

BUDGET SUMMARY & BUDGET DETAIL WORKSHEETS (Attachment 1)

**NATIONAL CRIMINAL HISTORY
IMPROVEMENT PROGRAM**

2009

STATE OF COLORADO

Proposal Submitted to:

**Bureau of Justice Statistics
Department of Justice**

Submitted by:

**Colorado Department of Public Safety
Division of Criminal Justice**

**Revised May 14, 2009
Updated 6/25/09**

BUDGET SUMMARY AND BUDGET DETAIL WORKSHEET (Attachment 1)

Total Federal Request: \$294,781

1. Budget Summary

Budget Category	Federal Amount	Match Amount	Total Budget
A. Personnel/Salaries	\$9,277	\$34,394	\$43,671
B. Fringe Benefits	\$2,244	\$7,671	\$9,915
C. Travel	\$950		\$950
D. Equipment	\$0		\$0
E. Supplies and Operating	\$57		\$57
F. Construction			
G. Consultants / Contracts	\$151,008		\$151,008
H. Other			
I. Indirect Costs	\$4,724		\$4,724
TOTAL	\$168,260	\$42,065	\$210,325
Match Percentage	20%		

2. Budget Summary by Project

Project Name	Implementing Agency*	Federal Award	Match Amount	Total Budget
Project Management	DCJ – OAJJA	\$17,252		\$17,252
Disposition and Sex Offender Record Update	CBI	\$151,008	\$42,065	\$193,073
Total		\$168,260	\$42,065	\$210,325

*Implementing Agency Key:

CBI Colorado Bureau of Investigation – Identification Unit
 DCJ-OAJJA Division of Criminal Justice – Office of Adult and Juvenile Justice Assistance

3. Budget Summary by Category

A. Personnel				
Project Name	Implementing Agency	Federal Award	Match Amount	Total Budget
Project Management	DCJ – OAJJA	\$9,277		\$9,277
Disposition and Sex Offender Record Update	CBI		\$34,394	\$34,394
Subtotal		\$9,277	\$34,394	\$43,671

B. Fringe Benefits				
Project Name	Implementing Agency	Federal Award	Match Amount	Total Budget
Project Management	DCJ – OAJJA	\$2,244		\$2,244
Disposition and Sex Offender Record Update	CBI		\$7,671	\$7,671
Subtotal		\$2,244	\$7,671	\$9,915

C. Travel				
Project Name	Implementing Agency	Federal Award	Match Amount	Total Budget
Project Management	DCJ – OAJJA	\$950		\$950
Disposition and Sex Offender Record Update	CBI	\$0		\$0
Subtotal		\$950		\$950

D. Equipment				
Project Name	Implementing Agency	Federal Award	Match Amount	Total Budget
Project Management	DCJ – OAJJA	\$0		\$0
Disposition and Sex Offender Record Update	CBI	\$0		\$0
Subtotal		\$0		\$0

E. Supplies and Operating				
Project Name	Implementing Agency	Federal Award	Match Amount	Total Budget
Project Management	DCJ – OAJJA	\$57		\$57
Disposition and Sex Offender Record Update	CBI	\$0		\$0
Subtotal		\$57		\$57

G. Consulting and Professional Services				
Project Name	Implementing Agency	Federal Award	Match Amount	Total Budget
Project Management	DCJ – OAJJA	\$0		\$0
Disposition and Sex Offender Record Update	CBI	\$151,008		\$151,008
Subtotal		\$151,008		\$151,008

I. Indirect				
Project Name	Implementing Agency	Federal Award	Match Amount	Total Budget
Project Management	DCJ – OAJJA	\$4,724		\$4,724
Disposition and Sex Offender Record Update	CBI	\$0		\$0
Subtotal		\$4,724		\$4,724

TOTAL BUDGET				
Project Name	Implementing Agency	Federal Award	Match Amount	Total Budget
Project Management	DCJ – OAJJA	\$17,252		\$17,252
Disposition and Sex Offender Record Update	CBI	\$151,008	\$42,065	\$193,073
Subtotal		\$168,260	\$42,065	\$210,325

BUDGET DETAIL WORKSHEET AND BUDGET NARRATIVE BY PROJECT

PROJECT # 1 - Project Management

Budget Category	Cost Basis	Value	Percent	Federal	Match	Total
A. PERSONNEL						
Program Administrator	\$8400 X 9 mos + \$8,820 X 3 mos	\$102,060	6%	\$6,124		\$6,124
Financial Manager	\$5,191 x 9 mos + \$5,450 x 3 mos	\$63,068	5%	\$3,153		\$3,153
Sub-total				\$9,277	\$0	\$9,277
B. FRINGE BENEFITS						
Program Administrator	PERA (\$10,359) + H/L/D (\$6,544) + STD (\$133) + Medicare (\$1,480) + AED (1,837) + Supplemental AED (\$1,021)	\$21,373	6%	\$1282		\$1,282
Financial Manager	PERA (\$6,401) + H/L/D (\$10,072) + STD (\$82) + Medicare (\$914) + AED (\$1,135) + Supplemental AED (\$631)	\$19,236	5%	\$962		\$962
Sub-total				\$2,244	\$0	\$2,244
C. TRAVEL						
	Travel for out of state conference, in-state mileage at .50/mile			\$950		\$950
Sub-total				\$950		\$950
D. EQUIPMENT						
Sub-total				\$0	\$0	\$0
E. SUPPLIES AND OPERATING						
	Miscellaneous office supplies @ \$4.75			\$57		\$57
Sub-total				\$57	\$0	\$57
G. CONSULTANTS / CONTRACTS						
Sub-total				\$0	\$0	\$0
I. INDIRECT COSTS						
	Indirect costs @ 41% of salaries and benefits			\$4,724		\$4,724
Sub-total				\$4,724		\$4,724
TOTAL			%	\$17,252	\$0	\$17,252

