

BPC 19-0147  
**RECEIVED**  
MAY 17 2019 2E  
**POLICE COMMISSION**

**INTRADEPARTMENTAL CORRESPONDENCE**

May 15, 2019  
3.5

**REVIEWED**

**TO:** The Honorable Board of Police Commissioners

**FROM:** Chief of Police

*Richard M. Tefank*  
**RICHARD M. TEFANK**  
DEPUTY DIRECTOR  
5/17/19  
DATE

**SUBJECT:** TRANSMITTAL OF THE GRANT APPLICATION AND AWARD  
ACCEPTANCE FOR THE 2018 CALIFORNIA COVERDELL PROGRAM

**RECOMMENDED ACTIONS**

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
2. That the Board TRANSMIT the attached grant application, pursuant to Administrative Code Section 14.6(a), to the Mayor, Office of the City Administrative Officer (CAO), Office of the 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 subsequently ACCEPT the grant award for the 2018 California Coverdell Program in the amount of \$154,770 for the period of January 1 through December 31, 2019, from the California Governor's Office of Emergency Services;
  - B. AUTHORIZE the Chief of Police or his designee to negotiate and execute the grant award agreement, subject to the review of the City Attorney as to form;
  - C. AUTHORIZE the Chief of Police or his designee to negotiate and execute a Professional Services Agreement with Forensic Science Consultants as a sole source provider of a five-day training course within the applicable grant performance period, for a sum not to exceed \$35,000, subject to the review and approval of the City Attorney as to form;
  - D. AUTHORIZE the Controller to set up a grant receivable and appropriate \$154,770 to appropriation account, account number to be determined within Fund No. 339, Department No. 70, for the receipt and disbursement of the 2018 Paul Coverdell Program grant funds;
  - E. AUTHORIZE the Los Angeles Police Department (LAPD) to spend up to \$154,770 in accordance with the grant award agreement;

- F. AUTHORIZE the LAPD to submit grant reimbursement requests to the grantor and deposit grant receipts into Fund No. 339, Department No. 70;
- G. AUTHORIZE the Controller to increase appropriations for the 2018 California Coverdell Program 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:

Account No. 001090, Overtime Civilian: \$10,000

- H. INSTRUCT the City Clerk to place on Council Calendar on July 1, 2019, the following action relative to the Cal OES FY 2018 Coverdell program:

AUTHORIZE the Controller to transfer funds from Fund No. 339, Department No. 70, account number to be determined, to Fund No. 100, Department No. 70, account number and amount as follows:

Account No. 001090, Overtime Civilian: \$91,770

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

## DISCUSSION

The California Governor's Office of Emergency Services has allocated \$154,770 of the 2018 California Coverdell Program grant funding to the LAPD. The goal of the program is to improve the quality, timeliness, and credibility of forensic science services. This grant will be used to fund overtime, equipment, and training within the Forensic Science Division for the period of January 1 through December 31, 2019.

Grant funds will be used to provide Shooting Incident Reconstruction training provided by Forensic Science Consultants, a sole source provider. The training is a critical component of Bullet Path Analysis training which is a necessary analysis when responding to shooting incidents. The grantor has approved the sole source justification for this consultant.

The grant award will fund \$101,770 for civilian overtime, 35,000 for training, and \$18,000 for equipment to be used to improve the efficiency, quality and timeliness in the Firearms, Toxicology and Trace Analysis Units. No matching funds are required.

The Honorable Board of Police Commissioners

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If you have any questions, please have a member of your staff contact Stella Larracas, Senior Management Analyst, Officer in Charge, Grants Section, Fiscal Operations Division at (213) 486-0380.

Respectfully,



MICHEL R. MOORE  
Chief of Police

Attachments

BOARD OF  
POLICE COMMISSIONERS  
Approved *May 21, 2019*  
Secretary *Maria Alva*

**INTRADEPARTMENTAL CORRESPONDENCE**

May 1, 2019  
3.5

**TO:** Chief of Police


**FROM:** Commanding Officer, Fiscal Operations Division

**SUBJECT:** TRANSMITTAL OF THE GRANT APPLICATION AND AWARD  
ACCEPTANCE FOR THE 2018 CALIFORNIA COVERDELL PROGRAM

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 2018 California Coverdell Program, 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 \$154,770 grant award from the California Governor's Office of Emergency Services for the grant period of January 1, 2019 through December 31, 2019. Program funds will be used for equipment, training, and overtime to improve the efficiency, quality and timeliness in the Firearms, Toxicology and Trace Analysis Units of Forensic Science Division.

If you have any questions, please contact Management Analyst Monique Jones, Grants Section, Fiscal Operations Division at (213) 486-0380.

  
ANNEMARIE SAUER, Police Administrator II  
Commanding Officer  
Fiscal Operations Division

Attachments

GAVIN NEWSOM  
GOVERNOR



**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

*Richard*  
MARK S. GHILARDUCCI  
DIRECTOR

May 1, 2019

Jeffrey A. Thompson, Commanding Officer, Forensic Science Division  
Los Angeles, City of  
1800 Paseo Rancho Castilla  
Los Angeles, CA 90032

Subject: **NOTIFICATION OF APPLICATION APPROVAL**  
Paul Coverdell Forensic Science Improvement Program  
Subaward #: CQ18 15 7250, Cal OES ID: 037-44000

Dear Mr. Thompson:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$154,770, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt.

This subaward is subject to the Cal OES Subrecipient Handbook. You are encouraged to read and familiarize yourself with the Cal OES Subrecipient Handbook, which can be viewed on Cal OES website at [www.caloes.ca.gov](http://www.caloes.ca.gov).

Any funds received in excess of current needs, approved amounts, or those found owed as a result of a close-out or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal OES.

Should you have questions on your subaward please contact your Program Specialist.

VSPS Grants Processing

Enclosure

c: Subrecipient's file

3650 SCHRIEVER AVENUE • MATHER, CALIFORNIA 95655  
VICTIM SERVICES & PUBLIC SAFETY BRANCH  
TELEPHONE: (916) 845-8112

(Cal OES Use Only)

Cal OES#	037.44000.04	FIPS#	037.44000	VS #		Subaward #	CQ 18 15 7250
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## CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

The California Governor's Office of Emergency Services (Cal OES), makes a Grant Subaward of funds set forth to the following:

1. Subrecipient: <u>City of Los Angeles</u>	1a. DUNS#: <u>037848012</u>
2. Implementing Agency: <u>Los Angeles Police Department</u>	2a. DUNS#: <u>037848012</u>
3. Implementing Agency Address: <u>100 West First Street</u>	<u>Los Angeles</u> <u>90012-4112</u>
<small>Street</small>	<small>City</small> <small>Zip+4</small>
4. Location of Project: <u>Los Angeles</u>	<u>Los Angeles</u> <u>90012-4112</u>
<small>City</small>	<small>County</small> <small>Zip+4</small>
5. Disaster/Program Title: <u>Paul Coverdell Forensic Science Improvement (CQ) Program</u>	6. Performance Period: <u>01/01/2019</u> to <u>12/31/2019</u>

7. Indirect Cost Rate:  N/A;  10% de minimis;  Federally Approved ICR \_\_\_\_\_ %

Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Project Cost
2018	a. FSIA	0 \$454,770	\$154,770				\$ 0	\$ 154,770
Select	b. Select						\$ 0	\$ 0
Select	10. Select						\$ 0	\$ 0
Select	11. Select						\$ 0	\$ 0
Select	12. Select						\$ 0	\$ 0
	<b>TOTALS</b>	0 \$454,770	154,770 \$ 0	\$ 154,770	\$ 0	\$ 0	\$ 0	12. G Total Project Cost: \$ 154,770

13. Certification - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. CA Public Records Act - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. Official Authorized to Sign for Subrecipient:	16. Federal Employer ID Number: <u>956000735</u>
Name: <u>Michel R. Moore</u>	Title: <u>Chief of Police</u>
Telephone: <u>(213) 486-0150</u> <small>(area code)</small>	FAX: <u>(213) 486-0168</u> <small>(area code)</small>
	Email: <u>michel.moore@lapd.online</u>
Payment Mailing Address: <u>100 West First Street, Suite # 842</u>	City: <u>Los Angeles</u> Zip+4: <u>90012-4112</u>
Signature:	Date: <u>11/24/19</u>

[FOR Cal OES USE ONLY]

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

	<u>4/23/19</u>		<u>4-24-19</u>
<small>Cal OES Fiscal Officer</small>	<small>Date</small>	<small>Cal OES Director (or designee)</small>	<small>Date</small>

Yr: 2018-19 / Chapter: 29/      PCA No: 18628  
 Item: 0690-102-0890      Component: 40.30.523  
 FAIN #: 2018-CD-BX-0015      CFDA#: 16.742  
 Federal Award Dates: 01/01/19 - 12/31/19  
 Fund: Federal Trust  
 Program: Paul Coverdell Forensic Science Improvement Program  
 Match Req.: None  
 Project No.: 18FSIA      Amount: \$ 154,770

JR

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 CAL OES  
 GRANTS MANAGEMENT

## SPECIAL CONDITION

Grant Subaward No. CQ18167250 is hereby approved with the following condition:

- The 2018 FSIA Funds in the amount of \$164,770 must be expended by 12/31/19 and the final 2-201 must be received by Cal OES by 12/31/19. This condition will reduce the liquidation period to zero days, with a Liquidation end date of 12/31/19.

Failure to comply with these requirements may result in the withholding and disallowance of grant payments, the reduction or termination of the Grant Subaward and/or the denial of future grant funds.

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
SUPPLEMENTAL GRANT SUBAWARD INFORMATION**

**1. Cal OES Contact Information Section:**

Governor's Office of Emergency Services  
Mark S. Ghilarducci, Director  
3650 Schriever Avenue  
Mather, CA 95655  
(916) 845-8506 phone • (916) 845-8511 fax

**2. Federal Awarding Agency Section:**

Fund Year	Federal Program Fund / CFDA #	Federal Awarding Agency	Total Federal Award Amount	Total Local Assistance Amount
2018	Forensic Sciences Improvement Act (FSIA) / 16.742	National Institute of Justice	\$2,344,903	\$2,110,413
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

**3. Project Description Section:**

- Project Acronym (Please choose from drop down):

Paul Coverdell Forensic Science Improvement Program (CQ)

- Project Description (Please type the Project Description):

Provides funding to the federally accredited crime laboratories, coroners, and medical examiners offices throughout California. The goal of the program is to improve the quality, timeliness, and credibility of forensic science services over current operations.

**4. Research & Development Section:**

- Is this Subaward a Research & Development grant?      Yes       No

**PROJECT CONTACT INFORMATION**

Subrecipient: City of Los Angeles, Los Angeles Police Department Subaward #: CQ 18 15 7250

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. **NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.**

1. The **Project Director** for the project:

Name: Jeffrey A. Thompson Title: Commanding Officer, Forensic Science Division  
Telephone #: 323.415.8110 Fax#: 323.276.1942 Email Address: N2769@lapd.online  
Address/City/Zip: 1800 Paseo Rancho Castilla, Los Angeles, CA 90032

2. The **Financial Officer** for the project:

Name: Annetmarie Sauer Title: Commanding Officer, Fiscal Operations Divisio  
Telephone #: (213) 486-8598 Fax#: (213) 486-1106 Email Address: annemarie.sauer@lapd.online  
Address/City/Zip: 100 W. First Street, Los Angeles, CA 90012

3. The **person** having **Routine Programmatic** responsibility for the project:

Name: Allison Manfređa Title: Acting Assistant Laboratory Director  
Telephone #: 323.415.8114 Fax#: 323.276.1942 Email Address: N3179@lapd.online  
Address/City/Zip: 1800 Paseo Rancho Castilla, Los Angeles, CA 90032

4. The **person** having **Routine Fiscal Responsibility** for the project:

Name: Monique Jones Title: Management Analyst  
Telephone #: 213.486.0387 Fax#: 213.486.5727 Email Address: v8926@lapd.online  
Address/City/Zip: 100 W. First Street, Suite 842, Los Angeles, CA 90012

5. The **Executive Director** of a Community Based Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Michel Moore Title: Chief of Police  
Telephone #: 213.846.0150 Fax#: 213.486.0168 Email Address: grants@lapd.online  
Address/City/Zip: 100 W. First Street, Los Angeles, CA 90012

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Michel Moore Title: Chief of Police  
Telephone #: 213.486.0150 Fax#: 210.486.0168 Email Address: grants@lapd.online  
Address/City/Zip: 100 W. First Street, Los Angeles, CA 90012

7. The **chair** of the **Governing Body** of the subrecipient:

Name: Herb Wesson Title: President of the City Council  
Telephone #: 213.473.7010 Fax#: 213.485.9829 Email Address: councilmember.wesson@lacity.org  
Address/City/Zip: 200 North Spring Street, Room 430, Los Angeles, CA 90012

**SIGNATURE AUTHORIZATION**

Subaward #: CQ 18 15 7250

Subrecipient: City of Los Angeles

Implementing Agency: Los Angeles Police Department

**\*The Project Director and Financial Officer are REQUIRED to sign this form.**

\*Project Director: Jeffrey A. Thompson

Signature: 

Date: 11-13-18

\*Financial Officer: Annemarie Sauer

Signature: 

Date: 11/14/18

The following persons are authorized to sign for the  
**Project Director**

  
Signature

Kristina Takeshita

Print Name

  
Signature

Allison Manfreda

Print Name

  
Signature

Vanessa Gould

Print Name

  
Signature

Crystal Wysong

Print Name

Signature

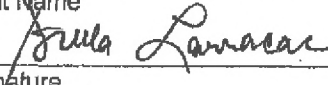
Print Name

The following persons are authorized to sign for the  
**Financial Officer**

  
Signature

Wai Wan

Print Name

  
Signature

Stella Larracas

Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name

**CERTIFICATION OF ASSURANCE OF COMPLIANCE**  
**Paul Coverdell Forensic Sciences Improvement Act (FSIA) Fund**

I, Michel R. Moore hereby certify that  
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

SUBRECIPIENT: City of Los Angeles

IMPLEMENTING AGENCY: Los Angeles Police Department

PROJECT TITLE: 2018 Paul Coverdell Forensic Science Improvement Program

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

**I. Federal Grant Funds**

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the *Subrecipient Handbook* for more detail.

The above named Subrecipient receives \$750,000 or more in federal grant funds annually.

The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

**II. Equal Employment Opportunity – (*Subrecipient Handbook Section 2151*)**

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of ancestry, age (over 40), color, disability (physical and mental, including HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, medical condition (genetic characteristics, cancer or a record or history of cancer), military, veteran status, national origin, race, religion (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions) sexual orientation, or request for family medical leave. **Cal OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Elena Nihoa-Asucan

Title: Commanding Officer, Personnel Division

Address: 100 West First Street, Suite #228, Los Angeles CA 90012

Phone: (213)486-4650

Email: elena.asucan@lapd.online

**III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)**

The State of California requires that every person or organization subawarded a grant or contract shall certify it will provide a drug-free workplace.

**IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)**

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES-funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

**V. Lobbying – (Subrecipient Handbook Section 2154)**

Cal OES grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

**VI. Debarment and Suspension – (Subrecipient Handbook Section 2155)**

*(This applies to federally funded grants only.)*

Cal OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

**VII. Proof of Authority from City Council/Governing Board**

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Subaward, including civil court actions for damages, shall be the responsibility of the grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the city council/governing board.

The Applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand.

**VIII. Civil Rights Compliance**

The Subrecipient complies will all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

## **IX. Special Conditions for Grant Subaward with Forensic Science Improvement Act (FSIA) Funds**

### **1. Requirements of the Subaward; remedies for non-compliance or for materially false statements .**

The conditions of this Subaward are material requirements of the Subaward. Compliance with any certifications or assurances submitted by or on behalf of the Subrecipient that relate to conduct during the period of performance also is a material requirement of this Subaward.

Failure to comply with any one or more of these Subaward requirements, whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the Subaward period, may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the Subrecipient and the Subaward. Among other things, the OJP may withhold Subaward funds, disallow costs, or suspend or terminate the Subaward. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this Subaward (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this Subaward be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable; such provision shall be deemed severable from this Subaward.

### **2. Applicability of Part 200 Uniform Requirements**

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2018 Subaward from Cal OES.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2018 Subaward supplements funds previously awarded by OJP under the same Subaward number (e.g., funds Subawarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that Subaward number (regardless of the Subaward date, and regardless of whether derived from the initial Subaward or a supplemental Subaward) that are obligated on or after the acceptance date of this FY 2018 Subaward.

### **3. Record retention and access**

All grant records must be retained for seven years from the end of the Grant Subaward performance period. If the Subrecipient's source documentation records are retained in a database system, it must cover the entire performance period and be retrievable. If an audit, investigation, review, litigation, or any other action occurs during the Subrecipient's seven year retention period, the Subrecipient shall retain the records until the resolution of such process, or until the end of the seven year period, whichever is longer.

