

WHAT IS THE CRIME FREE MULTI-HOUSING PROGRAM?

HOW IT WORKS

The CRIME FREE MULTI-HOUSING PROGRAM is a unique, three-phase certification program for rental properties of all sizes, including single family rental homes. The first phase is the completion of an eight (8) hour program taught by attorneys, police and fire personnel. Frequently, guest speakers will also attend to address specific topics relating to rental properties. This police-sponsored program is designed to be very easy, yet extremely effective, at reducing criminal activity in rental properties.

The CRIME FREE MULTI-HOUSING PROGRAM addresses these topics:

- ❖ Understanding Crime Prevention
- ❖ Crime Prevention Through Environmental Design (C.P.T.E.D.)
- ❖ Resident Selection and Eviction Process
- ❖ Common Sense Self Defense
- ❖ Community Rules/Policies
- ❖ Building Apartment Communities
- ❖ Good Property Management
- ❖ Combating Illegal Activity (Drugs, Gangs, Graffiti, Etc.)
- ❖ Partnership with the Police Department
- ❖ Partnership with the Fire Department
- ❖ Dealing with Non-Compliance
- ❖ The Federal Fair Housing Laws

The CRIME FREE MULTI-HOUSING PROGRAM is taught during two four-hour, or one eight hour, training session(s). The program is designed to be flexible, as many communities have differing needs.

WHO SHOULD ATTEND

Property owners, managers, leasing staff, maintenance personnel and others in the management team should attend the entire 8-hour training program. It is also recommended that police officers attend the training to understand the civil nature of rental communities, and to establish a rapport with managers of rental properties.

PHASE ONE: TRAINING

After completion of the 8 hour training program, each participant will receive a certificate which has been signed by the Chief of Police. The certificate is also signed by the program coordinator of the CRIME FREE MULTI-HOUSING PROGRAM, who sponsors the training.

This green certificate is to be immediately framed and displayed in the leasing office, or in a prominent place where applicants are sure to see it. **Prospective residents should be told as soon as possible that the property management is working with the police** to keep the community healthy. If there is no leasing office, a certificate can be displayed in a 3-ring notebook with other materials used in the CRIME FREE MULTI-HOUSING PROGRAM. The manager or owner should show the notebook to prospective residents.

Participating managers should also begin immediate implementation of the Crime Free Lease Addendum, which is the backbone of the CRIME FREE MULTI-HOUSING PROGRAM. This addendum to the lease cites specific actions that will be taken by management if a resident, or somebody under the resident's control, is involved in illegal or dangerous activity on or near the rental property.

If the management is conducting a background check that includes credit and criminal information, the applicant should be informed before they turn in the application or pay any fees or deposits. Every prospective resident must be treated exactly the same as the others. It is important to develop office policies to ensure this.

PHASE TWO: CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN INSPECTION. (C.P.T.E.D.)

In the second phase of the program an El Cajon Community Policing Officer will inspect the rental property to assess physical security and general appearance of the property. If the property meets the department's requirements, a second certificate signed by the Chief of Police will be issued in the name of the apartment complex.

This pink certificate will certify the property has met the minimum security requirements of the CRIME FREE MULTI-HOUSING PROGRAM.

PHASE THREE: SAFETY SOCIAL

In the third and final phase of the program an El Cajon Community Policing Officer will conduct a “Safety Social” for residents at the rental property. This will include information about general safety principles and crime prevention, including Neighborhood Watch information. This will also give the officer the opportunity to explain the CRIME FREE MULTI-HOUSING PROGRAM to the residents of the rental community.

Management is responsible for providing food, non-alcoholic drinks and entertainment for this event. It is also recommended that property managers raffle door prizes as an added incentive to draw residents to the meeting. **It is necessary to conduct at least one (1) meeting per year to maintain membership** in the CRIME FREE MULTI-HOUSING PROGRAM.