# **Neighborhood Watch Resource Guide**

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RICHMOND POLICE DEPARTMENT
SUPPORT SERVICES
200 W. Grace Street
Richmond, Virginia 23220
(804) 646-7179



# The City

## The city has the right to expect:

- · Residents obey the law
- Residents actively contribute to public safety initiatives
- Residents make their expectations known
- Residents work with the city to achieve shared goals
- Residents support and participate in city initiatives designed to train youth in the area of citizenship

# **The Community**

# The community has the right to:

- Safe public places and schools that are free of crime and the fear of crime
- The absence of gunfire and illegal guns
- A clean and safe environment
- A safe neighborhood in which our children can grow
- Public activity centers throughout the city
- A school system that provides excellent education and promotes good citizenship and civic mindedness
- Excellent customer service and timely responses from the city

# The community has the responsibility to:

- Set examples of and insist upon responsible behavior
- Report incidents of crime that they observe or learn about
- Volunteer information to assist police in making arrests
- Willingly and accurately testify in court as a witness to crime if called upon to do so
- Refuse to harbor known or suspected criminals criminal activity and the fruits of crime, even if a family member is involved
- See that children stay in school and complete high school education
- Provide appropriate supervision for children
- Refrain from criminal activity and not associate with those who engage in it







# Mission Statement

We make Richmond a safer city through community policing and engagement.

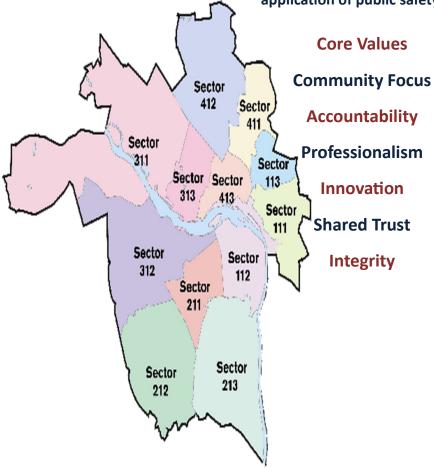
# **Vision Statement**

The City of Richmond is a thriving community offering safe neighborhoods and an enhanced quality of life through responsive action, communication and public trust.

# **Customer Value Proposition**

We seek to improve the quality of life in the City of Richmond through a proactive team approach to timely, innovative intervention in community problems.

We will be the catalyst for positive social change through persistent, personalized and cost-effective application of public safety resources.



# **Reasons for Neighborhood Watch**



### **Basic Crime Prevention**

Practice crime safety measures that eliminate opportunities for criminals. Encourage others to join in crime prevention efforts. Aid others when they become victims of crime. Work for a better and safer neighborhood through protecting and honoring the rights of others.

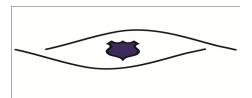
### **Disaster Preparedness**

Learn skills to prepare for man-made and natural disasters. Local, state and the federal government do a lot to prepare for disasters but citizens have to be ready to care for each other. Encourage Citizen Involvement in preparation and planning.

# **Build a Stronger Community**

Get to know your neighbors. In our fast-paced world we don't spend enough time learning about our neighbors. Watch groups give community members a reason to get together and talk about making their community a better place. Neighborhood Watch Activities are a fun way for community members to get to know each other while making a difference.

You are invited to partner with the Richmond Police Department to prevent crime in your neighborhood by becoming a member of the department's Neighborhood Watch program. The success of any Neighborhood Watch program is dependent upon the collaborative efforts of the Police and the community.



Because neighborhoods are different in terms of geography, population and the extent and nature of crime, Neighborhood Watch programs must vary from area to area if they are to be successful. Neighborhood Watch is a crime prevention concept that calls for citizens to watch out for their neighbors' property. When criminals are aware of a Neighborhood Watch, they are generally unwilling to risk detection.

When crime drops or the neighborhood problems abate some Watch programs lose momentum. To keep a Neighborhood Watch program vital, blend crime prevention into other community concerns. Have your Watch group identify the neighborhood's strengths and weaknesses, and then brainstorm what members can do to improve the quality of community life.