### **4. Compliance with DOJ Grants Financial Guide**

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website, including any updated version that may be posted during the period of performance. The Subrecipient agrees to comply with the DOJ Grants Financial Guide.

5. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP Subawards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this Subaward document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in Subaward conditions, references set out in material incorporated by reference through Subaward conditions, and references set out in other Subaward requirements.

6. Requirements related to System for Award Management and Universal Identifier Requirements

The Subrecipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The Subrecipient also must comply with applicable restrictions on Subawards to first-tier Subrecipients, including restrictions on Subawards to entities that do not acquire and provide (to the Subrecipient) the unique entity identifier required for SAM registration.

The details of the Subrecipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm>, and are incorporated by reference here.

This condition does not apply to a Subaward to an individual who received the Subaward as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

7. Requirement to report actual or imminent breach of personally identifiable information (PII)

The Subrecipient, and any Subrecipient at any tier, must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a Subrecipient) 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The Subrecipient's breach procedures must include a requirement to report actual or imminent breach of PII to a Cal OES Program Specialist no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

8. All Subawards must have specific federal authorization

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements for authorization of any Subaward. This condition applies to agreements that, for purposes of federal grants administrative requirements, OJP considers a "Subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm>, and are incorporated by reference here.

9. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate Subaward)

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether

on the part of Subrecipients, or individuals defined (for purposes of this condition) as "employees" of the Subrecipient or of any Subrecipient.

The details of the Subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>, and are incorporated by reference here.

10. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable laws, regulations, policies, and official Cal OES and DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this Subaward appears in the DOJ Grants Financial Guide and in the Cal OES *Subrecipient Handbook*.

11. OJP Training Guiding Principles

Any training or training materials that the Subrecipient, or any Subrecipient at any tier, develops or delivers with OJP Subaward funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

12. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

13. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

14. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to Subrecipient organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at

<https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

#### 15. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds Subawarded by OJP may not be used by the Subrecipient, or any Subrecipient at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds Subawarded by Cal OES from being used by the Subrecipient, or any Subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the Subawarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such Subaward. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of these prohibitions, the Subrecipient is to contact Cal OES for guidance, and may not proceed without the express prior approval of Cal OES.

#### 16. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2018)

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of an appropriations-law restriction, the Subrecipient is to contact Cal OES for guidance, and may not proceed without the express prior approval of Cal OES.

#### 17. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The Subrecipient must promptly refer to Cal OES any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this Subaward (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this Subaward should be reported to Cal OES.

#### 18. Restrictions and certifications regarding non-disclosure agreements and related matters

No Subrecipient under this Subaward, or entity that receives a procurement contract or subcontract with any funds under this Subaward, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this Subaward, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

##### 1. In accepting this Subaward, the Subrecipient

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of Subaward funds, will provide prompt notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

2. If the Subrecipient does or is authorized under this Subaward to make Subawards, procurement contracts, or both

a. it represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive Subaward funds (whether through a Subaward, procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any Subrecipient, contractor, or subcontractor entity that receives funds under this Subaward is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of Subaward funds to or by that entity, will provide prompt notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

19. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The Subrecipient, and any Subrecipient at any tier, must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The Subrecipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this Subaward, the Subrecipient is to contact Cal OES for guidance.

20. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages Subrecipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

## 21. Accreditation

Subrecipients, not including any medical examiner's office or coroner's office shall do one of the following :

- 1) if accredited, must continue to demonstrate such accreditation as a condition of receiving or using the Subaward funds; or,
- 2) if not accredited, must use the Subaward funds to prepare and apply for accreditation.

## 22. Use of Funds; No Research

Funds provided under this Subaward shall be used only for the purposes and types of expenses set forth in the Request for Application (RFA). Funds shall not be used for general law enforcement functions or non-forensic investigatory functions, and shall not be used for research or statistical projects or activities. Use of Subaward funds for construction of new facilities is restricted by statute. Any questions concerning this provision should be directed to the Cal OES Program Specialist prior to incurring the expense or commencing the activity in question.

### Performance Measures

To ensure compliance with the Government Performance and Results Act (Pub. L. No. 103-62) and the GPRA Modernization Act of 2010 (Pub. L. No. 111-352), program performance under this Subaward is measured by the following:

- 1) percent reduction in the average number of days from the submission of a sample to a forensic science laboratory to the delivery of test results to a requesting office or agency (calculated by reporting the average number of days to process a sample at the beginning of the grant Subaward performance period versus the average number of days to process a sample at the end of the grant Subaward performance period);
- 2) percent reduction in the number of backlogged forensic cases (calculated by reporting the number of backlogged forensic cases at the beginning of the grant Subaward performance period versus the number of backlogged forensic cases at the end of grant Subaward performance period), if applicable to the Subaward; and
- 3) the number of forensic science or medical examiner/coroner's office personnel who completed appropriate training or educational opportunities with these Coverdell funds, if applicable to the Subaward. Subrecipients are required to collect and report data relevant to these measures.

23. The Subrecipient acknowledges that, as stated in the RFA for the Paul Coverdell Forensic Science Improvement Grants Program, Cal OES assumes that Subrecipients of Coverdell funds will make use of the process referenced in their certification as to external investigations and will refer allegations of serious negligence or misconduct substantially affecting the integrity of forensic results to government entities with an appropriate process in place to conduct independent external investigations, such as the government entity (or entities) identified in the grant application. The Subrecipient shall submit the following information as part of its final report: (1) the number and nature of any allegations of serious negligence or misconduct substantially affecting the integrity of forensic results received during the period of the Subaward; (2) information on the referrals of such allegations (e.g., the government entity or entities to which referred, the date of referral); (3) the outcome of such referrals (if known as of the date of the report); and (4) if any such allegations were not referred, the reason(s) for the non-referral. Should the project period for this Subaward be extended, the Subrecipient shall submit the above information as to the first twelve months of the Subaward as part of the first semi-annual progress report that comes due after the conclusion of the first twelve months of the project period, and shall submit the required information as to subsequent twelve-month periods every twelve months thereafter (as part of a semi-annual progress report) until the close of the grant Subaward performance period, at which point the Subrecipient shall submit the required information as to any period not covered by prior reports as part of its final report. The Subrecipient understands and agrees that funds may be withheld (including funds under future Subawards), or other related requirements may be imposed, if the required information is not submitted on a timely basis.

24. The Subrecipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
25. To assist in information sharing, the Subaward Subrecipient shall provide the Cal OES Program Specialist with a copy of publications (including those prepared for conferences and other presentations) resulting from this Subaward, prior to or simultaneous with their public release. NJ defines publications as any written, visual or sound material substantively based on the project, formally prepared by the Subaward Subrecipient for dissemination to the public. Submission of publications prior to or simultaneous with their public release aids Cal OES in responding to any inquiries that may arise. Any publications - excluding press releases and newsletters - whether published at the Subrecipient's or government's expense, shall contain the following statement: "This project was supported by Award No. \_\_\_\_\_, awarded by the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect those of the Department of Justice." This statement shall appear on the first page of written publications. For audio and video publications, it shall be included immediately after the title of the publication in the audio or video file.
26. The Subrecipient shall transmit to the Cal OES Program Specialist copies of all official Subaward-related press releases at least ten (10) working days prior to public release. Advance notice permits time for coordination of release of information by Cal OES where appropriate and to respond to press or public inquiries.

27. Copyright; Data rights

The Subrecipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under Subaward; and (2) any rights of copyright to which a Subrecipient purchases ownership with Federal support.

The Subrecipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under a Subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227- 14 (Rights in Data - General).

It is the responsibility of the Subrecipient to ensure that this condition is included in any Subaward under this Subaward.

The Subrecipient has the responsibility to obtain from Subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the Subrecipient's obligations to the Government under this Subaward. If a proposed Subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the Subrecipient shall promptly bring such refusal to the attention of the Cal OES Program Specialist for the Subaward and not proceed with the agreement in question without further authorization from Cal OES.

28. Justification of consultant rate

Approval of this Subaward does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to Cal OES and approved by the OJP program office prior to obligation or expenditure of such funds.

29. The Subrecipient agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this Subaward.

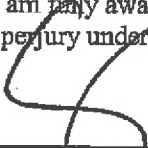
**Environmental Assessment (EA):** The Subrecipient agrees and understands that funded activities (whether conducted by the Subrecipient or contractors) may require the preparation of an EA as defined by the Council on

Environmental Quality's Regulations for implementing the Procedural Provisions of the National Environmental Policy Act (NEPA), found at 40 CFR Part 1500. An EA is a concise public document that briefly provides sufficient analysis for determining whether to prepare an environmental impact statement (EIS) or a finding of no significant impact for the proposed activity. If in completing an EA for a proposed activity, potential adverse environmental impacts are identified, the EA will serve as a vehicle for developing either alternative approaches or mitigation measures for avoiding or reducing the identified adverse environmental impacts.

Modifications: Throughout the term of this Subaward, the Subrecipient agrees that for any activity that is the subject of a completed EA, it will inform Cal OES of (1) any change(s) that it is considering making to the previously assessed activity that may be relevant to environmental impact; or (2) any proposed new activities or changed circumstances that may require assessment as to environmental impact, such as new activities that involve the use of chemicals or involve construction or major renovation. The Subrecipient will not implement a proposed change or new activity until NIJ, with the assistance of the recipient, has determined whether the proposed change or activity (or changed circumstances) will require additional review under NEPA. Approval for implementation will not be unreasonably withheld as long as any requested modification(s) is consistent with eligible program purposes and found acceptable under an NIJ-conducted environmental impact review process.

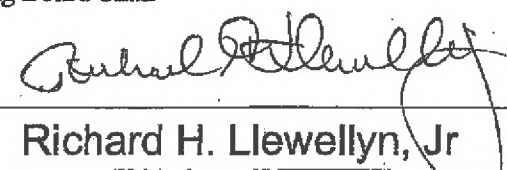
30. The Subrecipient may not obligate, expend, or draw down any funds until the program office has verified that the Subrecipient has submitted all necessary documentation required to comply with the Department of Justice Procedures for Implementing the National Environmental Policy Act found at 28 CFR Part 61 (including Appendix D), and a Grant Adjustment Notice (GAN) has been issued removing this condition.
31. The Subrecipient may not obligate, expend, or draw down any funds under this Subaward until: (1) the Subrecipient has submitted documentation sufficient to demonstrate that any forensic laboratory or forensic laboratory system that will receive any portion of the grant amount either is accredited or will (or will be required to) prepare and apply for accreditation consistent with the Coverdell law and (2) a Grant Adjustment Notice has been issued removing this special condition.
32. The Subrecipient may not obligate, expend, or draw down any funds under this Subaward until a revised budget reflecting the final Subaward amount has been received and approved by the National Institute of Justice, and a Grant Adjustment Notice (GAN) has been issued removing this condition.
33. The Subrecipient agrees promptly to provide, upon request, financial or programmatic-related documentation related to this Subaward, including documentation of expenditures and achievements.
34. The Subrecipient understands that it will be subject to additional financial and programmatic on-site monitoring, which may be on short notice, and agrees that it will cooperate with any such monitoring.
35. The Subrecipient must follow the guidelines outlines in the most current version of the Cal OES *Subrecipient Handbook*.

All appropriate documentation must be maintained on file by the project and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

<b>CERTIFICATION</b>	
I, the official named below, am the same individual authorized to sign the Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.	
Authorized Official's Signature:	 11-13-18
Authorized Official's Typed Name:	Michel R. Moore
Authorized Official's Title:	Chief of Police
Date Executed:	11-13-18 D
Federal Employer ID #:	95-6000735
Federal DUNS #:	037848012
Current System for Award Management (SAM) Expiration Date:	02/25/2020 02/29/2019 ✓
Executed in the City/County of:	Los Angeles/Los Angeles

**AUTHORIZED BY:** (not applicable to State agencies)

<input checked="" type="checkbox"/> City Financial Officer	<input type="checkbox"/> County Financial Officer
<input type="checkbox"/> City Manager	<input type="checkbox"/> County Manager
<input type="checkbox"/> Governing Board Chair	

Signature: 

Typed Name: Richard H. Llewellyn, Jr

Title: City Administrative Officer

**BUDGET CATEGORY AND LINE ITEM DETAIL**

<b>Subrecipient: City of Los Angeles, LAPD</b>		<b>Subaward #: CQ 18 15 7250</b>
<b>A. Personal Services – Salaries/Employee Benefits</b>		<b>COST</b>
<u>Salaries - FIREARM ANALYSIS UNIT Civilian Staff</u> Cash overtime to complete backlogged/incomplete cases, respond to crime scenes on an emergency basis train new firearm analysts.  4 hours per case x \$90/hour = \$360 per case \$360 per case x 169 cases = \$60,840		\$60,840
<u>Salaries - TOXICOLOGY UNIT Civilian Staff</u> Overtime to complete validation of new and revised test methods for identification and analysis of drugs in blood and urine specimens, including cocaine, opioids, and GHB  \$90/hour x 335 hours = 30,130		\$30,130
<u>Salaries - TRACE ANALYSIS UNIT Civilian Staff</u> Overtime to complete validation of a new test method for low explosives  \$90/hour x 120 hours = \$10,800		\$10,800
<b>Personal Section Totals</b>		
<b>PERSONAL SECTION TOTAL</b>		<b>\$101,770</b>

*MP*

**BUDGET CATEGORY AND LINE ITEM DETAIL**

<b>Subrecipient: City of Los Angeles, LAPD</b>		<b>Subaward #: CQ 18 15 7250</b>	
<b>B. Operating Expenses</b>		<b>COST</b>	
<b>Locally-held training</b> Shooting Incident Reconstruction course taught by Mike Haag for the Firearm Analysis Unit and Field Investigation Unit The course will train up to 20 new analysts in bullet path analysis at shooting events		\$35,000	
<b>Operating Section Total</b>		<b>\$0</b>	
<b>OPERATING SECTION TOTAL</b>		<b>\$35,000</b>	

**BUDGET CATEGORY AND LINE ITEM DETAIL**

<b>Subrecipient: City of Los Angeles, LAPD</b>		<b>Subaward #: CQ 18 15 7250</b>
<b>C. Equipment</b>		<b>COST</b>
(2) <b>Crime-Lites, Foster-Freeman 82S Alternate Light Source</b> for Field Investigation Unit Cost includes tax and shipping and handling Crime-Lite \$4,500 per unit TOTAL 2 units (\$4,500 x 2) = \$9,000		\$9,000
(1) <b>HP 16 GB Memory Server and associated Keyboard/Mouse Kit</b> for Questioned Documents Unit Cost includes tax and shipping and handling Server with keyboard/mouse kit \$9,000 per unit TOTAL 1 unit = \$9,000		\$9,000
<b>Equipment Section Totals</b>		
<b>EQUIPMENT SECTION TOTAL</b>		\$18,000 ✓
<i>Same as Section 12G on the Grant Subaward Face Sheet</i>		
<b>Total Project Cost</b>		\$154,770

*MR*

**VSPS Budget Summary Report**

<b>CQ18 Paul Coverdell Forensic Science Improvement Program</b>	<b>Subaward #: CQ18 15 7250</b>
Los Angeles, City of	<b>Performance Period: 01/01/19 - 12/31/19</b>
Paul Coverdell Forensic Science Improvement Program	<b>Latest Request: , Not Final 201</b>

**A. Personal Services - Salaries/Employee Benefits**

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	18FSIA	101,770	0	101,770	0	101,770
<b>Total A. Personal Services - Salaries/Employee Benefits:</b>		<b>101,770</b>	<b>0</b>	<b>101,770</b>	<b>0</b>	<b>101,770</b>

**B. Operating Expenses**

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	18FSIA	35,000	0	35,000	0	35,000
<b>Total B. Operating Expenses:</b>		<b>35,000</b>	<b>0</b>	<b>35,000</b>	<b>0</b>	<b>35,000</b>

**C. Equipment**

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	18FSIA	18,000	0	18,000	0	18,000
<b>Total C. Equipment:</b>		<b>18,000</b>	<b>0</b>	<b>18,000</b>	<b>0</b>	<b>18,000</b>

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
<b>Total Local Match:</b>	0	0	0	0	0
<b>Total Funded:</b>	154,770	0	154,770	0	154,770
<b>Total Project Cost:</b>	154,770	0	154,770	0	154,770

F/S/L (Funding Types): F=Federal, S=State, L=Local Match  
 Paid/Expended=posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule



