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## ***WAUKESHA POLICE MEMORANDUM***

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**DATE:** November 30, 2018  
**TO:** Russell P. Jack, Chief of Police  
**FROM:** Lieutenant Kevin Rice  
**SUBJECT: State Grant for Livescan Machine**

The Wisconsin Department of Justice is offering a state grant under the National Criminal History Improvement Program (NCHIP) to support the purchase and installation of "livescan" devices throughout Wisconsin. A local match of 10% is required for each grant and it is anticipated that DOJ will fund approved applications from each agency up to \$25,000.

We currently have two livescan machines with the oldest machine in use at the Police Department, and the newest machine in use at the Police Substation. With the use of the grant funding, both livescan machines will be updated with new cameras and software to capture mug shots during the booking process. According to our vendor, each camera costs approximately \$1600, for two cameras our total grant request will be \$3200. If this is approved, the city will be required to match the grant at 10% for an approximate amount of \$320.

According to the grant award information, priority consideration will be given to applications that demonstrate the following:

1. Agencies that apply to upgrade their livescans to start capturing and submitting mug shots and palm prints.
2. Agencies that do not currently have a livescan device and will start to submit prints electronically vs on paper and/or via another agency. Livescan devices must be capable of capturing and submitting mug shots and palm prints.
3. Agencies that apply for an additional livescan device to better enable the fingerprinting of juveniles ensuring compliance with jail policy or state law.

The application for the grant ends January 7, 2019 with a projected start date of February 1, 2019 and end project end date of June 30, 2019.

Respectfully Submitted,

Lieutenant Kevin Rice