PROJECT # 1 - Project Management

- A. Personnel:** Salaries are identified for project staff participating in this activity and are calculated based upon estimated actual salaries for October 1, 2009 through September 30, 2010. Project activities include program administration and reporting, sub-grantee project management, programmatic monitoring and financial oversight.
- B. Fringe Benefits:** Fringe benefits (PERA at 10.15%, Med Tax at 1.45%, Short Term Disability (STD) at .13% and Amortization Equalization Disbursement (AED) at 1.8%, AED Supplemental at 1.0%, and health/life and dental at actual cost) are identified for project staff participating in this activity and are calculated based upon estimated actual fringe benefits for October 1, 2009 through September 30, 2010.
- C. Travel:** Travel for project management is calculated at the state-approved rate of .50/mile. Travel for national conferences (out of state) regarding criminal history improvement is also included.
- D. Equipment:** NA
- E. Supplies and Operating:** Supplies and operating costs are based on historical expenses to support program administration activities and include postage and general office supplies; phone costs; and copying and printing estimated at \$4.75/month.
- G. Consultants / Contracts:** NA
- I. Indirect Costs:** Indirect costs are based upon the rate established (Indirect cost rate agreement effective 7/1/2009-6/30/2010 with the Federal Highway Administration) for the Colorado Department of Public Safety-Division of Criminal Justice by the State of Colorado. Indirect costs are calculated based upon 41 percent of salaries and benefits of the project budget.

PROJECT # 2 - Disposition and Sex Offender Record Update- CBI

Budget Category	Cost Basis	Cost	Percent Federal	Match	Total
A. PERSONNEL					
Fingerprint Examiner I	\$4,864 x 12 months	\$58,369	33.0%	\$19,262	\$19,262
Fingerprint Examiner III	\$5,732 x 12 months	\$68,784	22.0%	\$15,132	\$15,132
Sub-total				\$34,394	\$34,394
B. FRINGE BENEFITS					
	Salary x fringe + (medical x 12 months)				
Fingerprint Examiner I	\$1109.50 x 12 months	\$13,314	33.0%	\$4,394	\$4,394
Fingerprint Examiner III	\$1,241.33 x 12 months	\$14,896	22.0%	\$3,277	\$3,277
Sub-total				\$7,671	\$7,671
C. TRAVEL					
D. EQUIPMENT					
E. SUPPLIES AND OPERATING					
Sub-total					
G. CONSULTANTS / CONTRACTS					
Crime Data Specialists	4..4 positions X 40 hrs/wk X 52 wks X \$16.50/hr	\$151,008	100%	\$151,008	\$151,008
Sub-total				\$151,008	\$151,008
I. INDIRECT COSTS					
Sub-total				\$0	\$0
TOTAL		Match	23.4%	\$151,008	\$193,073
				\$42,065	\$151,008

PROJECT # 2 - Disposition and Sex Offender Record Update-CBI

- A. Personnel:** Two Fingerprint Examiners from the Identification unit will dedicate a portion of their time during the year to train and supervise the process to update criminal history records which will require approximately 27-28% of their combined time. This calculates to approximately \$34,394.
- B. Fringe Benefits:** Fringe benefits (PERA 10.15%, Medicare 1.45%, Short Term Disability 0.113%, and Amortization Equalization Disbursement for 2.8% for three months, and 3.7% for nine months) plus health, dental and life insurance costs at actual State contribution rate of \$370.78, are calculated using the current schedule for the October 1, 2009 through September 30, 2010 period.
- C. Travel:** NA
- D. Equipment:** NA
- E. Supplies and Operating:** NA
- G. Consultants / Contracts:** This grant will allow the CBI to hire private contract temporary personnel to update disposition records and sex offender registrations, at an hourly calculation of 40 hours per week, 52 weeks per year, at \$16.50 per hour for an equivalent 4.4 positions. The Bureau anticipates the 4.4 positions will be an average equivalency, and anticipates having multiple temporary staff not to exceed 9,152 hours in the October – September period.
- I. Indirect Costs:** NA

PROGRAM NARRATIVE (Attachment 2)

**NATIONAL CRIMINAL HISTORY
IMPROVEMENT PROGRAM**

2009

STATE OF COLORADO

Proposal Submitted to:

**Bureau of Justice Statistics
Department of Justice**

Submitted by:

**Colorado Department of Public Safety
Division of Criminal Justice**

**February 26, 2009
Resubmitted May 15, 2009**

NCHIP GOAL

Colorado's 2009 NCHIP proposal supports the Program priorities described in the Bureau of Justice Statistics 2009 NCHIP Program Announcement.

NCHIP PROGRAM ADMINISTRATION

The state administrative agency (SAA) responsible for managing NCHIP funds is the Colorado Division of Criminal Justice, Office of Adult and Juvenile Justice Assistance (OAJJA). The Division of Criminal Justice (DCJ) is a division of the Department of Public Safety (DPS), an executive agency of the Colorado State Government. The Program Administrator for this grant is [redacted] (303) 239-5717 and Fax (303) 239-4491.

NCHIP PARTNERS

Grant funds will be expended by entities of state government that have substantial responsibilities in managing criminal justice related records including: Colorado Bureau of Investigation (CBI); Colorado Integrated Criminal Justice Information System (CICJIS); Colorado Judicial Branch (Judicial); Colorado District Attorneys' Council (CDAC); and the Division of Criminal Justice (DCJ).

The Colorado Crime Information Center (CCIC) system is managed by the Colorado Bureau of Investigation (CBI) and operates with the advice of its Board of Executive Directors. The Board is comprised of Sheriffs, Chiefs of Police, a District Attorney, the State Court Administrator, the Executive Director of the Department of Corrections, Chief of the State Patrol, and the Director of DCJ. It also serves as the Criminal Justice Records Improvement Task Force.