**Application Cover Sheet**

**RFA PROCESS**

**2018 California Coverdell Program (CQ)**

**Submitted by:**

**City of Los Angeles – Los Angeles Police Department**

**100 West First Street, Suite 842**

**Los Angeles, CA 90012**

**(213) 486-0380**

(Cal OES Use Only)				
Cal OES#	FIPS#	VS #	Subaward #	CQ 18 15 7250

## CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

The California Governor's Office of Emergency Services (Cal OES), makes a Grant Subaward of funds set forth to the following:

1. Subrecipient: City of Los Angeles 1a. DUNS#: 037848012
2. Implementing Agency: Los Angeles Police Department 2a. DUNS#: 037848012
3. Implementing Agency Address: 100 West First Street Los Angeles 90012-4112  
Street City Zip+4
4. Location of Project: Los Angeles Los Angeles 90012-4112  
City County Zip+4
5. Disaster/Program Title: Paul Coverdell Forensic Science Improvement (CQ) Program 6. Performance Period: 01/01/2019 to 12/31/2019

7. Indirect Cost Rate:  N/A;  10% de minimis;  Federally Approved ICR \_\_\_\_\_ %

Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Project Cost
2018	8. FSIA	\$ 154,770					\$ 0	\$ 154,770
Select	9. Select						\$ 0	\$ 0
Select	10. Select						\$ 0	\$ 0
Select	11. Select						\$ 0	\$ 0
Select	12. Select						\$ 0	\$ 0
	<b>TOTALS</b>	<b>\$ 154,770</b>	<b>\$ 0</b>	<b>\$ 154,770</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>12. G Total Project Cost: \$ 154,770</b>

13. Certification - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

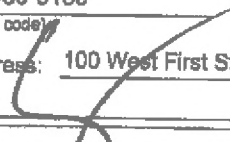
14. CA Public Records Act - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. Official Authorized to Sign for Subrecipient: Michel R. Moore 16. Federal Employer ID Number: 95600735

Name: Michel R. Moore Title: Chief of Police

Telephone: (213) 486-0150 FAX: (213) 486-0168 Email: michel.moore@lapd.online  
(area code) (area code)

Payment Mailing Address: 100 West First Street, Suite # 842 City: Los Angeles Zip+4: 90012-4112

Signature:  Date: 11/3/19

(FOR Cal OES USE ONLY)

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

Cal OES Fiscal Officer	Date	Cal OES Director (or designee)	Date
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**PROJECT CONTACT INFORMATION**

Subrecipient: City of Los Angeles, Los Angeles Police Department Subaward #: CQ 18 15 7250

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. **NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.**

1. The **Project Director** for the project:

Name: Jeffrey A. Thompson Title: Commanding Officer, Forensic Science Division  
Telephone #: 323.415.8110 Fax#: 323.276.1942 Email Address: N2769@lapd.online  
Address/City/Zip: 1800 Paseo Rancho Castilla, Los Angeles, CA 90032

2. The **Financial Officer** for the project:

Name: Annemarie Sauer Title: Commanding Officer, Fiscal Operations Divisio  
Telephone #: (213) 486-8598 Fax#: (213) 485-1106 Email Address: annemarie.sauer@lapd.online  
Address/City/Zip: 100 W. First Street, Los Angeles, CA 90012

3. The **person** having **Routine Programmatic** responsibility for the project:

Name: Allison Manfreda Title: Acting Assistant Laboratory Director  
Telephone #: 323.415.8114 Fax#: 323.276.1942 Email Address: N3179@lapd.online  
Address/City/Zip: 1800 Paseo Rancho Castilla, Los Angeles, CA 90032

4. The **person** having **Routine Fiscal Responsibility** for the project:

Name: Monique Jones Title: Management Analyst  
Telephone #: 213.486.0387 Fax#: 213.486.5727 Email Address: v8926@lapd.online  
Address/City/Zip: 100 W. First Street, Suite 842, Los Angeles, CA 90012

5. The **Executive Director** of a Community Based Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Michel Moore Title: Chief of Police  
Telephone #: 213.846.0150 Fax#: 213.486.0168 Email Address: grants@lapd.online  
Address/City/Zip: 100 W. First Street, Los Angeles, CA 90012

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Michel Moore Title: Chief of Police  
Telephone #: 213.486.0150 Fax#: 210.486.0168 Email Address: grants@lapd.online  
Address/City/Zip: 100 W. First Street, Los Angeles, CA 90012

7. The **chair** of the **Governing Body** of the subrecipient:

Name: Herb Wesson Title: President of the City Council  
Telephone #: 213.473.7010 Fax#: 213.485.9829 Email Address: councilmember.wesson@lacity.org  
Address/City/Zip: 200 North Spring Street, Room 430, Los Angeles, CA 90012

**SIGNATURE AUTHORIZATION**

Subaward #:

CQ 18 15 7250

Subrecipient:

City of Los Angeles

Implementing Agency:

Los Angeles Police Department

**\*The Project Director and Financial Officer are REQUIRED to sign this form.**

\*Project Director: Jeffrey A. Thompson

Signature:

Date:

11-13-18

\*Financial Officer: Annemarie Sauer

Signature:

Date:

11/14/18

The following persons are authorized to sign for the  
Project Director

Signature

Kristina Takeshita

Print Name

Signature

Allison Manfredo

Print Name

Signature

Vanessa Gould

Print Name

Signature

Crystal Wysong

Print Name

Signature

Print Name

The following persons are authorized to sign for the  
Financial Officer

Signature

Wai Wan

Print Name

Signature

Stella Larracas

Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name

**CERTIFICATION OF ASSURANCE OF COMPLIANCE**  
**Paul Coverdell Forensic Sciences Improvement Act (FSIA) Fund**

I. Michel R. Moore hereby certify that  
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

SUBRECIPIENT: City of Los Angeles

IMPLEMENTING AGENCY: Los Angeles Police Department

PROJECT TITLE: 2018 Paul Coverdell Forensic Science Improvement Program

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

**I. Federal Grant Funds**

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the *Subrecipient Handbook* for more detail.

- The above named Subrecipient receives \$750,000 or more in federal grant funds annually.
- The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

**II. Equal Employment Opportunity – (*Subrecipient Handbook Section 2151*)**

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of ancestry, age (over 40), color, disability (physical and mental, including HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, medical condition (genetic characteristics, cancer or a record or history of cancer), military, veteran status, national origin, race, religion (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions) sexual orientation, or request for family medical leave. Cal OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.

Please provide the following information:

Equal Employment Opportunity Officer: Elena Nihoa-Asucan

Title: Commanding Officer, Personnel Division

Address: 100 West First Street, Suite #228, Los Angeles CA 90012

Phone: (213)486-4650

Email: elena.asucan@lapd.online

**III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)**

The State of California requires that every person or organization subawarded a grant or contract shall certify it will provide a drug-free workplace.

**IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)**

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES-funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

**V. Lobbying – (Subrecipient Handbook Section 2154)**

Cal OES grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

**VI. Debarment and Suspension – (Subrecipient Handbook Section 2155)**

*(This applies to federally funded grants only.)*

Cal OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

**VII. Proof of Authority from City Council/Governing Board**

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Subaward, including civil court actions for damages, shall be the responsibility of the grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the city council/governing board.

The Applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand.

**VIII. Civil Rights Compliance**

The Subrecipient complies will all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

## **IX. Special Conditions for Grant Subaward with Forensic Science Improvement Act (FSIA) Funds**

### **1. Requirements of the Subaward; remedies for non-compliance or for materially false statements**

The conditions of this Subaward are material requirements of the Subaward. Compliance with any certifications or assurances submitted by or on behalf of the Subrecipient that relate to conduct during the period of performance also is a material requirement of this Subaward.

Failure to comply with any one or more of these Subaward requirements, whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the Subaward period, may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the Subrecipient and the Subaward. Among other things, the OJP may withhold Subaward funds, disallow costs, or suspend or terminate the Subaward. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this Subaward (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this Subaward be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable; such provision shall be deemed severable from this Subaward.

### **2. Applicability of Part 200 Uniform Requirements**

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2018 Subaward from Cal OES.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2018 Subaward supplements funds previously awarded by OJP under the same Subaward number (e.g., funds Subawarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that Subaward number (regardless of the Subaward date, and regardless of whether derived from the initial Subaward or a supplemental Subaward) that are obligated on or after the acceptance date of this FY 2018 Subaward.

### **3. Record retention and access**

All grant records must be retained for seven years from the end of the Grant Subaward performance period. If the Subrecipient's source documentation records are retained in a database system, it must cover the entire performance period and be retrievable. If an audit, investigation, review, litigation, or any other action occurs during the Subrecipient's seven year retention period, the Subrecipient shall retain the records until the resolution of such process, or until the end of the seven year period, whichever is longer.

### **4. Compliance with DOJ Grants Financial Guide**

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website, including any updated version that may be posted during the period of performance. The Subrecipient agrees to comply with the DOJ Grants Financial Guide.

5. **Reclassification of various statutory provisions to a new Title 34 of the United States Code**

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP Subawards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this Subaward document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in Subaward conditions, references set out in material incorporated by reference through Subaward conditions, and references set out in other Subaward requirements.

6. **Requirements related to System for Award Management and Universal Identifier Requirements**

The Subrecipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The Subrecipient also must comply with applicable restrictions on Subawards to first-tier Subrecipients, including restrictions on Subawards to entities that do not acquire and provide (to the Subrecipient) the unique entity identifier required for SAM registration.

The details of the Subrecipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm>, and are incorporated by reference here.

This condition does not apply to a Subaward to an individual who received the Subaward as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

7. **Requirement to report actual or imminent breach of personally identifiable information (PII)**

The Subrecipient, and any Subrecipient at any tier, must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a Subrecipient) 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The Subrecipient's breach procedures must include a requirement to report actual or imminent breach of PII to a Cal OES Program Specialist no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

8. **All Subawards must have specific federal authorization**

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements for authorization of any Subaward. This condition applies to agreements that, for purposes of federal grants administrative requirements, OJP considers a "Subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm>, and are incorporated by reference here.

9. **Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate Subaward)**

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether

on the part of Subrecipients, or individuals defined (for purposes of this condition) as "employees" of the Subrecipient or of any Subrecipient.

The details of the Subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>, and are incorporated by reference here.

**10. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events**

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable laws, regulations, policies, and official Cal OES and DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this Subaward appears in the DOJ Grants Financial Guide and in the Cal OES *Subrecipient Handbook*.

**11. OJP Training Guiding Principles**

Any training or training materials that the Subrecipient, or any Subrecipient at any tier, develops or delivers with OJP Subaward funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

**12. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42**

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

**13. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54**

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

**14. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38**

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to Subrecipient organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

**15. Restrictions on "lobbying"**

In general, as a matter of federal law, federal funds Subawarded by OJP may not be used by the Subrecipient, or any Subrecipient at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds Subawarded by Cal OES from being used by the Subrecipient, or any Subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the Subawarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such Subaward. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of these prohibitions, the Subrecipient is to contact Cal OES for guidance, and may not proceed without the express prior approval of Cal OES.

**16. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2018)**

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://oip.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of an appropriations-law restriction, the Subrecipient is to contact Cal OES for guidance, and may not proceed without the express prior approval of Cal OES.

**17. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct**

The Subrecipient must promptly refer to Cal OES any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this Subaward (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this Subaward should be reported to Cal OES.

**18. Restrictions and certifications regarding non-disclosure agreements and related matters**

No Subrecipient under this Subaward, or entity that receives a procurement contract or subcontract with any funds under this Subaward, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this Subaward, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

**1. In accepting this Subaward, the Subrecipient**

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of Subaward funds, will provide prompt notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

2. If the Subrecipient does or is authorized under this Subaward to make Subawards, procurement contracts, or both

a. it represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive Subaward funds (whether through a Subaward, procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any Subrecipient, contractor, or subcontractor entity that receives funds under this Subaward is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of Subaward funds to or by that entity, will provide prompt notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

19. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The Subrecipient, and any Subrecipient at any tier, must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The Subrecipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this Subaward, the Subrecipient is to contact Cal OES for guidance.

20. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages Subrecipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

## 21. Accreditation

Subrecipients, not including any medical examiner's office or coroner's office shall do one of the following :

- 1) if accredited, must continue to demonstrate such accreditation as a condition of receiving or using the Subaward funds; or,
- 2) if not accredited, must use the Subaward funds to prepare and apply for accreditation.

## 22. Use of Funds; No Research

Funds provided under this Subaward shall be used only for the purposes and types of expenses set forth in the Request for Application (RFA). Funds shall not be used for general law enforcement functions or non-forensic investigatory functions, and shall not be used for research or statistical projects or activities. Use of Subaward funds for construction of new facilities is restricted by statute. Any questions concerning this provision should be directed to the Cal OES Program Specialist prior to incurring the expense or commencing the activity in question.

### Performance Measures

To ensure compliance with the Government Performance and Results Act (Pub. L. No. 103-62) and the GPRA Modernization Act of 2010 (Pub. L. No. 111-352), program performance under this Subaward is measured by the following:

- 1) percent reduction in the average number of days from the submission of a sample to a forensic science laboratory to the delivery of test results to a requesting office or agency (calculated by reporting the average number of days to process a sample at the beginning of the grant Subaward performance period versus the average number of days to process a sample at the end of the grant Subaward performance period);
- 2) percent reduction in the number of backlogged forensic cases (calculated by reporting the number of backlogged forensic cases at the beginning of the grant Subaward performance period versus the number of backlogged forensic cases at the end of grant Subaward performance period), if applicable to the Subaward; and
- 3) the number of forensic science or medical examiner/coroner's office personnel who completed appropriate training or educational opportunities with these Coverdell funds, if applicable to the Subaward. Subrecipients are required to collect and report data relevant to these measures.

23. The Subrecipient acknowledges that, as stated in the RFA for the Paul Coverdell Forensic Science Improvement Grants Program, Cal OES assumes that Subrecipients of Coverdell funds will make use of the process referenced in their certification as to external investigations and will refer allegations of serious negligence or misconduct substantially affecting the integrity of forensic results to government entities with an appropriate process in place to conduct independent external investigations, such as the government entity (or entities) identified in the grant application. The Subrecipient shall submit the following information as part of its final report: (1) the number and nature of any allegations of serious negligence or misconduct substantially affecting the integrity of forensic results received during the period of the Subaward; (2) information on the referrals of such allegations (e.g., the government entity or entities to which referred, the date of referral); (3) the outcome of such referrals (if known as of the date of the report); and (4) if any such allegations were not referred, the reason(s) for the non-referral. Should the project period for this Subaward be extended, the Subrecipient shall submit the above information as to the first twelve months of the Subaward as part of the first semi-annual progress report that comes due after the conclusion of the first twelve months of the project period, and shall submit the required information as to subsequent twelve-month periods every twelve months thereafter (as part of a semi-annual progress report) until the close of the grant Subaward performance period, at which point the Subrecipient shall submit the required information as to any period not covered by prior reports as part of its final report. The Subrecipient understands and agrees that funds may be withheld (including funds under future Subawards), or other related requirements may be imposed, if the required information is not submitted on a timely basis.

24. The Subrecipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
25. To assist in information sharing, the Subaward Subrecipient shall provide the Cal OES Program Specialist with a copy of publications (including those prepared for conferences and other presentations) resulting from this Subaward, prior to or simultaneous with their public release. NIJ defines publications as any written, visual or sound material substantively based on the project, formally prepared by the Subaward Subrecipient for dissemination to the public. Submission of publications prior to or simultaneous with their public release aids Cal OES in responding to any inquiries that may arise. Any publications - excluding press releases and newsletters - whether published at the Subrecipient's or government's expense, shall contain the following statement: "This project was supported by Award No. \_\_\_\_\_, awarded by the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect those of the Department of Justice." This statement shall appear on the first page of written publications. For audio and video publications, it shall be included immediately after the title of the publication in the audio or video file.
26. The Subrecipient shall transmit to the Cal OES Program Specialist copies of all official Subaward-related press releases at least ten (10) working days prior to public release. Advance notice permits time for coordination of release of information by Cal OES where appropriate and to respond to press or public inquiries.

27. Copyright; Data rights

The Subrecipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under Subaward; and (2) any rights of copyright to which a Subrecipient purchases ownership with Federal support.

The Subrecipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under a Subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227- 14 (Rights in Data - General).

It is the responsibility of the Subrecipient to ensure that this condition is included in any Subaward under this Subaward.

The Subrecipient has the responsibility to obtain from Subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the Subrecipient's obligations to the Government under this Subaward. If a proposed Subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the Subrecipient shall promptly bring such refusal to the attention of the Cal OES Program Specialist for the Subaward and not proceed with the agreement in question without further authorization from Cal OES.

28. Justification of consultant rate

Approval of this Subaward does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to Cal OES and approved by the OJP program office prior to obligation or expenditure of such funds.

