

Agenda #1

City of Cambridge

MASSACHUSETTS

In City Council June 25 1973

	YEA	NAY	ABSENT	
Mr. Clinton	✓			
Mr. Danehy	✓			
Mr. Duehay			✓	
Mrs. Graham	✓			
Mr. Moncreiff	✓			
Mr. Owens	✓			
Mr. Sullivan	✓			
Mr. Vellucci	✓			
Mayor Ackermann	✓			
	8	0	1	

City of Cambridge

In City Council,

June 25, 1973

ORDERED:

Pursuant to the provisions of General Laws the City Manager is hereby authorized to accept a grant award initially in the amount of \$8,800.00 from the Governor's Committee on Law Enforcement and the administration of Criminal Justice for the establishment of Training and Reference Materials to the Cambridge Police Department.

In City Council June 25, 1973

Adopted by yeas and nays Vote

Yeas 8 Nays 2 Absent 1

Paul E. Leahy
CITY CLERK City Clerk

City of Cambridge

In City Council,

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In City Council June 25, 1973

Adopted by yeas and nays Vote

Yeas 8 Nays 0 Absent 1

Paul E. Husby
CITY CLERK City Clerk

Commonwealth of Massachusetts

Committee on Law Enforcement and Administration of Criminal Justice
(Governor's Public Safety Committee)

PROJECT DESCRIPTION

Name of Applicant: Cambridge Police Department Project No: 71-50

Project Title: Training and Reference Materials

Description:

The Cambridge Police Academy, under the command of a captain, conducts training courses for the department and supervises outside education and training programs. The recruit training classes are conducted under the mandate of the Municipal Police Training Act are attended not only by recruits from the City of Cambridge, but also those of surrounding communities. The Police Academy is recognized as an accredited academy under the Mass. Police Training Council.

Training is one of the most important means for upgrading the services of a police department. Training is instrumental in developing the superior personnel necessary to provide future leadership and to cope with today's burgeoning crime problem.

Training has been traditionally expected to provide members of the department with the techniques for effective and well-disciplined action. Modern police training, however, must also be directed more and more toward working with people. Perhaps more important than any technical police skill is the development of a proper attitude and philosophy of service. Training is immeasurably important in establishing such a philosophy.

This section constitutes the heart of the grant application. It is the applicant's description of the project -- its aims, what will be done, how it will be done, who will be involved, and what is expected to result. Together with the project budget, it constitutes the primary evidence to the Committee of the soundness of the project, the planning that has gone into its formulation, and the responsibilities and qualifications of those who will be involved.

This section will be the principal focus of the evaluation which will determine whether the application will be funded. In preparing it, the applicant should refer to the Project Description and Criteria available from the Governor's Committee upon request.

Attach to this form as many additional 8-1/2"x11" sheets as may be needed to complete the description of the project. If the applicant wishes to append documents as supplemental information, they should be listed on the last page of the description and appended.

In describing the project, the applicant should follow the outline set forth below:

- A. Objectives, Measures of Accomplishment, and Provision for Evaluation
- B. Project Description
- C. Project Specifications
- D. Resources

- A. Objectives, Measures of Accomplishment, and Provision for Evaluation

Indicate (i) nature of problem and need to be met, (ii) target groups or organizations affected or benefitted, and (iii) what it is expected the project will demonstrate or achieve. Provide sufficient background to permit full understanding of objectives and, where appropriate, refer to and compare known work by others in similar areas. Specify what innovations or new knowledge the project seeks to test or develop.

Indicate what arrangements will be made to evaluate project results in terms of the stated objectives. Include a detailed listing of the criteria, quantitative measures of accomplishment, and methods to be used, and indicate who will be responsible for the evaluation. This is an important aspect of the project and should be accorded the same planning as the project design itself.

- B. Project Description --

Indicate as precisely as possible how the project will be executed. This should include: (i) a description of the stages of the project, (ii) the tasks and subtasks to be

accomplished at each stage, (iii) the results or accomplishments associated with each task described in specific quantifiable terms, (iv) the means for carrying out each task including approach, resources to be used, roles of participating agencies, sources of information, estimated man-months, and estimated cost of task completion, (v) a schedule defining the duration, time sequence and functional relationship of tasks and related subtasks, and (vi) a flow diagram and a chart showing milestones.

