



HOWARD COUNTY DEPARTMENT OF POLICE

INTERNAL MEMORANDUM

DATE: January 10, 2008

TO: Lonnie Robbins *[Signature]*
Chief Administrative Officer

FROM: William McMahon *[Signature]* 1/13/08
Chief of Police

SUBJECT: Request for SAO – Governor’s Office of Crime, Control & Prevention \$48,838.00

The Governor’s Office of Crime Control and Prevention has awarded the “E-Citation Initiative/Going Green Through Technology” grant to the Howard County Police Department. The funding amount is \$48,838.00. There is no cash match required. The Howard County Police Department’s E-citation Initiative eliminates the need for paper citations and witness forms, thereby improving efficiency, productivity and officer safety. Grant funds will provide for 54 scanners, 54 printers, 57 paper roll feeders and 10 6-packs of paper.

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

OBJECT	AMOUNT
0507	\$48, 838.00

Should you have any questions regarding this matter, you may contact Julie Maione at x2299. Your attention to this matter is greatly appreciated.

RECEIVED
2008 JAN 15 2:49:07
HOWARD COUNTY
ADMINISTRATIVE



DEPARTMENT OF FINANCE
Sharon F. Greisz
Director of Finance

January 17, 2008

To: Lonnie R. Robbins
Chief Administrative Officer

From: Sharon F. Greisz
Director of Finance

Re: SAO No. 8

I hereby certify that funds are unencumbered and available for transfer as follows:

FROM:

051-490-8903-1000-0607	Grants Fund, Contingency Reserve	\$ 48,838
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TO:

051-006-2048-1000-0507	Department of Police – Data Processing Equipment	\$ 48,838
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