29. The Subrecipient agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this Subaward.

Environmental Assessment (EA): The Subrecipient agrees and understands that funded activities (whether conducted by the Subrecipient or contractors) may require the preparation of an EA as defined by the Council on

Environmental Quality's Regulations for implementing the Procedural Provisions of the National Environmental Policy Act (NEPA), found at 40 CFR Part 1500. An EA is a concise public document that briefly provides sufficient analysis for determining whether to prepare an environmental impact statement (EIS) or a finding of no significant impact for the proposed activity. If in completing an EA for a proposed activity, potential adverse environmental impacts are identified, the EA will serve as a vehicle for developing either alternative approaches or mitigation measures for avoiding or reducing the identified adverse environmental impacts.

**Modifications:** Throughout the term of this Subaward, the Subrecipient agrees that for any activity that is the subject of a completed EA, it will inform Cal OES of (1) any change(s) that it is considering making to the previously assessed activity that may be relevant to environmental impact; or (2) any proposed new activities or changed circumstances that may require assessment as to environmental impact, such as new activities that involve the use of chemicals or involve construction or major renovation. The Subrecipient will not implement a proposed change or new activity until NIJ, with the assistance of the recipient, has determined whether the proposed change or activity (or changed circumstances) will require additional review under NEPA. Approval for implementation will not be unreasonably withheld as long as any requested modification(s) is consistent with eligible program purposes and found acceptable under an NIJ-conducted environmental impact review process.

30. The Subrecipient may not obligate, expend, or draw down any funds until the program office has verified that the Subrecipient has submitted all necessary documentation required to comply with the Department of Justice Procedures for Implementing the National Environmental Policy Act found at 28 CFR Part 61 (including Appendix D), and a Grant Adjustment Notice (GAN) has been issued removing this condition.
31. The Subrecipient may not obligate, expend, or draw down any funds under this Subaward until: (1) the Subrecipient has submitted documentation sufficient to demonstrate that any forensic laboratory or forensic laboratory system that will receive any portion of the grant amount either is accredited or will (or will be required to) prepare and apply for accreditation consistent with the Coverdell law and (2) a Grant Adjustment Notice has been issued removing this special condition.
32. The Subrecipient may not obligate, expend, or draw down any funds under this Subaward until a revised budget reflecting the final Subaward amount has been received and approved by the National Institute of Justice, and a Grant Adjustment Notice (GAN) has been issued removing this condition.
33. The Subrecipient agrees promptly to provide, upon request, financial or programmatic-related documentation related to this Subaward, including documentation of expenditures and achievements.
34. The Subrecipient understands that it will be subject to additional financial and programmatic on-site monitoring, which may be on short notice, and agrees that it will cooperate with any such monitoring.
35. The Subrecipient must follow the guidelines outlines in the most current version of the Cal OES *Subrecipient Handbook*.

All appropriate documentation must be maintained on file by the project and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

**CERTIFICATION**

I, the official named below, am the same individual authorized to sign the Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature:  11-13-18

Authorized Official's Typed Name: Michel R. Moore

Authorized Official's Title: Chief of Police

Date Executed: \_\_\_\_\_

Federal Employer ID #: 95-6000735 Federal DUNS # 037848012

Current System for Award Management (SAM) Expiration Date: 02/29/2019

Executed in the City/County of: Los Angeles/Los Angeles

**AUTHORIZED BY: (not applicable to State agencies)**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> City Financial Officer | <input type="checkbox"/> County Financial Officer |
| <input type="checkbox"/> City Manager                      | <input type="checkbox"/> County Manager           |
| <input type="checkbox"/> Governing Board Chair             |   |

Signature: 

Typed Name: Richard H. Llewellyn, Jr

Title: City Administrative Officer

## Project Narrative

### 1. INTRODUCTION

The Los Angeles Police Department (LAPD) Forensic Science Division (FSD) Criminalistics Laboratory provides forensic science services for the City of Los Angeles (City), conducting a full array of evidence analysis and crime scene processing services for crimes being investigated by the LAPD. In addition, forensic services are provided on a limited basis to other local, County, State, and Federal agencies.

The FSD is staffed with 176 employees who serve a Department of approximately 10,000 officers and a city with approximately four million in population. The number of Part I crimes reported in the City of Los Angeles in 2017 was 129,587, with 29,661 of those being classified as “violent.” For 2018 year-to-date, Part I crimes total 107,404 with 24,520 classified as “violent.”

Meeting the forensic service demands of the LAPD requires a well-staffed, well-trained, and well-equipped laboratory. In order to provide the quality of service required by stakeholders, FSD must increase efficiency wherever possible. The 2018 California Coverdell Program funding opportunity will improve the quality, timeliness, and efficiency of forensic science services in the LAPD FSD by providing overtime funds for casework, training, and validation projects as well as funds for updating laboratory and computer equipment.

## 2. PROBLEM STATEMENT AND ACTION PLAN

**Objective #1: Improve quality, timeliness, and efficiency in the Firearm Analysis Unit by funding overtime for casework, emergency crime scene response by FAU staff, and training activities.**

### PROBLEM: Firearms Analysis Unit Backlog

The FSD's Firearms Analysis Unit (FAU) is responsible for microscopic analysis and comparison of bullets and cartridge cases, gun processing and test-firing, imaging and correlation of cartridge cases into the National Integrated Ballistics Information Network (NIBIN), firearms-related field investigations, and general processing of firearms evidence. For the past three years, NIBIN requests have increased at least 10% each year, which has resulted in increased casework demands. As of November 2018, FAU has 565 requests, the highest number of incomplete requests in FSD. To reduce this backlog and provide timely and quality service, the LAPD allocated thirteen additional staff to FAU over the past two years and is anticipated to receive an additional eight new employees in January 2019. Although FAU has acquired additional staff, these new employees still require training from the senior analysts in FAU in the analysis of firearms evidence. On average, new employees need approximately 4,200 training hours, which means that senior staff also need about the same number of hours to train a new employee. This need for training has created limited availability for senior staff to complete their own assignments such as working on casework, organizing and developing training modules, updating training manuals, and other projects. Additionally, some of these senior analysts have also promoted, creating a desperate need for trained analysts in FAU.

### Action Plan

The City funds available for overtime are extremely limited. FAU analysts are responsible for regular casework, as well as emergency crime scene response to firearms-related field investigations. Due to lack of overtime funds, analysts are typically compensated with time off at a rate of one and a half times the number of overtime hours worked. This is counterproductive when trying to reduce a backlog because analysts are forced to use their banked time off when they reach the 80-hour limit, per City regulations<sup>1</sup>. Utilizing cash overtime, instead of compensated time off, will create availability for the analysts to perform comparison work in the laboratory. The grant will provide cash overtime to Criminalists, Firearms Examiners, and Laboratory Technicians in the FAU to work on cases and thereby reduce the number of incomplete comparison and NIBIN requests by approximately 169 cases. The number of cases completed on overtime may decrease when overtime funds are used to pay for emergency crime scene work or training activities. However, it will enable the analysts to perform more casework during regular work hours since they will not be forced to take the compensated time off nor be required to assist with the collection on regular work hours. The grant funds will also be used to organize and develop training modules, update training manuals, and conduct new analyst training. These activities will significantly increase the FAU's overall efficiency.

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<sup>1</sup> Per the Memorandum of Understanding between the City of Los Angeles and the Service Employees International Union; "Employees may, subject to Management discretion, be permitted to accumulate up to eighty (80) hours of compensated time off (CTO)".

**Objective #2: Improve quality in the Toxicology Unit by funding overtime for validation of new and revised test methods for identification and analysis of drugs in blood and urine specimens.**

PROBLEM: Toxicology Unit's Method Validation

The FSD's Toxicology Unit (TOX) performs instrumental drug confirmation analysis of blood and urine specimens. In 2017, the TOX performed 885 instrumental confirmations of drugs of abuse in blood and urine samples and, as November 8, 2018, performed 730 instrumental confirmations for 2018. However, the TOX does not currently meet the recommended scope of drug testing and cutoffs set by the National Safety Council (NSC). The NSC provides recommendations for toxicological investigations of suspected alcohol and drug-impaired driving cases, including recommended scope of drug testing and cutoffs (ng/mL) in both screening and confirmatory methods for blood and urine samples, and mandatory Tier I drugs and optional Tier II drugs. TOX currently analyzes 23 of the 35 recommended Tier I drugs, and 3 of 32 recommended Tier II drugs, in blood and urine samples<sup>2</sup>.

To comply with the recommendations provided by the NSC and SOFT, and to provide the necessary drug confirmations, the TOX currently outsources samples for additional testing. Due to the accreditation requirements of ISO 17025:2017, samples are sent to labs that also follow ISO 17025:2017 requirements, either NMS Labs (in Pennsylvania) or to the Los Angeles County Coroner's Office.

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<sup>2</sup> "Recommendations for Toxicological Investigation of Drug-Impaired Driving and Motor Vehicle Fatalities- 2017 Update", *Journal of Analytical Toxicology*, 2017; 1-6

Each outsourced lab presents its own problems to LAPD and the City. Each sample analyzed by NMS Labs can cost up to \$3300 per sample; \$300 for the testing, and \$3000 for testimony fees if needed, with a turn-around time of two weeks. City Attorneys are hesitant to have samples tested by NMS Labs due to the prohibitive cost of testimony fees. The Los Angeles County Coroner's Office (LACCO) will analyze samples for \$200 per sample, with (free) testimony included in the contract. However, it can take 2-6 months for a sample to be test. Additionally, the LACCO does not test for all Tier I/Tier II drugs, and will send samples out to NMS Labs for testing. City Attorneys are hesitant to have samples tested by the Coroner's Office due to long turn-around times, which can potentially lead to a case dismissal if the sample is not tested by a set court date. The number of samples that are outsourced have increased in the last year. In 2017, 11 samples were outsourced for testing. In 2018, to date, the number of samples outsources has increased to 33.

Additionally, TOX does not meet the recommended scope of drug testing and cutoffs set by the Society of Forensic Toxicologists (SOFT) for drugs commonly encountered in drug-facilitated sexual assaults/crimes. TOX currently analyzes approximately 30 of the 100 recommended drugs for drug-facilitated sexual assault specimens<sup>3</sup>. TOX currently does not test for GHB, a central nervous system depressant commonly involved in sexual assault cases, it is the typical date-rape drug. Due to this limited scope of testing available, most samples are sent to NMS Labs for the "Drug-Facilitated Crime Panel", or "GHB Panel". If these samples were analyzed in-house, it would reduce the costs for the outsourcing/testimony fees, and would provide the best service to LAPD and the victims of crime.

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<sup>3</sup> "Recommended Minimum Performance Limits for Common DFC Drugs and Metabolites in Urine Samples", by the Society of Forensic Toxicologists, Drug-Facilitated Crimes (DFC) Committee, 2017

To meet the current demands for casework, maintain reduced turn-around times and a minimal backlog, it is necessary for all analysts to prioritize casework, and coordinate instrument time. To prevent analysts from being pulled off of casework to validate new methods, or revised methods, and have the instrumentation available, it is necessary to validate these methods outside of the normal work week.

#### Action Plan

In order to meet Tier I, Tier II, and DFC recommendations, TOX needs to expand its in-house drug testing capabilities to meet the recommendations set by the NSC and SOFT by validating revised and new drug confirmation methods. After these methods are validated, TOX will add an additional 16 drugs from Tier I/Tier II, and DFC recommendation lists. By performing all confirmations in-house, TOX will potentially save the City from paying for external testing.

The TOX plans to validate revised methods for confirming the presence of cocaine and opioids in blood with lower detection limits, adding new compounds for confirmation, and providing quantitation values for both hydrocodone and oxycodone. The TOX also plans to validate new methods for the identification and analysis of GHB, and other basic drugs not currently detectable. These new and revised test methods will improve the quality, efficiency, and timeliness of forensic drug analysis by the TOX and will meet ISO 17025:2017 requirements and incorporate instruments and other equipment already in the possession of the TOX. Additional validated test methods will provide further investigative information and strengthen investigations leading to successful prosecutions.

The TOX plans to use grant funding to pay for overtime to complete the validation project. The overtime will free up the analysts to perform casework during regular work hours since they will

not be required to perform the validation during this time. Although the TOX does send some items to subcontractor laboratories, grant funds will not be utilized since the funds will be used to significantly reduce or eliminate the need to do so.

**Objective #3: Improve quality in the Trace Analysis Unit by funding overtime for validation of a low explosives test method.**

PROBLEM: Trace Analysis Unit's Method Validation

The FSD's Trace Analysis Unit (TAU) performs instrumental and microscopic analysis of fire debris, gunshot residue, paint, glass, hair, fibers, toolmarks, shoe impressions, and other general evidence analysis. However, TAU does not currently meet the LAPD's needs for investigations regarding the analysis of low explosives. Low explosive materials may be found in improvised explosive devices, such as suspicious packages, pipe bombs, and booby traps. These devices are rendered safe and collected as evidence by the LAPD's Bomb Squad. Since the TAU does not have a validated method to analyze these items of evidence for low explosive materials, all requests for explosives analysis handled by LAPD are out-sourced to private laboratories or the Federal Bureau of Investigation (FBI).

Each outsourced lab presents its own problems to LAPD and the City. Private laboratories can be prohibitively expensive. For example, an investigator may need the shrapnel from a pipe bomb examined for low explosives. Chemists at a private lab need to remove the residue, extract the explosive components, perform microscopic and instrumental analysis, then write a report. Many private laboratories charge a fee for each one of the steps, totaling up to \$1,000 per sample. Often cases involve more than one item of evidence, for example post-blast debris, multiple fragments of shrapnel, or victim clothing. The total price per case quickly nears \$10,000 to

\$15,000. This does not include additional fees for court testimony, approximately \$500 per hour. The FBI is a more cost-effective route, however turn-around time from the FBI is typically 6-12 months or longer depending on backlog. District Attorneys are hesitant to have samples tested by private laboratories due to the expense and are reluctant to send samples to the FBI because of the delay in analysis.

Because of these problems, the number of samples that are outsourced are limited to investigations that warrant the expense. The Bomb Squad only out-sources at least 8 samples each year. Regular investigations are clearly hindered by TAU's inability to analyze low explosives. If these samples were analyzed in-house, it would reduce the costs for the outsourcing/testimony fees, and would provide the best service to LAPD and the victims of crime.

Due to limited staffing and instrumentation availability in the TAU, analysts are required to prioritize samples based on backlog. To meet the current demands for casework, maintain reduced turn-around times and a minimal backlog, it is necessary for all analysts to prioritize casework, and coordinate instrument time. Validation of new methods needs to be accomplished outside normal work hours.

#### Action Plan

The TAU seeks to expand their capabilities and services with the analysis of low explosive materials. Low explosives include smokeless powders, black powder, black powder substitutes, and pyrotechnics (fireworks). These energetic materials are used as explosive components in improvised explosive devices. With a valid test method, the TAU can assist the Bomb Squad with evidence analysis and strengthen investigations leading to successful prosecutions.

The TAU aims to validate an in-house method to detect, identify, and analyze low explosive materials. The TAU already operates all the instrumentation typically used by private laboratories and the FBI. The TAU staff is also knowledgeable in many of the evidence handling techniques and data interpretation that will be essential for method development. Due to limited staffing at the TAU, this validation work will occur after normal working hours. This will ensure that the low explosive validation work continuously progresses forward without sacrificing time for casework.

TAU laboratory is currently accredited ANAB under the requirements stated in 17025:2017. The new test method will also meet ISO 17025:2017 requirements and incorporate instruments and other equipment already in the possession of the TAU. These requirements ensure that our laboratory provides accurate and reliable testing results and conclusions. LAPD Bomb Squad and the District Attorney's office will be able to rely that the results of our explosives analysis can withstand court scrutiny, leading to quick investigations and successful prosecutions.

The TAU plans to use grant funding to pay for overtime to complete the validation project. The overtime will free up the analysts to perform casework during regular work hours since they will not be required to perform the validation during this time. After the in-house low explosive method is validated, the TAU will save the City money by reducing costs from send-outs, while also providing the best service for our customers.

**Objective #4: Improve timeliness and efficiency of the FAU by funding a locally-held bullet path analysis training.**

PROBLEM: Lack of Training

As stated above, the FAU sustains the highest incomplete requests backlog and is experiencing an influx of new, untrained staff that will eventually help with the casework and field call demands. Nine staff are currently in some level of training and, in January 2019, an additional twenty staff are expected to join FSD, with eight assigned to FAU. All FAU staff are expected to be properly trained in the full array of firearm analysis skills as well as full field response capabilities, which include bullet path analysis (BPA). Field Investigation Unit (FIU) staff typically respond to most crime scenes but are not currently trained in BPA, which is a specialty skill of FAU staff. BPA is a critical component of crime scene response duties at any shooting incident and future goals include the cross-training of this skill set to FIU staff.