C. Project Specifications

1. Staff and Staff Organization. (i) Provide job descriptions for all personnel. (ii) List names and provide biographical sketches of the project director, other professional staff members and consultants. Sketches should specify position in project, educational background, past employment and experience, and publications or other professional recognition. (iii) To the extent not previously set out, describe staff organization of the project, lines of decision, and policy or advisory bodies concerned with project execution.
2. Equipment. Indicate what purchases or rentals will be necessary and explain their relation to the objectives and methods of the project.

D. Resources

1. Qualifications and Facilities of Applicant. Indicate past achievements, experience, and other activities which qualify the applicant to conduct the project. Describe facilities and resources available to the applicant for the project.
2. Cooperating or Participating Agencies. List all other groups or agencies, (i) who have participated in the development of the project, (ii) who will participate in its execution, or (iii) whose cooperation or support is necessary to its success. If not previously set out, indicate their role in the project and relationships with the applicant. Wherever possible, furnish evidence of the support or willingness to undertake project role of such agencies or groups (e.g., letters of endorsement by authorized officers).
3. Continuation. Indicate what prospects exist for continued financing of the project or the ideas and techniques it seeks to advance after Federal support has been terminated. Indicate potential sources of support and methods to be used in seeking continuation funding.

E. Application Preparation

Give name or names of person(s) who wrote application.

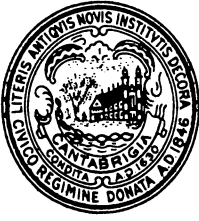
PROJECT DESCRIPTION
(continuation)

With this philosophy in mind, the Cambridge Police Department has developed and implemented an in-service training program of the highest standards.

The mandatory in-service training program consists of forty hours of instruction and is under the direction of a captain and sergeant. (see appendix #1 for course content). Criminal law instruction is provided for by a captain from the Somerville Police Department, as well as, instructors in specialized areas from within and without the department. The in-service training program also draws upon community resources and community participation especially in the human relations components of the program.

The in-service training program has been administered to over 80% of the department, as well as officers from the Middlesex County Sheriff's Department, Watertown Police, Harvard University Police, and M.I.T. Police.

In order to maintain the high level of instruction and develop new approaches and programs in training, special equipment and supplies are necessary. Training and reference materials are constantly being improved and developed which would enhance the in-service training program. New teaching devices, a modern film library, and an up-to-date book library are a few items that would be invaluable to the program.



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 876-6800

EXECUTIVE DEPARTMENT
JOHN H. CORCORAN
City Manager

June 25, 1973

To the Honorable, the City Council,

I do hereby transmit for your approval grant award in the amount of \$8,800.00 from the Governor's Committee on Law Enforcement and Administration of Criminal Justice for Training and Reference Materials for the Cambridge Police Department.

The chief objective of this project is to provide the members of the Cambridge Police Department with the most modern and professional in-service training through quality instruction and the latest equipment and supplies as teaching aids. This project is directed toward developing a proper working attitude and philosophy of service.

Your adoption of the enclosed order and your continued support is strongly requested and recommended.

Yours truly,

John H. Corcoran
City Manager

JHC/m

Transmitting for approval, grant award in the amount of \$8,800.00 from the Governor's Committee on Law Enforcement and Administration of Criminal Justice for Training and Reference Materials for the Cambridge Police Department.

To the Honorable, the City Council,

I do hereby request for your approval grant award in the amount of \$8,800.00 from the Governor's Committee on Law Enforcement and Administration of Criminal Justice for Training and Reference Materials for the Cambridge Police Department.

The Cambridge Police Department is to provide the funds for the purchase of training and reference materials for the Cambridge Police Department. The project is to provide the funds for the purchase of training and reference materials for the Cambridge Police Department. The project is to provide the funds for the purchase of training and reference materials for the Cambridge Police Department.

Your attention is directed to the enclosed order and your continued support is requested and recommended.

In City Council,
June 25, 1973

6/25/73
Adapted

John H. Corbett
Mayor

June 25, 1973