### Neighborhood Watch Coordinator

Richmond Police Department Community Care Unit

200 W. Grace Street

Richmond, VA 23220

Office- 804-646-0407; Fax- 804-646-0499

paul.lewis@richmondgov.com

Neighborhood Watch Twitter: http://twitter.com/#!/RPDWatch



## PLACES OF INTEREST

**Animal Care & Control** 

1600 Chamberlayne Avenue

Richmond, Virginia 23222

Animal Care & Control Main line:

(804) 646-5573

Lost/Found Animal: (804) 646-5573

Animal Abuse Hotline: (804) 240-1040

After Hours Emergencies: (804) 646-5100

**Public Utilities, City of Richmond** 

900 E. Broad St. Room 115

Richmond, VA 23219

(804) 646-3000

Dept. of Public Works, City of Richmond

900 E. Broad St., Suite 704

Richmond, VA 23219

(804) 646-0999

**Customer Care Center: 3-1-1** 

**Fire & Emergency Services** 

201 E. Franklin Street

Richmond, Virginia 23219

Fire Marshall: (804) 646-2500

fire@richmondgov.com

School Web Site — -- www.richmond.k12.va.us

Crime Stoppers: (804) 780-1000

Richmond Police Dept., City of Richmond

200 W. Grace Street

Richmond, Virginia 23223

**Emergency: 911** 

**Police Information:** (804) 646-0400

Non-Emergency or to file a Police Report:

(804) 646-5100

Social Services, City of Richmond

Marshall Plaza Building 900 E. Marshall St.

Richmond, VA 23219

(804) 646-8800

24-hour abuse and neglect hotline: (800)552-7096

**Finance** 

900 E. Broad Street, Room 100

Richmond, Virginia 23219

Customer Service: (804) 646-5700

Parking Inquiries: (804) 646-7000

finance@richmondgov.com

**Planning and Development Review** 

900 E. Broad Street, Room 110

Richmond, Virginia 23219

Customer Service: (804) 646-6304

Permits and Inspections: (804) 646-4169

Fax: (804) 646-6948

Zoning Administration: (804) 646-6340

Zoning Administration Fax: (804) 646-6948

AskCommunityDevelopment@richmondgov.com

# **IMPORTANT NUMBERS**

POLICE/FIRE/AMBULANCE————-	911	COMMUNITY RESOURCE CENTER	————804 646-7867
FIRST PRECINCT——————	<b>—804 646-3602</b>	PUBLIC SERVICES——————	
SECOND PRECINCT————————	- 804 646-8093	PUBLIC TRANSPORTATION (GRTC	———804 358-4782
THIRD PRECINCT———————————————————————————————————	804 646-1412	CLIENT RELATIONS—————	804 646-6842
FOURTH PRECINCT—————————	804 646-4105	ENVIRONMENTAL DEPARTMENT-	
MAJOR CRIMES DIVISION	804 646-6741	HUMAN SERVICES—————	804 646-3427
POLICE PROPERTY AND EVIDENCE———	804 646-6727	ELECTRICITY—————	———— 1 888 667-3000
MAGISTRATE——————	<b>– 804 646-6689</b>	DEPARTMENT OF HEALTH———	804 646-3153
TRAFFIC COURT———————	804 646-8888	HEALTH DEPARTMENT————	
CRIMINAL COURT——————	804 646-8470	HISPANIC LIAISON OFFICE———	
SHERIFF———————	<b>—804 646-4464</b>	HISPANIC ASSISTANCE LINE—-—-	
TRUANCY——————————	804 646-ABCD	REFUGEE AND IMMIGRATION SEF	RVICES-—- 804 355-4559
RED CROSS———————————————————————————————————		OFFICE MULTICULTURIAL AFFAIR	—-—804 646-0145
SOCIAL SERVICES——————	<b>– 804 646-7212</b>	DMV	
CHILDSAVERS ———————	804 644-9590	SEIBERTS TOWING————	—-———804 233-5757
RICHMOND BEHAVIORAL HEALTH———	804 819-4100	Call Before You Dig	Virginia: 1-800-552-7001

# What Did You See?

## **Describing and Reporting Events, Vehicles and Persons**

Practice developing the skills required to quickly and accurately record descriptions and facts associated with suspicious or criminal activities. Write down the details of what you have observed while they are still fresh in your mind so the descriptions provided to the police will be as accurate as possible.

### **Describing Events**

When describing events, write down:

- What happened.
- When it happened.
- Where it occurred (note the nearest cross street, home address or landmark in relationship to the event).
- Whether injuries are involved (Be prepared to report visible or suspected personal injury. Be as specific as possible – this could save a life).
- Whether weapons are involved (this information whether observed or suspected, is vital to responding officers).

