

2016 JAG GRANT – LOCAL SOLICITATION
CITY OF OLYMPIA, WASHINGTON
MANAGEMENT & LEADERSHIP TRAINING
BUDGET SUMMARY & NARRATIVE

Budget Summary

COST DESCRIPTION	AMOUNT
A. Personnel/Salary Costs	
B. Fringe Benefits	
C. Travel	\$ 6,720.00
D. Equipment	
E. Supplies	
F. Construction	
G. Consultants/Contracts	
H. Other Costs	\$ 11,125.00
I. Indirect Costs	
TOTAL PROJECT COSTS	<u>\$ 17,845.00</u>
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Federal Request	\$ 17,168.00
Applicant funds, if any, to be applied to this project	\$ 677.00

Budget Narrative

- A. Personnel:**
This section is not applicable.

- B. Fringe Benefits:**
This section is not applicable.

- C. Travel:**

The Department will send four, new mid- and senior-level managers to training that builds their leadership and management skills. The courses and conferences are located in various parts of the United States necessitating travel for 3 days to 3 weeks. The Department is choosing the highest caliber courses that are offered at the least amount of expense. Wherever possible, the Department will seek to reduce travel costs by making travel arrangements in advance and taking advantage of any discounts available for course attendees. The travel amount includes airfare and mileage, per diem, and lodging costs for four training courses.

- Police Executive Research Forum Senior Management Institute for Police (3 weeks):
 - Airfare: \$700
 - Meals: \$975
 - Lodging: Included in registration fee
- 3CMA Conference (3 days):
 - Airfare: \$700
 - Meals: \$325
 - Lodging: \$1,000
- Southern Police Institute Police Training Officer School
 - Airfare: \$700
 - Meals: \$325
 - Lodging: \$1,000
- Public Agency Training Council Internal Affairs Training
 - Mileage: \$200
 - Meals: \$195
 - Lodging: \$600

D. Equipment:

This section is not applicable

E. Supplies:

This section is not applicable

F. Construction:

This section is not applicable.

G. Consultants/Contracts:

This section is not applicable.

H. Other Costs:

The Department has identified four management training opportunities that are highly regarded in the law enforcement field. The “other costs” comprise registration for the courses.

- Police Executive Research Forum Senior Management Institute for Police:
 - Registration fee: \$9,250
- 3CMA Conference:
 - Registration: \$820-870

- Southern Police Institute Police Training Officer School
 - Registration: \$725
- Public Agency Training Council Internal Affairs Training
 - Registration: \$395

I. **Indirect Costs:**

This section is not applicable