

INTRADEPARTMENTAL CORRESPONDENCE

BPC #20-0115

32

Memorandum
8/27/20

August 26, 2020
14.1

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

SUBJECT: TRANSMITTAL OF THE GRANT APPLICATION AND AWARD
ACCEPTANCE FOR THE 2020-2021 REAL ESTATE FRAUD
PROSECUTION GRANT

RECOMMENDED ACTIONS

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
2. That the Board TRANSMIT the attached grant application and award for the Fiscal Year (FY) 2020-21 Real Estate Fraud Prosecution Program Grant pursuant to Administrative Code Section 14.6(a), to the Mayor, Office of the City Administrative Officer (CAO), Chief Legislative Analyst, and to the City Clerk for committee and City Council consideration.
3. That the Board REQUEST the Mayor and City Council to:
 - A. AUTHORIZE the Chief of Police or his designee to retroactively apply for and ACCEPT the FY 2020-21 Real Estate Fraud Prosecution Program Grant award in the amount of \$700,000.00 from the County of Los Angeles, for the period of July 1, 2020 through June 30, 2021;
 - B. AUTHORIZE the Chief of Police or his designee to execute an Award Agreement with the County of Los Angeles, subject to the City Attorney's approval as to form;
 - C. AUTHORIZE the Los Angeles Police Department (LAPD) to spend up to \$700,000.00 in accordance with the grant award agreement;
 - D. AUTHORIZE the Controller to set up a grant receivable and appropriate \$700,000.00 to appropriation account number to be determined in Fund No. 339, Department No. 70, for the disbursement of the FY 2020-21 Real Estate Fraud Prosecution Program Grant funds;
 - E. AUTHORIZE the LAPD to submit grant reimbursement requests to the grantor and deposit grant receipts in Fund No. 339, Department No. 70;

F. AUTHORIZE by resolution to renew the following positions within the LAPD through June 30, 2021:

<u>No.</u>	<u>Class Code</u>	<u>Class Title</u>
1	2223-3	Detective III
1	2223-2	Detective II

G. AUTHORIZE a new Council Resolution Authority for the following position within the Los Angeles Police Department (LAPD) through June 30, 2021:

<u>No.</u>	<u>Class Code</u>	<u>Class Title</u>
1	2223-2	Detective II

H. AUTHORIZE the Controller to transfer appropriations for the FY 2020-21 Real Estate Fraud Prosecution Grant as needed from appropriation account number to be determined in Fund No. 339, Department No. 70, to Fund No. 100, Department No. 70, account number and amount as follows:

From:		<u>Amount</u>
<u>Account Number</u>		
Appropriation Account	Number to be determined	\$202,070.40
To:		<u>Amount</u>
<u>Account Number</u>		
Related Costs		\$202,070.40

I. AUTHORIZE the Controller to increase appropriations as needed from Fund No. 339, Department No. 70, FY 2020-21 Real Estate Fraud Prosecution Grant appropriation, account number to be determined, to Fund No. 100, Department No. 70, account numbers and amounts as follows:

Account No. 001012, Sworn Salaries, \$427,929.60
Account No. 001092, Sworn Overtime, \$60,000.00

J. AUTHORIZE the LAPD to prepare the Controller instructions for any technical adjustments, subject to the approval of the CAO, and INSTRUCT the Controller to implement the instructions.

DISCUSSION

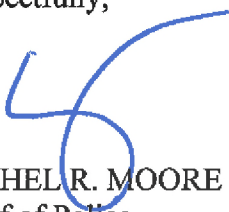
This is the twentieth year of funding for the Los Angeles County Real Estate Fraud Prosecution (REFP) Program. The Program is funded from fees paid to Los Angeles County for filing real estate related documents in accordance with Government Code Section 27388. It is anticipated that this filing fee will continue to be charged and that this grant award will be renewed annually.

The Real Estate Fraud Unit (REFU), Commercial Crimes Division (CCD), handles all white-collar real estate crimes within the City of Los Angeles. The REFU opened 80 new cases in calendar year 2019 in addition to the cases carried over from 2018. The REFU made 12 arrests in conjunction with the cases filed by REFU detectives. These cases continue to be complex and complicated, usually developing into additional victims being located. It takes approximately 12-16 months to complete a case from the time of reporting. The epidemic of fraudulent recorded documents has intensified the number of reported crimes. Identity theft also continues to be a frequent starting point for real estate cases. The REFU has established a reputation within the private sector of the real estate community as a valuable and experienced unit.