### **Describing Vehicles**

When describing vehicles, write down:

- Vehicle license number and state, make and type of vehicle, color and approximate age.
- Special designs or unusual features, such as unique wheels, body damage, pinstripes, etc.
- Direction of travel.

### **Describing Person**

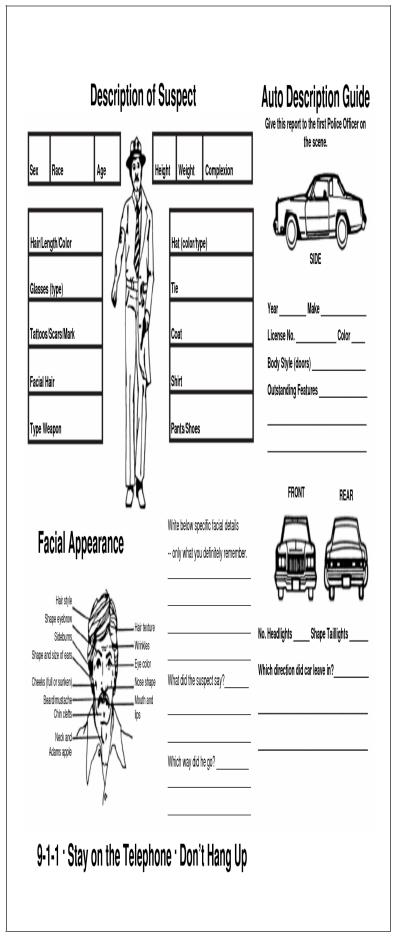
In preparing descriptions of persons, it is important to write down the following:

### **CLOTHING DESCRIPTION**

Describe color, type of material, style, etc., as accurately as you can recall.

### **PHYSICAL FEATURES**

Age Race Height Sex-Male, Female
Weight Facial features: Facial hair( color and length)
( beard/ mustache) (Tattoos/Scars
Voice characteristics, Mode of travel, Direction of travel



# **Community Care Programs**

The Community Care Unit interacts with community organizations residential, business, commercial and governmental and other community groups sectors and precincts to transmit information between the Department and the citizens to support the community policing and customer service philosophy. The CCU Team speaks to civic associations, businesses and citizen groups on crime prevention community policing and drug awareness and assist in coordinating Neighborhood Watch and Business Watch programs. The CCU team also participates in community events and give public safety presentations participates with other jurisdictions and organizations in crime prevention initiatives and evaluate the effectiveness of crime prevention programs.

### **Citizen Themed Police Academies**

Citizen themed academies are created to give the public a working knowledge of the Richmond Police Department's personnel policies, goals and objectives. These academies will vary in length as they are designed to meet the needs of a particular citizen group The instruction is comprehensive, covering different areas of the police department. Police Officers, supervisors, civilian personnel and guest instructors will conduct the instructional blocks.

### Volunteers in Policing (VIP) Program

The Richmond Police Department offers a program allowing for civilian volunteer assistance to ease the increasing work loads of sworn officers and civilian employees. In Keeping with the mission of community policing, it is our intent to promote an environment that encourages city and neighboring residents to work in partnership with their law enforcement officers thereby developing public support for the police and expanding the scope of service delivery. Volunteers are civilians, affiliated with the Richmond police Department in a parttime, unsalaried, non-sworn capacity.

Donald Cook——————-804 646-3354

### **Ride Along Program**

The Ride-Along Program was designed to provide citizens with the opportunity to be exposed to the Department's resources and to better understand the operational structure of the Department with hands on experience, knowledge, etc. The Ride Along Program was created to develop a sense of mutual respect and understanding between the police and citizens in the community.

Brenda Toomer—————-804 646-5158

### **Hispanic Liaison**

Off. Juan Tejeda ————————-804 646-0407

**TipLine** 

### **Neighborhood Watch**

Neighborhood Watch is a crime prevention program that encourage Neighbor Participants to get to know each. The ultimate goal of Neighborhood Watch is to teach participants techniques to reduce crime by being observant and reporting suspicious activity in their neighborhoods. The Richmond Police Department offers training on how to start a neighborhood watch program in your area. Please contact us for more information.

