

MENU OF TRAINING OPPORTUNITIES

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Contents

Compliance
Corrections and Community Corrections
Courts and Adjudications
Crime Prevention
Cybercrime Investigation and Forensics
Drug Courts
Gang Reduction
Information Technology
Law Enforcement
Offender Reentry
Prosecution/Community Prosecution11
Sex Offender Management11
Strategic Planning/Project Development
Substance Abuse and Mental Health: Courts and Offender
Management12
Task Force Activities
Terrorism Awareness, Prevention, and Response
Tribal Justice
Telemarketing Fraud

Compliance

COMP 1 Financial Management Training Seminars for Grant Recipients

The Office of Justice Programs Office of the Comptroller (OC) sponsors a series of regional financial management training seminars at various locations across the country. Agendas and a schedule of these seminars are available at <u>www.tech-res-intl.com/DOJ-OCtraining</u>. For more information and course registration, contact OC at 301–897–7481.

COMP 2 American with Disabilities Act (ADA): Compliance Counts Training ADA diversity training is intended to provide criminal justice practitioners at the state and locals levels with tools and information to reduce the risk of discrimination and inequality in the workplace, as well as in the application of criminal justice.

Corrections and Community Corrections

CORR 1 Corrections Options Training and Technical Assistance

This training and technical assistance program provides states with access to experts who will assist with prison classification systems, population projections, parole and probation risk assessment, prerelease planning, alternatives to revocation, progressive sanctions, geo-mapping, performance measures, and staffing patterns.

CORR 2 Prison Industries Technical Assistance and Training

Prison industries programming provides inmates with work experience and training in marketable job skills. BJA offers certification courses (Prison Industries Enhancement Certification Program (PIECP)) and technical assistance to jurisdictions interested in building or enhancing existing prison industries programs. For more information, visit <u>www.ojp.usdoj.gov/BJA/grant/piecp.html</u>.

CORR 3 Understanding and Implementing Effective Offender Supervision Practices and Programming

This online training resource is intended for parole and probation officers interested in learning more about best practices for managing special offender populations. Training topics include domestic violence; methamphetamine use, trafficking, and manufacture; staff sexual misconduct; and women offenders. To listen to these workshop sessions, visit <u>www.appa-net.org</u> and select the "Teleconference Broadcasts" link.

CORR 4 Basic Safety Workshop for Probation and Parole Officers

This web-based curriculum is for parole and probation officers focused on maintaining practices that promote personal officer safety. (This curriculum is not meant to replace onsite safety training). Training may be completed at a pace and time chosen by the participant. To take this training, visit <u>www.appa-net.org/interactives/workshop01/intro.htm</u>.

CORR 5 **Project Safe Neighborhoods: Incorporating Probation and Parole to Reduce Gun Crime**

This course offers training and technical assistance for probation and parole professionals and allied agencies working collaboratively with other agencies to promote proactive enforcement of existing gun restrictions. This enforcement work may include referral of dangerous offenders to U.S. Attorneys for federal prosecution. For more information, visit <u>www.appa-net.org/PSN/default.html</u>.

Courts and Adjudications

COURT 1 National Judicial College

BJA partners with the National Judicial College to offer a wide spectrum of training opportunities designed to enhance the skills and effectiveness of tribal judges, court practitioners, and staff. For a complete catalogue listing and course registration information, visit <u>www.judges.org/courses/chrono</u>.

COURT 2 Criminal Courts Technical Assistance and Training

This training and technical assistance opportunity for judges and court personnel focuses on a wide variety of topics, including case management reviews, development of criminal differentiated case management (DCM) processes, pretrial services, jail overcrowding, prosecution office management, indigent defense services, handling juveniles in adult court, court facility planning and renovation, operational and management reviews of courts and justice system agencies, justice system-community relations, and special focus/problem-solving courts. For more information, visit <u>http://spa.american.edu/justice/ccta.php</u>.

Crime Prevention*

CP 1 Crime Prevention Through Environmental Design (CPTED)

This training for state and local jurisdictions focuses on how architects, city planners, landscape and interior designers, and law enforcement officials can create a climate of community safety by designing a physical environment that positively influences human behavior.

CP 2 Crime Prevention Technical Assistance

This opportunity offers technical assistance, publications, and training curricula on crime prevention topics such as cybercrime, identity theft, community programs, crime analysis, and crime prevention tactics for youth and seniors. Assistance is available to state agencies and associations to develop a statespecific curriculum or enhance an existing curriculum.

