

APPLICATION FOR

		2. DATE SUBMITTED 07/07/2009	APPLICATION IDENTIFIER
1. TYPE OF SUBMISSION Application Non-Construction		3. DATE RECEIVED BY STATE	STATE APPLICATION IDENTIFIER
		4. DATE RECEIVED BY FEDERAL AGENCY	FEDERAL IDENTIFIER
5. APPLICANT INFORMATION			
Legal Name County of Howard		Organizational Unit Howard County Police Department	
Address (city, state, and zip code) 3430 Courthouse Drive Ellicott City, Maryland 21043-4350		Name and telephone number of the person to be contacted on matters involving this application Theresa Thompson (410) 313-2299	
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 52-6000965		7. TYPE OF APPLICANT County	
8. TYPE OF APPLICATION New		9. NAME OF FEDERAL AGENCY Bureau of Justice Assistance	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE Number: 16.738 CFDA Title: EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT JAG details in Howard County	
12. AREAS AFFECTED BY PROJECT Howard County, MD			
13. PROPOSED PROJECT		14. CONGRESSIONAL DISTRICT(S) OF	
Start Date: 08/01/2009	Ending Date: 07/31/2012	a. Applicant MD03	b. Project MD03
15. ESTIMATED FUNDING		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$71,288	This preapplication/application was made available to the state executive order 12372 process for review on 07/09/2009	
b. Applicant	\$0		
c. State	\$0		
d. Local	\$0		
e. Other	\$0		
f. Program Income	\$0	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
g. Total	\$71,288	N	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.			
a. Typed Name of Authorized Representative Ken Ulman		b. Title County Executive	c. Telephone number (410) 313-2011
d. Signature of Authorized Representative		e. Date Signed	



HOWARD COUNTY DEPARTMENT OF COUNTY ADMINISTRATION
3430 Courthouse Drive ■ Ellicott City, Maryland 21043 ■ 410-313-2020

Lonnie R. Robbins, Chief Administrative Officer
lrobbins@howardcountymd.gov

www.howardcountymd.gov
2009 JUN 24 A 10:56 FAX 410-313-3051
TDD 410-313-2323

June 24, 2009

Mary Kay Sigaty, Chair
Howard County Council
3430 Courthouse Drive
Ellicott City, Maryland 21043

Jennifer Terrasa, Vice-Chair
Howard County Council
3430 Courthouse Drive
Ellicott City, Maryland 21043

Calvin Ball, Member
Howard County Council
3430 Courthouse Drive
Ellicott City, Maryland 21043

Greg Fox, Member
Howard County Council
3430 Courthouse Drive
Ellicott City, Maryland 21043

Courtney Watson, Member
Howard County Council
3430 Courthouse Drive
Ellicott City, Maryland 21043

Re: Application for grant funds under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

Dear Councilmembers:

The County is applying for a grant under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. The County will be requesting \$71,288 to be used by the Department of Police. Grant funding will be used to fund overtime for saturation patrols and the "You are Responsible" program, to purchase operating software for License Plate Reader systems, and to purchase e-citation units. A description of each of these items is contained in the attached Program Narrative (Attachment 1).

Program Narrative (Attachment 1)

Howard County is located in the central part of Maryland, between Baltimore and Washington, D.C. with a population 282,674. The Howard County Police Department (HCPD) is a full service, community based and nationally accredited law enforcement agency. It is the mission of the Police Department to provide a sense of security for the citizens of Howard County by protecting life and property, reducing the opportunity for crime and disorder, enforcing the law, assisting victims, and providing other police-related services.

The HCPD is seeking \$71, 288 for the FY09 JAG local solicitation to fund overtime for saturation patrols, the "You are Responsible" program, to purchase operating software for our License Plate Reader systems (LPR) and to purchase twelve (12) fixed e-citation units.

Saturation Patrols

Saturation patrols, a large number of officers that are concentrated into a small area, are designed to focus crime reduction efforts in a specific area. The Howard County Police Department employs saturation patrols throughout the County and conducts surveillance details consisting primarily of robbery burglary, and auto theft suppression.

