



ALBUQUERQUE POLICE DEPARTMENT
GENERAL ORDERS

SOP 1-75

Effective: 01/10/19 Review: 01/10/20 Replaces: 01/14/16

1-75 PLANNING DIVISION

1-75-1 Policy

The mission of the Planning Division is to support the administration of the Department in providing effective and efficient delivery of police services to the community.

1-75-2 Purpose

The purpose of the Planning Division is to complete functions such as research, planning, Capital Improvement Project (CIP) administration and grants management for the Department.

1-75-3 Rules and Responsibilities

- A. Provide information to the Department's administration to assist with decision-making.
- B. Manage and develop the Department's CIP budget.
- C. Responsible for the development, submission, analysis, quality performance and monitoring of all the department's grants and grant related procurement.
- D. Responsible for the Department's performance measures, priority objectives and accomplishments.
- E. Develop the Department's Strategic Plan and Annual Report.
- F. Act as a liaison with other City departments, boards, and commissions.
- G. Coordinate and prepare Departmental publications.
- H. Provide staff assistance and/or representation on task forces and committees.
- I. Planning Division personnel consist of:
 - 1. Planning Manager
 - 2. Management Analyst II
 - 3. (2) Management Analyst I