The FY 2020-21 REFP grant will pay 100 percent of salary for one Detective III and two Detective II investigator positions. Grant funds will also go towards 100 percent of fringe benefits for one Detective III and one Detective II, and a portion (approximately 6.5 percent) of the fringe benefits for the other Detective II. Council resolution authorities were approved for one Detective III and one Detective II positions during FY 2019-20. It is being requested that those resolution authorities be reauthorized for FY 2020-21. A new resolution authority is also being requested for another Detective II position. In addition, the grant will fund related overtime expenses for the four detectives assigned to the Unit. The overtime will also be utilized by other detectives assigned to the Commercial Crimes Division Fraud Unit who will assist in working on real estate fraud cases. The grant includes funding in the amount of \$10,000.00 for travel and training, cellular phone equipment, and office supplies.

If you have any questions regarding this transmittal, please contact Senior Management Analyst Stella Larracas, Officer in Charge, Grants Section, at (213) 486-0380.

Respectfully,



MICHEL R. MOORE
Chief of Police

BOARD OF
POLICE COMMISSIONERS
Approved *September 1, 2020*
Secretary *Maria Silva*

Attachments



County of Los Angeles
CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

SACHI A. HAMAI
Chief Executive Officer

Board of Supervisors
HILDA L. SOLIS
First District

MARK RIDLEY-THOMAS
Second District

SHEILA KUEHL
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

June 26, 2020

Chief Michel Moore
City of Los Angeles Police Department
100 West 1st Street
Los Angeles, California 90012

Dear Chief Moore:

COUNTY OF LOS ANGELES
2020-21 REAL ESTATE FRAUD PROSECUTION GRANT PROGRAM

This is to advise you that your Real Estate Fraud Prosecution grant application for the performance period of July 1, 2020 through June 30, 2021, has been approved by the Real Estate Fraud Prosecution Trust Fund Committee, in the amount of \$700,000.

Please complete and return the enclosed Grant Acceptance Form (Attachment I), and Budget Detail Form (Attachment II) based on the grant award amount, by June 30, 2020. Both documents must be submitted to accept the grant.

Prior to signing the Grant Acceptance Form, please read the Real Estate Fraud Prosecution Grant Reimbursement Requirements (Attachment III) to ensure that your agency can meet the supporting documentation requirements necessary for reimbursement for the Real Estate Fraud grant. The Grant Acceptance Form must be signed by you or your designee.

Payment of grant funds shall be made subsequent to the receipt of quarterly invoices. Also, enclosed is the Grant Reporting Form (Attachment IV) which must be completed and returned by September 1, 2021, 60 days following the end of the grant period. Correspondence should be mailed to:

Real Estate Fraud Prosecution Trust Fund Committee
c/o Los Angeles County Chief Executive Office
500 West Temple Street, Room 754, Los Angeles, California 90012
Attention: Anna Petrosyan

Chief Michel Moore
June 26, 2020
Page 2

All inquiries should be directed to the Real Estate Fraud Prosecution Trust Fund
Committee liaison, Anna Petrosyan at (213) 974-1138 or at
apetrosyan@ceo.lacounty.gov.

Sincerely,


SACHI A. HAMAI
Chief Executive Officer

SAH:FAD:MM:SW
RCP:AP:cc

Attachments

**2020-21 GRANT ACCEPTANCE FORM
REAL ESTATE FRAUD PROSECUTION PROGRAM****Agency:** Los Angeles Police Department**Address:** 100 West 1st Street, Los Angeles 90012**Telephone:** (213) 486-8715**Purpose of Grant:** Investigation and Prosecution of Real Estate Fraud**Amount Awarded:** \$700,000.00

I understand by the acceptance of these funds, the above agency will:

- Utilize the funds for the prosecution and/or investigation of real estate fraud cases;
- Ensure that receipt of these funds will not be used to offset a reduction in any other source of funds;
- Submit reimbursement claims, at the end of each quarter (if any funding was expended during that quarter), to the address at the bottom of this form;
- Understand that award of these funds is subject to the availability of funds deposited into the Real Estate Fraud Trust Fund and that in the event funds deposited are insufficient to cover all grant funds awarded, the Real Estate Fraud Prosecution Trust Fund Committee may reduce each agency's grant award on a pro-rata basis;
- Attend the Real Estate Fraud Task Force monthly meeting; and
- Request carryover of unspent grant funds by **May 1, 2021** if investigations and/or prosecutions are still in progress. Requests to carryover funds for salaries and employee benefits will not be allowed unless the expenditures were incurred during the authorized grant period.