^{*} For more information on training courses CP 1 and CP 3, visit <u>www.ncpc.org</u>.

CP 3 Capacity Building for State Crime Prevention Associations

This program offers training and technical assistance to crime prevention associations that need assistance in improving their service delivery to members. Areas of assistance may include conducting a needs assessment; developing a strategy for increasing resources, membership, and organizational visibility; using media to increase public awareness; and improving policies and programs.

Cybercrime Investigation and Forensics[†]

CC 1 Introduction to Internet Crime Investigations

This training introduces law enforcement investigators to the ways in which criminal activity is perpetrated within online computer networks and instructs them in techniques for working these cases online.

CC 2 The Investigation of Computer Crime

This course teaches criminal justice investigators and support staff how to investigate high-technology theft and computer-related crime. It provides participants with an understanding of computer technology, its application to criminal endeavors, and the issues associated with investigating these cases.

CC 3 Seizure and Examination of Microcomputers

This class teaches criminal justice investigators the basic concepts of computers and digital evidence recovery. The class teaches investigators new to hightechnology crime how to safely seize a computer system, make duplicate images of hard drives, and recognize compressed and encrypted data. Participants will become familiar with forensic software and the basics of digital evidence analysis.

CC 4 Investigation of Online Child Exploitation, Level I

This course provides law enforcement investigators and support staff with the skills necessary to conduct proactive Internet investigations involving child exploitation. These include how to initiate criminal investigations, establish undercover accounts and identities, and engage offenders legally and effectively.

CC 5 Investigation of Online Child Exploitation, Level II

The Level II course expands on the learning modules and fundamentals introduced in the Level I course, and includes a detailed study of the Internet using America Online (AOL) as an investigative tool. Topics include peer-to-peer investigations; desktop surveillance and advanced investigative resources; virtual child pornography that includes video enhancing and morphing; Yahoo, chat, and clubs; F-serves; downloading and configuring AIM, Trillium, FTP, CuteFTP, ICQ; identifying other software programs; instant messaging as a tool and an investigative resource; and seeding information to newsgroups and IRC.

[†] For more information on training courses CC 1 – 8, visit <u>www.search.org/services</u>.

CC 6 Advanced Internet Investigations

This intensive course is designed to improve law enforcement's ability to successfully investigate and prosecute sophisticated crimes carried out over the Internet. Topics include the technical structure of the Internet, investigative methodology and tools, use of audit logs as evidence, legal and privacy issues, strategies for proper case preparation and presentation, host operating systems and system security, monitoring activity on an Internet host system, tracking suspects over the Internet, and other issues affecting the recovery of evidence from the Internet.

CC 7 Basic Local Area Network (LAN) Investigations

This 1-week course provides a basic understanding of computer networks, and teaches the basic skills needed to investigate and solve crimes committed using a computer network, such as where to look for evidence and instruction on how to retrieve the evidence. Upon completion of this course, participants will have the skills necessary to properly seize a computer network and prepare it for forensic examination.

CC 8 **Proactive Online Protection (POPS)**

POPS educates school resource officers and educators about Internet safety skills and how to make highly effective, knowledgeable, and informative presentations to students on Internet safety issues. This course combines a review of several Internet safety programs with hands-on computer instruction and a curriculum that provides trainees with knowledge of what youth are often confronted with when accessing the Internet and online environments.

Drug Courts

DC 1 Adult Drug Court Planning Initiative

This series of training programs is intended for court staff and appropriate court team members, and is designed to (1) educate teams on basic drug court concepts, including the components of a drug court; (2) provide teams with the fundamental skills necessary for the paradigm shift from standard case processing to drug court case processing; and (3) encourage and educate teams to emphasize cultural competency while integrating the court and treatment. Program training is offered for teams at three levels: introductory, skills-based, and operational. For more information, visit <u>http://dcpi.ncjrs.org/index.html</u>.

DC 2 Tribal Drug Court Planning Initiative

This training is designed for tribal drug court teams. This unique tribal justice approach combines judicial supervision, substance abuse treatment, Native American traditional healing practices, and other community resources in a nonadversarial setting. Structure, accountability, effective therapeutic processes, monitoring, and evaluation are the cornerstones of tribal wellness courts. For more information, visit <u>http://dcpi.ncjrs.org/index.html</u>.

