

APPENDICES¹

¹ The questionnaire with stakeholders at each site and the 40 page formal interview with the CMP are lengthy and in large format and therefore must be viewed on the CMP website:
<http://cmpjusticeforum.co.za>

EVALUATION: FOUR-DAY ACTIVITY PLAN PER SITE



DAY ONE: INTERVIEW, DATA COLLECTION, PLANNING WITH THE CMP

1. Formal interview with CMP (a 3 hour questionnaire in large format)
2. Update the baseline study (we review the baseline to see how things changed-90 minutes)
3. Data collection: CMPS provide evaluator with hard data such as monthly crime statistics (for FEB 2006 to latest available 2007) and discuss their potential impact;
4. Collection/photocopying of other materials deemed pertinent: newspaper articles, strategic documents on planned activities, minutes of meetings with community members, calendars that show timelines for activities
5. Discussion and planning of research activities to ensure that methodology and research requirements are understood and logistical arrangements have been properly made (45 min)

DAY TWO: SITE INSPECTIONS AND INTERVIEWS

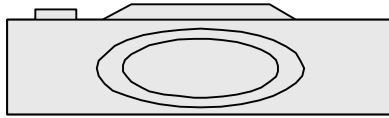
1. Site inspection with CMP and key SAPS partners
2. Photographic documentation of landscape change (guided by CMP and SAPS)
3. Local Interviews with key partners (CMP guides this process)

DAY THREE: ALL DAY WORKSHOP

1. Questionnaire with CMP partners (2 hours)
2. LUNCH
3. Round-table discussion (2 hours)

DAY FOUR: FINAL DAY OF DATA COLLECTION

1. The evaluator and CMP review early findings, and discuss and gather all outstanding documentation
2. Conduct any outstanding interviews
3. Observation of any important programmes/projects developed by the CMP



2. THE TUESDAY SITE INSPECTION AND INTERVIEWS WITH THE MOST CRITICAL CMP PARTNERS AND COMMUNITY MEMBERS

This requires the support of the community prosecutor in pre-arranging a Tuesday site tour with relevant stakeholders including a chance to meet and briefly interview key partners (in situ) and also observe landscape change owing to the work of the CMP. These are the objectives:

1. IDENTIFY LANDSCAPE CHANGE

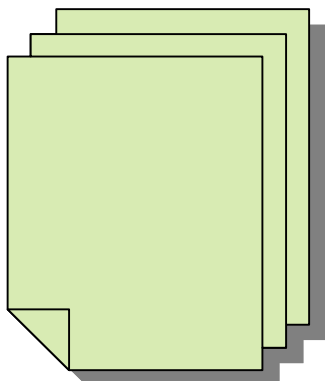
- Identify, document and PHOTOGRAPH changes on the ground (e.g., better lighting, youth facilities, gardening projects, regulated shebeens...) that *illustrate* the work of the CMP

2. IDENTIFY AND INTERVIEW AND PHOTOGRAPH THE MOST CRITICAL GOVERNMENT PARTNERS

- TRUST: Identify and characterise the level of awareness and trust in the CMP among critical partners
- COOPERATION WITH LAW ENFORCEMENT: Identify whether or not co-operation and co-ordination between law enforcement agencies and the NPA improved owing to the intervention (identify projects and working relationship)
- REPORTING LEVELS: Obtain information from SAPS that the reporting of cases went up or else the crimes went down owing to the work of the CMP (distinguish the two through interviews and CMPs are asked to please help the evaluator to obtain statistics)

3. IDENTIFY, PHOTOGRAPH AND INTERVIEW KEY COMMUNITY-LEVEL LEADERS

- LEGITIMACY: Locate evidence that the community views the CMP as a legitimate way to help them address community crime problems (replaces vigilantism, fits with other community structures)
- EVIDENCE OF COMMUNITY PROGRAMMES IN PLACE: Locate evidence of crime prevention plans or educational programmes in place owing to consultations between the CMP and the community (and possibly NGOs) including details on how this was structured
- COMMUNITY EDUCATION: Locate evidence that the community has been informed about and can make use of crime prevention theory, concepts or techniques owing to CMP communications or projects
- COMMUNITY PERCEPTIONS OF THE CMP AND NPA: Locate evidence that the community's perception of both the NPA and the broader criminal justice system improved owing to the intervention
- COMMUNITY INVOLVEMENT: Identify whether or not the community became more involved in crime prevention owing to the work of the CMP.
- REPORTING LEVELS: Locate in testimony that the reporting of cases goes up (testimony from community members regarding the CMP role in this)



