
6	Total Revenues and Support	41,600	39,900	1,700	4.3%
7	Expenses:				
8	Rewards	19,600	14,040	(5,560)	-39.6%
9	Marketing/Promotional	5,700	3,800	(1,900)	-50.0%
10	Administrative Costs	2,980	2,400	(580)	-24.2%
11	Fund Raising Expenses	10,120	9,600	(520)	-5.4%
12	Insurance	1,000	1,000	-	0.0%
13	Miscellaneous	3,600	1,900	(1,700)	-89.5%
14	Total Expenses	43,000	32,740	(10,260)	-31.3%
15	Changed in Unrestricted Net Assets	(1,400)	7,160	(8,560)	-119.6%
16	Unrestricted Net Assets - 1/1/16	21,260	14,100		
17	Unrestricted Net Assets - 12/31/16	19,860	21,260		

Crime Stoppers Balance Sheet		
December 31, 2016		
	2016	2015
Assets		
1 Current Assets		
2 Cash	3,205	3,700
3 Investments	16,655	17,560
4 Total Current Assets	19,860	21,260
Liabilities and Net Assets		
5 Net Assets - Unrestricted	19,860	21,260

Purpose of Budget

- A financial plan or roadmap.
- Considered governance best practice
- Construct guidelines against which to measure outcomes.
- Generally covers 12 months.
- Periodically review, revise and update.
- Budget may be approved at beginning of fiscal year, allowing for orderly payment of expenses

Development of Annual Budget

- Statistics
 - Estimate volume goal calls, number of rewards
- Revenue
 - Forecast revenue sources such as donations, grants, court ordered, investment earnings
- Disbursements
 - Forecast expenses to achieve revenue goals.
 - Identify expenses to support program, such as rewards and administrative costs

Annual Reporting Audit or Review

Annual Audit

- Financial Audit
 - Follows generally accepted auditing standards.
 - Includes examining, on a test basis, evidence supporting amounts and disclosures.
 - Includes assessing the accounting principles and estimates.
 - Provides an opinion on the financial statements.
 - An audit may be required by a donor, a private or governmental grant, or other external sources.

Annual Review

- Financial Review
 - Substantially less in scope than an audit.
 - A review consists of inquiries of organizational personnel.
 - Analytical procedures are applied to financial data.
 - No opinion is rendered on the financial statements.
 - Useful in providing to donors and grantors, as requested

Review Committee

- Crime Stoppers Audit Committee
 - Some organizations utilize this committee as an oversight of the finances.
 - Periodic reviews of the bank statements, deposits, checks issued are made to the supporting documentation.
 - Match payments made to board minutes for authorization
 - A report is made to the full board of any discrepancies uncovered.

Handling Donations

Donation Disclosures for \$250 or More

- Is a donor disclosure required for donations?
 - For IRS purposes, a business or individual can claim a donation on their tax return only if they have documentation from the charity regarding the specifics of the donation.
 - The extemporaneous correspondence must include the name of the organization, date of the contribution and the cash contribution amount or description of any non-cash contributions.
 - Declare in a statement that no goods or services were provided by the organization in return for the contribution
- Example of an acknowledgment letter:
 - Thank you for your cash contribution of \$300 that Crime Stoppers received on 6/25/2016. No goods or services were provided in exchange for your contribution.
- Good business practice
 - Sending thank you notes to all donors!



Financial Fiduciary Responsibilities

Transparency/Accuntability

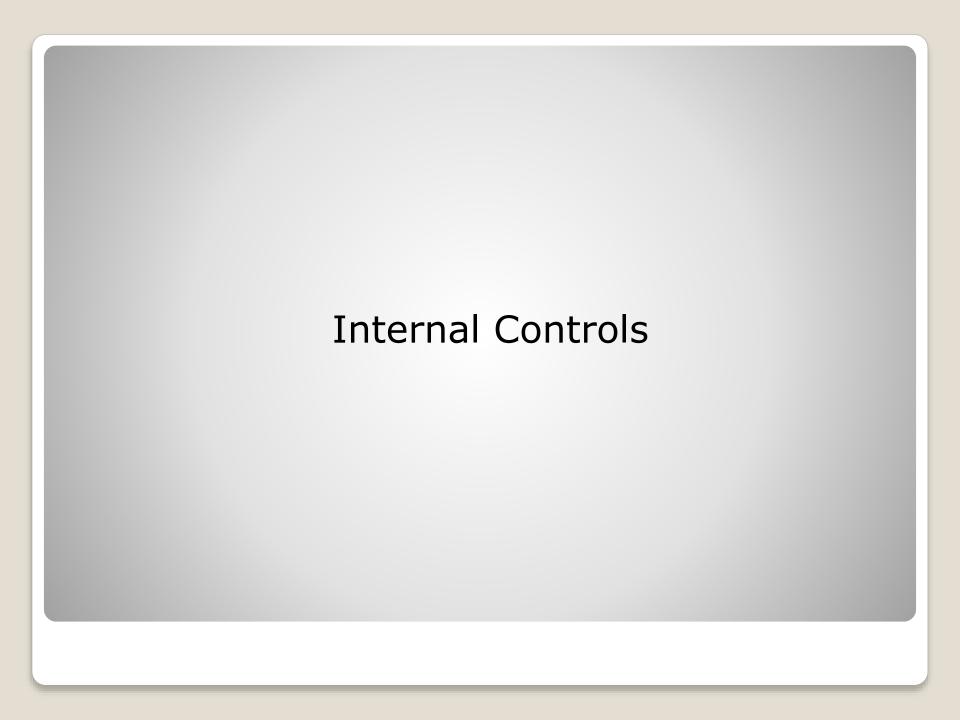
- Review annual tax filing of Form 990,
 Form 990 EZ, or Form 990-N
- Ask questions
 - Board has ultimate responsibility and accountability for all financial transactions
 - Fiduciary responsibility by board for funds donated to Crime Stoppers by the community