Agency Director06/30/2020

DatePlease return this completed form by **June 30, 2020** to:

Real Estate Fraud Prosecution Trust Fund
c/o Los Angeles County Chief Executive Office
Attn: Anna Petrosyan (213) 974-1138
500 West Temple Street, Room 754
Los Angeles, California 90012

BUDGET DETAIL FORM

Name of Agency: Los Angeles Police Department

FY 2020-21 REAL ESTATE FRAUD GRANT

Performance Period: July 1, 2020 through June 30, 2021

Allocation: \$700,000

- Original Budget
- Budget Modification

A. Personnel:
 List each position by title of employee. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative.

Title	# of Pos.	Annual Salary	Monthly Salary	% of Time	Length of Time	Salary Cost
Detective III	1	\$ 153,114.96	\$ 12,759.58	100.00%	12	\$ 153,115
Detective II	2	\$ 137,407.32	\$ 11,450.61	100.00%	12	\$ 274,815
Total Personnel Costs:						\$ 427,930

Personnel Narrative:

The Los Angeles Police Department (LAPD) is seeking to fund the salaries of three full-time investigative positions assigned exclusively to the LAPD Real Estate Fraud Unit (REFU). The investigative positions are: one Detective III with an annual salary of \$153,115, who is the Unit's supervisor and subject matter expert; and two Detective II investigators, with annual salaries of \$137,407. The REFU is responsible for investigating real estate fraud cases in the City of Los Angeles. The funding will also be utilized by REFU investigators for overtime in the amount of \$60,000.

B. Taxes and Fringe Benefits (FB)
 Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Worker's Compensation, and Unemployment Compensation.

Title	# of Pos.	Basis Monthly	Basis Monthly	Benefit Rate	FB Cost
Detective III	1	\$ 12,759.58	12	71.72%	\$ 109,814
Detective II	2	\$ 11,450.61	12	71.72%	\$ 152,256
Total Taxes and Fringe Benefit Costs:					\$ 262,070

FB Narrative:

As of the submission of this application, the federally approved Cost Allocation Plan (CAP) for the sworn employees of the LAPD is 71.72%, CAP 40 attached. The total FB for the three positions is: \$414,864 x 71.72% = \$297,540. Due to the grant award not sufficient to fully pay for fringe benefit for one Detective II, the City of Los Angeles will pay for the remaining \$44,840.71 in FB.

C. Overtime \$0.00

Total Overtime: \$ -

D. Travel/Training

Item	Computation	Travel Cost
Travel expenses associated to REFU investigations		\$ 1,000.00
		\$ -
Total Travel Costs:		\$ 1,000.00

E. Cellular Phones/Equipment

Item	Computation	Equipment Cost
Cellular Phone Equipment & Charges		\$ 4,000.00
		\$ -
Total Equipment Costs:		\$ 4,000.00

Equipment Narrative:

BUDGET DETAIL FORM

ATTACHMENT II

2 of 2

Name of Agency: Los Angeles Police Department

FY 2020-21 REAL ESTATE FRAUD GRANT

Performance Period: July 1, 2020 through June 30, 2021

Allocation: \$700,000

- Original Budget
- Budget Modification

The REFU have five cellular lines to enhance communication within the unit and to use during its investigations. This line item is to fund the cellular phone equipment and lines for grant period of July 2020 - June 2021

F. Office Supplies/Misc. Expenses
 List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project

Supply Items (Itemize)	Computation	Supplies Cost
Office Supplies		\$ 5,000.00
		\$ -
Total Supplies Costs:		\$ 5,000.00

Supplies Narrative:

Provide copies of supplies receipts when submitting invoices for payment.

This line item is to purchase supplies to support for the Real Estate Grant Program. Items include, but is not limited to, paper products, pens, binders, standing desks, printer ink.

G. Other Costs (Itemize)
 List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, and provide a monthly rental cost and how many months to rent.

