TAP
TRIBAL ACCESS PROGRAM
FOR NATIONAL CRIME INFORMATION
ENSURING THE EXCHANGE OF CRITICAL DATA

Overview of the
Tribal Access Program
for National Crime Information (TAP)
for FY19 Interested Tribes

August 2018

Department of Justice
Office of the Chief Information Officer

WEB: www.justice.gov/tribal/tap
EMAIL: TRIBALACCESS@USDOJ.GOV

Why TAP?

The Tribal Access Program (TAP) was launched in August 2015 to provide Tribes access to national crime information systems to assist with the following issues:

- Tribal participation in national criminal justice information sharing depends upon state regulations, statutes, and policies in which tribal land is located

- Tribes may face barriers to accessing and entering information into national crime information databases via state networks

- Inconsistent access impacts both tribal and non-tribal jurisdictions

- Tribes can't access other jurisdiction's criminal justice records and tribal records are unavailable to other jurisdictions

- Responding officers, victims, and entire communities are at risk

What is TAP?

- Provides federally-recognized Tribes access to national crime information databases for both criminal justice and authorized civil purposes

- Managed by the DOJ Chief Information Officer but is a collaboration with Office of Tribal Justice (OTJ), SMART, COPS, OVC, FBI CJIS, and Tribes

- Composed of three elements:

ACCESS	TECHNOLOGY	TRAINING
DOJ serves as the CJIS Systems Agency (CSA) for federally recognized Tribes:	**DOJ provides integrated workstations and/or software:**	**DOJ provides enhanced training and assistance:**
DOJ assumes responsibility for granting network access, extending the model used by federal agencies to Tribes.	Workstations feature a computer, palm/fingerprint scanner, camera, flatbed scanner, and printer to provide access to and enter data into national crime information systems.	TAP provides online and in-person training; assists Tribes in analyzing needs and identifying/providing appropriate solutions to maximize the value of national crime information.
DOJ ensures security training (i.e., personnel, IT, and physical), on-boarding/vetting (agency and individual users), training and testing, and auditing.	Software provides full access (both query and entry capabilities) to national crime information databases.	

DOJ will be offering TAP services through one of the following two methods:

TAP-LIGHT

- Provides software that provides full access (both query and entry capabilities) to national crime information databases such as National Criminal Information Center (NCIC), the Interstate Identification Index (III) and the International Justice and Public Safety Network (Nlets) for both criminal and civil purposes (**no fingerprint capabilities**)

TAP- FULL

- Provides the same basic capabilities as TAP-LIGHT listed above, and also provides an additional hardware/software solution in the form of a kiosk-workstation that provides the ability to submit and query fingerprint-based transactions via FBI's Next Generation Identification (NGI) for both criminal and civil purposes
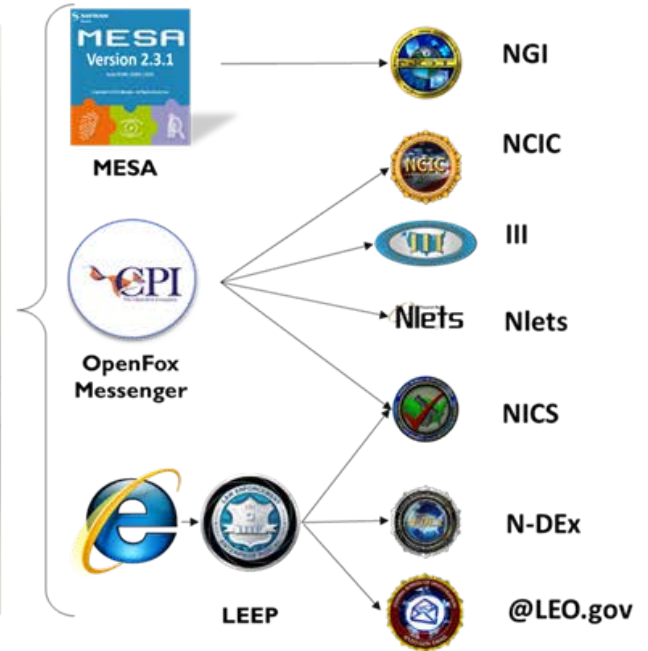
TAP-LIGHT vs TAP-FULL

