APPENDIX D

Sample Responses to Request for Verification of First Draft of TA/Training Needs Matrix

*Milwaukee, Wisconsin
*Fort Worth, Texas
*Shreveport, Louisiana
**WEED AND SEED MATRIX CODES**

**Program Component Code**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>Program Management and Coordination</td>
</tr>
<tr>
<td>B</td>
<td>Weed Strategy Activities</td>
</tr>
<tr>
<td>C</td>
<td>Community Policing Activity</td>
</tr>
<tr>
<td>D</td>
<td>Prevention/Intervention/Treatment Activities</td>
</tr>
<tr>
<td>E</td>
<td>Community Development/Economic Revitalization Activities</td>
</tr>
<tr>
<td>F</td>
<td>Federal Partner Relations/Activities</td>
</tr>
</tbody>
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**Modality of TA or Training Delivery Code**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>OSC</td>
<td>On-site Consultation</td>
</tr>
<tr>
<td>RW</td>
<td>Regional Workshop/Training</td>
</tr>
<tr>
<td>PVM</td>
<td>Printed/Video Materials</td>
</tr>
<tr>
<td>LI</td>
<td>Local Initiative</td>
</tr>
<tr>
<td>EOL</td>
<td>Electronic/On-line</td>
</tr>
<tr>
<td>OSW</td>
<td>Onsite Workshop (local workshop)</td>
</tr>
<tr>
<td>NC</td>
<td>National Conference</td>
</tr>
<tr>
<td>HSV</td>
<td>Hosted Site Visit</td>
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<tr>
<td>EOWS</td>
<td>EOWS/BJA Action</td>
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**Priority Code**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>I</td>
<td>Immediate/Exigent Needs</td>
</tr>
<tr>
<td>H</td>
<td>Needs to be Addressed Within the Next 3 Months</td>
</tr>
<tr>
<td>M</td>
<td>Needs to be Addressed Within the Next 6 Months</td>
</tr>
<tr>
<td>L</td>
<td>Needs Not Essential to Program Success, but Would Further Program Goals</td>
</tr>
</tbody>
</table>
August 20, 1996

To: Kayla  
American University

Fr: Sue Kenealy  
Program Manager  
Weed & Seed-Milwaukee

Re: Responses to Matrix developed by American University

The Weed & Seed-Milwaukee Initiative has accomplished the following in regard to the suggestions from the American University visit in January of 1996.

Regarding better communication and getting residents involved in anti-crime activities: Weed & Seed has developed a series of "Crime Free Forums" that are being facilitated in each neighborhood. The focus is on the proper use of 911, concerns with gangs and drugs and better reporting and communication with the police department. A series of forums have been developed for residents who speak only Laotian or Hmong. The United States Attorney (Thomas Schneider) has been very supportive of these programs, speaking at all of them regarding the function and purpose of Weed & Seed.

One of the ideas that has come out of the Forums is the development of a non-emergency line for Laotian and Hmong residents to report chronic problems.

Weed & Seed also sponsored a conference in early May of 1996, with an emphasis on how neighborhood residents are able to better work with the police department. Out of the 400 + attendees, over half were neighborhood residents. The evaluations of the conference indicated that participants rated the conference in the very good to excellent range.

The program manager and project director have attended the regional conference. This was very helpful in determining the progress of the Milwaukee program, as well as sharing experiences with other sites.
Weed & Seed continues to promote activities on two levels. One is in the neighborhood, with the continued door-to-door contact with residents and the other is with various government (police, city administration, etc.) entities.

The program currently has no problems communicating with the Weed & Seed Office in Washington. The current project officer has shown commitment and concern for program operations and works diligently with the Milwaukee project to answer questions.
<table>
<thead>
<tr>
<th>Site</th>
<th>Local Priority</th>
<th>P</th>
<th>TECHNICAL ASSISTANCE NEED</th>
<th>TARGET GROUP</th>
<th>MODALITY OF TA OR TRAINING</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>1</td>
<td>Multicultural awareness</td>
<td>City agencies</td>
<td>On-going workshops</td>
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<tr>
<td></td>
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<td>2</td>
<td>Improved relationships</td>
<td>Citizens and police</td>
<td>Planned, consecutive interventions</td>
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<td></td>
<td>3</td>
<td>Increased emergency police</td>
<td>Residents</td>
<td>Time sync visits</td>
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<tr>
<td></td>
<td></td>
<td>4</td>
<td>Crime prevention education</td>
<td>Law enforcement agencies</td>
<td>Workshops</td>
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<tr>
<td></td>
<td></td>
<td>5</td>
<td>Recycling training</td>
<td>Residents</td>
<td>On-going workshops</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6</td>
<td>Increase access</td>
<td>Residents</td>
<td>Time sync visits</td>
</tr>
</tbody>
</table>

*Abbreviations of TA or Training Delivery Type:
QSC: On-site Consultation
OC: Regional Workshops, Finance
TV: Training Visits
SV: Site Visits
LI: Local Initiatives
EOL: Electronic Outreach
July 19, 1996

Paul Gartner
US Attorney's Office
801 Cherry
Suite 1700
Fort Worth, TX 76102

Dear Paul:

Enclosed is my list of priorities for W&S TA as requested by Joseph Trotter. I do not understand the priority codes on the form because they do not match his explanation in the letter. Therefore, I am listing my opinions on each priority area for whatever it is worth.

