



SAG

HOWARD COUNTY DEPARTMENT OF POLICE

INTERNAL MEMORANDUM

DATE: July 25, 2016

TO: Lonnie Robbins
Chief Administrative Officer

FROM: Gary L. Gardner *[Signature]*
Chief of Police

SUBJECT: Request for SAO – Governor’s Office of Crime Control & Prevention Grant (GOCCP) \$69,624

The Governor’s Office of Crime Control & Prevention has awarded the Police Department a new grant. The total amount of the award is \$69,624.00, which includes a salary of \$53,557 and benefits totaling \$16,067. Per the terms of the grant agreement, benefits are capped at 30% of the award amount. There is no cash match required for this grant. The funding will be used for one full time, dedicated Heroin Coordinator and funds the salary and benefits of the position for a period of one year. The Heroin Coordinator will be assigned to the Vice and Narcotics Division of the Criminal Investigations Bureau (CIB) and will be responsible for data-entering all drug investigations, seizures, arrests, overdoses and tracking other investigative activities; conducting in-house analyses for the HCPD; working with the regional task force to ensure proper collaboration between jurisdictions; and disseminating collected information when appropriate.

Please prepare a Supplemental Authority Order for this grant. The budget will be as follows:

OBJECT	AMOUNT
500100 Salary	\$53,557
501100 FICA	\$4,097
501300 Insurances	\$8,333
501500 Retirement	\$3,637

OK
[Signature]
7/25/16

Should you have any questions regarding this matter, you may contact Dotty Waters at x2287. Your attention to this matter is greatly appreciated.