TAP-LIGHT

TAP-FULL
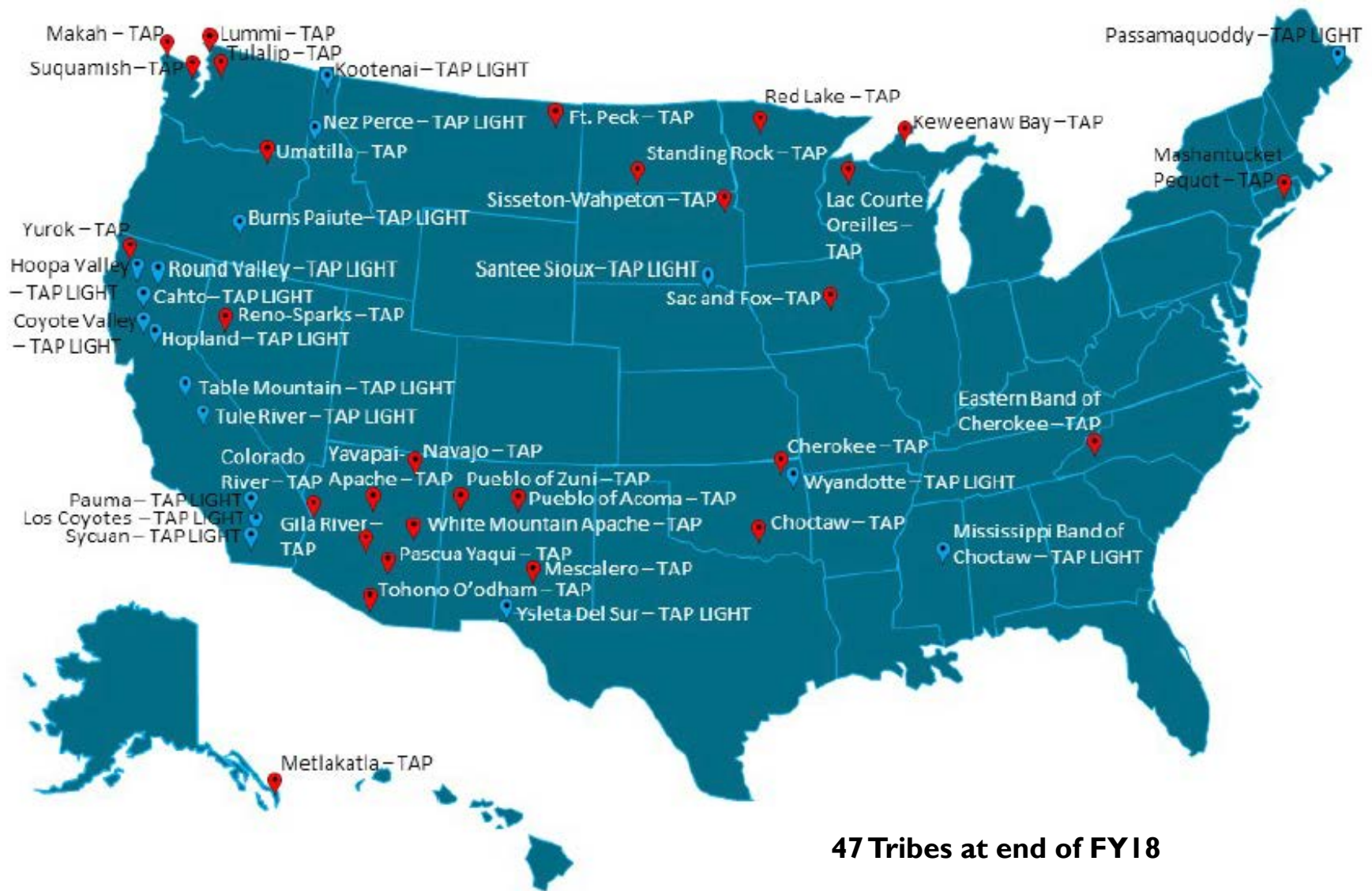
47 Tribes at end of FY18

Which Criminal Justice Agencies can use TAP?

Agencies include:

- Law Enforcement / Police Departments
- Criminal Courts
- Prosecutors Office

- Pretrial Services
- Corrections
- Parole and Probation

- Register sex offenders

- Document tribal arrests and tribal court dispositions

- Access to investigative records to include DOJ Components

- Access unclassified criminal and national security intelligence products

- Access officer safety-related information including gang members & known or suspected terrorists

- Prevent guns from being transferred to prohibited persons

- Enter No Contact Orders

- Secure, encrypted email to exchange sensitive information

- Search and enter information about persons and property

Which Civil Agencies can use TAP?

Agencies include:

- Civil Courts
- Tribal Public Housing
- Child Protective Services

- Children's Social Services (e.g. Foster Care)
- Child Support Enforcement
- Human Resources

- Register Sex Offenders (civil function but often performed by law enforcement)

- Perform fingerprint-based background check of persons having contact or control over Indian Children

- Respond to or investigate allegations of abuse, neglect, & exploitation of children

- Perform fingerprint-based background check on public housing applicants

- Enter Orders of Protection

- Conduct child support enforcement activities such as checking driver's license records

- Cannot perform fingerprint-based background checks for:

  - **General employment** background checks on other employees (e.g. Finance, Budget, Public Work personnel)
    - General employment background checks should continue as they are done currently
  - DHS Enhanced Tribal Identification Cards
  - Candidates for election, Board Members
  - Prospective Tenants in a Healing Lodge or Homeless Shelter
    - Unless covered under the Indian Public Housing Act (that is, those recipients of grants under the chapter for Indian Tribes or tribally designated housing entities), national criminal history fingerprint background checks are not authorized for prospective tenants in a healing lodge or homeless shelter

- Cannot perform name-based record checks for foster-care placement (must be fingerprint-based only)

- Is tribal leadership supportive and engaged and will commit the appropriate resources and time?