1. Training for continuation of funding for W&S projects.

I think the city of Fort Worth has done an excellent job of planning for the future of the law enforcement effort by passing the crime tax. The law enforcement dollars look secure for the next few years. Of course, funding for “seed” projects continues to be a challenge. However, we have seen an interest in reinvesting by businesses and others in the target area since crime rates have declined. I would anticipate that this trend will continue as crime continues to decrease. Thus, I put a low priority on this issue as a TA need.

2. Drug Treatment Resource

This void has always been a high priority concern. To compound the problem, resources we did have are not discontinued or grossly diminished because of funding cuts at the state level.

3. Building capacity within Caville to enable people to take control of their lives.

This is always a need although some new initiatives have been started. We need to put more pressure on our Housing Authority to take the lead in this endeavor. We have had a few public housing residents participate in our Community Leadership Development Program. If our TA contract can include outside resources to provide some of the specialized training that citizens have identified, it would be great.
4. Youth programming/youth leadership development.

Of course, our AmeriCorps program (part of DOJ's JustServe) has been an excellent opportunity for youth from our W&S target areas. Leadership Fort Worth has started a Leader Kids program which probably could use a lot of help. I just learned of what sounds like an excellent program that Alliance for Justice does with youth. The TA I would like is information about organizations who have demonstrated success in youth leadership development and who would be available for us to utilize for local training. We have been able to develop some good networks through trainers that DOJ has brought in for AmeriCorps.

5. Community Police Officers want training on what other officers are doing in other locations.

This request confirms what we hear repeatedly from the officers with whom we work throughout the city. There seems to be a real need for training in community policing techniques in general.

6. Safe Havens

This is high priority for the Weed and Seed community as well as the Crime Commission. We are committed to working with the neighborhood, Boys and Girls Clubs, FWISD, Communities in School, and other stakeholders in developing a strategic plan for sustaining and expanding Safe Haven throughout the city. TA and training to support this effort would be invaluable.

7. Networking with other W&S sites.

I agree that the ability to meet our counterparts in other cities has been very helpful and that regional workshops would be very valuable. Unfortunately, when such events have been planned in the past, it seems that beat officers and citizens are seldom included in the invitation. Making this networking available either through regional workshops or “field trips” to other cities of similar profile would be very helpful.

8. How citizens can become partners with FWPD.

A suggested strategy described sounds like what we are trying to accomplish with our Community Leadership Development program. We would welcome TA and training in how to encourage a broader, more consistent participation in this endeavor. Our Safe City, city-wide community policing newsletter is distributed to 40,000 households. It should be getting the word to many citizens who wish to be actively involved with policing efforts.

9. Conflict resolution in schools

CIS has started a program with Dispute Resolution Services in the schools. In fact, a pilot program was started at Paschal High School last year with a control group of 200 freshmen who will be tracked through four years of high school to determine if such training reduces violent behavior. AmeriCorps members have participated in this program. There is always a need to
expand the concept so having access to other successful models would be a top priority.

10. Cultural Diversity

I think training is imperative for both police officers and citizens. A top priority given the racial tension prevalent in our communities today.

Please communicate the change in contact person for the CLD program from Dina Matthews to me to the appropriate persons. Let me know if you need additional information.

Sincerely,

Patsy Thomas
Executive Director

cc: Libby Watson
    David Garrett
September 10, 1996

Joseph A. Trotter, Jr.
Director
Justice Programs Office
American University
Brandywine Building, Suite 660
4400 Massachusetts, NW
Washington, DC 20016-8159

Dear Mr. Trotter,

I apologize for the delay in the Weed and Seed Program responding to your correspondence regarding Weed and Seed Technical Assistance/Training Needs Assessment.

Upon reviewing the matrix sent to Scooter Rushing, the Weed and Seed staff had several questions concerning the technical assistance needs that were stated. Further refinement of these needs would aid the Weed and Seed staff in assessing local priority. Enclosed is a listing of these specific technical assistance needs as identified by Seed Coordinator Mary Ellen Hoffman. I have also included the names, addresses, and telephone numbers of activities identified as "notable programs."

