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**CITY OF BETHLEHEM, PENNSYLVANIA
DEPARTMENT OF POLICE**

	INTER-DEPARTMENTAL MEMORANDUM	
	TO:	Cynthia Biedenkopf - City Clerk
	FROM:	Lt. Donald Hoffman
	DATE:	11 May 2012
	RE:	2012 Edward Byrne Memorial Justice Assistance Grant

Dear Ms. Biedenkopf,

The Police Department is in the process of making application for the 2012 Edward Byrne Memorial Justice Assistance Grant (JAG). The 2012 JAG allocation to the City of Bethlehem and City of Easton total \$35,403. The City of Bethlehem will be applying for the grant and acting as the administrating entity and fiscal agent, and is eligible to receive up to \$21,841.00 of the total award, with the City of Easton eligible for up to \$13,562. If the total amount is awarded via the grant, the City of Easton will pay an administrative fee of \$1,356 to the City of Bethlehem.

Application for the 2012 JAG requires that Public Notice and opportunity for public comment be given, and also requires a resolution by City Council authorizing the Mayor to execute the grant award documents and enter into Intermunicipal Agreements regarding the grant funding with the County of Northampton and the City of Easton. I have provided the following DRAFT documents which I am requesting be used to announce the application for the grant, invite public comment, and authorize the Mayor to enter into the Intermunicipal agreements and execute the grant documents:

- Notice of Public Hearing
- Resolution for City Council
- Intermunicipal Agreement between the City of Bethlehem and the County of Northampton
- Intermunicipal Agreement between the City of Bethlehem and the City of Easton

I am requesting that Public Notice and Hearing on the resolution be placed on City Council's agenda at the next opportunity.

Respectfully,



Lt. Donald Hoffman

Cc: Police Commissioner Jason Schiffer
Deputy Police Commissioner Craig Finnerty
file