In 2017, FAU staff spent 1,782 hours in the field and, as of November 8, 2018, have spent 1,372 hours in the field for 2018. Training of additional staff for crime scene response to shooting incidents is necessary to relieve senior firearm analysts from this demand and increase the efficiency and timeliness of in-laboratory firearm analysis casework.

Action Plan

Training both new and additional staff will relieve the burden of field work on senior FAU analysts who will be able to devote more time to work on backlog requests for firearm analysis. Additionally, training 20 staff in the BPA skill set will help FSD reach the goal of cross-training all field responders with the full range of skill sets used in the field.

The pre-eminent expert in BPA is Mike Haag who offers the course “Shooting Incident Reconstruction” intermittently around the United States and internationally. This course is a cornerstone of FAU’s training in BPA and all FAU staff in the last 15 years (at least 40 people) have attended this course at various venues around the country. Mike Haag’s course is a five-day (40 hour) immersion into the theory of bullet impact and trajectory analysis, including hands-on practical exercises. The course includes a day of overview including safety, photography, terminology, diagramming fundamentals, angle determination, and usage of tools for analysis. The remainder of the days include live fire demonstrations and practical exercises in impact and trajectory determination, including documentation procedures (e.g., various photography methods, diagramming, and 3D laser scanning). The course incorporates shooting into multiple types of media, including vehicles and various structural materials which are commonly encountered in casework. This course also incorporates the multiple variables that affect the physical characteristics of bullet impacts and trajectories, allowing students to build a library of characteristics that may be present when examining a shooting incident, including collection of bullet and bullet fragments, cartridge case ejection pattern analysis, and gunshot residue analysis. This course is an all-encompassing instruction taught by one of the co-authors of the book, Shooting Incident Reconstruction. The book and the authors are widely recognized in the field as the authority on this topic. Mike Haag typically offers this course twice per year at various locations throughout the country, with a limited class size of only 20-25 students, and open to all agencies. Providing this training locally to a large group of FSD staff, all at once, will drastically reduce the training time and travel costs for a course that is a necessary component of our BPA training program.

**Objective #5: Improve timeliness and efficiency of the Field Investigation Unit by purchasing two Alternate Light Source units.**

PROBLEM: Field Investigation Unit Aging Equipment

The Field Investigation Unit (FIU) is responsible for responding to most requests for crime scene response, including homicides, suspicious deaths, robberies, kidnappings, sexual assaults, and various other crimes needing their expertise to identify, collect, document, and preserve evidence. An alternate light source (ALS) is used to detect biological fluids at crime scenes usually associated with sexual assault investigations. The FIU typically responds to crime scenes in pairs and requires two ALS units, one for each responder, to efficiently process sexual assault locations.

In 2016-17, FIU used an ALS unit at an average of 55 scenes each year. For this year, as of November 8, FIU has used an ALS unit at 62 crime scenes. Currently, FIU uses the Foster-Freeman Crime Lite 80S, which is cumbersome to transport and nearing end of life.

Action Plan

The purchase of two new ALS units in a smaller, more compact model, would increase the timeliness and efficiency of FIU field responses. The new Foster-Freeman Crime Lite 82S will allow the standard team of two to efficiently investigate scenes for biological fluid evidence and improve the quality of crime scene response.

**Objective #6: Improve timeliness and efficiency of the Questioned Documents Unit by acquiring a new server for digital file storage.**

**PROBLEM: Questioned Documents Unit Equipment**

The FSD's Questioned Documents Unit (QDU) performs analysis of handwriting, printing processes, indented writing, obliterations, and an assortment of other types of document examinations. A server is used by QDU for the storage of digital images of evidence, images generated during casework analysis, scanned case packages, and electronic records. The replacement of the server currently in use in QDU is necessary because the current unit is aging and becoming unreliable. The server intermittently disconnects from the network or freezes. In both instances, numerous hours are spent trouble-shooting the issues and returning the server to service. Additionally, casework is interrupted when the server is unavailable. This server is the sole repository for all QDU electronic files.

#### Action Plan

Replacing this server will ensure that critical digital image evidence is retained and accessible, will decrease work interruptions, and will alleviate service demands of IT support staff. The purchase of a memory server with a minimum storage capacity of 16 GB for the QDU will enhance efficiency, quality, and timeliness of analysis.

### **3. CAPABILITIES**

The FSD serves the LAPD by providing a full range of forensic services in the following ASCLD/LAB-ISO accredited disciplines: Drug Chemistry, Toxicology, Biology, Trace Evidence, Firearms/Toolmarks, Questioned Documents, Crime Scene and Other. Categories of

testing include: Controlled Substances, Human Performance Forensic Toxicology, Forensic Urine Drug Testing, DNA-Nuclear, Body Fluid Identification, Fiber and Textiles, Gunshot Residue, Hair, Fire Debris, General Physical and Chemical Analysis, Firearms Analysis, Document Examination, Crime Scene Investigation, Impression Evidence (footwear/tires) and Serial Number Restoration. Additionally, the FSD is accredited as a Forensic Science Calibration laboratory in the category of Breath Alcohol Measuring Instruments.

The FSD achieved International (ISO 17025) accreditation through the American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB) ISO program in May 2014. The FSD has been accredited by the ASCLD/LAB Legacy program since December 1998. The FSD was re-inspected and re-accredited by ASCLD/LAB external auditors in December 2003, January 2009, and February 2014. The laboratory also conducts internal audits and is subject to ASCLD/LAB surveillance visits for compliance with accreditation criteria on an annual basis. The laboratory underwent its first ASCLD/LAB surveillance visit in May 2015, then in 2017. An American National Standards Institute (ANSI)- American Society for Quality (ASQ) National Accreditation Board on-site full reassessment is scheduled for February 2019.

The total casework completed by the FSD is as follows:

UNIT	2017	2018 YTD 11/08/2018
Field Investigation Unit	514	522
Firearms Analysis Unit	7,082	5,668
Narcotics Analysis Unit	7,257	6,423
Questioned Documents Unit	82	65

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Toxicology Unit	4,590	5,226
Trace Analysis Unit	156	162
Serology/DNA Unit	3,131	2,918

Criminalists assigned to the FAU, TOX, FIU and TAU must have a bachelor's degree in a natural or physical science, and Firearms Examiners are required to have a bachelor's degree. Laboratory Technicians are trained to perform NIBIN tasks. All staff assigned to the FAU, TOX, FIU and TAU must demonstrate their qualifications to perform scientific and technical work by successfully completing a series of competency examinations as well as annual proficiency tests.

The LAPD will provide fiscal and administrative oversight over the project. The LAPD Grants Management team has extensive experience in managing and overseeing federal, state and local grant projects. The LAPD has successfully managed the State Coverdell grant awards for more than ten years.

**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient: <b>City of Los Angeles, LAPD</b>		Subaward #: <b>CQ 18 15 7250</b>
<b>A. Personal Services – Salaries/Employee Benefits</b>		<b>COST</b>
<b>Salaries - FIREARM ANALYSIS UNIT Civilian Staff</b>		<b>\$60,840</b>
Cash overtime to complete backlogged/incomplete cases, respond to crime scenes on an emergency basis train new firearm analysts.		
4 hours per case x \$90/hour = \$360 per case		
\$360 per case x 169 cases = \$60,840		
<b>Salaries - TOXICOLOGY UNIT Civilian Staff</b>		<b>\$30,130</b>
Overtime to complete validation of new and revised test methods for identification and analysis of drugs in blood and urine specimens, including cocaine, opioids, and GHB		
\$90/hour x 335 hours = 30,130		
<b>Salaries - TRACE ANALYSIS UNIT Civilian Staff</b>		<b>\$10,800</b>
Overtime to complete validation of a new test method for low explosives		
\$90/hour x 120 hours = \$10,800		
<b>Personal Section Totals</b>		
<b>PERSONAL SECTION TOTAL</b>		<b>\$101,770</b>

**BUDGET CATEGORY AND LINE ITEM DETAIL**

<b>Subrecipient: City of Los Angeles, LAPD</b>		<b>Subaward #: CQ 18 15 7250</b>
<b>B. Operating Expenses</b>		<b>COST</b>
<b>Locally-held training</b> Shooting Incident Reconstruction course taught by Mike Haag for the Firearm Analysis Unit and Field Investigation Unit The course will train up to 20 new analysts in bullet path analysis at shooting events		\$35,000
<b>Operating Section Total</b>		<b>\$0</b>
<b>OPERATING SECTION TOTAL</b>		<b>\$35,000</b>

**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient: City of Los Angeles, LAPD		Subaward #: CQ 18 15 7250
C. Equipment		COST
(2) Crime-lites, Foster-Freeman 825 Alternate Light Source for Field Investigation Unit Cost includes tax and shipping and handling Crime-lite \$4,500 per unit TOTAL 2 units (\$4,500 x 2) = \$9,000		\$9,000
(1) HP 16 GB Memory Server and associated Keyboard/Mouse Kit for Questioned Documents Unit Cost includes tax and shipping and handling Server with keyboard/mouse kit \$9,000 per unit TOTAL 1 unit = \$9,000		\$9,000
<b>Equipment Section Totals</b>		
<b>EQUIPMENT SECTION TOTAL</b>		<b>\$18,000</b>
<i>Same as Section 12G on the Grant Subaward Face Sheet</i>		
<b>Total Project Cost</b>		<b>\$154,770</b>

### Budget Narrative

The Los Angeles Police Department's (LAPD's) Forensic Science Division (FSD) proposes to use the 2018 California Coverdell Program grant funds on personnel, operating, and equipment expenses that will reduce a backlog in the Firearm Analysis Unit (FAU), and improve the quality and timeliness of forensic science services provided to the City of Los Angeles by the FAU, Field Investigation Unit (FIU), Questioned Documents Unit (QDU), Toxicology Unit (TOX), and Trace Analysis Unit (TAU). The total funding requested is \$154,770.00.

#### Personnel: \$101,770

##### 1. Overtime - Firearm Analysis Unit (FAU)

The FSD plans to allocate **\$60,840.00** of the Coverdell funds to FAU personnel for overtime work on casework analysis and evidence collection (emergency crime scene callouts) to reduce the number of incomplete requests in the FAU. Additionally, these funds will be used to improve the quality and timeliness of FAU services by providing overtime for training activities for both trainers and trainees.

City funds available for overtime are extremely limited. Analysts in the FAU are responsible for regular analysis case work as well as emergency crime scene response, and are typically compensated with time off at a rate of 1½ times the number of hours, which is counterproductive when trying to reduce a backlog. Using the grant funds to pay for emergency crime scene response overtime will make the analysts more available to perform analysis in the laboratory. Using grant funds for this project will allow staff to remain focused on backlog reduction during regular work hours.

The grant will provide cash overtime to Criminalists, Firearms Examiners, and Laboratory Technicians in the FAU to work on cases, and thereby reduce the number of incomplete analysis and the National Integrated Ballistics Information Network (NIBIN) requests by approximately 169 cases.

FAU is currently training nine criminalists in firearms analysis and is expected to receive at least eight additional staff in 2019. These grant funds will also provide cash overtime to new trainees and trainers to expedite training activities and the development of working analysts.

Approximately 169 case analysis will be completed using grant fund. Approximately four hours is needed to complete one case. With an average overtime hourly rate of \$90 an hour for FAU staff, \$60,840 will be allocated for case analysis.

**FAU Civilian Analyst:**

$\$90 \text{ per hour} \times 4 \text{ hours} = \$360 \text{ per case. } \$360 \times 169 \text{ cases} = \$60,840$

The number of cases completed on overtime may be decreased by the funds used to pay for emergency crime scene response or training, but the cash overtime will enable the analysts to perform more casework during regular work hours (since they will not be required to take the time and a half off nor be required to assist with the collection on regular work hours).

The duties of forensic scientists (Criminalists and Firearms Examiners), and Laboratory Technicians assigned to the FAU include microscopic analysis and comparison of bullets and cartridge cases, gun processing and test-firing, imaging and correlation of cartridge cases into NIBIN, firearms related field investigations, and general processing of firearms evidence.

Subcontractors may be utilized in the FAU but will not be subject to these grant funds. No unusual expenditures are anticipated.

Planned salary adjustments for FAU staff (Criminalists, Firearms Examiners, and Laboratory Technicians) during the term of this grant have been included in the calculations.

## 2. Overtime - Toxicology Unit (TOX)

The FSD plans to allocate \$30,130 of the Coverdell funds to TOX personnel for overtime work on validation of new and revised test methods for the identification and analysis of drugs in blood and urine specimens by TOX. TOX seeks to expand capabilities and services by revising the analytical method for confirming the presence of cocaine and opioids and adding new methods for the presence of gamma-hydroxybutyric acid (GHB) and other basic drugs not detectable with current methods. The validation of these methods will expand the quality and capabilities of services offered by TOX.

The TOX anticipates using approximately 333 hours of overtime for validation. With an average overtime hourly rate of \$90.09 an hour for criminalists, \$30,130 will be allotted for this purpose.

TOX Civilian Analyst      \$90/hour x 335 hours = \$30,130

The validation projects completed on overtime will enable the analysts to perform casework during regular work hours (since they will not be required to perform the validation during this time).

The duties of forensic scientists (Criminalists) assigned to the TOX include instrumental analysis of blood and urine specimens for the presence of drugs and alcohol.

Grant funds will not be used to support subcontractors – the validations the grant funds do support will drastically reduce or eliminate the TOX Unit need to use outside laboratories. No unusual expenditures are anticipated.

### 3. Overtime - Trace Analysis Unit (TAU)

The FSD plans to allocate \$10,800.00 of the Coverdell funds to TAO personnel for overtime work on validation of a test method for the identification of low explosives. Validation requires the developing screening methods, incorporating instrumental techniques for chemical characterization, testing mock sample sets, and writing a test method. The validation of this analysis will expand the quality and capabilities of services offered by TAU.

These grant funds will provide cash overtime to Criminalists in the TAU to complete the validation of a low explosives test method.

The TAU anticipates using approximately 120 hours of overtime for validation. With an average overtime hourly rate of \$90 for criminalists, \$10,800 will be allocated for this purpose.

The validation project completed on overtime will enable the analysts to perform casework during regular work hours (since they will not be required to perform the validation during this time).

The duties of forensic scientists (Criminalists) assigned to the TAU include instrumental analysis of fire debris, gunshot residue, paint, glass, hairs, fibers, toolmarks, shoe impressions, and other general evidence analysis.

Subcontractors are not utilized in the TAU and no unusual expenditures are anticipated.

There are salary adjustments planned for TAU staff (Criminalists) in 2019, which have been included in the calculations.

**Operating Expenses: \$35,000**

1. **Bullet Path Analysis training for up to 20 people**

The FSD plans to fund a locally-held bullet path analysis (BPA) training for up to 20 people. This training, Shooting Incident Reconstruction hosted by Mike Haag from Forensic Science Consultants, is a critical component of BPA training which is a necessary analysis when responding to shooting incidents. Mike Haag offers this class about twice a year at various venues around the country. Each class contains 20-25 students and is open to all agencies.

Holding the training locally will reduce the need for staff to travel, often out-of-state, to attend this course. In addition, only a few people get approved for travel and these classes are infrequent. The cost to send three trainees to this class in Montana earlier in 2018 cost over \$9,000 (approximately \$3,000 per person with registration and travel costs). Estimating three students sent to training twice a year, training 20 staff would take nearly 3½ years and cost over \$60,000.

Paying for this locally-held training will increase the efficiency, timeliness and quality of work performed by the FAU by expediting this critical training for a large number of staff. The estimated cost of the Shooting Incident Reconstruction course is **\$35,000**.

The estimated cost of the training is based on a fee of \$1,500 per student plus travel and incidentals for the instructor.

- o \$1,500 per student x 20 students = \$30,000
- o Travel and incidentals for instructor = \$5,000
- o Total estimated = \$35,000

Training staff in BPA requires less time than training in the array of firearm analyses. Training 20 staff in BPA will reduce the demand on senior firearm examiners for field response duties and allow senior firearm examiners to work on backlogged requests for firearm analysis. In addition, training 20 staff in BPA will enhance the response capabilities of the Criminalistics laboratory personnel by providing sufficient staff to respond to major shooting events, including terrorist incidents.

**Equipment: \$18,000**

1. Alternate Light Source: Field Investigation Unit (FIU)

Purchase of two Foster-Freeman Crime-lite 82S Alternate Light Source (ALS) units for FIU will increase efficiency, quality, and timeliness of services. ALS units are used to detect biological fluids at crime scenes, typically sexual assault investigations. The two new ALS units will replace antiquated ALS units that are cumbersome and at end-of-life. Purchase of the two ALS unit will enhance quality and efficiency of field work and aid in evidence identification by FIU at crime scenes. The estimated cost for two ALS units is **\$9,000.00**.