All NCHIP partners are represented on the CICJIS Executive Board, which includes the chief executives of the state's five principal criminal justice agencies: Public Safety (CDPS), Courts and Probation (Judicial), Prosecutors (CDAC), Adult Corrections and Parole (DOC), and Juvenile Corrections (Department of Human Services – Division of Youth Corrections (DYC)). By statute, all agencies collaborate in the development and implementation of the Colorado Integrated Criminal Justice Information System (CICJIS).

SECTION 1: BACKGROUND AND IDENTIFICATION OF NEEDS

A. Accomplishments

Interstate Identification Index (III), National Crime Information Center (NCIC) and National Instant Criminal Background Check System (NICS)

The Colorado Bureau of Investigation (CBI) established the Colorado Crime Information Center (CCIC) in 1972 to operate a statewide telecommunications system for criminal justice agencies and to maintain files and records concerning crime and arrests. CBI has developed a fully automated criminal history record system and, as one of the original participants in the FBI's Interstate Identification Index (III), makes Colorado's arrest and identification records available at all times to law enforcement and criminal justice agencies in other states and Canada.

Because Colorado made significant improvements in the quality of criminal history records available through the Interstate Identification Index (III) and these improvements directly benefit access to this information by other states through III/NFF and NCIC records, Colorado was designated a National Fingerprint File (NFF) state in 2004.

Fingerprint Identification

Early NCHIP efforts focused on processing new criminal arrest fingerprints within 72 hours and establishing first-time offenders in the Automated Fingerprint Identification System (AFIS) database, the Colorado Crime Information Center (CCIC) criminal history, and the III/NFF files. Beginning in 1993, using a combination of state and federal funding, Colorado reorganized its criminal history record keeping process around an image-based AFIS system. Funds were also used to increase processing capacity. The AFIS system is now the cornerstone of criminal identification and criminal history records in Colorado and NCHIP funds have been used to continuously improve this system. As of December 2008, the existing AFIS contains records on 2,987,247 individuals allowing for the processing of criminal arrest fingerprints within 24 hours. This effort enabled Colorado to meet a core NCHIP program goal of facilitating the accurate and timely identification of persons ineligible to purchase firearms by making the most current arrest information available through CCIC and III.

Colorado Integrated Criminal Justice Information System

In January 1995, the Colorado court system began to report disposition information on-line to CCIC. Court records did not include the State Identification Number (SID), which is the identifier based upon offender fingerprints. This lack of biometrically based positive identification created failures in disposition matching. The recognition of this problem led, in part, to Colorado's groundbreaking effort to develop an integrated criminal justice information system.

During the 1995 session of the Colorado General Assembly, legislation was passed that created a planning team comprised of the executive directors, or designees, of the Colorado Department of Public Safety (CDPS), the Department of Corrections (DOC), the Colorado District Attorneys Council (CDAC), the Department of Human Services (DHS), and the State Judicial Department to jointly develop a plan to implement and maintain an integrated criminal justice information system. This group developed a plan for the Colorado Integrated Criminal Justice Information System (CICJIS), which was submitted to the general assembly in September of 1996. The plan added the state's prosecutors to the planning team, and initial funding was appropriated by the General Assembly during the 1996 session. The goals of the Colorado plan included a 100% match of dispositions to arrest records in CCIC and III.

Development of CICJIS began in 1996. A primary goal was to automate the process of adding court dispositions to criminal history records. Analysis by the Judicial Department identified a gap in the collection of the SID. Correction of this problem was addressed by the Judicial Department by adding SID identifiers to defendants. The CICJIS program was implemented in 1998. Disposition matching in criminal history records efforts continued and updates to the existing AFIS machine at the Department of Correction’s Denver Reception and Diagnostic Center were made ensuring that convicted felony offenders were positively identified as they entered the prison system.

From 1999 through 2008, further enhancements to the quality of criminal history records accessible through III were made and CICJIS, the Judicial Department and Colorado Bureau of Investigation continued efforts to improve data quality and completeness through analysis, program development and training. Upgrades to the Colorado Crime Information Center Soundex program to improve access to criminal history information were also made.

The state’s prosecutors and courts also focused on improvements to other aspects of criminal history data. The Colorado District Attorneys’ Council (CDAC) connected all state District Attorneys into the CICJIS system. A standardized law table was established and used by all CICJIS agencies and the process of victim notification was automated. Throughout the development of CICJIS, the State Court Administrator’s Office (Judicial) has worked continuously to improve the accuracy of court dispositions connected with criminal histories. This is a key goal of the daily data transfers from the court system through CICJIS to CBI, which assists in achieving the current high level of disposition matching.

Recognizing the value of accurate criminal histories, the Colorado General Assembly established specific performance measures to improve criminal history disposition matching. Until 2005, the state’s disposition match rate exceeded all legislatively mandated targets. The table below illustrates the disposition match rate from June 2000 to December 2008.

Colorado Statewide Disposition Match Rate*										
	June 2000	June 2001	June 2002	June 2003	June 2004	Dec 2004	Dec 2005	Nov 2006	Nov 2007	Dec 2008
Target**	N/A	60%	70%	85%	90%	90%	95%	95%	95%	95%
Actual	35%	69%	84%	88%	94%	93%	92%	93%	93%	98%

* Colorado’s disposition match rate is defined as a court disposition that can be matched/linked to an arrest record in the criminal history repository.