- What agencies will participate in TAP and how will their use meet public safety needs?

- Are tribal agencies supportive and engaged and will commit the appropriate resources and time?

- What criminal justice information do you want to contribute to national databases?

- How will agencies work with each other to share criminal justice information?

- What additional policies may need to be put into place?

- Where will the workstation be placed for maximum access?

TAP-FULL: High-Level Timeline

There are six major milestones to successfully deploy a TAP workstation to a Tribe that take place over 3-4 months:

- Step 1: Educate Tribe on decisions they need to make in regards to what data they wish to enter into national crime information databases; which criminal and civil agencies are eligible and how they work together

- Step 2: Work with Tribe to obtain the necessary documentation for criminal and civil agency Originating Agency Identifiers (ORIs) and complete other required tasks for access to CJIS systems

- Step 3: Address IT requirements and work with Tribe to select where workstation will be placed

- Step 4: Tribe and its agencies complete CJIN documentation

- Step 5: Tribe ensures all users are trained and certified; TAP team starts to have daily check-ins with Tribe two weeks prior to deployment

- Step 6: Deployment/Go Live – OTJ, COPS, SMART, OVC to attend

TAP-FULL: Tribal Roles Required

- Tribe designates an Executive who champions TAP

  - Has authority across all departments that are applying under TAP

- Tribal executive designates two points of contact and two alternatives who serve as the regular contact with TAP team

  - Points of contact should be from different agencies (e.g. Criminal Justice and Civil)

  - Responsible for coordinating across tribal agencies and facilitates the process to obtain the TAP workstation

  - Must attend at least 1-2 weekly meetings with TAP team

- Terminal Agency Coordinators (TACs)

  - The tribal POCs should identify a Terminal Agency Coordinator (TAC) at each agency who is responsible for participating in gathering documents and ensuring training is completed

  - Usually attends 1-2 weekly meetings with TAP team

- IT Technical Support

  - Responsible for ensuring IT requirements are met and attend deployment day

  - Attends IT specific meetings

Six major milestones to successfully deploy OpenFox Messenger to a Tribe that take place over 2 months:

- Step 1: Educate Tribe on decisions they need to make in regards to what data they wish to enter into national crime information databases; which criminal and civil agencies are eligible and how they work together

- Step 2: Work with Tribe to obtain the necessary documentation for criminal and civil agency Originating Agency Identifiers (ORIs) and complete other required tasks for access to CJIS systems

- Step 3: Address IT requirements and ensure the tribally-owned PC meets technical specifications

- Step 4: Tribe completes CJIN documentation

- Step 5: Tribe ensures all users are trained and certified

- Step 6: Installation of OpenFox Messenger and on-site training– OTJ, SMART, COPS, OVC to attend also

TAP-LIGHT: Tribal Roles Required

- Tribe designates an Executive who champions TAP

- Tribal Executive identifies a tribal law enforcement agency Point of Contact and alternate

  - Responsible for any day-to-day coordination with the TAP team

  - Must attend at least 2-3 monthly meetings with the TAP team

  - Can also serve as the Terminal Agency Coordinator (TAC) who is responsible for NCIC and CJIS SAT Accounts

- IT Technical Support

  - Responsible for ensuring IT requirements are met and attend deployment day

  - Attends IT specific meetings

- Located the suspect in the kidnapping of a vulnerable adult and recovered the victim safely by accessing investigative reports from other jurisdictions

- Able to identify an unknown deceased individual through fingerprints

- Stopped a known drug user with mental problems who was found incompetent to stand trial from purchasing a weapon

- Prevented a person convicted of DV from purchasing a firearm after PD identified an imminent threat to former spouse

- A Tribe entered all their Orders of Protection via TAP into national systems since the state required victims to take the orders to the county Sheriff for entry

- Tribes can conduct emergency placement of children using BIA Purpose Code X and TAP

- Allowed near-real time decisions to be made about hiring and licensing

Criteria for 2019

- Must have:
  - A Tribal sex offender registry pursuant to the Adam Walsh Act and are unable to submit all data to national systems; **and/or**
  - A Tribal law enforcement agency (not BIA direct service), who will use TAP to access NCIC and other national databases for both query and entry purposes; **and/or**
  - Utilize the TAP system to assist in providing service to victims of crime

- Tribal government's willingness and commitment to participate

- Diversity of the Tribe in terms of size and geographic location

- Need for access – though our goal is to reach out to ALL Tribes

Next Steps

- Learn more about the program at:

- https://www.justice.gov/tribal/tribal-access-program-fy-2019-application

- Complete the application and email to TAP.App@usdoj.gov

- Key dates include:

  - Application Submission – August 1 – October 1, 2018

  - Notification of Selection – by October 15, 2018

  - Onboarding and Vetting – October 15 – March 29, 2019

  - Deployment – February 11 – September 30, 2019