2. Server: Questioned Documents Unit (QD)

Purchase of one new server for QD will increase efficiency, quality, and timeliness of services. The new server will replace the antiquated server currently used to store digital images of evidence, images generated during casework analysis, scanned case packages, and electronic

Subrecipient: City of Los Angeles, LAPD

Subaward #: CQ 18 15 7250

records. A new, larger, and faster server will increase efficiency in data management, quality of stored digital files, and timeliness of services. The estimated cost for a new server is **\$9,000**.

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

<b>Subrecipient:</b> City of Los Angeles - Los Angeles Police Department	<b>DUNS #</b> 37848012	<b>FIPS #:</b>
<b>Grant Disaster/Program Title:</b> Paul Coverdell Forensic Science Improvement Grant (CQ) Program		
<b>Performance Period:</b> 01/01/2019 to 12/31/2019	<b>Subaward Amount Requested:</b> \$ 154,770	
<b>Type of Non-Federal Entity (Check Box)</b>	<input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe	

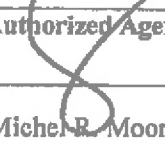
Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, *grant manager* is the individual who has primary responsibility for day-to-day administration of the grant, *bookkeeper/accounting staff* means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and *organization* refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	>10 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 33,000,000
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	No
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Always
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

**Certification:** *This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.*

<b>Signature:</b> (Authorized Agent) 	<b>Date:</b> 11/3-18
<b>Print Name:</b> Michel R. Moore	<b>Print Title:</b> Chief of Police

*Program Specialist Only: SUBAWARD #*

## PROJECT SERVICE AREA INFORMATION

1. COUNTY OR COUNTIES SERVED: Enter the name(s) of the county or counties served by the project. Put an asterisk where the project's principal office is located.

\* Los Angeles County

2. U.S. CONGRESSIONAL DISTRICT(S): Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

10 Districts  
25th \* 34th  
28th 37th  
29th 40th  
30th 43rd  
33rd 44th

3. STATE ASSEMBLY DISTRICT(S): Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

7 Districts  
51st 64th  
\* 53rd  
54th  
59th  
62nd  
63rd

4. STATE SENATE DISTRICT(S): Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.

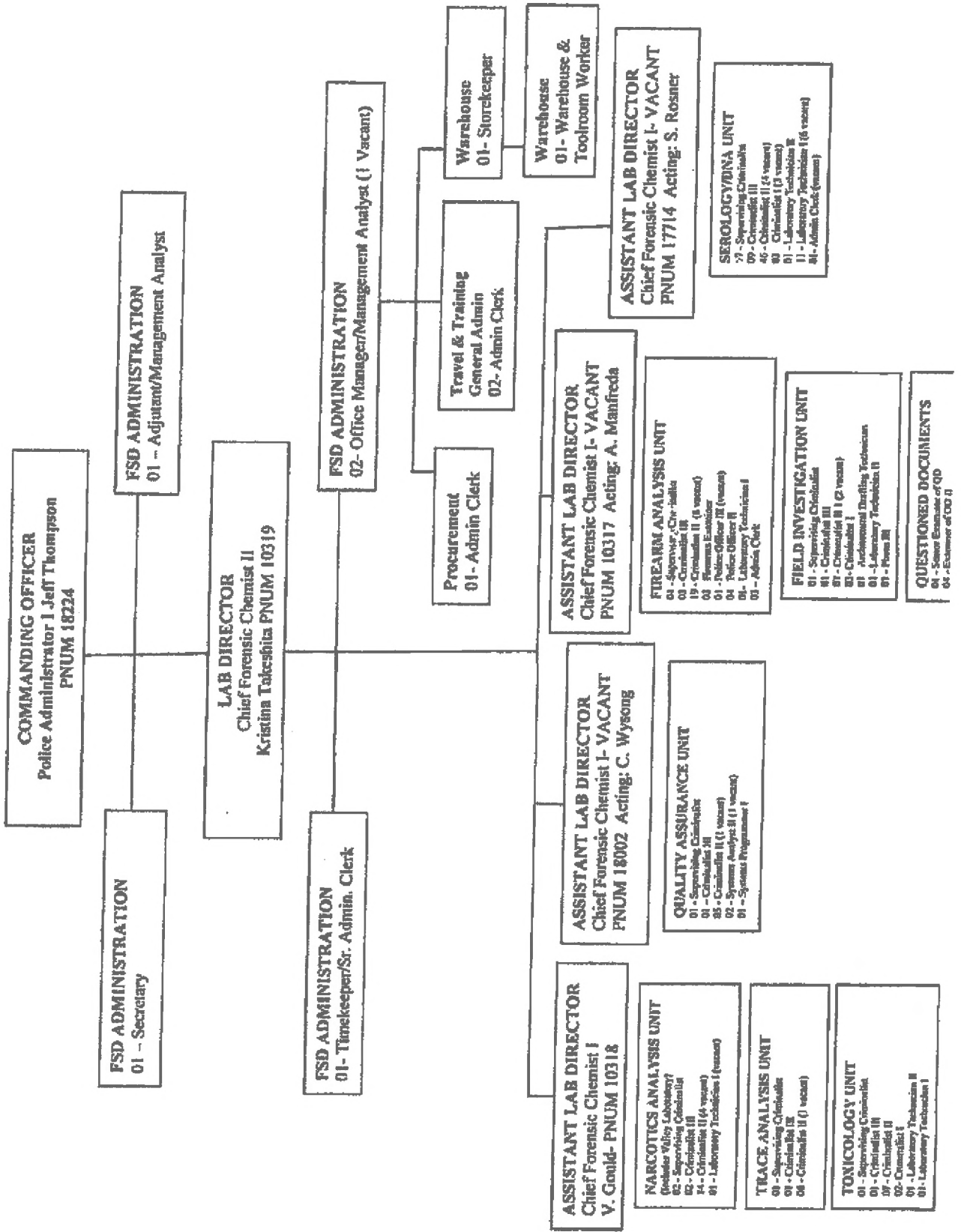
7 District  
\* 24th 35th  
26th  
27th  
30th  
32nd  
33rd

5. POPULATION OF SERVICE AREA: Enter the total population of the area served by the project.

4 million



FORENSIC SCIENCE DIVISION: December 2018



**Noncompetitive Bid Request Checklist and Justification****Mike Haag, Forensic Science Consultants, Shooting Incident Reconstruction Course  
Provider Justification****Section 3511**

A sole/single-source contract is necessary to retain the services of Mike Haag from Forensic Science Consultants to locally train up to 20 Criminalistics staff in bullet path analysis (BPA) with the five-day Shooting Incident Reconstruction course.

**Section 3521.1**

Currently, the Firearm Analysis Unit (FAU) sustains the highest incomplete requests backlog in the Criminalistics Laboratory and is experiencing an influx of new, untrained staff that will eventually help with the casework and field call demands. In January 2019, an additional eight staff will be assigned to FAU. All FAU staff are expected to be fully trained in the full array of firearm analysis skills as well as full field response capabilities, which include bullet path analysis (BPA). Field Investigation Unit (FIU) staff typically respond to most crime scenes but are not currently trained in BPA, which is a specialty skill of FAU staff. BPA is a critical component of crime scene response duties at any shooting incident and future goals include the cross-training of this skill set to FIU staff.

Mike Haag from Forensic Science Consultants offers a five-day Shooting Incident Reconstruction course that is widely recognized in the field as the pre-eminent training in bullet path analysis. This course includes the theory of bullet impacts and trajectories, along with hands-on practical exercises that expose the students to the variety of physical characteristics of impacts seen amongst differing media and circumstances. Providing this course locally for FAU personnel and cross-training FIU staff would require ~\$35,000 in funding and would drastically reduce the time and costs associated with sending 20 staff to training in other locales.

**Section 3521.2**

- A. This particular course is a requirement for BPA training and establishing a non-competitive contract is necessary.
- B. The contractor, Mike Haag, supplied a curriculum vitae (CV) detailing his qualifications.
- C. The cost is reasonable and easily justifiable. The registration fee per student is approximately \$1,500, regardless of where the training is located. For local training, students will not be required to travel (off site travel expenses are approximately \$1,500 per person) and will report to a locally-held training location as an alternate work site. Only the instructor, Mike Haag, will be traveling and the costs for his travel are included in the estimate.
- D. Cost comparisons were made between sending students to a locally-held training or other training locations around the country. The cost per student would double if students were

**Course Syllabus**  
**Shooting Scene Reconstruction Course Outline**

Instructor: Michael Haag / 5 Day (40 hr) Course / Class Size: 20-25



**Day 1 ( 8 hours )**

- Intro
- Range Rules
- Definitions
- Firearm and Its Condition
- Crime Scene Photography
- Geometric Review
- Tools for Trajectory Analysis
- Fundamentals of Diagramming
  
- Azimuth and Elevation Angles
- Trajectory Photography (The Photographic Method)
  
- Practical Exercises (Set 1)

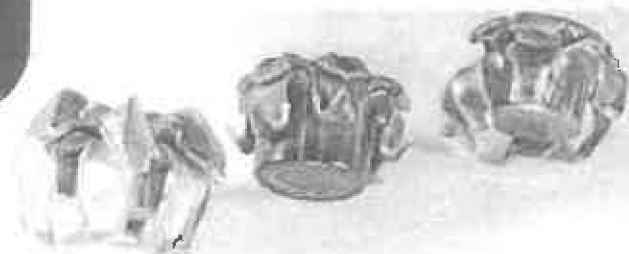
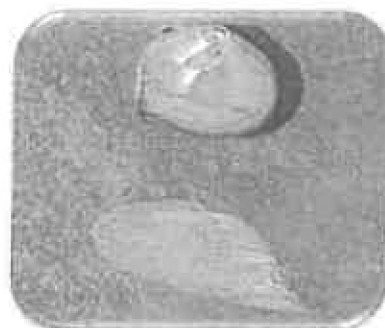


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### **Day 2 ( 8 hours )**

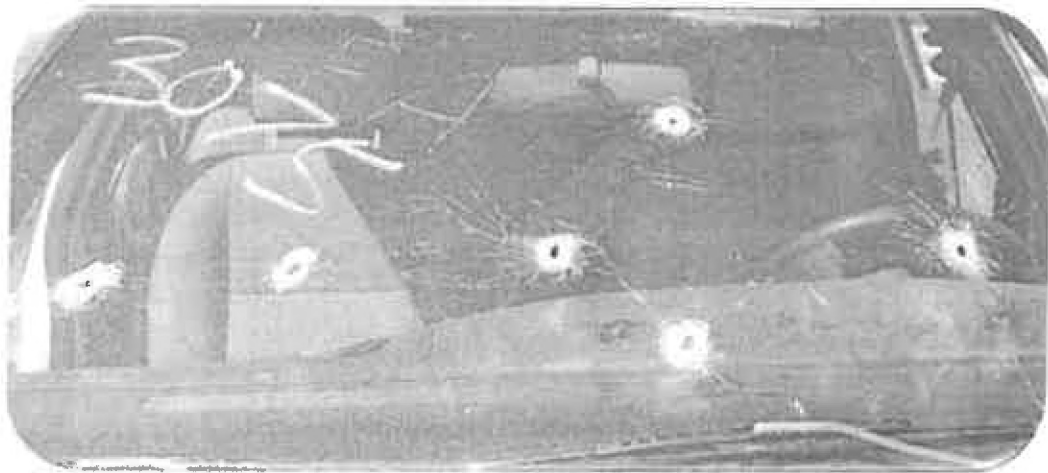
- Practical Exercises (Set 1) (continued)
- Live Fire Known Angle Car Shots
- Ricochet Lecture
- Sheet Metal Lecture
  
- Live Fire:
  - Sheet metal
  - Ricochets (yielding, unyielding, and heterogeneous)



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### Day 3 ( 8 hours )

- Shotgun Ballistics Lecture
- Glass & Tire Lecture
  
- Live Fire:
  - Glass & Tires  
(tempered plate windshield)
  - Shotgun Ballistics
  
- Ejection Pattern Lecture
- GSR Lecture
  
- Live Fire:
  - GSR
  - Suppression
  - Masking of GSR
  
- Case Examples

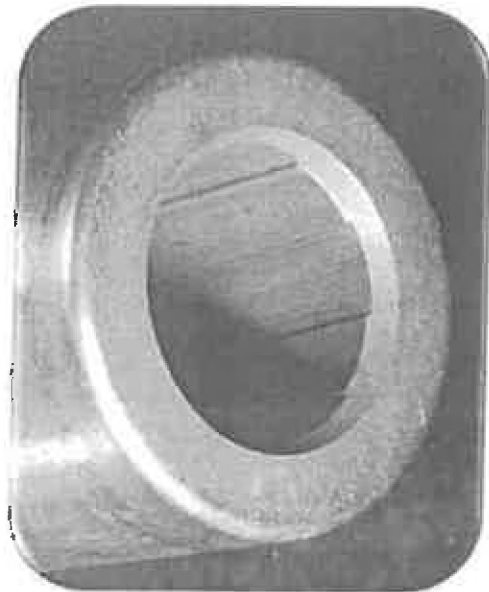


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**Day 4 ( 8 hours )**

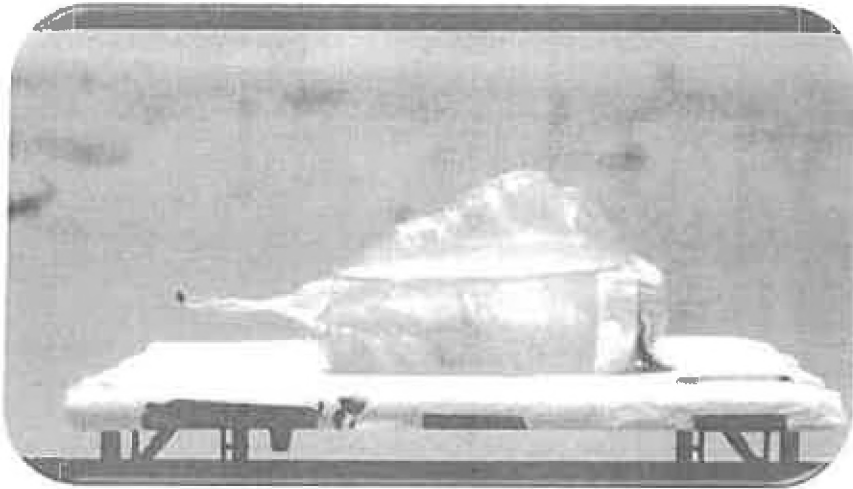
- Chemical Testing Lecture
- Wound Ballistics Lecture
- The Limited Universe Lecture
- Long Range Ballistics Lecture
  
- Practical Exercises (Set 2)
  
- Live Fire:
  - Wound Ballistics
  - Deflection
  - Ejection Pattern Testing



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**Day 5 ( 8 hours )**

- **The Sound of Bullets**
- **Laser Light Photography Lecture**
- **3D Laser Scanning**
- **Case Examples**



- **Mock Cases / Practical Exercises (Set 3)**
- **Discussion / Review**
- **Test**
- **Certificates (for those who pass)**
- **Final Thoughts and Evaluations**



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*[www.forensicfirearms.com](http://www.forensicfirearms.com)*

## Requirements for a Shooting Scene Reconstruction Class:

### Facilities Materials & Equipment:

- All hotel accommodations, travel fees for instructor, and building materials will be covered by the host agency unless otherwise agreed
- A range with three sides of high (min. ~10 feet) burms, set aside solely for the class, Monday thru Friday
- A classroom with projector (for a laptop) set aside solely for the class on class days. It must fit ~30 students comfortably, with tables for practical exercises and demos around the perimeter.
- The room must be in close proximity to the range (i.e. walking distance or less than ~2 minutes driving)
- 2 cars for shooting must be obtained by the host agency and placed at the range no later than the first day's morning for shooting exercises.
- All tires must be inflated, and all windows must be intact. They will not leave in this condition. Some glass may be left at the range so tarps may be a good idea.
- The cars need not run or even have engines.
- Fluids should be drained and the battery removed.
- The mock walls built prior to arrival
- The shooting facility should be available on the day prior to the start in order to shoot the mock walls (these walls remain with the agency after the class and can be used as training aids for long periods of time)
- Firearms and ammunition (list sent separately)
- Impact materials such as ~3/8" steel plate, doors, windows, sand, drywall, etc. (list sent separately)
- Misc. tools and materials such as: two rolls of clear packing tape, three tripods, flashlights, electric cutting wheel with metal cutting disc, etc.