Financial Fiduciary Responsibilities

- Crime Stoppers Board is ultimately responsible for preserving and maintaining the financial assets of the organization.
 - Community trust
- Insist on current operating statement, and read and interpret it. Ask questions.
- Periodically review policies and procedures relating to financial activities (internal audit)

Financial Fiduciary Responsibilities Cont'd

- Comply with laws and regulations
 - Filing of tax returns



Risk Assessment

- Internal risks
 - Access to funds
 - Receiving adequate financial information
- External risks
 - External contract/ access to information, confidentiality
 - Protecting tip code numbers
- Control activities
 - Development of checklists, policies and procedures establishing appropriate controls over organizational activities

Internal Controls Areas

- Controls over cash receipts
- Controls over cash disbursements
- Segregation of duties

Segregation of Duties - Examples

- Cash receipts/checks are recorded and deposited by an individual not having signing authority on checks
- Have two signatures required on checks over a stipulated amount
- Have bank statement mailed directly to President for review and approval before sending to treasurer

Review & Monitor

- Monthly Financial Statements
- Monthly receipts and expenditures reports
- Bank reconciliation
- Reward reconciliation

Internal Controls for Reward Payouts

- All rewards approved by the board
- If bank used, pay only after confirmation call with tipster
- Treasurer should coordinate payouts with banking facility
- Utilize bank teller system for payouts
- Reconcile rewards paid with bank reconciliation against rewards approved by board
- Set policy to have reward payouts expire if not collected within 90 days

Crime Stoppers official accused of embezzling money for Las Vegas fraternity trip

The Clarion-Ledger Published 3:30 p.m. CT June 29, 2017 | Updated 9:16 p.m. CT June 29, 2017



A Crime Stoppers official has been accused of embezzling money to take a round-trip service to Las Vegas to attend a national fraternity convention in Las Vegas.

Elijah Wilson, former coordinator of the North Central Mississippi Crime Stoppers, has been indicted on two counts of embezzlement by a Marshall County Grand Jury, according to state Auditor Stacey Pickering.

In addition to the Las Vegas trip, Wilson, 48, is accused of attending a Crime Stoppers conference in January of 2016, and received a travel advancement from the Town of Holly Springs, as well as reimbursement from NCMCS for the same trip.

"This case is egregious not just because of the embezzlement, but because a law enforcement official stole from the public he was sworn to serve," Pickering.

A formal demand totaling \$15,673.28 was served to Wilson, which included the embezzled funds, interest and costs.

"The illegal use of Crime Stopper money could have very well impeded the arrest and prosecution of other criminals," Public Safety Commissioner Marshall Fisher said. "We gladly work with our law enforcement partners on the local, state and federal level to fully prosecute individuals who abuse public money."

In May 2017, Wilson retired after having been employed by Holly Springs Police Department since 2000 and serving as coordinator of North Central Mississippi Crime Stoppers since 2006.

??Questions??



Magnificent 7 of Crime Stoppers Financial ABC's

- IRS Reporting/Compliance
- State Reporting Requirements
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- Annual Audit or Financial Review
- Handling Donations
- Fiduciary Responsibilities
- Internal Controls

Crime Stoppers ABC's: Financial Compliance: Who's Watching the Money?

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Crime Stoppers ABC's:

Legal Aspects

Judge Richard W. Carter (Ret)
Director of Legal Services for Crime Stoppers USA

Legal Aspects

- I. What is "Crime Stoppers?"
- II. Who is "Crime Stoppers" (the legal entity)?
- III. A Brief History of "Crime Stoppers"
- IV. How the Program is Established
- V. How the Program is Operated
- VI. Application of Contract Law to the Offering and Payment of *Crime Stoppers* rewards

Legal Aspects, Cont'd

- VII. Application of the "Informers Privilege" to Crime Stoppers
- VIII.Review of State Legislation Pertaining to Crime Stoppers
- IX. Review of State and Federal Case Law Pertaining to Crime Stoppers

Legal Aspects, Cont'd

- x. Special Issues
 - A. Subpoenas *duces tecum*, Motions to Compel Disclosure
 - B. Applicability of Sunshine Statutes (Public Information & Open Meetings)
 - C. Defamation/Libel

Legal Aspects, Cont'd

XI. Ethical Considerations

- A. Payments to Informants Who Become Witnesses
- B. Applicability of Brady v. Maryland, 373 U.S. 83 (1963)
- C. Distinguishing "Confidential" Informants from "Anonymous" Informants
- Conflicts of Interests of Crime Stoppers board members
- E. "Funneling" of Reward Payments
- F. Aiding and Abetting Violators of Federal Tax Laws

Legal Aspects

XII. Question and Answer Session

XIII. Concluding Remarks

Crime Stoppers ABC's:

Legal Aspects

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