DC 3 Drug Court Training Initiative

This course provides state-of-the-art training on various subjects for operational adult, juvenile, family, and tribal drug courts and state agencies. It provides drug courts across the United States with specific resources and knowledge that strengthen their ability to operate effectively and to increase their ability to work with substance-abusing offenders. Topics addressed in the various training workshops include incentives and sanctions, cultural proficiency, and drug court evaluation. For more information, visit http://dcpi.ncjrs.org/index.html.

Gang Reduction

GA 1 Gang Resistance Education and Training (G.R.E.A.T.) Program for Law Enforcement Officers

G.R.E.A.T. is a school-based classroom curriculum designed to prevent delinquency, youth violence, and gang membership. G.R.E.A.T. lessons, which are taught by law enforcement officers, focus on providing life skills to students to help them avoid delinquent behavior and using violence to solve problems. Sworn law enforcement officers must be certified to teach the G.R.E.A.T. curriculum through one of many regional training sessions offered throughout the country. For more information about G.R.E.A.T. and other training related to gang and youth violence prevention, visit www.great-online.org/.

Information Technology[‡]

IT 1 Compliance Training Seminar: 28 Code of Federal Regulations (C.F.R.) Part 23

The 28 C.F.R. Part 23 guideline, which covers law enforcement agencies, contains implementation standards for operating federally funded, multijurisdictional criminal intelligence systems. It applies to systems operating with federal funding under Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended. BJA funds technical assistance and a half-day class that provides information on guidelines for operating criminal intelligence systems. For more information, visit www.iir.com/28cfr.

IT 2 Managing Criminal Justice Technologies in the 21st Century

This seminar helps criminal justice executives and senior-level managers improve their capacity to deal with today's technology while preparing for the challenges of the future. The seminar uses adult learning techniques to address the fundamental applications of computer and computer-related technologies, delineation methods to avoid and overcome pitfalls and problems associated with these applications, and appropriate decisions in the selection and purchase of computers and computer-based technologies for specific areas of the criminal justice system. For more information, visit <u>www.cslj.net/training</u>.

[‡] For more information on training courses IT 4–6, visit <u>www.ijis.org</u>, and select the "Education & Training" tab.

- IT 3 **Implementing Criminal Justice Technologies in the 21st Century Seminar** This seminar is for technology project managers and chief information officers who want foundation tools from industry experts, project leaders charged with sharing information, IT directors and specialists, information integrators, and records managers in the criminal justice field. This seminar provides training for those interested in creating a technology deployment strategy for their agency or working with related agencies to automate information sharing. For more information, visit <u>www.cslj.net/training</u>.
- IT 4 **Project Management Course for Integrated Justice Information Systems** This course is designed for individuals responsible for the planning, procurement, and management of programs involving the sharing or exchange of justice-related information. This information may include data generated by courts, law enforcement, prosecution, probation, parole, corrections, and related social service agencies, either within a single jurisdiction or across jurisdictions. The course is designed for project managers, not technologists. It offers a comprehensive curriculum designed to provide basic and advanced skills necessary for managing projects involving the complex implementation of justice system integration.

IT 5 Justice Technology Training Series

The Technology Training Series is designed for both managers and technical staff. The training varies from basic introductions to a more indepth review of technical concepts and components. The technical training agendas can be tailored to the individual needs of the requesting agencies, both in terms of content and duration. Highlights of each agenda include:

IT 5.1 Information System Security Training

Participants will examine the unique challenges of securing integrated criminal justice information systems, and explore the technologies that contribute to a secure system. The course presents information about best practices and what works in securing integrated justice projects, and looks at administrative and management issues in implementing security protocols.