** Established by legislative Joint Budget Committee in annual appropriations bill.

As a result of the progress with adult felony records, the CBI and Colorado State Judicial are interested in implementing a pilot project under 2009 NCHIP to address issues with the lack of receipt of juvenile arrest fingerprint card submissions at the CBI and subsequently, the juvenile disposition match rate with State Judicial. As of December 2008, the match rate for juvenile offenders is 57 %, for the past twelve month period within the CBI and State Judicial databases. In most cases, the failure in the disposition matches rests with the lack of juvenile arrest fingerprint card submissions at the CBI for various reasons. In many cases it is a logistical issue, related to the difficulties assuring sight and sound separation of juveniles from adult offenders as required by the federal JJDP Act. As a result, many juvenile offenders are released from custody without the collection of fingerprint information.

Protection Order File

With the implementation of CICJIS, protective orders from the state's district and county courts are automatically entered into the CCIC protective order file. Over the past years, significant changes have been identified and agreed to by the courts and CCIC to improve data quality and completeness related to protection order entry. As of January 2009, there are 158,454 active protection order records on file in CCIC and NCIC.

In May 2006, a significant gap in the automated protection order process was closed. Historically, Denver County Court, technically a municipal court in Colorado, did not participate in the CICJIS system which prevented protective orders from being electronically transferred to the Protection Order File. NCHIP funds were used to develop processes and infrastructure to facilitate the bilateral transfer and sharing of specified data between Denver County Court and the state's ICON system, and recabling of courtrooms to enable faster data transfer. This project required the cooperation and commitment of resources from multiple state agencies and the City and County of Denver. In September 7, 2005, the Chief Justice of the Colorado Supreme Court, the Presiding Judge of Denver County Court, the Colorado State Court Administrator and the Administrator of Denver County Court as well as the Technical Directors of both agencies signed a Memorandum of Understanding (MOU). This MOU affirmed both Courts' commitment to integrate data from Denver County Court into the state's central county court index and then onto CICJIS for sharing with other CICJIS entities.

Sex Offender Registry

Under the 1998 NSOR-AP, the Colorado Bureau of Investigation received funds to upgrade the State's Sex Offender Registry. Funds were used for contract programming to automate the integration of Sex Offender Registration in CCIC and submit data to the FBI.

The Colorado General Assembly passed Senate Bill 10 in the 2002 legislative session. This bill was the result of a task force initiated by then Governor [redacted] to address sex offender registration in Colorado and mandated the Colorado Bureau of Investigations to manage the statewide sex offender registry database system and work with the over 300 local law enforcement agencies throughout Colorado to maintain a centralized system. Lack of funding for local law enforcement to comply with registration laws created significant problems, including consistency and accuracy of records entered throughout the state. CBI has also experienced a problem with timely submissions of registrations from local agencies in the state. This impacted the accuracy and accountability of the offender status and ability of CBI to transmit information to the National Sex Offender Registry in a timely manner.

To address these deficiencies, past NCHIP funds were used to provide training and education to law enforcement to improve the sex offender registration process at the local level. In 2007, twenty training sessions regarding sex offender registration requirements and requirements for law enforcement and other involved agencies were held. A total of 319 individuals attended the sessions including trainees from law enforcement, probation, Department of Corrections and parole, Department of Human Services and Division of Youth Corrections, treatment providers, District Attorney's Office, private attorneys, the Court, education, and community corrections. In addition, 79 technical assistance requests from law enforcement agencies and other interested agencies were logged. Enhanced coordination among professionals involved in sex offender registry has resulted in improved utilization of the Sex Offender Registry, increased education on new federal and state legislative initiatives, and in legislative initiatives to improve the quality of the Sex Offender

Registry in Colorado.

Since NCHIP funds are no longer available for the above training activities the Sex Offender Management Unit at the Division of Criminal Justice (DCJ) worked with the Colorado Bureau of Investigation (CBI) to expand the training CBI provides to law enforcement to include provisions for sex offender registration that were part of the training previously provided by DCJ. If a technical assistance request comes in, DCJ will refer that request to the CBI for further information. DCJ also continues to provide training to interested stakeholders, including law enforcement, on sex offender management strategies including sex offender registration and notification, when requested. DCJ completed 8 trainings for 112 law enforcement participants in 2008 specifically on community notification, which also includes a component on registration.

The NCHIP project, via the training, technical assistance, and sex offender registration working group meetings, resulted in a significant increase in the accuracy, quality, and timeliness of the State and National Sex Offender Registry. It allowed those impacted professionals to maintain currency and adapt to the changing conditions and requirements of sex offender registration. It provided a mechanism by which the CBI and local law enforcement were able to collaborate on these issues and acts as a liaison in these efforts. Finally, the citizenry benefited from an enhanced, accurate sex offender registration process and became increasingly educated via the efforts by local law enforcement during community notification meetings, by the CBI on the State Sex Offender Registry, and during community education meetings when requested by the public. This ongoing collaboration with the CBI has enabled the Colorado Sex Offender Registry to receive the resources necessary to ensure an accurate, complete, and timely transmission of information, thereby providing enhanced containment of convicted sex offenders and an increase in public safety in Colorado.

Colorado also used past NCHIP funds, in part, to reengineer the automated sex offender notification and registration system to conform to state and federal registration requirements. This project was successfully completed in 2004. This effort includes the participation of all affected agencies: courts, probation, corrections, parole and law enforcement. NCHIP funds were used to complete the analysis and design of the new process. Additional federal funds were used to complete the development of this fully automated process. Key changes include identifying individuals required to register at the point of sentencing and tracking registration activities from that point forward. In 2005, the Sex Offender Registry file was enhanced to include mugshots. Ongoing collaboration with the CBI has enabled the Colorado Sex Offender Registry to receive the resources necessary to ensure an accurate, complete, and timely transmission of information, thereby providing enhanced containment of convicted sex offenders and an increase in public safety in Colorado. As of January 2009, the Sex Offender Registry file contains 10,380 unduplicated records.

Mental Health Records

No NCHIP funds have been used to directly support access to appropriate mental health records. However, Colorado is in compliance with FBI reporting requirements as described in the current status section below.

