

CONSENT DECREE BUREAU

NOTICE  
1.14

May 29, 2008

**TO:** All Commanding Officers

**FROM:** Commanding Officer, Consent Decree Bureau

**SUBJECT:** LOS ANGELES POLICE FOUNDATION GRANT REQUEST

It has come to the attention of the Chief of Police that Los Angeles Police Foundation grant requests are not being reviewed by the proper chain of command.

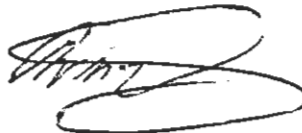
Effective immediately all Los Angeles Police Foundation grant requests shall be submitted via the entities chain of command with an Intradepartmental Correspondence, Form 15.2 (15.2). The 15.2 shall include the signature block of the Area/division commanding officer; the approved signature block of the respective bureau commanding officer, next level if applicable, and the Chief of Police (exemplar attached). The purpose of submitting grant requests via each entities chain of command is to ensure the grant request can be maintained or supported by the Department (i.e.-technology, equipment, and training concerns). All grant requests are reviewed by Consent Decree Bureau prior to the Chief of Police approving the grant.

If you should have any questions please contact Gerald L. Chaleff, Police Administrator, Consent Decree Bureau, at (213) 473-4351.



GERALD L. CHALEFF, Police Administrator  
Commanding Officer  
Consent Decree Bureau

APPROVED:



WILLIAM J. BRATTON  
Chief of Police

Attachment

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**INTRADEPARTMENTAL CORRESPONDENCE**

(Date)  
(Ref No.)

**TO:** Chief of Police

**FROM:** Commanding Officer, (Area/division)

**SUBJECT:** LOS ANGELES POLICE FOUNDATION GRANT REQUEST  
(NAME OF GRANT)

It is requested that (Area/division) be approved for (grant name). Approval of this grant benefits the Department as follows:

Explain why approving this grant would benefit the Department as well as how the Department can maintain or support request if approved (if applicable). Include a contact name and telephone number of who can respond to any questions or concerns that each level of review might have.

(name of commanding officer, rank)  
Commanding Officer  
Area/division

APPROVED:

APPROVED:

(name of commanding officer, rank)  
Commanding Officer  
Bureau

(name of respective Direct Report, rank)  
Commanding Officer

APPROVED:

WILLIAM J. BRATTON  
Chief of Police

Attachment