

GA-6-15

GRANT BRIEFING DOCUMENT

rev. 2/13/13

From:

Name: Beth Hart Dept: Police Phone: 410-263-7979

This is a request to

- review, approve, and/or sign a grant agreement/award
other Review and accept award, appropriate funds, establish accounts

Grant title: Overtime Patrols

Grantor: Governor's Office of Crime Control and Prevention Amount: \$ 14,970.00

Attestation:

- Match is not required.
Match is required. Match will be met in the form of APD

I attest that this asset has been approved/appropriated in

Department Director signature Dept Date

Table with columns: Routing, Initials, Date In, Date Out, Comments. Rows include: originating Dept Director, Grants Coordinator, Finance Director, City Attorney, City Manager, Mayor, City Clerk, Finance Committee, Finance Dept.

Return to Originating Department

GRANT Briefing Document, continued

Provide a short narrative. Include:

-program description	- purpose of funds	- due dates
-grant period	-amount of request or award	
-special features, e.g., environmental impact implications, notarization required		

The Annapolis Police Department has received a grant award from the Governor's Office of Crime Control and Prevention for Overtime Patrols, specifically for School Bus Safety. The award is for \$14,970. (an increase over the last several years). The grant period is from August 1, 2014 to June 30, 2015.

Officers monitor school bus routes and ensure the all vehicles stop when a school bus has engaged its red flashing lights. These initiatives are conducted on an overtime basis.

No match is required.

¹ Examples: cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

² Examples: FY__ Operating Budget, a memorandum of understanding, City Council resolution/ordinance.



GRANT BUDGET FORM

7/21/2014

Grant Title Overtime Patrols - School Bus Safety Enforcement

Grant Award (\$) 14,970.00

Originating Department(s): Police Department

Dept Contact (Name/Phone): Beth Hart ext. 7979

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime		14,970.00			14,970.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
Total	0.00	14,970.00	0.00	0.00	14,970.00	

TOTAL EXPENDITURES*: 14,970.00

* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

Department Director Signature/Date

APD
Department

Match is required. Match will be met in the form of ⁽¹⁾ _____

I attest that this asset has been approved/appropriated in ⁽²⁾ _____

Department Director Signature/Date

Department

COMMENTS:

⁽¹⁾ Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

⁽²⁾ Examples: FY __ operating budget, a memorandum of understanding, City Council resolution/ordinance.



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Martin O'Malley
Governor
Anthony Brown
Lt. Governor
Tammy Brown
Executive Director

June 25, 2014

Michael A Pristoop
Chief of Police
Annapolis City Police Department
199 Taylor Avenue
Annapolis, MD 21401

RE: SBSE-2015-1633

Dear Chief Pristoop:

I am pleased to inform you that your grant application submitted by **Annapolis City Police Department**, entitled "**Overtime Patrols**", in the amount of \$14,970.00 has received approval under the School Bus Safety Enforcement program. Enclosed is the Grant Award packet containing information and forms necessary to initiate the project.

The grant will fund the program described below:

The Annapolis City Police Department's Overtime Patrols program targets drivers who fail to stop for school buses that are loading or unloading passengers. The program supports proactive safety measures by assigning details at school bus stops to monitor drivers' activities and cite violators. Program funds provide overtime.

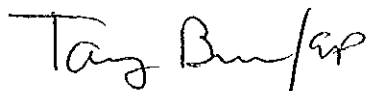
Please pay particular attention to the instructions included on the Grant Award. It is important that you **carefully review all Special Conditions** attached to this award. Additionally, the General Conditions for all grant awards issued by GOCCP are located online, at <http://www.goccp.maryland.gov/grants/general-conditions.php>. The Chief Elected Official, or another legally authorized official of the jurisdiction, state agency, or 501(c)(3) receiving the Grant Award, must sign the original Grant Award Acceptance form and return it to the Governor's Office of Crime Control and Prevention within **Twenty-One (21) Calendar days**. Should the acceptance form not be received, requests for reimbursement will not be honored.

A copy of the Grant Award, Notification of Project Commencement, and Individual Project Reports has also been sent to the Project Director. The Project Director is responsible for completing these and other required forms now and at the end of each reporting period. If the Project Director changes, GOCCP must be notified immediately to avoid potential reporting problems.

Projects may commence as soon as the Grant Award is signed and you have reviewed and accepted all of the General and Special Conditions. No funds may be encumbered or expended prior to this time without the specific written approval of the Governor's Office of Crime Control and Prevention.

If you have any questions or need any clarification regarding this Grant Award, please contact **Angee Carpintieri**, your Regional Monitor, or **Virginia Mutuura**, Fiscal Specialist, at (410) 821-2828. We look forward to working with you on this project and anticipate its success in helping to address criminal justice problems in our State.

Sincerely,

A handwritten signature in cursive script that reads "Tammy Brown".

Tammy Brown
Executive Director

cc: Private First Class David Higgins