Livescan/AFIS

Biometric-based criminal history records are the foundation of the state's criminal history system. Livescan fingerprint submissions generate a record transfer to State Judicial to initiate the disposition match to occur on the CCH. Jurisdictions that do not maintain Livescan equipment and submit

fingerprint data to the CBI electronically forces the CBI to rely on the courts to initiate a court order for the submission of fingerprint data for that arrest. The delay in this process forces manual entry by the courts to begin the disposition record, causing errors in matching criteria. Using Homeland Security funding, in 2003 the state was able to provide 44 of the 64 county sheriff offices with a Livescan machine. The increase in the number of Livescan machines statewide assisted in the decrease in the number of manual fingerprints submitted to the CBI, and the increase of the electronic submissions which assists with the disposition match. CBI continues to be forced to correct disposition records that have not electronically been received. As of January 2009, there are 122 law enforcement agencies (Sheriff and Police Departments), 5 court locations submitting Livescan fingerprints to the CBI, totaling 127 machines statewide. This 2009 NCHIP application addresses the need for additional Livescan machines to be strategically placed in the state to address the disposition match rate for juveniles.

Summary of Accomplishments

With the exception of access to mental health records, Colorado has used NCHIP funds to address all of the national databases and initiatives supported by NCHIP: III, NICS, NCIC Protection Order File, National Sex Offender Registry, IAFIS, and livescan/AFIS capability. While NCHIP funds have not been used to directly support access to mental health records, as noted below, Colorado complies with this reporting requirement within the confines of state law.

B. Current Status of Program Goals

Interstate Identification Index (Criminal History Records)

The CCIC system includes fingerprint-based CHRI; an image-based AFIS; a handgun buyer screening program (Insta-Check); an automated domestic violence restraining order system; screening systems for persons ineligible to hold positions involving children, the elderly or the disabled; a registry of sex offenders; a list of missing children and a statewide incident based crime and arrest reporting system. The AFIS database currently maintains 2,987,247 history records, to include 1,403,564 criminal history records. These records are fingerprint-based, and are the foundation of Colorado's participation in the Interstate Identification Index (III) and National Fingerprint File (NFF). This database contains records for all subjects arrested since 1972.

The ability to instantly create CHRI has significant implications for the National Instant Criminal Background Check System (NICS). By creating the criminal history at the time the fingerprint card is processed, current arrest data is available within hours, rather than weeks, of the arrest. Colorado arrests and dispositions are available to all states for firearm checks and appropriate screening of employees working with children, elderly, and or disabled persons.

Background checks also include access to the Protection Order file containing 158,454 records and the Sex Offender Registration file containing 10,380 unduplicated records, and a separate disposition database, containing unmatched court dispositions. This provides complete CHRI to criminal justice agencies throughout Colorado. Additionally, the information is available to all states through NCIC and III. Limited information is available to employers seeking background clearances for employees working with children, elderly, and or disabled persons.

With assistance of funding from the NCHIP, CBI continues to further improve the quality of criminal history records through updating of historical records for submission to NCIC. This is a multiyear project and when completed all qualified CCIC records will have been submitted to NCIC. The

Judicial Department also improved business practices associated with disposition matching in large part by focusing on capturing the defendant's arrest information, including the SID, during the case initiation process.

Also in 2005, NCHIP funds were awarded to assist Colorado in replacing their current proprietary technology with a new XML-based interface and to migrate all law enforcement data exchanges to XML, specifically using Justice XML. The Colorado Crime Information Center (CCIC) previously relied on a proprietary "translation" program in order to communicate with National Law Enforcement Telecommunication Systems (NLETS) and all other supported agencies and systems. This project served to strengthen the state's information sharing ability needed to improve national security standards and to avert terrorism, in accordance with guidelines established by the National Criminal History Improvement Program.

Mental Health Record Availability

Mental health records are available with a NICS inquiry through the FBI's system. In 2004, this process was automated so that Colorado courts provide mental health records information directly to NICS. No NCHIP funds have been needed to complete this process.

Protection Order Files

With the implementation of CICJIS, all protective orders from the state's district and county courts are automatically entered into the CCIC protective order file. The system includes misdemeanor domestic violence offenses. Over past years, significant changes have been identified and agreed to by the courts and CCIC to improve data quality and completeness related to protection order entry resulting in protection orders meeting all federal requirements and allow court-entered records to be automatically forwarded to NCIC. As noted in the current status section of this application, in 2005 NCHIP funds were used to close a significant gap in the automated protection order process between Denver County Court and CICJIS. The Protection Order file currently contains 158,454 records.

Sex Offender Registry

As stated above, NCHIP as well as other federal funds have been used to reengineer the sex offender registration process to conform to state and federal registration requirements. This project was successfully completed in 2004. This effort includes the participation of all affected agencies: courts, probation, corrections, parole and law enforcement. NCHIP funds were used to complete the analysis and design of the new process. Additional federal funds were used to complete the development of this fully automated process. Key changes include identifying individuals required to register at the point of sentencing and tracking registration activities from that point forward. In 2005, the Sex Offender Registry file was enhanced to include mugshots. The Sex Offender Registry file currently contains 10,380 unduplicated records.

With passage of Senate Bill 10 (SB-10) in the 2002 legislative session, the Colorado Bureau of Investigations (CBI) was mandated to manage the statewide sex offender registry database system and work with the over 300 local law enforcement agencies throughout Colorado to maintain a centralized system. Concerns about the lack of consistent data, inaccuracy and duplication of information, and extensive resources committed for the verification of the sex offender addresses, and the tracking of sex offenders who fail to register plagued the registration process. While these issues have seen improvement since the inception of SB-10, ongoing efforts need to be supported in order to ensure the quality and accuracy of the statewide registry and the ability of the CBI to

transmit accurate information within the State and to the National Sex Offender Registry in a timely manner.