IT 5.2 XML Training

This course helps participants learn more about extensible markup language (XML), the costs and benefits of the technology, and how it is can be used in an integrated justice environment. Instructors will provide applied exercises to help participants make sense of key concepts namespaces, schemas, and stylesheets, among others. Representatives from both the vendor and practitioner communities will discuss nationwide initiatives, highlight XML, and talk about integrating justice projects at the state and local level. The course is designed for technical and project personnel beginning to use XML. There are two versions of this course:

- The Basic XML Training Program provides an overview of basic XML technical concepts and the Global Justice XML Data Model (GJXDM). It explains how XML and GJXDM are being used in the criminal justice community. The course agenda, which can be tailored to the specific needs of an agency, generally includes the following sections: What is XML? The Evolution of a Standard and Its Promise; Basic XML Concepts; XML and the Justice Community; and Global Justice XML Data Dictionary Overview.
- The Indepth XML Training Program has a deeper focus on GJXDM. This program serves as a good introduction to GJXDM and its technical concepts. The 3-day agenda generally includes the following sections: What is XML? The Evolution of a Standard and Its Promise; XML and the Justice Community; GJXDM Introduction; GJXDM—Technical Overview of Fundamental Concepts; Building Exchange Documents; GJXDM Baseline Concepts, Design, Rules, Rationales, and Exceptions; and Building Exchange Document Schemas.

IT 5.3 Information Sharing and Data Mining Course

This course teaches participants how to use technologies and software approaches to create information out of data. It covers topics such as the use of data warehouses, analytical software, and portal technology. It also contains presentations and demonstrations of systems that help participants make sense of raw data, and provide actionable intelligence.

IT 5.4 Web Services and Service-Oriented Architectures Course

This course teaches participants how to apply advanced concepts such as the Global Justice XML Data Model to actual systems through the use of web services and the adoption of service-oriented architectures (SOAs). It provides a basic introduction to the concepts of web services and SOAs. The course also includes a demonstration of how to build a web service and explains the role of other standards such as Simple Object Access Protocol (SOAP), Web Services Description Language (WSDL), and Universal Description, Discovery, and Integration (UDDI) components. Lectures and exercises require some basic knowledge of information systems technology and some understanding of XML.

IT 6 Road Map for Information Sharing Seminar

The Integrated Justice Information System Institute and the National Criminal Justice Association offer a 16-hour seminar following on a highly successful past seminar series about emerging technology for decisionmakers. This new series of 11 sessions is designed to help managers who are or may become involved in implementing information-sharing technology among law enforcement and criminal justice organizations to increase the effectiveness of justice processes and provide greater homeland security. The seminar agenda is not a highly

technical detailed set of lectures for programmers, but a closely connected series that explores useful aspects of information sharing in the justice community of interest. Although there will be demonstrations to show the "how-to," they are for illustration purposes and are not detailed training in the applicable skills of computer science or applications development.

Law Enforcement[§]

LE 1 Responses to Missing Adults Cases Training Program

This training program, intended for police chiefs, sheriffs, and policymakers from law enforcement and criminal justice agencies, focuses on the development of a community-based response to missing adult cases. A team of certified experts from nationally recognized state and local agencies will deliver the training. Participants will analyze case studies and develop model policies based on best practices. The training promotes policies that incorporate a multidisciplinary response. Participants will leave the training with a model response policy for their community. For more information, visit <u>www.theyaremissed.org</u>.

LE 2 Small Departments Training Program

Many smaller police agencies (25 officers or less) are isolated from the network of national information and resources by virtue of their remote locations and limited resources and training. This training will help small departments on topics such as acquiring new technology, police leadership, team-based management, mentoring, internal affairs, web site design, and grant writing. For more information, and registration information, visit www.theiacp.org/Training/2005IACPTrainingCatalog.pdf.

LE 3 Volunteers in Police Service (VIPS) Regional Training Series

This training series provide attendees with an understanding of both the theories and practices related to developing a law enforcement volunteer program. The training will introduce attendees to VIPS and the law enforcement volunteer resources that the program offers, and provide attendees with the knowledge and skills necessary to implement a law enforcement volunteer program. The training is designed for agency representatives and volunteer coordinators responsible for the development and implementation of a volunteer program. For more information and course registration, visit <u>www.policevolunteers.org/resources/tra</u>.

LE 4 Foundations of Intelligence Analysis Training (FIAT) Program

FIAT is intended for law enforcement and regulatory personnel who have not received formal or basic intelligence analysis training. The training offers an introduction to the history of intelligence analysis and teaches intelligence as a process (including the principles of critical thinking, creative thinking, and inference development). It also introduces participants to crime pattern analysis,

[§] For more information on training courses LE 4 – 8, visit <u>www.nw3c.org/training_courses.html</u>.

association analysis, flow analysis, indicator development, products of intelligence, and reports and presentations.

