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2003R01278/BAH

UNITED STATES DISTRICT COURT  
DISTRICT OF NEW JERSEY

UNITED STATES OF AMERICA :  
: Hon. KSH  
: :  
v. : Crim. No. 06-931  
: :  
TREVOR G. WILLIAMS and : 18 U.S.C. §§ 371, 641, 666 & 2  
KIMBERLY L. HARRISON :  
:

I N D I C T M E N T

The Grand Jury in and for the District of New Jersey,  
sitting in Newark, charges:

COUNT 1  
(Conspiracy to Steal From Organization  
Receiving Federal Benefits)

1. At all times relevant to this Indictment, unless  
otherwise noted:

The Defendants

a. Defendant TREVOR G. WILLIAMS was a resident of  
Hoboken, New Jersey, and held positions at Stevens Institute of  
Technology (hereinafter, "Stevens Institute") as Assistant Vice  
President of Student Development and Services and Director of the  
Stevens Technical Enrichment Program ("STEP"). Stevens Institute  
was a university in Hoboken, New Jersey, that provided  
undergraduate and graduate education in technology. In his  
capacity as an Assistant Vice President and as Director of STEP,  
defendant TREVOR G. WILLIAMS was responsible for administering a

variety of STEP programs designed to promote academic, personal, and professional development among Stevens Institute's low-income and under-represented undergraduate students.

b. Defendant KIMBERLY L. HARRISON was a resident of Brooklyn, New York, and, later, of Hoboken, New Jersey. Defendant KIMBERLY L. HARRISON held herself out as a consultant with Harrison Associates, a computer database company that she purported to operate in Brooklyn, New York.

Stevens Institute's Federal and Other Programs

c. The United States Department of Education ("DOE") was an agency of the Executive Branch of the United States. DOE funded and administered education-related programs and provided grant money to participating colleges and universities.

d. DOE funded and administered the Upward Bound program pursuant to Title 20, United States Code, Section 1070a-11 et seq. and Title 34, Code of Federal Regulations, Part 645. Stevens Institute participated in DOE's Upward Bound program, which was designed to prepare disadvantaged high school students for matriculation in colleges and universities. Stevens Institute's Upward Bound program was among the STEP programs that defendant TREVOR G. WILLIAMS was responsible for administering.

e. Between on or about May 1, 1999 and on or about January 18, 2003, Stevens Institute received annual benefits in excess of \$10,000 under the Upward Bound program.

f. In addition to the Upward Bound program, Stevens Institute administered STEP programs that were funded by sources other than DOE, and for which defendant TREVOR G. WILLIAMS also was responsible. These included a financial aid program funded by the State of New Jersey's Educational Opportunity Fund ("EOF"), whose mission was to ensure access to higher education for those who come from backgrounds of economic and educational disadvantage, and the Prudential Middle School program, which was funded by the Prudential Foundation and was designed to provide low-income middle school students with additional training in mathematics, science and computer usage.

Stevens Institute's Procurement Practices

g. In rendering payment pursuant to a vendor contract, it was the policy of Stevens Institute to require completion of a Purchase Requisition form to be completed by a Stevens Institute employee and signed by both a department head and an authorized official from the Finance Department. Defendant TREVOR G. WILLIAMS was authorized to sign Purchase Requisition forms as a department head.

h. In rendering payment pursuant to a vendor contract, it also was the policy of Stevens Institute to require that the signed Purchase Requisition form and a vendor invoice be forwarded to the Purchasing Department, which would create a Purchase Order. A copy of the Purchase Order, Purchase

Requisition form, and vendor invoice would be forwarded to Accounts Payable, which would generate a check payable to the vendor.

i. It further was the policy of Stevens Institute that checks to vendors in amounts of \$10,000.00 or less would contain two electronic signatures, and checks of more than \$10,000.00 would contain two manual signatures, one of which would be that of the Treasurer and the second of which would be that of the Comptroller or other authorized signatory.

j. It was the practice of Accounts Payable to issue "special checks" when a vendor expected to be paid on the date of service and the dollar amount due to the vendor was not known beforehand. Whereas Accounts Payable normally would generate checks on Thursdays and distribute them on Fridays, special checks could be generated immediately upon receipt of the necessary paperwork.

