

# Memorandum

To: NIJ, Cathy Girouard  
From: NORC, Bruce Taylor and Eugenie Chao  
Date: Dec. 18, 2017  
Re: Justification for subaward status

As requested, we have clarified in the budget detail worksheet and the budget narrative which contractors are subawardees by labeling them “subaward.” Also, we have included below and on the attached checklist our justification for the subaward.

NORC hereby requests federal authorization to enter into two subawards under 2017-R2-CX-0017, Application #2017-91132-IL-IJ, “A Randomized Controlled Trial on Community Infused Problem-Oriented Policing in Crime Hotspots” with the Newport News Police Department (NNPD) and the Hampton Police Division (HPD) to start on January 1, 2018. These two police organizations, who will serve as the host sites for the evaluation, had agreed to participate in our proposed research by providing letters of support in our application submitted in March 2017. However, they were classified as vendor/subcontractors in our application. Since the proposal submission, DOJ released guidance on subawards and procurement contracts in July 2017. Upon reviewing this guidance, NORC completed the OJP checklist (see attached) to determine the proper relationship between NORC and the two police organizations. We have determined that the NNPD and HPD should be classified as subrecipients.

The identity of the proposed subrecipients (NNPD and the HPD) are both municipal law enforcement agencies and do not serve as contractors in any capacity. Neither agency earns a profit and will not earn a profit under the arrangement. The roles and responsibilities of the NNPD and the HPD are consistent with that of a subrecipient. Both agencies will have responsibility for programmatic decision making in implementing the study interventions (Community Infused Problem-Oriented Policing) in the selected hotspots of crime. Both agencies have agreed to follow the study protocols related to the principles of community infused problem-oriented policing but will use their own judgment, discretion, and expertise to implement the program. Also, the two agencies will use the Federal funds (coordinators in each department between the research team and the operational components of each police department) to carry out a program for the public purpose of reducing crime in their respective cities, as opposed to providing goods or services for the benefit of the recipient. The NNPD and the HPD bring special qualifications and expertise to this project in the areas of community policing (both have long histories of implementing community policing) and problem-solving in hotspots of crime (NNPD was the original host site for the development of problem-solving policing decades ago and HPD is a known innovator in problem-solving policing). Below is some additional background information on each of the two participating agencies.

**Subawardee/Subrecipient - Newport News Police Department (NNPD)** will be one of the two sites for the experiment and will implement the project intervention. These funds will cover the cost of a research coordinator. The NNPD budget is \$45,000 each in Y1 and Y2 for a total of \$90,000 across the entire project period.

The NNPD is a nationally accredited law enforcement agency, of 440 sworn officers and 153 non-sworn personnel making it the fourth largest municipal police department in Virginia. Newport News, with a

diverse population of over 180,000 residents, is a part of the Hampton Roads metropolitan area and is at the southeastern end of the Virginia Peninsula. As of the 2010 US Census, the Newport News population is 49.0% White, 40.7% African American, and the remainder are from other ethnic groups and the median household income is \$36,597 (13.8% of the population were below the poverty line). NNPD has an impressive history implementing POP and participated in the first evaluation of an agency-wide implementation of POP back in the 1980s. An NNPD Task Force designed a four-stage problem solving process involving scanning, analysis, response, and assessment (SARA) that is still widely used in police agencies across the nation. Our project aligns with a number of the hotspots initiatives NNPD has already started. The NNPD has also developed a community engagement process called C.R.I.M.E. in which citizen led teams are developing strategies within defined problem areas as determined by community members. The most recent annual crime data for NNPD (2016) shows that there were 30 homicides, 71 sexual assaults, 268, robberies, 469 aggravated assaults, 911 burglaries, 4225 larcenies and 579 vehicle thefts.

**Subawardee/Subrecipient - Hampton Police Department** will be one of the two sites for the experiment and will implement the project intervention. These funds will cover the cost of a research coordinator. The budget is \$45,000 each in Y1 and Y2 for a total of \$90,000 across the entire project period.

The Hampton Police Division is a nationally accredited law enforcement agency of 287 sworn officers and 109 non-sworn personnel which serves a diverse population of over 137,436 residents, as of the 2010 US census. As of the 2010 US Census, Hampton's population is 49.6% African American, 42.7% White and the remainder are from other ethnic groups and the median household income is \$49,815 (11.3% of the population were below the poverty line). The City of Hampton is part of the Hampton Roads metropolitan area and is at the southeastern end of the Virginia Peninsula contiguous to Newport News, VA. Hampton features a wide array of business and industrial enterprises, retail and residential areas, and historical sites. As of the 2010 US census there are 53,887 households and 35,888 families residing in the city of Hampton. The Hampton Police Division has a long history of implementing community policing and has continued to expand upon these practices to make it the foundation of their department. The agency was recently restructured to allow for dedicated Sergeants whose focus is to proactively bridge the gap between the police department, citizens, and businesses within the community to forge meaningful partnerships and has dedicated resources to building and sustaining these partnerships through new and innovative techniques like the utilization of various social media platforms and the more conventional practices like Neighborhood Watch, Citizen Police Academy and Youth Summer Camps. The most recent annual crime data for Hampton (2015) shows that there were 15 homicides, 70 sexual assaults, 182, robberies, 132 aggravated assaults, 659 burglaries, 3596 larcenies and 341 vehicle thefts.