Item	Computation	Other Costs
		\$ -
		\$ -
		\$ -
		\$ -
Total Other Costs:		\$ -

Other Costs Narrative:

Budget Summary – When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs.

Budget Category	Amount
A. Personnel	\$ 427,929.60
B. Fringe Benefits	\$ 262,070.40
C. Overtime	\$ -
D. Travel	\$ 1,000.00
E. Equipment	\$ 4,000.00
F. Supplies	\$ 5,000.00
G. Other Costs	\$ -
Total Projected Costs	\$ 700,000.00

**REQUIRED SUPPORTING DOCUMENTS
FOR REAL ESTATE FRAUD GRANT EXPENDITURES**

Submit all claims and supporting documentation to:
Anna Perrosyan, Analyst
County of Los Angeles Chief Executive Office
500 West Temple Street, Room 7649 Los Angeles, CA 90012

CLAIMANT: This form is to be completed by the claimant and submitted to the County of Los Angeles Chief Executive Office, 500 West Temple Street, Room 7649 Los Angeles, CA 90012. The claimant is responsible for providing all supporting documentation for the claim. The claimant is also responsible for providing a copy of the claim to the County of Los Angeles Chief Executive Office, 500 West Temple Street, Room 7649 Los Angeles, CA 90012. The claimant is also responsible for providing a copy of the claim to the County of Los Angeles Chief Executive Office, 500 West Temple Street, Room 7649 Los Angeles, CA 90012.

EXPENDITURE CLAIMS MUST INCLUDE THE FOLLOWING:

- Purchase Order**
- Invoice:** Must be stamped "PAID," signed with authorized signature for payment, and dated.
- Proof of Delivery:** Packing slips should be included. If packing slips were not part of the equipment delivery (e.g. licenses), the P.O. needs to be stamped "RECEIVED" with the date received, and signature.
- Proof of Payment:** Include proof of payment and proof the payment has **CLEARED**. Proof of payment must have reference to the invoice, and amount paid must match the invoice amount. If multiple invoices are being paid with one check, the invoices must be listed with corresponding amounts. Price quotes **will not be accepted** as proof of purchase for reimbursement
- Expenditure Report:** Complete the attached 'Expenditure' Report and submit with invoice.

FOR PERSONNEL

- Functional Timesheets:** indicating the # of hours charged to grant related activity per day, **signed by employee and supervisor** (must match payroll register)
- Payroll register** indicating the salary, hourly rate, employee benefits, overtime rate. Include backfill for name of employee attending training/exercise, break-down of pay rate and benefits rate (official payroll register and not an excel document).
- Copy of applicable Pre-Approved Employee Benefit Rate**
- S&EB Report:** Complete the attached 'Salaries & Employee Benefits' Report and submit with invoice.

Completed By: _____

Signature: _____

Date: _____

**COUNTY OF LOS ANGELES
REAL ESTATE FRAUD GRANT
Reimbursement Request Invoice Form**

ATTACHMENT III
(2 of 4)

FISCAL YEAR 2020-21

Remit Financial Back-Up Documentation to:

Anna Petrosyan, apetrosyan@ceo.lacounty.gov
County of Los Angeles Chief Executive Office
Kenneth Hanh Hall of Administration
500 West Temple Street Room 754
Los Angeles, CA 90012

Agency: Sample Police Dept (Grantee)

Prepared By: Sample Preparer Name

Phone No.: (xxx) xxx - xxxx

Email: Sample@agency.gov

- QTR #1
QTR #2
QTR #3
QTR #4

- Expenditure Claim Period:**
 July 1 to Sep 30
 Oct 1 to Dec 31
 Jan 1 to March 31
 Apr 1 to Jun 30

FY2020-21

Real Estate Fraud Grant	Expenditure Period Being Claimed	Approved Budget	Current Expenditure	Previously Expended	Remaining Grant Balance
Salaries & Employee Benefits (S&EB)	QTR #1	\$ -	\$ -	\$ -	\$ -
Overtime	QTR #1	\$ -	\$ -	\$ -	\$ -
Services & Supplies (S&S)	QTR #1	\$ -	\$ -	\$ -	\$ -
Equipment and Fixtures	QTR #1	\$ -	\$ -	\$ -	\$ -
Travel & Training	QTR #1	\$ -	\$ -	\$ -	\$ -
Title Searches	QTR #1	\$ -	\$ -	\$ -	\$ -
Total Grant		\$ -	\$ -	\$ -	\$ -

This financial back-up claim is in all respects true, correct, and all expenditures were made in accordance with applicable laws, rules, regulations, and grant conditions and assurances. All supporting documentation related to these expenditures has been retained and is herein submitted in accordance with grant guidelines along with this signed original invoice.