### Students:

- Students should bring:
  - note taking materials
  - cameras (video and/or still)
  - sunscreen
  - hats
  - water
  - snacks
  - any trajectory equipment they wish to use
  - otherwise I supply all needed equipment
  - laptops (preferred but not required)

### Payment and registration info:

- Host agency provides assistance in contacting regional agencies to help fill the class.
- I track all people attending the course, and outside agencies or individuals coming are registered by me. I receive payment from each individual student / agency, the host does not have to deal with this aspect of the class.
- The minimum number of students (the GO number) to make the class happen is 20.
- The preferred maximum number of students is ~25.
- The host agency may receive 1 free slot with 20 people register, or 2 free slots in the class with 25 people registered.



## **Michael G. Haag**

### **EDUCATION**

**Bachelors of Science in Chemistry from the University of Arizona  
Math/Physics Minor**

### **EMPLOYMENT**

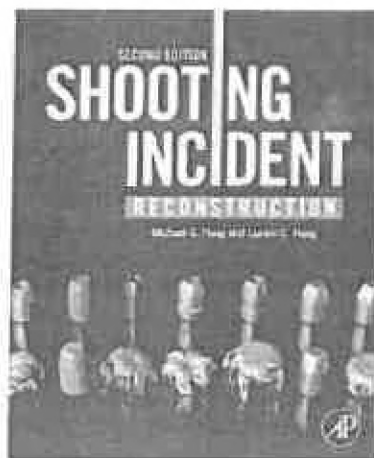
**Albuquerque Police Department  
(1998- present)  
Scientific Evidence Division  
Supervisor Physical Identification Unit  
Technical Leader  
Firearm & Tool Mark Unit  
APD Major Crime Scene Team  
Blood Alcohol Analyst**

**Forensic Science Consultants  
Independent Forensic Services  
(1999-present)**

**Forensic Science Services Inc.  
Independent Forensic Laboratory, Carefree, AZ  
(~1990-1998)**

### **AUTHOR**

**SHOOTING INCIDENT RECONSTRUCTION (Second Edition)  
Haag and Haag  
Academic Press, Copyright 2011**



## **MEMBERSHIPS**

**Distinguished Member Association of Firearms and Toolmarks Examiners  
(AFTE)**

**AFTE Member of the Year (Walter Howe Award) 2012-2013**

**AFTE Key Member of the Year (Steve Molnar Award) 2006-2007**

Editor – AFTE News

Assistant Editor – AFTE Journal

AFTE Training Committee

**American Academy of Forensic Sciences (AAFS)**

**European Network of Forensic Science Institutes (ENFSI)**

**Southwest Association of Forensic Scientists (SWAFS)**

## **CERTIFICATIONS / LICENSES**

**Association of Firearm and Tool Mark Examiners (AFTE) Certifications:**

Firearm Identification

Gunshot Residues & Distance Determination

Tool Mark Identification

**International Association for Identification (IAI) Certification:**

Certified Crime Scene Reconstructionist (Discontinued)

**New Mexico State DPS Certified Instructor:**

Firearm and Tool Mark Forensics

Trajectory Analysis

Serial Number Restoration

Shooting Scene Reconstruction

**New Mexico DPS Certified Concealed Carry Instructor**

**NRA Certified:**

Range Safety Officer

Pistol Instructor

Rifle Instructor

Shotgun Instructor

Personal Protection in the Home

Firearms Safety in the Home

**New Mexico State Certified Law Enforcement Firearms Instructor**

## **TRAINING / SEMINARS / CONFERENCES**

### **Association of Firearms and Toolmarks Examiners (AFTE) Conferences**

2017, Denver  
2015, Dallas  
2014, Seattle  
2013, Albuquerque (host)  
2012, Buffalo  
2010, Henderson  
2009, Miami Beach  
2005, Indianapolis  
2004, Vancouver  
2002, San Antonio  
2001, Newport Beach  
2000, St. Louis  
1999, Williamsburg  
1998, Tampa Bay  
1997, Annapolis  
1996, Milwaukee

**Association of Firearm and Tool Mark  
Examiners (AFTE) Committees**  
Chairman AFTE Journal OCR Committee  
Assistant Editor of the AFTE Journal  
AFTE Journal Editorial Review Committee  
AFTE Training Committee  
AFTE 2013 Host Committee  
AFTE 2017 Host Committee

### **American Academy of Forensic Science (AAFS) Conferences**

Washington DC, 2013  
Washington DC, 2008

### **Pacific Northwest International Association for Identification**

June 6-8, 2017

### **The Reconstruction of Vehicle Shootings**

May 19, 2017

### **Subclass Characterisitics Workshop**

May 19-20, 2016

### **Metalurgy for Non-Metalurgists**

May 29, 2015

**Toolmarks on Reloaded Ammunition Forensic Training Course**  
September 22-24, 2014

**Practical Considerations of Ammunition Reloading Workshop**  
May 11, 2014

**International Forensic Services Conference**  
Pretoria, South Africa, 2014

**ASCLD / LAB International Measurement Confidence Level 100A 100B 100C**  
February 7 - 9, 2012

**Southwest Association of Forensic Scientists**  
Scottsdale, AZ October 2012

**Federal Bureau of Investigation Wound Ballistics Presentation**  
Albuquerque, NM August 2012

**Midwestern Association of Forensic Scientists Conference**  
and  
**Crime Scene Investigation Symposium**  
Kansas City, MO  
October 4<sup>th</sup> -8<sup>th</sup>, 2010

**California Association of Criminalists Conference**  
April 20<sup>th</sup> -23<sup>rd</sup>, 2010  
Yosemite, CA

**Tenth International Police Workshop**  
**"Photogrammetry and Laser Scanning"**  
July 20<sup>th</sup> – 24<sup>th</sup>, 2009  
Neuss, Germany

**Federal Bureau of Investigation**  
**Shooting Incident Reconstruction**  
September 8<sup>th</sup> – 11<sup>th</sup>, 2008  
Fort Dix, NJ

**State of New Mexico Law Enforcement Firearms Instructor's Course**  
2008

**Bernalillo County Sheriff's Department Basic Field Investigations Course**  
Albuquerque, NM February 2008

**Polarized Light Microscopy**  
**McCrone College of Microscopy**  
Westmont, IL June 11<sup>th</sup> – 15<sup>th</sup> 2007

**Leica Geosystems High-Definition Surveying Scanner Training**  
Albuquerque, NM  
January 2006 - 5 days

**Leica Geosystems High-Definition Surveying Scanner Training**  
Albuquerque, NM  
October 2006 - 4 days

**Leica Geosystems High-Definition Surveying Scanner Training**  
Albuquerque, NM  
December 2006 - 4 days

**Alliant Techsystems (ATK) - Wound Ballistics Workshop**  
Albuquerque, New Mexico June 2006

**First Choice Body Armour - Soft Body Armour Workshop**  
Albuquerque, New Mexico  
May 2006

**Glock Armorer's Course**  
September 14, 2006

**Urban Rifle Course and Certification**  
Albuquerque Police Department  
October 3-5, 2005

**National Law Enforcement and Corrections Technology Center**  
**DNA Evidence from Crime Scene to Courtroom**  
Albuquerque, NM  
January 26<sup>th</sup>-27<sup>th</sup>, 2005

**Hi Point Armorer's Course**  
Vancouver, BC 2004

**Criteria for Identification Workshop**  
Vancouver, BC  
May 23<sup>rd</sup> and 28<sup>th</sup>, 2004

**Federal Bureau of Investigation**  
**Techniques in Firearms Identification**  
Quantico, VA  
April 14<sup>th</sup> – 18<sup>th</sup>, 2003

**SIG Sauer Armorer's Course**  
San Antonio, TX 2002

**NIBIN/IBIS Operators Training Course**  
Largo, FL  
June, 2002

**AFTE Ballistics Workshop**  
Shooting Reconstruction Techniques  
June 2001

**California Criminalistics Institute (CCI) Courses**  
Firearms and Tool Marks Introduction I  
Firearms and Tool Marks Introduction II  
Sacramento, California  
Sept.-Oct. 2000

**San Diego City Police Department Firearms Unit, Cross Training**  
San Diego, CA June 1999

**Modern Pistol and Shotgun Technique**  
**(Albuquerque 79<sup>th</sup> Police Academy Class)**  
17 week class ending in April 99

**Bureau of Alcohol Tobacco and Firearms Serial Number Restoration Course**  
Albuquerque, Spring 1998

**Albuquerque Police Department Field Investigations Course**  
Albuquerque, NM March 1998

**Firearms Related Crime Scene Reconstruction Class**  
Mesa, AZ 1997

**Internship, Bundeskriminalamt (BKA)**  
German Federal Law Enforcement  
Wiesbaden, Germany Sept.-Nov. 1997

**Joint CAC and United Kingdom Forensic Science Service Meeting**  
Harrogate, UK July 1997

**Bloodstain Evidence Institute Course**  
Corning, NY Fall 1996

**Annual U.S. Army Yuma Proving Grounds Trajectory Workshops**  
1993, 1994, 1996, 1997, 1998, 2003

## **PRESENTATIONS**

**The Determination of Bullet Impact Sites by Detection of Common Bullet Metals**  
2017 Pacific Northwest International Association for Identification Workshop  
Bend, OR

**The Determination of Bullet Impact Sites by Detection of Common Bullet Metals**  
2017 AFTE Workshop  
Denver, CO

**Designing Practical Experiments: Concepts and Procedures Using the Carcano  
Rifle and JFK Assassination as a Template**  
2015 AFTE Workshop  
Dallas, TX

**1260 Smith & Wesson M&P9 Pistols Inter-Compared Using MatchPoint:  
An Evaluation of the Science of Firearm and Tool Mark Identification**  
2014 AFTE Conference  
Seattle, WA

**Terminal Ballistics and Ricochet,  
The Gun and Its Condition  
and  
Chemical Tests at Suspected Bullet Impact Sites**  
2014 National Forensic Services Conference  
Pretoria, South Africa

**Presenting Scan Data to  
Juries, Judges, Attorneys, Investigators, and Command Staff**  
2012 Leica World Wide Users Group  
Las Vegas, NV

**3D Laser Scanning and the Daubert Criteria**  
2011 Leica World Wide Users Group  
Orlando, FL

**ScanStation Validation in the Post-NAS Report Environment**  
2010 Leica World Wide Users Group  
San Ramon, CA

**Fundamentals of Shooting Incident Reconstruction**  
2010 Crime Scene Investigation Symposium  
Kansas City, MO

**The Case of the Sniped Sniper: A Long Distance Trajectory and Reconstruction  
and**

**A Long Distance Trajectory Reconstruction: The Random Shot?**

2009 AFTE Conference

Miami, FL

**Validation and Accuracy Assessments for  
Law Enforcement Uses of 3D Laser Scanners**

and

**Trajectory Extrapolation Using Leica Cyclone 6.0, and the Accuracy and Precision  
of Trajectories with 3D Laser Scanning**

2009 International Association of Forensic and Security Metrology (IAFSM)

Denver, CO

and

2009 Tenth International Police Workshop "Photogrammetry and Laser Scanning"

Neuss, Germany

**Technical Overview and Application of 3D Laser Scanning  
for Shooting Reconstruction and Crime Scene Investigations**

2008 American Academy of Forensic Sciences (AAFS)

Washington, DC

and

2008 International Association of Forensic and Security Metrology (IAFSM)

Houston, TX

**Firearms Myths and Misconceptions**

2007 and 2008 Office of the Medical Investigator (OMI)

Advanced Training Conference

Albuquerque, NM

**Case Study of Officer Homicide**

**Wound Ballistics**

2007 California Detective Conference (POST)

San Francisco, CA

**Presidential Assassination Attempt in Taiwan**

2007 California Association of Criminalists (CAC)

Orange County, CA

and

2006 ACSR Conference

Albuquerque, NM

**Chemical Tests at Suspected Bullet Impact Sites**

2006 ACSR Conference

Albuquerque, NM

**Interior Ballistic Deformation**  
2000 AFTE Conference  
St. Louis, MI

**A Scientific Examination and Comparison of  
Skin Simulants for Distance Determinations**  
1999 AFTE Conference  
Williamsburg, VA

**Some Observations on Threshold Velocities Necessary  
to Perforate Skin and Skin Simulants**  
1998 AFTE Conference  
Tampa, FL

**The Physical and Chemical Properties  
of Shotgun Buffer Material**  
and  
**Projectiles Through Glass: Characteristics  
Present on Recovered Projectiles**  
1997 AFTE Conference  
Annapolis, MD

**The Exterior Ballistics of Contemporary  
Air Guns and BB Guns**  
1997 Joint CAC and United Kingdom Forensic Science Service Meeting  
Harrogate, England

**2-Nitroso-1-Naphthol vs. Dithiooxamide in  
Trace Copper Detection at Bullet Impact Sites**  
1996 IABPA/ACSR Meeting  
Albuquerque, NM

## PUBLICATIONS

**Comparative Evaluation of Potentially Radiolucent Projectile Components by Radiographs and Computed Tomography**

Co-authored with Miller, Gerrard, et. al.

Journal of Forensic Sciences

January 2017

**Asymmetrically-Positioned Concentric and Radial Cracks at Shallow Angle Glass Impact Sites for Determination of Projectile Direction of Travel**

AFTE Journal Vol. 48 No. 3

**The Production and Persistence of Gunpowder Tattooing and Stippling of Human Skin**

Co-authored with Lucien C. Haag and Aaron Brudenell

AFTE Journal Vol. 46 No. 2

**A Ballistics Study of the Winchester Supreme Elite PDX1 Ammunition**

Academic Forensic Pathology Journal

(National Association of Medical Examiners)

Vol. 3 Issue 2

**Cartridge Mismatch: 9x19mm in a 357 SIG**

AFTE Journal Vol. 45 No. 2

**A Stable Reagent for Nitrate / Nitrite Detection and the Verification of Suspected Gunpowder Particles**

AFTE Journal Vol. 44 No. 3

**Bore Lapping Compounds and Their Effect on Traditional Firearms Identification**

AFTE Journal Vol. 41 No. 3

**Ejection Patterning – Standard Testing and the Effects of Non-Standard Angles, Orientations, and Maneuvers**

AFTE Journal Vol. 41 No. 2

**The Accuracy and Precision of Trajectory Measurements**

AFTE Journal Vol. 40 No. 2

**Trace Bullet Metal Testing for Copper and Lead at Suspected Projectile Impacts**

Co-authored with Lucien C. Haag, Forensic Science Services Inc.