4. COLLECTION OF STATISTICAL DATA AND PHOTOCOPIED MATERIALS

THE EVALUATOR WOULD LIKE TO COLLECT CERTAIN MATERIALS DURING THE FOUR-DAY VISITS INCLUDING:

6. Available crime statistics between from FEB 2006 to end of pilot (preferably monthly). We are looking for either: (1) a decrease in the crime rate of specific crimes in targeted communities; or (2) an increase owing to higher reporting levels (e.g., more reporting of domestic violence). This documentation is important in illustrating the value of community prosecutions but has been seemingly difficult to obtain and your help is requested to see what your SAPS partners can make available to us.²
7. Copies of any materials that developed during the pilot that might explain/document your activities and accomplishments such as:
 - ü Copies of newspaper articles about the post
 - ü materials developed for presentations such as PowerPoint presentations
 - ü partnership agreements
 - ü strategic planning documents
 - ü minutes of meetings with stakeholders
 - ü newsletters
 - ü correspondence (e.g., expressing public acknowledgement/thanks/support)
 - ü relevant court statistics

² The assistance of the IPT has also been requested to help ensure that these statistics are available for the evaluation



**E-MAIL SURVEY WITH THE PROJECT TEAM FOR COMMUNITY PROSECUTIONS
AND NPA MANAGERS OF COMMUNITY PROSECUTORS**

Below, there are nine questions requiring well-considered essay-type responses from members of the project team (NPA/IPT) and NPA managers at the CMP sites (directors, chief prosecutors). The responses to these will be considered in terms of recommending a strategy for a national roll-out and therefore require some dedicated time, reflection and appropriate attention. Simply make a paragraph break below the question and write in your response using a different font or colour. E-mail your response to the evaluator: richgriggs@telkomsa.net

1. DESCRIBE AND EXPLAIN your initial response to the community prosecutions pilot project (when you were first introduced to it). For instance, did you see it as an opportunity, a threat, or a challenge? Why this response?

2. Do you now think that the appointment of community prosecutors is a good way to improve the level of interagency cooperation on crime prevention (e.g., coordination between law enforcement and the NPA)?

Ø Please UNDERLINE one: YES NO UNCERTAIN

Ø EXPLAIN your response: *Why? What evidence, event or information (or uncertainty) leads you to this response?*

3. Do you think that the appointment of community prosecutors is a good way for the NPA to build community-level partnerships?

Ø Please UNDERLINE one: YES NO UNCERTAIN

Ø EXPLAIN your response: *Why? What evidence, event or information (or uncertainty) leads you to this response?*

4. Based on your observations, please: (1) LIST the qualifications and/or qualities required to be an effective community prosecutor; and (2) EXPLAIN the importance of each. Be sure to include in your response whether or not this should be a senior post (what rank?).

5. What training components can help transform selected prosecutors into effective *Community Prosecutors*? LIST the most critical training needs of a community prosecutor and INDICATE the significance of each.

6. For budgeting purposes, please LIST and DESCRIBE the material resources a community prosecutor would require for this post to function effectively.

7. What is the best reporting system for a community prosecutor? Please IDENTIFY AND EXPLAIN: (1) how a CMP should report on activities; (2) to whom; and (3) by what channels or means?

8. Where is the best location for a community prosecutor in your opinion? Should it be at a SAPS station, a community court, a commercial area, a mobile unit, the magistrate's court, etc? Please SUGGEST the best location (or locations) and EXPLAIN YOUR RESPONSE.

9. Presuming this project is rolled out, please LIST and EXPLAIN any ideas that you have on how to improve implementation or otherwise ensure success.

Now, just fill in your details below and return the completed form to richgriggs@telkomsa.net

NAME:	TITLE (MR., MRS, DR, MS. SUPT ...)
ORGANISATION/DEPARTMENT:	POST/POSITION
CELL-PHONE	OFFICE PHONE (GIVE AREA CODE TOO)
MAILING ADDRESS:	

THANK YOU!