

**TEXAS CRIME STOPPERS COUNCIL  
RESTRICTED ACCOUNT: PROBATION FEE AND REPAYMENT REPORT**

Instructions are attached. **Due January 31, 2012.**

**PROGRAM NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **CITY/ZIP:** \_\_\_\_\_

1. **BEGINNING BALANCE, PROBATION FEES RESTRICTED ACCOUNT** (1) \$ \_\_\_\_\_  
(As of January 1, 2011)

2. **TOTAL PROBATION AND REPAYMENT FEES RECEIVED IN 2011** (2) \$ \_\_\_\_\_  
(January 1, 2011 to December 31, 2011)

A. **TOTAL FEES RECEIVED IN 2011** - \_\_\_\_\_ =  
B. **TOTAL AMOUNT DISBURSED IN 2011**  
(to another certified program)

3. **INTEREST RECEIVED ON ACCOUNT IN 2011** (3) \$ \_\_\_\_\_

4. **RESTRICTED FUNDS RECEIVED FROM OTHER CRIME STOPPERS PROGRAMS IN 2011** (4) \$ \_\_\_\_\_  
(if applicable; see Note 4)

5. **SUBTOTAL** (Add lines 1, 2, 3 & 4) (5) \$ \_\_\_\_\_

6. **AMOUNT ALLOCATED TO ADMINISTRATIVE/OPERATIONS ACCOUNT** (6) \$ \_\_\_\_\_  
(Not to exceed **20%** of total probation and repayment fees received  
January 1, 2011-December 31, 2011; Line 2, above.)

7. **AMOUNT ALLOCATED TO CAMPUS UMBRELLA PROGRAMS FOR REWARDS** (7) \$ \_\_\_\_\_  
(January 1, 2011 - December 31, 2011)

8. **EXCESS FUNDS ALLOCATED IN 2011 FOR LAW ENFORCEMENT PROJECTS** (8) \$ \_\_\_\_\_  
**RELATING TO CRIME STOPPERS OR JUVENILE JUSTICE** (see instructions, Chapter  
414.010 (d))  
\* complete Attachment A if you have an excess funds account

9. **REWARDS ACTUALLY PAID in 2011** (9) \$ \_\_\_\_\_  
(from restricted account - do NOT include rewards authorized but not picked up by tipster )

10. **BANK FEES PAID in 2011** (restricted account) (10) \$ \_\_\_\_\_

11. **TOTAL EXPENDED** (Add lines 6, 7, 8, 9 & 10) (11) \$ \_\_\_\_\_

12. **ENDING BALANCE, PROBATION FEES RESTRICTED ACCOUNT** (12) \$ \_\_\_\_\_  
(Subtract line 11 from line 5) As of December 31, 2011)

13. **REWARDS PAID** (if any) in 2011 with funds from Administrative/Operations Account. (13) \$ \_\_\_\_\_

**DO NOT FORGET TO DOUBLE-CHECK YOUR MATH!**

**REMINDER:** Include a year-end 2011 bank statement (with the account number blacked out) for your Restricted Funds Account, Attachment B, and a list of current board members, which includes contact information.

\_\_\_\_\_  
Signature of Chairperson

\_\_\_\_\_  
Signature of Financial Officer

\_\_\_\_\_  
Name (print or type)

\_\_\_\_\_  
Name (print or type)

\_\_\_\_\_  
Date signed

\_\_\_\_\_  
Date signed

\_\_\_\_\_  
Phone/Email

\_\_\_\_\_  
Phone/Email

Send completed form to:  
**Texas Crime Stoppers  
Office of the Governor  
PO Box 12428  
Austin, Texas 78711**

**TEXAS CRIME STOPPERS COUNCIL**  
**RESTRICTED ACCOUNT: PROBATION FEE AND REPAYMENT REPORT**

**INSTRUCTIONS:**

To complete this report, you will need the 2011 bank statements for your restricted account and the previous years' PFRR form. For assistance, call 866-220-4357.

TEXAS GOVERNMENT CODE § 414.010. PAYMENTS FROM DEFENDANTS ON COMMUNITY SUPERVISION; REWARD REPAYMENTS. (a) Except as provided by Subsection (d), a Crime Stoppers organization certified by the council to receive money in the form of payments from defendants placed on community supervision under Article 42.12, Code of Criminal Procedure, or money in the form of repayments of rewards under Articles 37.073 and 42.152, Code of Criminal Procedure, may use not more than 20 percent of the money annually received to pay costs incurred in administering the organization and shall use the remainder of the money, including any interest earned on the money, only to reward persons who report information concerning criminal activity. Not later than January 31 of each year, a Crime Stoppers organization that receives or expends money under this section shall file a detailed report with the council.