LE 5 **Financial Investigations Practical Skills (FIPS) Training Program** FIPS provides hands-on training designed to address the particular interests and needs of white-collar crime investigators. Working as part of a multiagency task force, participants develop the practical skills, insights, and knowledge necessary to manage a successful financial investigation from start to finish, including identifying and addressing complex criminal activities, organizing and documenting critical evidence, and presenting a case for prosecution. This program will especially benefit investigators, auditors, prosecutors, paralegals, financial analysts, and regulatory personnel.

LE 6 Financial Records Examination and Analysis (FREA) Training Program

Financial investigations are becoming more complex and are requiring more resources and skills to resolve. A thorough investigation of financial records is imperative to determine and document whether financial fraud is occurring. This course teaches investigators, analysts, examiners, auditors, prosecutors, and other legal professionals the latest techniques in records analysis. It develops the participants' computer skills related to examining and analyzing financial records, and presenting evidence in written reports, graphical depictions, and court testimony.

LE 7 Basic Data Recovery and Analysis Program

In this computer-literate age, advances in computer technology have provided criminals with a powerful tool. Reported incidents of high-technology theft and computer-related crime are increasing dramatically; successful investigations and prosecutions will depend on investigators' computer skills. This class will introduce participants to the unique skills and methodologies necessary to investigate and prosecute computer crime. This course includes hands-on instruction and discussion about evidence identification and extraction, hardware and software needed to seize electronic evidence, how to recover erased files, and high-technology legal issues. This course will benefit criminal investigators, prosecutors, or support staff technicians involved with high-technology crimes and the seizure of electronic evidence.

Offender Reentry

RE 1 **Comprehensive Approaches to Offender Reentry Training Program** The Reentry Initiative envisions the development of model reentry programs that begin in correctional institutions and continue throughout an offender's transition to and stabilization in the community. Through the Reentry Initiative, BJA has the capacity to offer training on myriad issues facing jurisdictions around offender reentry, and bring together state and local law enforcement, court, corrections, community corrections, housing, education, and labor authorities around a common strategy.

Prosecution/Community Prosecution

PR 1 Community Prosecution Workshops

This training provides prosecutors of all experience levels with valuable information on existing community prosecution programs, creative legal strategies, strategic planning, evaluation techniques, and identification of resources to support new efforts. The National Center for Community Prosecution educates state, local, and federal prosecutors in the planning, implementation, and enhancement of their community prosecution initiatives. For more information, visit www.ndaa-apri.org/apri/programs/community_pros/cp_home.html.

PR 2 Hitting the Mark Training Program: Implementing and Maintaining Community Gun Violence Initiatives

This training program addresses issues and problems unique to evolving gun programs, including community outreach and sustainability. The curriculum also introduces the attendant problems of drugs and gangs. For more information, visit www.ndaa-apri.org/apri/programs/gun_violence/gvp_home.html.

PR 3 DNA Prosecution Training and Technical Assistance

This training and technical assistance program offered to the prosecution community focuses on legal and scientific issues relating to DNA. It includes scientific advancements, case law, and legislation, and offers consultation and advice on methods for effectively presenting DNA evidence in court. The program also touches on national training conferences taught by scientific and legal experts. For more information, visit

www.ndaa-apri.org/apri/programs/dna/dna_home.html.

Sex Offender Management

SO 1 Individualized Sex Offender Management Training Program

This program provides training geared toward enhancing public safety through improved management of adult and juvenile sex offenders who are living in the community. BJA has funded several curricula on sex offender management to train jurisdictions on sexual assault, managing offenders in the community, and sex offender treatment for nonclinicians. Training with curricula will be developed to suit individual jurisdictions' needs. For more information, visit www.csom.org/ta/ta.html.

Strategic Planning/Project Development

SP 1 Strategic Community Initiative (SCI) Training Program

The goals of SCI are to (1) assess state planning processes and see how local strategies are integrated into state plans; (2) make available information concerning current comprehensive strategic planning efforts; (3) formulate

the essential elements of statewide, community-based planning, as well as gaps in current knowledge and resources; (4) develop a curriculum for an ongoing professional development strategy to train federal, state, and local public safety planners in the skills and abilities required to implement statewide, community-based planning; and (5) implement or enhance statewide, community-based planning initiatives in some states based on the essential program elements developed. For more information, visit <u>www.ncjp.org</u>.