Authorized Department Approval:

County of Los Angeles - Chief Executive Office

County of Los Angeles - Chief Executive Office

Anna Petrosyan

Print Name

Analyst, CEO

Title

/s/ Anna Petrosyan

Signature

Date

apetrosyan@ceo.lacounty.gov

213-974-1138

Remit Payment To:

Sample PD Agency (Grantee)

Sample Street Address

Sample City, Zip

Special Instructions:

Please reference _____ on payment

Grantee Agency Office Use Only

Contract No: _____

Reviewed by: _____

FSR Quarter Reported: _____

Invoice Tracking No: _____

Cash Request No: _____

Invoice No: _____

Document ID No: _____

COUNTY OF LOS ANGELES
 REAL ESTATE FRAUD GRANT
 EXPENDITURE REPORT

ATTACHMENT III
 (3 of 4)

1. Complete "Expenditure Report" Agency: Sample Police Dept. Date: 6/15/2020
 2. Submit with Invoice or "electronically to: Prepared By: _____
 - Anna Petrosyan, apetrosyan@ceo.lacounty.gov Approved By: _____ Expenditure period: Jan 1 to March 31
FY2020-21
 Email: email@pd.gov
 Phone No.: xxx-xxx-xxxx

EQUIPMENT

Make and Model	Equipment Description	Qty	Expenditure Amount	Invoice #	Vendor	Acquired Date	Serial Number	Agency Tag ID #	Condition and Disposition	Deployed Location
Example: Dell Precision XPS	Core i7 computer tower desktop	1.0	\$1,200.00	sample	DELL	6/10/2019	sample	sample	new	RE Fraud Unit in East Los Angeles Station
	TOTAL	1.0	\$1,200.00							

SERVICES & SUPPLIES

Vendor	Description	Invoice #	Expenditure Amount	Date Paid	DOC #
		TOTAL	\$0.00		

TRAVEL & TRAINING

Vendor	Employee	Training Title	Expenditure Amount	Date Paid	DOC #	Invoice #
		TOTAL	\$0.00			

TITLE SEARCHES

Vendor/Description	Invoice #	Doc #	Expenditure Amount	Date Paid
		TOTAL	\$0.00	

APPEND CATEGORY AS NEEDED

Vendor/Description	Invoice #	Doc #	Expenditure Amount	Date Paid
		TOTAL	\$0.00	

COUNTY OF LOS ANGELES
 REAL ESTATE FRAUD GRANT
 SALARIES EMPLOYEE BENEFITS REPORT

ATTACHMENT III
 (4 of 4)

1. Complete "S&EB Report" Agency: Sample Police Dept. Date: 6/15/2020
 2. Submit with Invoice or "electronically to: Prepared By: _____
 - Anna Petrosyan, apetrosyan@cao.lacounty.gov Approved By: _____ Expenditure period: Jan 1 to March 31
FY2020-21
 Email: email@pd.gov
 Phone No: xxx-xxx-xxxx

Personnel	Structural Positions	Total Positions	Approved Budget	Actual Work	Full Step Amount	Current Employee Salaries	Employee Benefits	Employee Salaries	
Examp: Deputy Bonus II	4.0	4.0	\$1,050,000.00	\$0.00	\$1,050,000.00	\$125,432.44	\$764,248.88	\$160,318.68	
Examp: Sergeant	0.75	0.75	\$150,000.00	\$0.00	\$150,000.00	\$25,433.45	\$65,483.70	\$58,082.85	
TOTAL SALARIES AND EMPLOYEE BENEFITS			Error/Not data	\$0.00	\$1,200,000.00	\$150,865.89	\$829,732.58	\$218,401.53	

