

# BECCARIA: Quality of Management in Crime Prevention



## 7 STEPS TO A SUCCESSFUL CRIME PREVENTION PROJECT

### Contact:

Erich Marks  
Dr. Anja Meyer  
Dr. Ruth Linssen

### Council for Crime Prevention of Lower Saxony Ministry of Justice

Am Waterlooplatz 5A  
D - 30169 Hanover  
Telefon: ++49-511-1205261/-62  
Telefax: ++49-511-1205272  
[beccaria@mj.niedersachsen.de](mailto:beccaria@mj.niedersachsen.de)

[www.beccaria.de](http://www.beccaria.de)

last update: 11/2004

## BECCARIA 7 STEPS TO A SUCCESSFUL CRIME PREVENTION PROJECT

### Step 1: Establishing and Describing the Topic

The LPR's Beccaria-Project seeks to establish a basic approach to Quality of Management in Crime Prevention. Effective work in Crime Prevention requires a precise plan and a structured implementation of projects. Instruments from the Project Management could help answer the following questions: How do I organise a Crime Prevention Project? What can I do to initiate a new project successfully, or to adjust an existing project with current problem-areas? This leaflet highlights central steps, which can help you to plan targeted Crime Prevention Projects, as well as successfully implementing them and evaluating their results. You obtain fast and effective suggestions for your work. In doing so the structure of the 7 Steps maps out the individual phases of the Project. With regard to the conciseness, we can of course only give tips. Further information including worksheets to be downloaded and filled out, regarding the individual steps, can be found under [www.beccaria.de](http://www.beccaria.de)

#### Central Questions

- What theme should be worked on?
- Why is important to do something?
- What exactly does the problem consist of?
- What repercussions does it have at face?

#### Central Worksteps

- Allocate possible fields of work and, where necessary, sort in order of priority
- Pick out a theme
- Research and collect facts and figures regarding your chosen problem-area
- Describe the exact situation at face

#### Methods of Work

- Collection of ideas (Flip-Chart)
- Communication at a table
- Research into statistics, press reports etc.
- Surveys/observations

### Step 2: Identifying the Causes

#### Central Questions

- What are possible causes of the problem?
- Which explanations best fit the situation?

#### Central Worksteps

- Possible causes from literature, internet research, and own knowledge
- Choose the most relevant cause-description for the on-site problem

#### Methods of Work

- Literary research, research in other criminological bodies, on the internet, eg. in the PräViS Datenbank, under [www.lpr.niedersachsen.de](http://www.lpr.niedersachsen.de)

### Step 3: Specifying the Goals

#### Central Questions

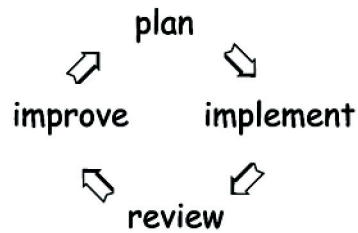
- Which general goals should be achieved?
- What are the precise side-goals on the route to the main-goal?
- When should they be achieved by?
- How will I know, whether a sidegoal has been achieved?
- Who is the target-group?

#### Central Worksteps

- Describe the general goals
- Establish precise side-goals with specific points in time
- Sort the goals in an order of importance
- Specify criteria to review the goals
- Define the target-group/s

#### Methods of Work

- Collection of ideas (Flip-Chart)
- In note form (brief, easy, to the point, concrete)
- Communication at a table



## ....A PROJECT

### We would like your opinion!

The Beccaria-Project would like to "review its effectiveness". Please help us with Step 6!

### E-mail or write your experiences to

us with the 7-Step-leaflet and the related worksheets, that one can download under [www.beccaria.de](http://www.beccaria.de). What is good, what could be further improved? We look forward to your comments, criticisms and suggestions to [beccaria@mj.niedersachsen.de](mailto:beccaria@mj.niedersachsen.de)!

### Your Beccaria-Team

## Step 4: Developing possible Solutions

### Central Questions

- How do I achieve my goal?
- What possible solutions are there to achieve (a) precise goal(s)?
- Which suggested solution is best suitable for which (side-)goal?

### Central Worksteps

- Collect and evaluate all ideas relating to the achieving of the (side-)goal
- Pick out the best ideas or develop a solution comprising of different ideas
- Establish a solution for every sidegoal

### Methods of Work

- Collection of ideas (Flip-Chart)
- In note form (brief, easy, to the point, concrete)
- Communication at a table

## Step 5: Devising and Implementing the project plan

### Central Questions

- How can the chosen solutions be precisely implemented?
- Who has responsibility for which (side-)goal?
- Which other groups/people are already working on the theme and could be involved?

### Central Worksteps

- Decide on an action plan, and on responsibilities
- Calculate resources
- Implement the action plan step by step
- Review the course of the project up to now at regular intervals, and if need be, make changes

### Methods of Work

- Construct and regularly update an actionplan (eg. Overview of the project plan [www.beccaria.de](http://www.beccaria.de))
- Integrate others who are interested

## Step 6: Reviewing the Impact

### Central Questions

- Which goals and side-goals were achieved?
- Where must further improvements take place?
- What worked well, what worked less well?
- What was successful, what was ineffective?

### Central Worksteps

- A review of the goals achieved and the target-groups reached, on the basis of the established criteria
- Comparison between the initial situation and the current situation
- Work on possible improvements/ changes

### Methods of Work

- Document the findings of the project in note form
- Balance of strengths and weaknesses
- Communication at a table
- Surveys

## Step 7: Documentation and Conclusions

### Central Questions

- How was the course of the project?
- Which experiences did you have, with the implementation of the individual steps?
- What will you do differently the next time?
- What does that mean for future projects?

### Central Worksteps

- After the end of the project: Look back and review what has taken place
- Notes on the course of the project and experiences
- Visions for the future regarding the further work development

### Methods of Work

- Overview
- Prepare a project report
- Develop conclusions