SP 2 **Project Development and Implementation Training (PDIT) Workshop** BJA has established a 2-day PDIT workshop for criminal justice practitioners and state, local, and tribal jurisdictions (including community- and faith-based partners) that receive federal grants. This workshop provides an overview of project planning, management, and administration, and an assessment of federally funded programs. The training workshop encourages participants to think strategically about how they develop and fund projects. Participants are introduced to a variety of methods and tools used to identify community problems, administer and manage projects, and assess performance. For more information, visit www.iir.com/pdit.

Substance Abuse and Mental Health: Courts and Offender Management

SAMH 1 Law Enforcement and Public Health Systems Development Program This program trains law enforcement agencies and public health providers in developing collaborative strategies for diverting individuals with substance abuse or mental health issues who come into contact with officers. It offers best practices for handling these individuals.

SAMH 2 Judicial Leadership in Substance Abuse and Mental Health: Drug and Mental Health Courts Roundtable Discussion This project offers a presentation and forum for sites to discuss, share knowledge, and do preliminary planning around drug and mental health courts with a skilled and experienced facilitator. Participating sites will benefit from representatives and practitioners working with existing, successful mental health and drug courts. The forum provides an opportunity for guided discussion on common principles and best practices for mental health and drug courts for communities considering such an approach. Discussion topics may include how to get started, benefits, court effectiveness, and securing community and stakeholder interest.

Task Force Activities

TF 1Narcotics Task Force Workshop (Center for Task Force Training) This
training is designed for multijurisdictional narcotics task force commanders and
supervisory personnel, and provides training in multiagency narcotics enforcement

operations. It focuses on multiagency response training needs specific to the investigation and prosecution of narcotics trafficking conspiracies. It also provides valuable training for new and experienced managers, supervisors, and senior investigators seeking advancement. Instruction includes practical exercises covering both the administrative and operational aspects of narcotics task force enforcement. For more information, visit <u>www.iir.com/centf</u>.

TF 1.2 Methamphetamine Investigation Management Workshop (Center for Task Force Training)

This 3-day training workshop addresses the operational aspects of managing methamphetamine investigations. The covert nature of drug laboratories and the hazardous chemicals involved in methamphetamine drug operations pose unique challenges for law enforcement managers and investigators. This workshop provides an overview of the methamphetamine problem and methods of manufacturing the drug. Instruction includes identification of a clandestine laboratory and strategies to manage methamphetamine investigations, plan raids, and ensure effective and safe outcomes. For more information, visit www.iir.com/centf.

Terrorism Awareness, Prevention, and Response

TR 1 State and Local Anti-Terrorism Training (SLATT) Program

SLATT provides specialized training for law enforcement personnel in combating terrorism and extremist criminal activity. To ensure that SLATT always delivers the most up-to-date information, the program constantly researches and reviews terrorism-related topics, and offers timely information regarding preincident preparation, investigation, prevention, and interdiction. This type of training fulfills a different need than that met by first responder and other related weapons of mass destruction (nuclear, biological, and chemical) response training. For more information, visit <u>www.iir.com/slatt</u>.

Tribal Justice

TJ 1 Tribal Court Training

These courses offer training on a variety of issues related to creating and maintaining tribal courts in tribal jurisdictions. They are available to tribal court judges, staff, and practitioners. For more information and course registration, visit <u>www.judges.org/courses/chrono</u>.

TJ 2 Tribal Justice Training

These courses offer training around a variety of issues that tribal governments face in administering justice and preventing crime, such as policing gangs, maintaining tribal courts, and treating substance abuse. For more information and course registration, visit www.fvtc.edu/tp2.asp?ID=Criminal+Justice&pix=023.

Telemarketing Fraud

TM 1 Preventing Telemarketing Fraud for Seniors Training

This course provides law enforcement, community service agencies, and crime prevention specialists with tools to develop local programming around telemarketing fraud awareness and prevention for seniors.

TM 2 Telemarketing Fraud Enforcement and Prosecution Training

This training for law enforcement officers and state prosecutors provides guidance on how to enforce laws and prosecute offenders under telemarketing prevention laws.

TM 3 **Training and Technical Assistance on Telemarketing Fraud Prevention** This course provides information, resources, and training on promising community-based fraud and scam prevention practices for law enforcement personnel, community groups, and other criminal justice agencies. For more information, visit <u>www.ncpc.org</u>.