



Technical Assistance Program



The VIPS Technical Assistance (TA) Program offers a range of no-cost, site-specific technical assistance to help law enforcement agencies overcome barriers to maintaining a successful volunteer program.

Eligibility

The Technical Assistance Program is available to volunteer coordinators from registered VIPS programs in the United States and its territories. Requestors must complete and submit the *Technical Assistance Program Application* form, which requires the signature of the agency's chief executive officer. The VIPS Program does not guarantee that Technical Assistance Program requests can or will be accommodated.

What kind of technical assistance is provided?

Technical assistance may include guidance by e-mail, by phone, by fax, in person, or any combination thereof. The national VIPS Program staff will determine the method and duration of contact between the volunteer coordinator and their technical assistance provider. Technical assistance providers cannot and do not provide legal advice.

Who will provide the technical assistance?

The VIPS Program uses a cadre of experienced sworn and civilian law enforcement volunteer coordinators to provide technical assistance. Every effort will be made to match the needs of the recipient with the skills and expertise of the provider.

How do I request technical assistance?

Persons interested in receiving technical assistance must complete and submit the *Technical Assistance Application* form. The form is included in this welcome kit and can be downloaded from the VIPS Web site at www.policevolunteers.org.

For more information, please send an e-mail message to technicalassistance@policevolunteers.org, or call 800-THE-IACP, extension 826, or visit www.policevolunteers.org/resources/training_technical_assist/.



Technical Assistance Program Application



The VIPS Technical Assistance Program has been designed for volunteer managers from established law enforcement volunteer programs who are seeking assistance to address a specific programmatic issue.

PART ONE: Agency Information

Agency Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Number of sworn officers: _____

Number of civilian employees: _____

Number of volunteers: _____

Population served: _____

Date program established: _____

Is your agency CALEA accredited? YES NO

PART TWO: Contact Information

Agency contact/title: _____

Phone: _____ Fax: _____

E-mail: _____

PART THREE: Narrative

Please include no more than two double-spaced pages to briefly describe your need for technical assistance, efforts taken to address the need, and any specific challenges or hurdles you have faced.

PART FOUR: Authorized Signature (Required)

I hereby certify that the statements provided in this application and attachments are true and complete to the best of my knowledge.

Agency CEO *(Please print name and title)* _____

Signature _____ Date: _____

Upon receipt of application materials, VIPS staff will contact your agency to discuss this application prior to scheduling technical assistance. *The VIPS Program does not guarantee that requests for technical assistance can or will be accommodated.*