

Raymond Kelly Richardson
Superintendent

Barry Golner
Deputy Superintendent

Daniel R. Larocque
Deputy Superintendent

To: Eileen Donoghue
City Manager

From: Raymond Kelly Richardson
Superintendent of Police

Date: June 7, 2019

Re: Out of State Travel

I respectfully request your permission to send one member of the Lowell Police Department to attend "Enhancing Existing Partnerships to Hold Dangerous Abusers Accountable" in San Diego, California. All expenses for the conference will be paid for by the Office of Violence Against Women "Improving Criminal Justice Responses" grant.

Conference: Enhancing Existing Partnerships to Hold Dangerous Abusers Accountable

Location: San Diego, CA

Dates to Travel: July 29, 2019 through August 2, 2019

Flight: Approximately \$666.67

Hotel Town and Country San Diego, \$196.28 per night x 4 nights = \$785.12

Conference Cost: \$0 total

Mileage/Fuel/Toll/Parking: \$175.00 (\$35.00 per day x 5 days)

Transportation to Hotel-Airport: \$35.00

Per Diem: \$50 per person/per day (\$250.00)

Number of people: 1

Total: \$1,911.79