During 2008, Howard County experienced a five (5 %) percent increase in calls for service (131,313 calls) compared to 2007. The following crimes rose during 2008: a six (6%) percent increase in total robberies; an eleven (11%) percent increase in burglaries; and a thirty-seven (37%) percent increase in theft from autos. In addition to addressing these offenses, surveillance details will be submitted throughout the grant period by each District Commander (Northern and Southern Districts) to address other specific crime trends. Furthermore, the Community Resource Officers and the Crime Analysis Section will provide collection and analysis of data that will drive decisions about which policing tactics should be used and which crime and areas will be targeted. All overtime slips will be tracked in an Excel database and placed in a file including the operation plan and after action report summary.

Performance Measure:

- To track the number of law enforcement officers that engage in suppression details and any enforcement action taken.
- To track the number of arrests made during overtime.
- To track the number of overtime hours paid with JAG funds.

"You Are Responsible"

The HCPD is seeking overtime monies for law enforcement officers to present "You Are Responsible", a teen driver program. The two hour course taught by law enforcement officers is designed to reach eleventh and twelfth grade high school students that possess a learner's permit or driver license and their guardians. In Howard County, the student and guardian must attend the program every year in order for the student to obtain a parking permit at their high school. The program is offered at all twelve (12) high schools in the County. The School Resource Officers (SROs) present the program during the

first several weeks of school. The program highlights common mistakes made by young drivers, a review of motor vehicle laws that apply to the young driver, statistical information and tips for parents.

The cost of overtime monies total \$7,356.

Performance Measures:

- Total number of groups that participate in the training during the reporting period.
- Report the number of trainings held during the reporting period.
- To track the number of overtime hours paid with JAG funds.

Operating software for License Plate Reader (LPR)

The License Plate Reader (LPR) system scans the license plate of every vehicle that goes by and checks the numbers through state or federal criminal databases. If the system gets a match, law enforcement officers are notified. The devices can typically read hundreds of plates an hour. The HCPD has two (2) license plate reading systems. However, there is LPR software for only one unit. The HCPD is requesting funding for operating software to make the two (2) units compatible.

Currently, only one of the two units has the LPR software for instant notification. The software resides on the County's server and controls the flow of data to and from the Mobile Data Computer (MDC) using the LPRs. The operating software captures data from the LPR, including the picture of the tag, date, time, and GPS coordinates and transfers the information from the MDCs back to the server. The data that provides a file containing information on stolen, revoked and suspended license plates otherwise known as a Hot List, is uploaded to the users MDCs. The database is searchable for license plates of interest for investigations. As a result, this could place a suspect in the area at the time of the crime. This would all be done wirelessly through our existing connections.

Additionally, without software the current procedure requires officers to spend 15-30 minutes per day to convert the Hot List data. This data must also be downloaded from a PC in the station to a USB drive then taken back to their cars to be uploaded to the LPR system. With the operating software, all Hot List information, as well as other data files, would be completed while the officer was on the road.

Finally of the two (2) LPRs, HCPD only has software for one (1) unit. The cost of the operating software is \$2,000. The breakdown of the cost is \$1,000 for the server license and an additional \$1,000 per LPR system. Since, HCPD has one LPR system that is compatible, the initial start up cost would be \$2,000. With the funding of a second software package, the HCPD will increase efficiency and productivity.

Performance Measure:

- Report the types of equipment purchased with JAG funds during the reporting period.
- Report the number of law enforcement officers who reported a change in their job performance as a result of equipment purchased with JAG funds.
- Report the amount of funds expended on equipment.

E-Citations

E-citation is a technology that allows officers to scan a violator's driver's license, generate a traffic citation, and transmit it directly to the Motor Vehicle Administration, the Police Records Section, and the Court System using a wireless computer transmission. There are many advantages for police departments to use E-citation technology; this includes improved officer safety, reduced time for traffic stops and data entry, decreased entry errors, and diminished environmental impact.

