

William M. Taylor
Superintendent

Deborah Friedl
Deputy Superintendent

Raymond Kelly Richardson
Deputy Superintendent

To: Kevin Murphy
City Manager

From: William Taylor
Superintendent of Police

Date: December 6, 2017

Re: Out of State Travel

I respectfully request permission to send three members from the Lowell Police Department to the Innovations Suite Researcher-Practitioner Fellows Academy in Chicago. The objective of this academy is to build capacity for identifying and responding to emerging and chronic crime problems, analysis of these problems, linking strategies to research-based practice, and encouraging a culture of experimentation to further develop and sustain evidence-based practice. This travel will be paid for through a Grant.

I have supplied a breakdown of costs below. Thank you for your time in this matter.

Training: Innovations Suite Researcher-Practitioner Fellows Academy

Location: Chicago

Dates to Travel: February 26, 2018 through March 3, 2018

Hotel: \$250.00 per night/per person/plus tax

Conference Cost: \$0 per person

Airline Costs: \$450.00per person/plus tax

Per Diem: \$50 per person/per day

Car Rental/Gas/Toll/Transportation: will return with receipts

Number of people: 3