(b) A Crime Stoppers organization shall establish a separate reward account for money received under this section.

(d) If the amount of funds received by a Crime Stoppers organization under this section exceeds three times the amount of funds that the organization uses to pay rewards during a fiscal year based on the average amount of funds used to pay rewards during each of the preceding three fiscal years, the organization may deposit the excess amount of funds in a separate interest-bearing account to be used by the organization for law enforcement purposes relating to Crime Stoppers or juvenile justice, including intervention, apprehension, and adjudication. An organization that deposits excess funds in an account as provided by this subsection may use any interest earned on the funds to pay costs incurred in administering the organization.

**Restricted account** - a reward account for money received from defendants on community supervision/probation and repayment fees. Separate from administrative/operations or donated funds account.

**Line 1** - Enter the beginning balance on January 1, 2011. This should match the ending balance on the previous report. If they do not agree, please review your bookkeeping to locate the problem. If there is a discrepancy between the beginning balance on January 1, 2011 and the ending balance on the 2010 report, put an asterisk next to Line 1 along with an attached explanation explaining the discrepancy. For example:

1. Beginning Balance, Probation Fees Restricted Account                      \$\_\_\_\_\_\*\*See Attached Explanation

**Line 2** - Enter the total amount of probation and repayment fees received from the Community Supervision and Corrections Department (CSCD) from January 1 to December 31, 2011. If the CSCD sends a check in January for the December fees, report those funds on next year's form. Only report the funds that you **actually received and deposited** from the courts or CSCD during the 2011 calendar year. If two or more programs share court funds, record the total fees received from courts before disbursement on 2(A). Record the total amount disbursed to other certified Crime Stoppers programs on 2(B). Line 2 is the total amount of probation and repayment of fees your program retained after disbursing all fees to other Crime Stoppers programs, or 2(A) - 2(B). For example:

2. TOTAL PROBATION AND REPAYMENT FEES RECEIVED in 2011

(A.) \$7500 - (B.) \$2500 = \$5000

(A.) TOTAL FEES RECEIVED IN 2011

(B.) TOTAL AMOUNT DISBURSED

**Line 3** - Enter the amount of interest earned on the restricted account in 2011.

**Line 4** - If your Crime Stoppers program merged with other Crime Stoppers programs during 2011 in a formal agreement in accordance with the rules established by the Texas Crime Stoppers Council, and those programs turned over their restricted funds accounts to your program, please enter the amount on Line 4. You will not be permitted to take 20% from these funds for the administrative account.

**Line 5** - Enter the total of lines 1, 2, 3 and 4.

**Line 6** - Enter the amount allocated to the administrative/operations account from the restricted account in 2011. This is not to exceed 20% of line 2.

**Line 7** - Enter the amount of restricted probation and repayment fees allocated to campus umbrella programs for rewards in 2011.

**Line 8** - Enter the amount of excess funds from the restricted account allocated to juvenile justice and law enforcement projects that are related to Crime Stoppers. Read Chapter 414 of the Government Code above or contact the Office of the Governor for further explanation. Funds are considered excess if they exceed three times the amount of the average for rewards paid during the previous three years. For example, your program paid \$1,700 in 2007, \$1,900 in 2008, and \$2,225 in 2010, totaling \$5,825. The average amount of rewards paid per year over the previous three years is \$1,942. You must keep three times that amount in your Restricted Funds Account (in this case, \$5,826.00). If the program has \$7,500 in the restricted account, then the difference, \$1,674, is considered excess funds. ***If you have an excess funds account, you must complete Attachment A to the PFRR.***

**Line 9** - Enter the amount of rewards paid from the restricted account in 2011. Do **not** include rewards paid from donations or fundraising. If a reward was authorized, but not picked up by the informant, the money should still be in the account and should not be counted as part of the total rewards paid.

**Line 10** - Enter the amount of bank fees paid on the restricted account in 2011.

**Line 11** - Enter the total of lines 6, 7, 8, 9 & 10.

**Line 12** - Subtract line 11 (the total expended) from line 5. The ending balance should match your account balance on December 31, 2011. If it does not, please review.

**Line 13** - Enter the dollar amount of rewards paid from non-restricted, donated, or fundraising funds. Do not include rewards paid from line 9 on this line.