



## **Tri-Cities Crime Stoppers Reward Policy and Procedures**

These procedures are designed to guide the Board of Directors or the Executive Committee in its deliberations on matters concerning rewards and to provide adequate flexibility for the efficient handling of special circumstances. These procedures and policies also set forth the understanding between law enforcement agencies and Tri-Cities Crime Stoppers concerning the responsibility of the Law Enforcement Coordinator in connection with this aspect of the Crime Stoppers program.

### **I. Areas covered by Tri-Cities Crime Stoppers**

- A. Crime Stoppers will deal primarily with unsolved felony crimes and fugitives wanted on felony charges.
- B. Under unique circumstances, as determined by the Board of Directors where the purpose of Crime Stoppers may best be served by doing so, the program may deal with misdemeanors.
- C. Under certain circumstances, as determined by the Reward Committee and approved by the Executive Committee, where the purpose of Crime Stoppers may best be served by doing so, the program may pay rewards to callers who work directly with detectives, provided the caller has first made contact with Tri-Cities Crime Stoppers.
- D. Under certain circumstances, as determined by the Reward Committee and approved by the Executive Committee, where the purpose of Crime Stoppers may best be served by doing so, the program may pay rewards to caller(s) where no arrest or charging of a felon is made.

### **II. Eligibility For Rewards**

- A. Any person, except as restricted below, who directly contacts Tri-Cities Crime Stoppers and gives information which leads to the arrest and filing of charges against an adult or juvenile, or arrest of a fugitive wanted in a felony case, will be eligible for a reward. Tri-Cities Crime Stoppers will not pay rewards for information provided through any source other than calls to its program.

- B. Under unique circumstances, where the purpose of Crime Stoppers may best be served in so doing, a reward may be approved by the Reward Committee or Executive Committee and paid to the caller prior to arrest, charging or apprehension based upon specific, detailed request from the Law Enforcement Coordinator.
- C. Payment of rewards shall be based on the “Reward Determination Guidelines” as approved by Tri-Cities Crime Stoppers. Payments that deviate from the Guidelines require approval of the Reward Committee prior to approval of payment.
- D. Payments based on the “Reward Determination Guidelines” may be approved upon apprehension of the fugitive or solving of a crime. Each reward shall be documented and presented to the Board of Directors at the next monthly meeting.
- E. Under unique circumstances, where the purpose of Crime Stoppers may best be served by doing so, a reward may be approved by the Reward Committee for a caller where no arrest or charging of a felon is or can be made.
  - 1. If the caller is instrumental in the recovery of property or narcotics valued at \$25,000.00 or more.
  - 2. If the caller is working with officers on more than one case and information given on the case for which the reward is requested results in the solution of a felony crime in which the Prosecutor feels there is not sufficient evidence to indictment. The payment will be made based upon the specific and detailed request of the Law Enforcement Coordinator.
- F. The following individuals **are not** eligible for rewards;
  - 1. A commissioned law enforcement officer or other employees of law enforcement agencies and members of their immediate family.
  - 2. Perpetrator or co-perpetrator of the crime if known.
  - 3. Victim of the crime and members of their immediate family.
  - 4. The fugitive.
  - 5. Bail Bonds Agents or their Associates.
- G. If more than one person furnishes information about the same crime or fugitive, as set forth in ‘A’ above, the reward shall be divided as the Reward Committee, Executive Committee or Board of Directors may determine. This shall be based primarily upon the relative importance of the caller’s information.

- H. In order for the paying of callers to conform more closely with policies of member law enforcement agencies confidential informant policies, Crime Stoppers policy will be as follows;

When Crime Stoppers learns that a caller is working with a particular investigative division or line personnel on a repeat basis, two or more times, and is known to the officers, the caller will be told that he or she is no longer eligible to be a Crime Stoppers caller due to the callers continual surrender of identity and conflict with departmental policy.

**Note-** This will in no way effect the Crime Stopper caller who wishes to remain anonymous. He or she could report crime information indefinitely to Crime Stoppers.

### III. **Amount of Rewards**

- A. A maximum reward of \$1,000 will be paid for each “solved” felony crime or arrested fugitive. There is no specified minimum reward.
- B. The amount of the reward in each case is determined by the Reward Committee and approved by the Executive Committee or Board of Directors. The reward amount shall depend on the importance of the information, nature of the crime, the risk of the caller, property or narcotics recovered, all as detailed by the Law Enforcement Coordinator.
- C. The Reward Committee shall periodically review the “Reward Determination Guidelines” used to establish reward amounts to ensure that it accurately reflects the reward amounts to be paid by callers.
- D. Tri-Cities Crime Stoppers will not accept money from sources in order to increase a reward or pass through funds for other rewards.

### IV. **Method of Payment**

- A. The procedure for identifying a caller will be the use of the caller’s code number as well as a second code word or number that is assigned at the time of payment is confirmed. After following procedures designed to insure that it is the correct person, the caller shall be paid in cash to preserve anonymity.
- B. Once a reward has been determined, that information shall be transmitted to the appropriate financial institution for payment. A Reward Authorization shall be sent to the institution for payment.

- C. Payments for callers outside the immediate area shall be coordinated with a Crime Stoppers program in the area from which the caller resides.
- D. Tri-Cities Crime Stoppers will assist in payments for other Crime Stoppers programs for callers in our area. Reimbursement shall be requested by the authorizing program.
- E. All rewards shall be paid through a special Reward Account, maintained for payments of rewards.
- F. The Reward Committee, Executive Committee or Board of Directors must approve deviate from the Reward Determination Guidelines prior to payment.
- G. Rewards that follow the Reward Determination Guidelines shall be approved at the regular monthly Board of Directors Meeting.

March 8, 2011