In the 2006 legislative session Colorado continued to address sex offender management with bills mandating new sex offender registration and sexually violent predator assessment procedures. As a result, new protocols had to be developed, and additional training and technical assistance was needed by those agencies responsible for sex offender registration and community notification. In addition, with the passage of the federal Adam Walsh Child Protection and Safety Act of 2006, Colorado continues to address these additional sex offender registration and notification requirements. Law enforcement is already seeking guidance and assistance to address the provisions of this law upon sex offenders convicted within the federal jurisdiction, and clarification is increasingly needed as to who is impacted by this legislation. In addition, upon implementation in Colorado, it is anticipated that further training and technical assistance needs will be identified to assist law enforcement, CBI, and other key stakeholders to address these new laws.

Denied Persons File

Colorado notifies the NICS of every denial issued. See further discussion under the NICS Inquiries section that follows.

NICS Inquiries

Colorado is a POC state and relies on the state's Insta-Check program to perform background checks for gun buyers. Colorado notifies the NICS of every denial issued. As a general rule, the Insta-check program has immediate access to court dispositional data, and this information is used during the analysis. Court data is evaluated in two ways: Where dispositions have been successfully matched to an arrest record in the criminal history repository, disposition and sentence data are immediately available for evaluation purposes. Where "open arrests" are found in the criminal history repository (typically for older arrest records), Insta-Check staff has direct access to court data for purposes of further research regarding the arrest. With the advent of the CICJIS system, more recent court dispositions are linked to the correct arrest most of the time (the current level of court disposition matching is approximately 90 percent). However, historical data is seldom complete, and further research into court data is frequently required in these instances, a primary cause for delay in the gun-check approval process.

Colorado's POC (i.e. Insta-Check) state statute reflects this reality and allows a denial on an "open arrest". This allows gun-checks to be denied if the arrest was for a charge that would be prohibiting if a conviction occurred.

Another major source of delay is related to protection orders. There remains some difficulty in gathering this information from the courts within the required time periods. Typically, Insta-Check personnel must see the actual order and the application for the order so as to determine the relationship between the parties. CBI will continue to work on improving the associated work processes for protection orders. The table below summarizes the activities of Colorado's Insta-Check Program. The rate of denials has consistently diminished over time.

Efforts are currently underway to resolve the delays caused in checking for protection orders and further improve the effectiveness of Colorado's Insta-Check program. These initiatives include

efforts to integrate data from Denver County Court and efforts to capture complete protection order information by the state courts. These initiatives are discussed in detail above.

The table below summarizes the activities of Colorado's Insta-Check Program. The rate of denials has consistently diminished over time.

Colorado Insta-Check Program Activity 1999-2008			
Year	Total Checks	Denials	Denial Rate
2008	202,772	5,792	2.86%
2007	160,756	4,852	3.02%
2006	161,366	4,959	3.07%
2005	151,758	4,734	3.12%
2004	146,518	4,852	3.31%
2003	141,617	4,881	3.44%
2002	138,779	5,315	3.83%
2001	145,403	6,705	4.61%
2000	137,916	6,923	5.02%
1999	76,729	5,025	6.55%

Conclusion

Colorado has achieved significant accomplishments using NCHIP funds and continues to apply these funds to projects that directly address federal program priorities. Colorado has addressed all program priorities using both NCHIP and other funds. As an NFF state, Colorado has met the requirements of the FBI for participation in the national criminal history records program, and will continue to use NCHIP funds to further integrate Colorado criminal justice agencies with the rest of the country.

Colorado is one of only a handful of states that have fully automated many of the key data transfers from courts to law enforcement: felony court dispositions, warrants, protective orders and sex offender registration orders all originate in the courts. Through the CICJIS system these orders are automatically transferred to and populate the Colorado Crime Information Center databases, and from there are forwarded, where appropriate, to federal systems. Work continues to improve these processes, and NCHIP funds play a key role in enabling Colorado to stay on the cutting edge of criminal justice records improvement and thereby increase public safety.

SECTION 2: DESCRIPTION OF TASKS TO BE FUNDED UNDER NCHIP**A. Project Narratives**

Colorado is proposing a total of two projects (including administration) for funding through NCHIP (including funds for program management). The total federal request for all projects is \$168,260. The total match for all projects is \$42,065 equaling a total program budget of \$210,325. Each of these projects is described in the following section.

Priority	Project Name	Federal Request
1	Program Management	\$17,252
2	Disposition and Sex Offender Record Update	\$151,008
	Total Federal Request	\$168,260

PROJECT # 1: Program Management

Division of Criminal Justice – Office of Adult and Juvenile Justice Assistance

Federal Request: \$17,252

GOAL: Effective program management and project evaluation.

As in previous years, the Division of Criminal Justice is requesting funds to support the administration of this program. Funds will be used to pay for management and program support personnel, who will perform coordination and monitoring activities, including programmatic and fiscal oversight.

PROJECT # 2: Disposition and Sex Offender Record Update

Colorado Bureau of Investigations

Federal Request: \$151,008 (plus \$42,065 match)

GOAL: By utilizing contract temporary staff, this award will permit the CBI to address the manual disposition update requests received from various sources, as well as the current incoming sex offender records and backlog of such.

The state's disposition match rate for felony records is 95% for the past twelve months. The felony disposition match rate for adult offenders has reached 98%, as of December 2008 for the twelve month reporting period. The goal for the misdemeanor disposition match rate will also be set at 95% to be met during future grant cycles.

The CBI receives on average 250 NICs and misdemeanor disposition record requests per month. On average an operator can complete ten record updates per day, which entails retrieving the CHRI and entering the data necessary within the record. In some instances the courts are required to be contacted if the information is not clear. The disposition record is archived electronically by state identification number for future reference.