I look forward to working with American University in assessing the technical assistance needs of the Weed and Seed Program. If you have any further questions, please contact the Weed and Seed office at (318) 673-7390 or (318) 673-7392 (fax).

Sincerely,

Anthony S. Palacios
Program Director

enclosures
CONSOLIDATES SITE REPORTS - NEED, TARGET GROUP, MODALITY OF TA
August 2, 1996

Page 1

"There are no active Neighborhood Associations in Shreveport, nor does there seem to be any central mechanism for developing community support and/or participation for the Weed and Seed program."

There are the following active Neighborhood Associations in the Weed and Seed target specifically:

Highland Area Partnership - Bob Marak, Past President is a member of the Weed and Seed Steering Committee.

Highland Restoration Association - Sue Garner, President is a member of the Weed and Seed Steering Committee.

Stoner Hill Neighborhood Action Group - Bessie Smith and Thomas Walker both are members of SHNAG and Weed and Seed Steering Committee.

"There is a need to involve especially in the Highland target neighborhood), local corporate and medical facilities in the Weed and Seed initiative."

Our office staff does not focus on one area of the target.

Although I agree to the "need to involve local corporate and medical facilities" I would like to point out that Schumpert Medical Center's Mac Griffith is also on the Weed and Seed Steering Committee; and, Schumpert is involved in Department of Health's Shots For Tots visits to the target once a month. There has been collaboration between Weed and Seed and the Overton Brooks VA Hospital.

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"Many neighborhood-based organizations survive purely on Weed and Seed funding contributions--without such funding, they would cease to exist. In order to survive past Weed and Seed, these organizations (and others), will need to develop grant writing skills, strategies, and other resource identification approaches."

According to page 1, "There are no active Neighborhood Associations in Shreveport..." Please explain.
"Truancy is reportedly a major problem, especially, in Weed and Seed area and there does not appear to be any widespread social, recreational, vocational, educational or other programs for youth other than the activities in the local schools which do not have extended hours."

Truancy is a major problem in the City of Shreveport, not especially in the Weed and Seed target. Although there are three City parks located within the Weed and Seed site, only one of the parks has a building. The other two have one pavilion each. There are many recreational programs in the City, however, because of limited public facility gymnasium space, there is lack of sufficient space for programs for the "at risk" youth. Of the two housing units in the target, only one has a gymnasium. The two public high schools have after school sports during their school year and many other after school programs (debate, dance line, drama, soccer, baseball). Social programs are also available in the target such as Boys & Girls Club at Wilkinson Terrace.

I agree "Truancy is allegedly a major problem" it is not especially truant Weed and Seed youth.

"Though a mobile van now visits the target area for approximately two hours each week, the extent of computer training for residents remains limited."

The Mobile Learning Lab has been a free opportunity for target area citizens to obtain their GED, work on computer skills, learn to read and other educational opportunities. This Chamber of Commerce/Vocational Training MLL began January 1996 visiting the Weed and Seed site. After twenty-two visits (each session 1 hour or 1 1/2 hour) the average number of citizens to access the lab was only 5-6.

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"There is a need for year round recreational programs; utilization of Caddo High School gymnasium in evenings and on weekends. TA to assist developing strategies/partnership that will respond to this need. Reference comments re: "re-visiting project design."

If TA can provide our staff the key to access year round recreational programs, please do so.
"Limited Senior Citizens programming in the Stoner Hill Community. TA/training to develop strategy to address Senior Citizen programming."

According to citizens from within the Weed and Seed target, Senior Citizens programming is limited all over the City of Shreveport. The Glen Senior Nutrition Program at the Highland Center began in May 1996, and is not interested in expanding their program into the Stoner Hill community according to their own staff.
Shreveport Weed and Seed Program
“Notable Programs”

1) **Citizen’s Police Academy**
   Shreveport Police Department
   Community Affairs Department
   P.O. Drawer P
   Shreveport, LA 71161-0040
   Attention: SGT. John Oden
   (318) 673-6941

2) **Caddo Parish-Shreve Memorial Library Bookmobile Extension Center**
   5802 Union Avenue
   Shreveport, LA 71108
   (318) 636-5520

3) **Mobile Learning Lab**
   Beth Wright
   2010 North Market
   Shreveport, LA 71107
   (318) 676-7811

4) **Asset Forfeiture regarding rental property**
   Ford McWilliams
   Caddo Parish District Attorney’s Office
   Caddo Parish Court House
   501 Texas Street, Sixth Floor
   Shreveport, LA 71101
   (318) 226-6998

5) **Cable Television Law Enforcement Program Series**
   The Shreveport Channel, XCVS
   Cablevision of Shreveport
   Al Moore, Production Coordinator
   6529 Quilen Rd.
   Shreveport LA 71108
   (318) 631-3322