The information obtained from the violator's license is auto-populated into the citation data fields', cutting down on the amount of time it takes an officer to issue a citation. FBI statistics show that annually 12 officers are killed nationally as a result of being struck by vehicles. By reducing the time an officer puts their vehicle on the roadside, there will be a reduced risk to their safety. Less time on traffic stops increases the time officers are available to respond to higher priority duties; thereby, increasing citizen safety. Auto-populated fields on citations greatly reduce inaccurate information from being captured and eliminate legibility issues. Auto-populated fields also significantly reduce the amount of data entry time spent by records clerks who manually enter citation information into the computer system.

In addition to improving safety and saving time, E-citations offer a way for the police department to do their part in "going green." Howard County is among the first of the counties in Maryland to be an active participant in the U.S. Mayors' Climate Protection Agreement, which is an effort to reduce global warming. The County Executive, Ken Ulman, has made environmental protection, energy conservation, greenhouse gas reduction and green building and development a top priority to all government agencies in the county. Members of the police department issue an average of 66,000 traffic citations each year. Each traffic citation contains three to five paper copies for distribution to various components. By using e-citation to issue a traffic citation, the only paper produced is a violator's copy printed at the scene of the traffic stop; as a result the wasted use of paper is significantly lowered.

The HCPD is requesting \$9,600 for twelve (12) fixed mount E-Citation units. The goal is to equip patrol vehicles with fixed mount E-Citation equipment that includes the patrol fleet and units that specialize or assist in traffic enforcement and safety. We currently have 52 E-Citation equipped vehicles.

Performance Measure:

- Report the number of citations issued.
- Report the types of equipment purchased with JAG funds during the reporting period.
- Report the amount of funds expended on equipment.

Review Narrative (Attachment 3)

- The JAG application was made available for review by the Howard County Government on June 26, 2009.
- An opportunity to comment was provided to citizens and neighborhood or community organizations on www.hcpd.org on how to use the JAG funding. The following information is provided on the website:

The Justice Assistance Grant Program (JAG)-The JAG program is made available to state and local governments to apply for funds that support activities designed to prevent and control crime, and improve the criminal justice system. Community input is encouraged. Please submit ideas between May 29-June 29 on how the Howard County Police Department should use the funding to combat crime and improve public safety.

Abstract (Attachment 4)

The HCPD is seeking funding for items that cannot be purchased through operating funds. The HCPD is requesting \$71, 288 in JAG monies to fund overtime for saturation patrols, “You are Responsible” program funding, purchase of operating software for License Plate Reader systems (LPR) and the purchase of twelve (12) fixed e-citation units. Additionally, the HCPD will create a database of overtime funds for saturation patrols, tracking performance measures, and report fiscal and narrative quarterly.

JAG FY09 Budget Narrative

Howard County will *not* use the allowable “up to 10 percent” of the award for costs associated with administering JAG funds. All funds will be used for overtime related to saturation patrols, surveillance details, and You Are Responsible presenters.

The Howard County Police Department will analyze and determine the number and type of special details that will be required to implement the grant project of targeted traffic enforcement and directed patrols.

A summary indicating the need and structure of each detail will be maintained in the grant file along with a copy of each overtime slip and an accounting of expenditures. The JAG funding will be used as follows:

Approximate grant period –**August 1, 2009- July 31, 2012**

Approximate overtime rate of \$49/hour = Approximate **1068** hours of special details

Saturation patrols=

\$52,332

“You Are Responsible” program=

Two (2) law enforcement officers @ 3 hours x 25 Presentations X \$49.04 overtime rate = **\$7,356.00**

E-Citation

Twelve (12) Fixed mount E-citation unit X \$800=Total cost-**\$9,600**

Operation Software =

Server license= \$1,000

One (1) additional License Plate Reader (LPR) system=\$1,000

Total cost=\$2,000

Total amount requested- \$71,288