

GENERAL ORDER 54.4.1

CHETT Program

GENERAL ORDER CROSS-REFERENCE: None

SUMMARY

The CHETT Program (Community Help Easing Troubled Times) is a funding stream consisting of monies donated by the community intended to provide resources to meet the short-term emergency needs of the most vulnerable in Springfield. Funds from the account are to be used for victims of crime, those displaced by crime or critical incident (including innocent family members of perpetrators), or people in the community with little hope or few options. Examples of uses could include, but are not limited to; meals, lodging, transportation, crime scene damage repair, and/or other immediate short term emergency assistance.

DISCUSSION

The CHETT Program is the result of a citizen inquiry from Springfield citizen Chester (Chet) Martin, a Springfield area veteran, who contacted the Springfield police regarding the ability to contribute funds to the Springfield Police Department to be used by officers to help VETS and others in need of temporary assistance in circumstances of crisis or critical need.

Officers are encouraged to consider these funds as a benevolent resource to be used to assist those in critical or emergent temporary need. Upon approval, Sergeants or Watch Commanders will use their purchasing card to address the immediate need. The sergeant or watch commander will then complete a donation form and reconcile their purchase to the CHETT Program fund.

POLICY

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Officers/employees who identify a person in need of short-term emergency or critical assistance will notify the watch commander, who will assess the proposed or contemplated usage of funds and on approval will use their City of Springfield purchasing card to address the immediate expense.

The Watch Commander will then complete a donation form and reconcile the purchase to the CHETT Program fund. The name and any pertinent identifying details will be added to the form in order to measure and/or share the success of the CHETT Program.

Generally, individual applications of funds will not exceed \$200 per incident. But supervisors may exceed this limit if circumstances indicate the exception. Amounts up to \$500 shall be approved by a Lieutenant; amounts over \$500 require two Command Officers or the Chief of Police.

Supervisors are encouraged to share successful deployments of funds with the public via press release when appropriate.

The CHETT Program Fund will be managed by the Patrol Lieutenant.

An annual report of donations and expenditures will be prepared by the Patrol Lieutenant for the Chief of Police. The report will be based upon calendar year.

Richard L. Lewis
Chief of Police