Personnel Detail

Name	Position	Annual Salary	Actual Salary	Actual Hours	Full Salary	Employee Benefits	Overhead Costs	Training Costs	Uniform Allowance	Total Amount
Last, First	Deputy Bonus II	\$ 11,543.31	\$ 11,543.31	\$ 11,543.31	\$ 34,629.93	\$ 20,574.68	\$ 18,662.42	\$ 45.00	\$0.00	\$ 73,912.03
TOTAL S&EB DETAIL			\$11,543.31	\$11,543.31	\$34,629.93	\$20,574.68	\$18,662.42	\$45.00	\$0.00	\$73,912.03

Overtime Summary	Approved Budget	Actual Cost	Approved Budget	Current Expenditure	Available Balance
TOTAL OVERTIME SUMMARY	\$0.00	\$0.00	\$0.00	\$914.99	-\$914.99

Overtime Detail

Name	Position	Monthly Salary	Overtime Rate	Date	Overtime Hours	Total Overtime	Current Expenditure	Available Balance
Last, First	Sergeant	\$ 13,267.30	\$114.37	1/11/2019	8.0	\$914.99	\$914.99	
TOTAL OVERTIME DETAIL						8.0	\$914.99	\$914.99

REAL ESTATE FRAUD PROSECUTION REPORTING FORM
FY 2020-21
(July 1, 2020 - June 30, 2021)

By September 1, 2021, please provide the Real Estate Fraud Prosecution Trust Fund Committee with the information requested below. Please return the completed form to:

Real Estate Fraud Prosecution Trust Fund Committee
c/o Los Angeles County, Chief Executive Office
Attn: Anna Petrosyan
(213) 974-1138
500 West Temple Street, Room 754
Los Angeles, California 90012

1. Please provide for FY 2020-21:

Number of cases filed:
Number of complaints:
Number of investigations:
Number of arrests:
Number of convictions:

2. Number of victims involved in cases filed in FY 2020-21:

3. Total aggregate monetary loss suffered by victims in FY 2020-21:

4. Amount of grant funds awarded in FY 2020-21:

5. Of the amount awarded, how much was actually expended?

6. Detail of amount expended: Amount

Salaries: _____

(Salaries, Dept. Overhead, Shooting/Bilingual Bonus)

Employee Benefits: _____

Overtime: _____

Equipment: _____

Travel: _____

Training: _____

Supplies: _____

Other: (Title Searches) _____

ATTACHMENT IV

- 7. On a separate page, please provide a detailed description of each of the components listed under #9 (for example, number of staff and classification, type of equipment or supplies purchased, type of training, etc.)

AGENCY: _____

CONTACT: _____

PHONE NO: _____

E-MAIL: _____

BUDGET DETAIL FORM

ATTACHMENT II

Name of Agency: Los Angeles Police Department

FY 2020-21 REAL ESTATE FRAUD GRANT

Performance Period: July 1, 2020 through June 30, 2021

Allocation: \$700,000

- Original Budget
 Budget Modification

A. Personnel:

List each position by title of employee. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative.

Title	# of Pos.	Annual Salary	Monthly Salary	% of Time	Length of Time	Salary Cost
Detective III	1	\$ 153,114.96	\$ 12,759.58	100.00%	12	\$ 153,115
Detective II	2	\$ 137,407.32	\$ 11,450.61	100.00%	12	\$ 274,815
Total Personnel Costs: \$						427,930

Personnel Narrative:

The Los Angeles Police Department (LAPD) is seeking to fund the salaries of three full-time investigative positions assigned exclusively to the LAPD Real Estate Fraud Unit (REFU). The investigative positions are: one Detective II with an annual salary of \$148,550, who is the Unit's supervisor and subject matter expert; and two Detective II investigators, with annual salaries of \$133,212. The REFU is responsible for investigating real estate fraud cases in the City of Los Angeles. The funding will also be utilized by REFU investigators for overtime in the amount of \$60,000.

B. Taxes and Fringe Benefits (FB)

Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Worker's Compensation, and Unemployment Compensation.

Title	# of Pos.	Basis Monthly	Basis Monthly	Benefit Rate	FB Cost
Detective III	1	\$ 12,759.58	12	71.72%	\$ 109,814
Detective II	2	\$ 11,450.61	12	71.72%	\$ 92,256
Total Taxes and Fringe Benefit Costs: \$					202,070

FB Narrative:

As of the submission of this application, the federally approved Cost Allocation Plan (CAP) for the sworn employees of the LAPD is 71.72%, CAP 40 attached. The total FB for the three positions is: \$427,930 x 71.72% = \$306,911.40. Grant funds will go towards 100% fringe benefit for one Detective III and one Detective II; and a portion (approximately 6.5%) of the FB for the other Detective II. Due to the grant award not sufficient to pay for the remaining FB, the City of Los Angeles will pay for the remaining \$104,840.71 in FB costs.