In early 2009 the Colorado Bureau of Investigation (CBI) and Colorado State Judicial will implement the electronic transfer of misdemeanor dispositions to the Colorado Criminal History Record (CHRI). This disposition transfer process is currently in place for the felony arrest dispositions, which has proven to be successful. This grant award will address the mismatched records for the

misdemeanor and felony records in which an error has occurred preventing the disposition record to transfer electronically to the CHRI.

These contract employees will also process the disposition update requests received from the Federal Bureau of Investigation (FBI) National Instant Criminal Background Check (NICs) program; as well as the misdemeanor disposition records received by arrestee’s who are requesting disposition update to the criminal history record information (CHRI) which are unable to be completed by current employees of the bureau due to the high demand of the Identification Unit’s current workload. This disposition information is required to be present on the CHRI by the National Brady Handgun violence Prevention Act of 1993; which regulates the purchase a handgun or concealed weapon permits nationally. The disposition of arrest information must be present on the criminal history record in order for the record to be complete, and for the purchase of a handgun to be approved by the state and national NICs programs.

OBJECTIVE 1: To maintain current on incoming disposition records.	OUTCOME & TIME FRAME
ACTIVITY 1.1: One contractor to update 10 records per day.	A total of 200 records per month will be updated by one contract employee. (10 records per day = 50 per week = 200 per month)

The CBI currently has 500 records in its backlog of sex offender records to research and update the CHRI and NCIC sex offender file entries. Additionally, on average the CBI received 120 records per month to research and update. Each operator can complete approximately three DOC records per day. This entails researching the offender information to determine if the offender is currently required to register, if the registration is active, and if entered into the CCIC/NCIC databases. Additionally the CHRI is reviewed to ensure the record is up to date, as well as the information is properly posted to the public web site. In some cases, the courts must be contacted to determine registration status requirements. Once completed, the documentation is electronically archived for future reference.

The 2009 will address the current incoming sex offender records from the local law enforcement agencies and the Department of Corrections (DOC). These sex offender records require research and CHRI updates prior to placing on the web based sex offender registry and into the National Crime Information Center (NCIC).

OBJECTIVE 2: To insure sex offender internet and NCIC entries are current and consistent with the CHRI through update of missing disposition during research for sex offender update.	OUTCOME /TIME FRAME
ACTIVITY 2.1: One contract employæ to process 3 offender records per day.	A total of 60 records per month will be updated by one contract employee. (3 records per day x 20 days)

PROJECT IMPACT: The record updates assist the law enforcement and criminal justice agencies nation wide in obtaining a complete criminal history record without delay when obtained via the CCIC/NCIC systems. The criminal history record updates also allows for the state bureau’s participation in the III, NFF, and NICs programs. The updates include the state identification

bureau's "possession" of the record for III and NFF purposes, and the update of all on-line criminal charges and criminal history records. Once the records have been reviewed and updated manually, the requirements of the NFF program will be met. The completeness of the records will also be necessary when the systems are in place for the electronic transmission to the FBI by way of IAFIS.

Colorado 2009 NCHIP Projects and Supported NCHIP Program Priorities

Proposed projects in this application support the four of the five identified priorities under the 2009 NCHIP solicitation.

- Priority 1.** Updating and automating case outcomes from courts and prosecutors in State records and the FBI's Criminal History file.
 - Project #2: The disposition update on the CHRI assists in record update for III and NFF compliance.
- Priority 2.** Automating access to information concerning persons prohibited from possessing or receiving a firearm, including persons who: have been adjudicated as a mental defective or have been committed to a mental institution; are unlawful users of or addicted to any controlled substance; are the subject of protection or restraining orders; and/or have been convicted of a misdemeanor crime of domestic violence.
 - Project #2: Update of misdemeanor disposition records received by the FBI NICs and arrestee's who are requesting dispositional update to the CHRI. This disposition information is required to be present on the CHRI by the National Brady Handgun violence Prevention Act of 1993; which regulates the purchase of a handgun or concealed weapon permits nationally.
- Priority 3.** Transmitting relevant State records to: (1) files in the NICS Index particularly including the Denied Persons file; (2) the NCIC's Protection Order file; and/or (3) the NCIC's National Sex Offender Registry file.
 - Project #2: Update of sex offender records which require research and CHRI update prior to placing on the web based sex offender registry and into the National Crime Information Center (NCIC).
- Priority 4.** Full participation in the Interstate Identification Index (III).
 - Project #2: The disposition updates on the CHRI assists in record updates for III and NFF compliance.
- Priority 5.** Implementing a Stalking or Domestic Violence Record Improvement Program.

Courts

Courts play a critical role in the development of the Colorado's integrated criminal justice information system and are a source of a significant amount of data contained in the state's criminal history repository. As noted above, Courts have been active participants and recipients of funds through the state's NCHIP program in past years. Although the Courts do not have a direct application for funds for 2009 NCHIP, they are an integral part of Project #3 which would provide Livescan equipment to ten jurisdictions, including the courts, to improve the disposition match rate for juveniles.

Unexpended Funds

2007 NCHIP

One project remains open under 2007 NCHIP, which is scheduled to conclude by 9/30/09. The Colorado Bureau of Investigations continues to work toward updating the Colorado criminal history records to comply with the III and NFF requirement, felony disposition matching, processing of incoming civil and criminal fingerprint cards, and research and CHRI updates for sex offender records prior to placement on the web. Approximately \$95,000 in federal funds remain under this project.

2008 NCHIP

Two projects were funded in Colorado's 2008 NCHIP award.