#### The Charge

2. From at least as early as on or about May 1, 2000 to on or about January 18, 2002, in Hudson County, in the District of New Jersey and elsewhere, defendants

TREVOR G. WILLIAMS and  
KIMBERLY L. HARRISON

did knowingly and willfully conspire and agree with each other and others to commit an offense against the United States, that is, while defendant TREVOR G. WILLIAMS was an agent of Stevens

Institute, to embezzle, steal, obtain by fraud, and otherwise without authority convert to the use of persons other than the rightful owner, and intentionally misapply, property that was valued at approximately \$264,000.00 that was owned by and under the care, custody and control of Stevens Institute, which received, in each one-year period from on or about May 1, 1999 through on or about January 18, 2003, benefits in excess of \$10,000 under federal programs, including DOE's Upward Bound program, contrary to Title 18, United States Code, Section 666(a)(1)(A).

#### The Object of the Conspiracy

3. The primary object of the conspiracy was to steal money from Stevens Institute.

#### The Means and Methods of Executing the Conspiracy

4. It was a part of the conspiracy that in or about May 2000, defendant TREVOR G. WILLIAMS arranged for defendant KIMBERLY L. HARRISON to enter into a contract with Stevens Institute (the "May 2000 Contract") pursuant to which defendant KIMBERLY L. HARRISON agreed to develop a computer database that would track current and former participants in Stevens Institute's Upward Bound program (hereinafter, the "tracking database"). The May 2000 Contract called for three payments upon reaching certain milestones: \$5,000 ("planning meetings"); \$4,000 ("identify data collection sources and collected data"); and

\$4,000 ("presentation of data"). Funds for the project were to be drawn from an Upward Bound grant that DOE rendered to Stevens Institute for fiscal years 1995 to 2000.

5. It was a further part of the conspiracy that defendant KIMBERLY L. HARRISON never delivered to Stevens Institute a usable tracking database and failed to fulfill the terms of the May 2000 Contract.

6. It was a further part of the conspiracy that despite defendant KIMBERLY L. HARRISON's failure to fulfill the terms of the May 2000 Contract, and despite the fact that the May 2000 Contract called for payments totaling only \$13,000.00, defendant TREVOR G. WILLIAMS obtained approximately 45 checks from Stevens Institute payable to defendant KIMBERLY L. HARRISON in an amount totaling approximately \$264,000.00.

7. It was a further part of the conspiracy that defendant KIMBERLY L. HARRISON cashed each of the approximately 45 such checks from Stevens Institute at a bank in Hoboken, New Jersey.

8. It was a further part of the conspiracy that defendant TREVOR G. WILLIAMS drafted vendor invoices, that appeared to have been prepared by defendant KIMBERLY L. HARRISON, and submitted those invoices with the Purchase Requisition forms to support the issuance of checks to defendant KIMBERLY L. HARRISON.

9. It was a further part of the conspiracy that, in order to evade Stevens Institute's requirement for manual signatures on checks in excess of \$10,000.00 and thereby avoid scrutiny and detection, defendant TREVOR G. WILLIAMS submitted Purchase Requisition forms and invoices for payments to defendant KIMBERLY L. HARRISON in checks of \$10,000.00 or less. Defendant TREVOR G. WILLIAMS also frequently requested multiple checks on the same day for amounts less than \$10,000.00 to avoid Stevens Institute's requirement for manual signatures.

10. It was a further part of the conspiracy that, in order to obtain the immediate issuance of checks payable to defendant KIMBERLY L. HARRISON and prevent Accounts Payable from closely scrutinizing the supporting paperwork, defendant TREVOR G. WILLIAMS frequently hand-delivered Purchase Requisition forms and requested "special checks" payable to defendant KIMBERLY L. HARRISON, even though her purported services to Stevens Institute did not justify such "special checks."

11. It was a further part of the conspiracy that defendant TREVOR G. WILLIAMS specified that the checks payable to defendant KIMBERLY L. HARRISON be drawn on funding sources not contemplated under the May 2000 Contract, including an Upward Bound grant for fiscal years 2001 to 2004 and accounts dedicated to general Student Development services, the general STEP program, EOF, and the Prudential Middle School program, as indicated in the table below.

Program	Source of Funds	Amount (Fiscal Year)
Upward Bound: FYE '00	DOE	\$13,000
Upward Bound: FYE '01 & '02	DOE	\$114,000
EOF	State of New Jersey	\$46,175
Prudential Middle School/STEP Special	Private	\$16,000
Student Development/STEP Program	Stevens Institute	\$74,825
<b>TOTAL</b>		<b>\$264,000</b>

12. It was a further part of the conspiracy that, on or about February 7, 2002, defendant TREVOR G. WILLIAMS, purporting to act on behalf of Stevens Institute, posted a letter to DOE that contained misrepresentations and material omissions regarding Stevens Institute's expenditures for the tracking database.