C. Overtime

Detective IIIs and Detective IIs	572.00	hours	\$104.90	per hour	\$60,000.00
Total Overtime: \$					60,000

D. Travel/Training

Item	Computation	Travel Cost
Travel expenses associated to REFU investigations		\$ 1,000.00
		\$ -
Total Travel Costs: \$		1,000.00

E. Cellular Phones/Equipment

Item	Computation	Equipment Cost
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BUDGET DETAIL FORM

ATTACHMENT II

Name of Agency: Los Angeles Police Department

FY 2020-21 REAL ESTATE FRAUD GRANT
 Performance Period: July 1, 2020 through June 30, 2021
 Allocation: \$700,000

- Original Budget
- Budget Modification

Cellular Phone Equipment & Charges	\$	4,000.00
	\$	-
Total Equipment Costs:		\$ 4,000.00

Equipment Narrative:

The REFU have five cellular lines to enhance communication within the unit and to use during its investigations. This line item is to fund the cellular phone equipment and lines for grant period of July 2020 - June 2021

F. Office Supplies/Misc. Expenses

List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply Items (Itemize)	Computation	Supplies Cost
Office Supplies		\$ 5,000.00
		\$ -
Total Supplies Costs:		\$ 5,000.00

Supplies Narrative:

Provide copies of supplies receipts when submitting invoices for payment.

This line item is to purchase supplies to support for the Real Estate Grant Program. Items include, but is not limited to, paper products, pens, binders, standing desks, printer ink.

G. Other Costs (Itemize)

List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, and provide a monthly rental cost and how many months to rent

Item	Computation	Other Costs
		\$ -
		\$ -
		\$ -
		\$ -
Total Other Costs:		\$ -

Other Costs Narrative:

Budget Summary – When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs.

Budget Category	Amount
A. Personnel	\$ 427,929.60
B. Fringe Benefits	\$ 202,070.40
C. Overtime	\$ 60,000.00
D. Travel	\$ 1,000.00

BUDGET DETAIL FORM

ATTACHMENT II

Name of Agency: Los Angeles Police Department

FY 2020-21 REAL ESTATE FRAUD GRANT
Performance Period: July 1, 2020 through June 30, 2021
Allocation: \$700,000

- Original Budget
- Budget Modification

E. Equipment	\$	4,000.00
F. Supplies	\$	5,000.00
G. Other Costs	\$	<u>-</u>
Total Projected Costs	\$	<u>700,000.00</u>

INTRADEPARTMENTAL CORRESPONDENCE

RECEIVED

AUG 26 2020

POLICE COMMISSION

August 4, 2020
14.1

TO: Chief of Police


FROM: Commanding Officer, Risk Management Legal Affairs Group

SUBJECT: TRANSMITTAL OF THE GRANT APPLICATION AND AWARD
ACCEPTANCE FOR THE 2020-2021 REAL ESTATE FRAUD
PROSECUTION GRANT

Attached for your approval and signature is an Intradepartmental Correspondence to the Board of Police Commissioners, requesting approval to transmit the attached Grant Application and Award for the Fiscal Year 2020-2021 Real Estate Fraud Prosecution Program Grant, pursuant to Administrative Code Section 14.6(a), to the Mayor, Office of the City Administrative Officer, Office of the Chief Legislative Analyst and to the City Clerk for Committee and City Council consideration. The Los Angeles Police Department is requesting authorization to accept the \$700,000.00 of grant funding from the County of Los Angeles for the period of July 1, 2020 through June 30, 2021.

The grant will assist the Department in staffing three full-time investigative positions assigned to the Real Estate Fraud Unit, Commercial Crimes Division. The grant will also provide overtime funding to investigate white-collar real estate fraud crimes. Fringe benefits, travel, equipment, and supplies are also funded by the grant.

If you have any questions, please contact Senior Management Analyst Stella Larracas, Officer in Charge, Grants Section, at (213) 486-0380.



DANIEL RANDOLPH, Commander
Commanding Officer
Risk Management Legal Affairs Group

Attachments