Off. Paul Lewis——————-804 646-7179

#### **National Night Out**

Annual event, held on the first Tuesday in August, is an opportunity for residents to have a block party to get to know their neighbors and the public safety officials that are sworn to protect them.

### School Resource Officer Program (S.R.O.)

School Resource Officer Program is to provide a uniformed police presence in selected Richmond Public Schools. The officers will be available to handle conflicts, as needed, enforce all necessary federal, state and local codes and laws and to act as a resource with respect to delinquency prevention.

Sgt. Stacy Henry—————-804 646-7108

### Police Athletic League (P.A.L.)

PAL's focus is geared toward improving the attitudes and perceptions of youth growing up in high-crime areas in order to reduce their desire or willingness to break the law by means of interaction and involvement with law enforcement employees and physical activity.

Sgt. Chris Linton——————804 646-1832

### Community Assisted Public Safety (C.A.P.S)

C.A.P.S. is used in the best interest of the City and all agencies involved to address community problems with a standing history or a problem that had previous enforcement action or a public safety related issue. C.A.P.S. Officers team with the department Environmental Officer, a property maintenance inspector zoning officer, health inspector, fire marshal and tax enforcement officer to address properties that negatively impact the quality of life in the district.

Sgt. Coretta Monts——————-804 646-6774

### H.O.P.E.

### (Homeless Outreach Partnership and Enforcement)

The HOPE Unit is designed to enforce the laws of the Commonwealth of Virginia and perform outreach to educate and direct homeless individuals to the appropriate place for assistance. HOPE also partners with service providers and businesses to assist Sector Officers with issues or concerns centered on homeless individuals.

Sgt. Coretta Monts—————-804 646-6774

### **Community Care Programs**

### **Explorer Post 610**

The Richmond Police Department in conjunction with the Learning for Life Division of the Boy Scouts of America has established an Explorer Post. Explorer Post 610 is a volunteer program for youth between 14 and 20 years of age, to encourage and provide opportunities for young adults to explore law enforcement opportunities under the guidance of police officers.

Interested students must maintain good academic and community standing and Parental approval before applying.

### **Young Adult Police Commission**

The Young Adult Police Commission (YAPC) is a youth advisory Board that is conducted in partnership with the City of Richmond Public Schools and the Richmond Police Department. The YAPC was created to build a better relationship between the Richmond Police Department and the youth in the City of Richmond. YAPC gives a voice to the youth of the city about issues that affect them, provide opportunities for youth to partner with police on problem solving strategies and discuss policing in general to give them a better understanding of what the police department does.

Students must be recommended by the School Principal and the Richmond Police School Resource Officer. Once students are nominated, they have an interview with sitting members on the board and must be selected. Once they are selected, they are sworn in by the City Clerk's office.

Sgt. Carol Adams———————————804-646-4069

# McGruff The Crime Dog



### **Crime Prevention Programs**

#### **Business Watch**

Business Watch is a crime prevention program to aid business owners and managers information and suggestions on how to make their businesses safe. The Richmond Police Department provided security assessments and crime site visits to suggest how to make their properties more crime resistant. Please contact us with to complete a survey.

Off. Alice Snell——————-804 646-5061 **CPTED** 

CPTED (Crime Prevention Through Environmental Design) holds that the proper design of the built environment can lead to a reduction in crime, and the fear of crime, as well as an Improvement in the quality of life. CPTED also offers free home security assessments.

CYIS Staff——————804 646-4069

#### **Church Forum**

A Forum hosted by the Richmond Police Department designed to provide Houses of Worship with crime prevention information and tools to protect its members and guest. Guest Speakers from various disciplines instruct on subjects relating to the safety, health and security in Houses of Worship.

Off Kimberly McClarin——————804 646-6754

### **Triad**

A monthly gathering of Senior Citizens created to provide fellowship and information about crime trends, crime prevention and safety concerns that may effect them and the communities in which they live.

Donald Cook——————804 646-3354

### Donate cell phones:

Donate no-longer-used cell phones and parts. All proceeds will be distributed to non-profit Domestic Violence Prevention Programs within the state of Virginia.

Join me and start a Hope Line collection and drop your phones off at any Richmond Police Department precinct or headquarters.

Sgt. Carol Adams————-804-646-4069

**Community Care Unit@RPDCares** 

200 W Grace St.

Richmond, VA 23220

804-646-4069

Fax- 804-646-4299