Overt Acts

13. In furtherance of the conspiracy and to effect the object thereof, defendant TREVOR G. WILLIAMS committed certain overt acts in the District of New Jersey and elsewhere, namely, as indicated in the table below, he submitted the following requests for checks payable to defendant KIMBERLY L. HARRISON:

Overt Act	Date of Overt Act	Total Amount Requested	Amount of Checks
A	8/24/00	\$15,000.00	\$7,500.00
			\$7,500.00
B	6/5/01	\$35,000.00	\$6,000.00
			\$6,000.00
			\$6,000.00
			\$5,000.00
			\$5,000.00
			\$7,000.00
C	6/6/01	\$13,000.00	\$5,000.00
			\$5,000.00
			\$3,000.00
D	7/16/01	\$13,000.00	\$5,000.00
			\$5,000.00
			\$3,000.00
E	9/19/01	\$15,000.00	\$7,500.00
			\$7,500.00
F	1/9/02	\$8,000.00	\$8,000.00

14. In furtherance of the conspiracy and to effect the object thereof, defendant KIMBERLY L. HARRISON committed certain overt acts in the District of New Jersey and elsewhere, namely, as indicated in the table below, she cashed the following checks that had been procured by defendant TREVOR G. WILLIAMS:

Check Number	Date	Check Number	Amount	Date
A	8/24/00	02-037012	\$7,500.00	8/25/00
B	8/24/00	02-037013	\$7,500.00	8/30/00
C	6/8/01	03-100238	\$7,000.00	6/8/01
D	6/8/01	03-100236	\$5,000.00	6/11/01
E	6/8/01	03-100234	\$6,000.00	6/13/01
	6/8/01	03-100237	\$5,000.00	
F	6/8/01	03-100235	\$6,000.00	6/29/01
G	6/8/01	03-100233	\$6,000.00	7/6/01
H	6/30/01	03-037149	\$5,000.00	7/13/01
	6/30/01	03-037151	\$3,000.00	
I	6/30/01	03-037150	\$5,000.00	7/25/01
J	7/20/01	03-101929	\$5,000.00	7/30/01
	7/20/01	03-101931	\$3,000.00	
K	7/20/01	03-101930	\$5,000.00	7/31/01
L	9/21/01	03-104389	\$7,500.00	9/21/01
M	9/21/01	03-104388	\$7,500.00	9/25/01
N	1/18/02	03-109314	\$8,000.00	1/18/02

In violation of Title 18, United States Code, Section 371.

COUNT 2  
(Theft of Public Money)

1. Paragraphs 1 and 3 through 14 of Count 1 of this Indictment are realleged and incorporated herein.

2. From at least as early as on or about May 1, 2000 through on or about January 18, 2002, in Hudson County, in the District of New Jersey and elsewhere, defendants

TREVOR G. WILLIAMS and  
KIMBERLY L. HARRISON

did knowingly and willfully embezzle, steal, purloin, and convert to their use and the use of others, money of the United States and DOE, that is, approximately \$127,000.00 in Upward Bound grant funds awarded by DOE to Stevens Institute.

In violation of Title 18, United States Code, Sections 641 and 2.

COUNT 3

(Theft from Organization Receiving Federal Benefits)

1. Paragraphs 1 and 3 through 14 of Count 1 of this Indictment are realleged and incorporated herein.

2. From on or about February 2, 2001 to on or about January 18, 2002, in Hudson County, in the District of New Jersey and elsewhere, defendant

TREVOR G. WILLIAMS,

being an agent of Stevens Institute, did knowingly and willfully embezzle, steal, obtain by fraud, and otherwise without authority convert to the use of persons other than the rightful owner, and intentionally misapply, property that was valued at approximately \$192,000.00 that was owned by and under the care, custody and control of Stevens Institute, which received, in each one-year period from on or about February 2, 2000 through on or about

January 18, 2003, annual benefits in excess of \$10,000 under federal programs, including DOE's Upward Bound program.

In violation of Title 18, United States Code, Sections 666(a)(1)(A) and 2.

A TRUE BILL

*Christopher J. Christie*  
CHRISTOPHER J. CHRISTIE  
United States Attorney

CASE NUMBER: \_\_\_\_\_

**United States District Court  
District of New Jersey**

**UNITED STATES OF AMERICA**

**v.**

**TREVOR G. WILLIAMS and  
KIMBERLY L. HARRISON**

**INDICTMENT FOR**

**18 U.S.C. §§ 371, 641, 666 & 2**

**A ~~True~~ Bill,**

**CHRISTIE**

**NEY**

**NEWARK, NEW JERSEY**

**BRADLEY A. HARSCH  
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