

**DEFERRED PROSECUTION PROGRAM MONTHLY REPORT**

MAIL, E-MAIL OR DELIVER TO:

CASE NO. \_\_\_\_\_

Criminal District Attorney's Office  
401 West Belknap  
Fort Worth, Texas 76196-0201  
CDADPP@tarrantcounty.com

1) NAME: \_\_\_\_\_

2) PRESENT ADDRESS: \_\_\_\_\_  
(Number and Street) (City) (State) (Zip)

3) TELEPHONE NUMBER: \_\_\_\_\_

4) ARE YOU WORKING? \_\_\_\_\_ PLACE OF EMPLOYMENT: \_\_\_\_\_

5) WORK ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

6) ARE YOU ATTENDING SCHOOL? \_\_\_\_\_ SCHOOL NAME \_\_\_\_\_

SCHOOL ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

7) HAVE YOU VIOLATED THE LAW SINCE YOUR LAST REPORT? Yes / No (Circle one) IF YES, EXPLAIN ON BACK.

8) HAVE YOU DRANK ANY ALCOHOLIC BEVERAGES OR USED ANY DRUGS SINCE YOUR LAST REPORT? Yes/No (Circle One) IF YES, EXPLAIN ON BACK.

9) HAVE YOU FOLLOWED ALL THE PROGRAM CONDITIONS SINCE YOUR LAST REPORT? Yes/No. (Circle one) IF NO, EXPLAIN ON BACK.

10) HAVE YOU CHANGED YOUR SOCIAL MEDIA LOGINS OR PASSWORDS OR HAVE YOU OPENED A NEW SOCIAL MEDIA SITE? Yes/No. (Circle one) IF YES, EXPLAIN ON BACK.

11) WHAT HAVE YOU DONE TO ACHIEVE YOUR GOALS SINCE YOUR LAST REPORT?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

DATE \_\_\_\_\_

## **DEFERRED PROSECUTION PROGRAM MONTHLY REPORT INSTRUCTIONS**

You must complete the monthly report yourself. The monthly report may be submitted via mail, email, or in person at:

-Tim Curry Criminal Justice Center, 401 West Belknap, Fort Worth, Texas 76196 - Email: CDADPP@tarrantcounty.com or cda--dpp@tarrantcounty.com

You may submit your report no earlier than one (1) week in advance of your scheduled report date. Late reports will not be accepted. You are only required to work or go to school, but if you are doing both, you must submit proof of both.

Provide verification of employment with each monthly report, if applicable. If you are seeking employment you must provide verification of at least 5 places you have applied each month. Examples of accepted verification of employment are:

- Copy of pay check
- Letter from employer on letterhead, signed and dated, confirming your current employment

Provide verification of school attendance with each monthly report, if applicable. Examples of accepted verification of school are:

- Copy of current grades
- Copy of current class schedule with grades
- Copy of official or unofficial transcript

If you are seeking employment you must provide verification of at least 5 places you have applied each month

- Copy of applications or a list places applied, including employer's name, full address (with zip code) and telephone number (*if you are not working or going to school*)

**\*\*If you are not working or going to school, you must submit a resume with your first report**

If you are required to submit a U/A with your monthly report, it must be completed within five (5) days of your report date at the Tarrant County Community Supervision and Corrections Department (CSCD) (first come, first served)

- o Central 200 W Belknap St, (basement) MALES only 7:30 am – 5:00 pm
- o Central 300 W Belknap St, (4<sup>th</sup> floor) FEMALES only 8:00 am – 5:00 pm
- o 3210 Miller Ave (Miller Complex) MALES 7:00 am – 6:00 pm
- o 3210 Miller Ave (Miller Complex) FEMALES 9:00 am – 6:00 pm
- o Participants given 2 chances within 30 minutes to provide a sample, if no sample is given after 2 attempts it is referred to the referring person as a Stall Violation

Our office is OPEN Monday-Friday 7:45 am to 5:00 pm and CLOSED on Saturdays, Sundays and most major holidays. Please plan ahead if your report date falls on a day that we are closed.

**If you have any questions, please contact your attorney.**

**The Criminal District Attorney's Office is legally prohibited from providing legal advice. You may only call to confirm receipt of your monthly report.**