On 10/1/08, the CBI received 2008 NCHIP funds for an Update Historical Criminal History Records Project to address the manual disposition update requests from the FBI NICs program and the misdemeanor disposition records received by arrestees who are requesting disposition update to the criminal history record as well as the felony disposition information which is electronically transferred to the Colorado criminal history from Colorado State Judicial. From 10/1/08-12/31/08, no funds were expended under this grant award due a state hiring freeze due to our State's fiscal crisis resulting in delays in the hiring process. However, during the first quarter, the appropriate approvals and exemptions were received for the hiring process to begin and interviews are scheduled. Once the interviews are complete, each contract employee will receive a polygraph examination and background investigation, per CBI policy. Upon completion of the hiring processes, which is anticipated to be in February 2009, four contract employees will be hired rather than the initial plan to hire two. This will assist in completing the backlog work that was not addressed during the first quarter of this grant cycle. CBI was subgranted approximately \$68,000 in federal funds under this award.

Also on 10/1/08, the Colorado District Attorney's Council (CDAC) received a 2008 NCHIP subgrant award to develop an Electronic Criminal Case Filing Data Exchange with the Courts. Implementation of this project experienced several delays; the main delay due to reorganization at CDAC that involved 30% of the staff leaving and a new CIO being appointed and causing re-prioritization of staff and projects. The contracting agency that is part of the grant, State Judicial, also had a re-prioritizing of projects and had not been able to complete the necessary Statement of Work. Due to further unanticipated concerns with several larger District Attorney Offices in the state, it is anticipated that a change in project scope and related budget revision will be submitted by the Division of Criminal Justice to BJS on CDAC's behalf. CDAC was sub-granted approximately \$180,000 in federal funds under this award.

The proposed 2009 NCHIP projects do not overlap with the currently open projects under 2007 or 2008 NCHIP and therefore we expect no delays for either project under this 2009 NCHIP application.

Compatibility with other systems

All proposed project activities are compatible with or directly support existing federal and regional information sharing standards and systems including NIBRS, NCIC 2000, NICS, IAFIS. Colorado is a Compact Council state. Colorado actively participates in the following initiatives that contribute to homeland defense:

- Homeland Security Information Network (HSIN)
- Law Enforcement Online (LEO)
- Regional Information Sharing System (RISS)
- Colorado Law Enforcement Intelligence Network (CLEIN)
- Joint Regional Information Exchange System (JRIES)
- Rocky Mountain Information Network (RMIN)
- Violent Criminal/Terrorism File (VCTF)
- COPLINK
- VINE
- Colorado Incident-based Gang System (CoG)

Colorado is in the forefront of the national criminal justice data standards effort. The CICJIS system facilitates the sharing of criminal justice data across multiple criminal justice agencies within the state. Aggressive efforts at improving data quality and timeliness from all of these agencies supports the sharing of this data with other states and national systems. The Colorado Crime Information Center serves as the principal system for sharing data with these other systems.

Performance Benchmarks

Colorado has established a key performance metric related to the completeness of criminal history data by including court disposition and sentence data in criminal history records. As discussed above in the Current Status section, court data is supplied to the criminal history system automatically through the CICJIS system. Performance is measured monthly where all court dispositions reached during the month are compared against all arrest records. Those dispositions that are not linked to an arrest are identified and counted as errors. These errors are then reviewed to determine if a link can be made. This performance measure ensures that as many arrest records as possible are complete and contain appropriate disposition information.

SECTION 3: COORDINATION ACTIVITIES

The Colorado Department of Public Safety, Division of Criminal Justice (DCJ) as the state administering agency for the NCHIP program maintains cooperative and collaborative relationships with relevant emergency management task forces and agencies. In 2004, administration for the DHS fund streams moved from the Department of Public Safety to the Department of Local Affairs. The Department of Public Safety retained the policy and strategic planning responsibilities of Homeland Security which is housed in its Office of Preparedness, Security & Fire Safety.

The DCJ continues to be the principal agency responsible for managing federal dollars received through the Office of Justice Programs. The Office of Adult and Juvenile Justice Assistance, which

is the DCJ unit which manages NCHIP is also responsible for administering the Byrne Justice Assistance Grant (JAG), the Paul Coverdell Forensic Science Grant, two Prisoner Reentry Initiative Grants and several grants for the Office of Juvenile Justice and Delinquency Prevention. Related funds, such as those from the Department of Homeland Security, are managed by other entities. Because of the sensitive nature of this funding, limited direct coordination of funding activities is possible between state agencies. However, since many DCJ advisory board members also participate in the DHS funding process, funding activities and priorities can be informally managed and coordinated between the two agencies. NCHIP-funded activities also benefit from these general coordination efforts.

All appropriate activities are coordinated through the state's Information Technology Point of Contact (POC), the Executive Director of the Colorado Department of Public Safety.

Colorado is one of only a handful of states that has successfully implemented a statewide criminal justice information-sharing program. Other coordination activities have been identified in previous sections. The two most significant are the activities by state criminal justice agencies to coordinate with local agencies as exemplified by the Board of Executive Directors and Board of Working Advisors of CCIC. These groups oversee and provide direction to the activities of the state criminal history repository.

The Colorado Integrated Criminal Justice Information System (CICJIS) program was initiated through specific legislation and operates as an established program within the Colorado Department of Public Safety with a combination of state and federal funds. Five agencies representing law enforcement, prosecution, courts, adult corrections and juvenile corrections are identified in the enabling legislation and participate in the program. The executive directors of these agencies make up the governing body for CICJIS. They meet monthly to address program and policy matters, and ensure that the program meets its statutory obligations. They have met and have approved this 2009 NCHIP application and the proposed projects contained within.

All of these agencies have received benefits from the NCHIP program and are fully apprised of NCHIP opportunities. The program management staff at DCJ interacts routinely with CICJIS and its member agencies to ensure program effectiveness. With a common vision of sharing as much criminal justice information as possible, Colorado has a highly coordinated means of ensuring criminal justice record improvement.