AFTE Journal Vol. 38 No. 4

**Shotgun Pellet Pattern: Federal FliteControl Law Enforcement Shotshell**  
AFTE Journal Vol. 38 No. 4

**The Forensic Effects of Aftermarket Porting of a Glock Model 23**  
Journal of the Association for Crime Scene Reconstruction  
Vol. 11 Issue 3  
and  
AFTE Journal Vol. 37 No. 3

**Skin Perforation and Skin Simulants**  
Co-authored with Lucien C. Haag, Forensic Science Services Inc.  
(Presented in part AFTE 1998 by Michael Haag)  
AFTE Journal Vol. 34 No. 3

**The Reconstructive Aspects of Bullet Jacket and Core Weights**  
AFTE Journal Vol. 34 No. 2

**The Analysis and Comparison of Shotshell Buffers**  
Co-authored with Lucien C. Haag, Forensic Science Services Inc.  
(Presented AFTE 1997 by Michael Haag)  
AFTE Journal Vol. 32 No. 3

**A Rapid Non-Destructive Method for Analyzing  
and Comparing Bullet Lubricants**  
Co-authored with Lucien C. Haag, Forensic Science Services Inc.  
AFTE Journal Vol. 32 No. 2  
and

Southwestern Association of Forensic Scientists (SWAFS) Journal Vol. 23 No. 1

**A Scientific Examination and Comparison of  
Skin Simulants for Distance Determinations**  
Co-authored by Gene Wolberg, San Diego PD  
AFTE Journal Vol. 32 No. 2

**Applications of Focused Ion Beam Systems  
in Gunshot Residue Investigation**  
Co-authored with Ludwig Niewöhner, Bundeskriminalamt (BKA), Germany  
Journal of Forensic Sciences Vol. 44 No. 1, p. 105  
January 1999

**The Exterior Ballistics of Contemporary  
Air Guns and BB Guns**  
AFTE Journal Vol. 30 No. 2

**2-Nitroso-1-Naphthol vs. Dithiooxamide**  
**in**  
**Trace Copper Detection at Bullet Impact Sites**  
AFTE Journal Vol. 29 No. 2

**East German 7.62x39mm Übungsmunition**  
AFTE Journal Vol 27 No. 1

## **INSTRUCTOR**

**3D Laser Scanning of Crime Scenes  
and  
Shooting Reconstruction Based on 3D Laser Scanning  
San Diego, CA February 27, 2014  
and  
Olathe, KS August 31, 2013**

**Shooting Incident Reconstruction -Introduction  
Southwest Association of Forensic Scientists, Scottsdale, AZ  
October 22-23 2012**

**Shooting Scene Reconstruction and Trajectories with 3D Laser Scanning  
Leica World Wide Users Group, Las Vegas, NV  
June 4<sup>th</sup> 2012**

**Shooting Scene Reconstruction and Trajectories with 3D Laser Scanning  
Leica World Wide Users Group, Orlando, FL  
June 5<sup>th</sup> 2011**

**Shooting Scene Reconstruction and Trajectories with 3D Laser Scanning  
Leica World Wide Users Group, San Ramone, CA  
October 24<sup>th</sup> 2010**

**Bullet Penetration, Perforation and Deflection Workshop  
Association of Firearm and Tool Mark Examiners Conference  
Henderson, NV May 7<sup>th</sup> 2010**

**Proper Trajectory Measurement  
Association of Firearm and Tool Mark Examiners Conference  
Henderson, NV May 6<sup>th</sup> 2010**

**3D Laser Scanning of Shooting Scenes and Trajectories  
California Association of Criminalists  
April 20<sup>th</sup>, 2010**

**Introduction to Crime Scene Investigation  
International Association for Forensic and Security Metrology (IAFSM)  
Instructor  
Houston, TX 2007 and 2008**

**Proper Trajectory Measurement  
California Association of Criminalists (CAC)  
Orange County, CA May 8<sup>th</sup> 2007**

**Proper Trajectory Measurement  
Association for Crime Scene Reconstruction  
Albuquerque, NM February 10<sup>th</sup> 2006**

**Forensic Shooting Scene Reconstruction Courses and Host Agency / Location**

**Washington State Patrol  
Snoqualamie, WA September 18-22, 2017**

**Larimer County Sheriff's Department  
Fort Collins, CO July 24-28, 2017**

**Oregon State Police  
Bend, OR October 18-20, 2016**

**Ventura County Sheriff's Office  
Camarillo, CA August 10-14, 2016**

**Chartered Society of Forensic Sciences, United Kingdom  
Faldingworth, UK June 20-24, 2016**

**Indiana State Police  
Danville, IN September 23-25, 2015**

**Toronto Police Service  
Toronto, Canada January 12-16, 2015**

**Indiana State Police  
Greencastle, IN September 17-19, 2014**

**San Diego County Sheriff's Office  
San Diego, CA February 24 through 26, 2014**

**Johnson County Sheriff's Office  
Olathe, KS August 28 through 30, 2013  
Glendale Police Department / Arizona Homicide Investigators  
Glendale, AZ March 20 through 22, 2013**

**Georgia Bureau of Investigation  
Forsythe, GA September 12 through 14 and 17 through 19, 2012**

**South Dakota Criminal Bureau of Investigation  
Mitchell, SD May 7 through 9, 2012**

**San Diego Police Department**  
San Diego, CA January 18 through 20, 2012

**Los Angeles County Sheriff's Department**  
Los Angeles, CA May 23 through 25, 2011

**Naval Criminal Investigation Service**  
Washington, DC November 1<sup>st</sup> through 5<sup>th</sup>, 2010

**LGC Forensics**  
Leeds, United Kingdom June 29<sup>th</sup> through July 1<sup>st</sup>, 2009

**Zurich Stadtpolizei**  
Zurich, Switzerland June 22<sup>nd</sup> through 26<sup>th</sup>, 2009

**Bernalillo County Sheriff's Office**  
Albuquerque, NM March 23<sup>rd</sup> through 27<sup>th</sup>, 2009

**GUNSITE**  
Paulden, AZ September 29<sup>th</sup> through October 3<sup>rd</sup>, 2008

**Eugene Police Department**  
Eugene, OR August 4<sup>th</sup> through 8<sup>th</sup>, 2008

**Royal Canadian Mounted Police**  
Vancouver, BC Canada February 26<sup>th</sup> through 27<sup>th</sup>, 2008

**GUNSITE**  
Paulden, AZ October 29<sup>th</sup> through November 2<sup>nd</sup>, 2007

**Centre of Forensic Sciences**  
Toronto, Ontario Canada September 10<sup>th</sup> through 14<sup>th</sup>, 2007

**Albuquerque Police Department**  
Albuquerque, NM June 18<sup>th</sup> through 22<sup>nd</sup>, 2007

**GUNSITE**  
Paulden, AZ October 16<sup>th</sup> through 20<sup>th</sup>, 2006

**Los Angeles Police Department**  
Burbank, CA December 2<sup>nd</sup> through 4<sup>th</sup>, 2005

**Arizona Homicide Investigator's Association**  
Show Low, AZ July 6<sup>th</sup> through 8<sup>th</sup>, 2005

**GUNSITE**  
Paulden, AZ October 17<sup>th</sup> through 21<sup>th</sup>, 2005

**Los Angeles County Sheriff / Long Beach Police Department**  
Long Beach, CA February 16<sup>th</sup> through 18<sup>th</sup>, 2005

**GUNSITE**

Paulden, AZ November 8<sup>th</sup> through 12<sup>th</sup>, 2004

**Los Lunas New Mexico**

Los Lunas, NM June 14<sup>th</sup> through 18<sup>th</sup>, 2004

**Forensic Science Consultants Inc.**

Castle Rock, CO July 14<sup>th</sup> through 18<sup>th</sup>, 2003

**GUNSITE**

Paulden, AZ October 14<sup>th</sup> through 18<sup>th</sup>, 2002

**Miami-Dade Police Department**

Miami, FL March 27<sup>th</sup> through March 30<sup>th</sup>, 2001

**RECURRENT INSTRUCTORSHIPS**

**Bureau of Alcohol Tobacco and Firearms (BATF)**

**Trajectory Analysis and Shooting Reconstruction Instructor**

**National Firearms Examiners Academy (NFEA)**

Rockville, MD Oct. 30-31, 2000

Rockville, MD Oct. 31-November 2, 2001

Rockville, MD Oct. 28-30, 2002

Ammendale, MD Oct. 20-24, 2003

Ammendale, MD Oct. 26-29, 2004

Ammendale, MD May 8-11, 2006

Ammendale, MD Nov 5-8, 2007

Ammendale, MD May 4-7, 2009

Ammendale, MD May 10-13, 2010

Ammendale, MD May 2-5, 2011

Ammendale, MD April 3-4, 2014

**Bullet Trajectory Workshop for APD Field Investigators**

1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012,  
2013, 2014, 2015, 2016, 2017

Albuquerque, New Mexico

**Crime Scene Firearms Safety and Documentation**

2003, 2004, 2005, 2006, 2007, 2008, 2014

**Forensic Firearms Terminal Ballistics and Wound Ballistics for Pathologists**  
2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013,  
2014, 2015, 2016, 2017

**Tactical Forensic Firearms for Officers**  
2007, 2008, 2009

## FIREARMS RELATED TOURS

### TECHNICAL

Nosler Bullets- Bend, OR  
Colt- Canada  
Elysium Barrels- Raton, NM  
HPR Ammunition- Payson, AZ  
TASER International- Scottsdale, AZ  
Winchester Ammunition Plant- East Alton, IL  
Obermeyer Barrel Manufacturers- Milwaukee, WI  
Accu-Match Barrel Manufacturers- Mesa, AZ  
Smithsonian American History Museum Firearms Collection- Washington D.C.  
Precision Made Cartridge (PMC) Ammunition Plant- Boulder City, NV  
Sturm Ruger Firearms Manufacturing Plant- Prescott, AZ  
Leica Geosystems- Heerbrug, Switzerland  
Leica Microsystems- Heerbrug Switzerland  
Royal Armouries- Leeds England

### CRIME LABORATORIES

Denver Police Department Crime Lab  
Oregon State Patrol - Bend  
Oklahoma State Bureau of Investigation  
RCMP Vancouver  
Centre of Forensic Science Toronto  
Miami Dade County  
Mesa PD  
West Valley PD  
Dallas PD  
Southwest Institute of Forensic Science  
Milwaukee PD  
Arizona DPS Phoenix  
Arizona DPS Tucson  
Tucson PD  
San Bernardino County  
Los Angeles PD  
New Mexico State  
Long Beach PD  
San Diego PD  
San Diego County  
Zurich Stadtpolizei  
Bayern Landesamt  
Bundeskriminalamt (old and new facility)

LGC Forensics UK  
Eugene PD  
FBI Quantico and FBI Washington DC  
Virginia State Norfolk  
Taiwan National Laboratory (CIB)  
Contra Costa County Sheriff's Office  
Los Angeles Sheriff's Department  
Scottsdale Police Department  
United States Army Crime Lab (USACIL)  
Johnson County Sheriff's Office  
South African Police Services, Pretoria

**Michael G. Haag**

*Forensic Scientist  
Supervisor Physical Identification Unit  
Firearm and Tool Mark Examiner  
Shooting Scene Reconstructionist  
Criminalist  
Major Crime Scenes*

*(505) 401-6225*



*PBS's acclaimed NOVA science program featured Haag*



*Taiwan's 2004 Presidential assassination attempt was investigated onsite by Haag*

required to travel to attend this course. The cost to send 20 staff to this training at another located is estimated at over \$60,000.

- E. The necessity of the sole/single-source contract is justified because the contractor, Mike Haag, possesses unique features and is uniquely positioned to supply this training. Mike Haag is the pre-eminent expert in shooting incident reconstruction and co-authored the standard reference book, Shooting Incident Reconstruction, with his father, Lucien Haag. Mike Haag has been delivering this particular training since 1999, and through the data he has generated, he has established the accepted standard of 5 degrees of uncertainty in bullet path angle measurements. All FAU staff in the past 15 years (at least 40 people) have attended this course in various venues around the country and this course is a necessary component of BPA training in our lab.

### **Section 3521.3**

The training offered by Mike Haag is not the only shooting incident training available; however, it is the only all-encompassing training in background, theory, documentation, practical, hands-on, and research-based determinations. Mike Haag is a co-author of Shooting Incident Reconstruction, 2<sup>nd</sup> Edition, which is the foremost utilized reference in the field. He has been teaching this course since 1999, and through all the years of training, his data has established the 5 degrees of uncertainty this is universally accepted as the margin of uncertainty with angle measurements. All other available BPA courses were established after 1999 and, at best, are imperfect copies of Mike Haag's class.

In his training course, Mike Haag's unique combination of expert shooting ability and forensic knowledge provides a five-day training program that showcases both theory and application using known samples created on-site. The students can observe the creation of impacts and bullet paths, examine the samples with guidance, and expand their knowledge of impact characteristics. Mike Haag has provided this training throughout the country and internationally since 1999. He is a prominent figure in the Association of Firearm and Toolmark Examiners (AFTE), which is the singular internationally-recognized organization in the Firearm Examiner community.

Mike Haag's training program has been proven successful since 1999 for firearm examiners all over the world. Most significantly, all of FAU staff over the past 15 years (at least 40 people) have attended this particular course as a part of their training to become competent in BPA. Mike Haag is also a firearm examiner practitioner employed at the Albuquerque Police Department's crime lab and understands the standards and practices of forensic analysis. Although other firearm experts offer courses in shooting reconstruction, it is imperative that persons in the forensic field receive training from instructors whose credibility is well established. Furthermore, it is equally important that the instructors are unlikely to be discredited at some future date. While this is difficult to ensure, it is somewhat more predictable in this instance based on the experience, performance, conservatism, reputation of Mike Haag throughout his career.

Subrecipient: City of Los Angeles, LAPD

Subaward #: CQ 18 15 7250

Mike Haag has already displayed a commitment to provide the training for the FAU and FIU trainees at our location in the Fall/Winter of 2019. He is flexible to our needs and is committed to providing training to further the education of our personnel.

**Section 3521.4**

- A. The time constraints that may impact this project are the limitations of the grant period and the lengthy process for the City of Los Angeles to formally accept the grant funds. The contractor, Mike Haag, has indicated that he is available in Fall/Winter of 2019 which would allow time for the lengthy acceptance process to occur and the training to be completed before the end of the grant period, December 31, 2019.
- B. No comparisons were made to identify the time required for another contractor to reach the same level of competence because the over twenty-eight (28) years of expertise and uniqueness of Mike Haag and his class are well-established, undisputed, and a necessary component of our lab's training in BPA.

## COMPUTER VERIFICATION FORM

As stated in the *Subrecipient Handbook*, approval for purchases of computers and automated equipment is contingent on the project's ability to demonstrate cost effective, project-related need. This is best demonstrated by clearly relating each computer system or component to the grant objectives and activities.

Please answer the following questions. Attach as many pages as necessary to fully answer each question.

1. What is your agency's purpose for the proposed system? Include a description of the items to be purchased and how they will be used. Also, explain how the proposed equipment and/or software will enhance the project's ability to achieve the objectives/activities of the project as specified in the Grant Subaward.

**The Los Angeles Police Department's (LAPD's) Forensic Science Division (FSD) proposes to use the 2018 California Coverdell Program grant funds to replace an antiquated server (used to store digital copies of evidence) that will increase the overall efficiency, timeliness, and quality of work in the Questioned Documents Unit (QDU), ultimately improving the quality and timeliness of forensic science services provided to the City of Los Angeles.**

**The proposed purchase of one digital evidence storage server dedicated to QDU will increase efficiency, quality, and timeliness of services, in support of Objective #6 of the grant proposal. QDU uses a server as the sole repository for all digital images of evidence, images generated during casework analysis, scanned case packages, and electronic records. The replacement of the server is necessary because the current unit is aging and becoming unreliable. The server intermittently disconnects from the network or freezes. In both instances, numerous hours are spent trouble-shooting the issues and returning the server to service. Additionally, casework is interrupted when the server is unavailable because the server is critical for storage of digital files created during analysis. Replacing this server will ensure that critical digital image evidence is retained and accessible, will decrease work interruptions, and will alleviate the demands of IT support staff.**

- **The estimated cost of one digital evidence storage server with minimum storage capacity of 16GB is \$9,000.**

Subrecipient: City of Los Angeles, LAPD

Subaward #: CQ 18 15 7250

2. If the request is for hardware and software in which the total costs exceed \$25,000, describe the proposed design of your system and indicate whether this is a new system or an addition/enhancement of an existing one, and whether it will be integrated with other systems. In your description please, be specific as to type and location of hardware/software and how the system will be operated and maintained.

**The total cost of the proposed purchase is \$9,000, less than the \$25,000.00 threshold.**

**BASELINE DATA SHEET**

The data presented on this document will establish the baseline for progress reporting. Please complete and submit the information requested below with your application.

**PLEASE NOTE:** Once a discipline is selected, you must report statistics on that discipline throughout the life of the Grant Subaward performance period. Please do not switch the disciplines mid-grant.

1. Identify the number of forensic analysts related to Coverdell Program: 176
2. Select the discipline(s) in your project and input the turn-around-time and number of backlogged cases per discipline in the chart.

Discipline	Turn-Around-Time	Back Log
Controlled Substances/Drug Chemistry	_____	_____
Toxicology/Forensic Alcohol	8 days	212
Trace	103 days	17
Firearms	102 days	392
Questioned Documents	37 days	10
Biology/DNA	_____	_____
Crime Scene	33 days	64
Latent Prints	_____	_____
Digital Media	_____	_____
Pathology	_____	_____
NIBIN	8 days	169

6 month period 5/18 - 10/18

**CERTIFICATION AS TO EXTERNAL INVESTIGATIONS**

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice and to the California Governor's Office of Emergency Services (Cal OES):

- A government entity exists and an appropriate process is in place to conduct independent external investigations into allegations of serious negligence or misconduct substantially affecting the integrity of the forensic results committed by employees or contractors of any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility in the State that will receive a portion of the Grant Subaward.
- I agree to notify Cal OES Program Staff regarding any and all complaints and/or allegations of serious negligence and/or misconduct substantially affecting the integrity of forensic results committed by employees or contractors of the forensic laboratory system.
- At the *initiation, duration of, and at the conclusion* of the investigative review process and all appropriate action has been fulfilled, I will notify Cal OES Program Staff as to the resolution and that the matter has been resolved.

I personally have read and reviewed the section entitled "Eligibility" in the announcement for the Program. I acknowledge that a false statement in this certification or in the application that it supports may be subject to criminal prosecution, under 18 U.S.C. §1001. I also acknowledge that the Office of Justice Programs and/or Cal OES Grant Subawards, including certifications provided in connection with such Grants Subawards, are subject to review by the Office of Justice Programs, Department of Justice, Office of the Inspector General, and Cal OES.

I have authority to make this certification on behalf of the applicant agency.

  
\_\_\_\_\_  
Signature of Certifying Official  
Chief of Police  
\_\_\_\_\_  
Title of Certifying Official  
Los Angeles Police Department  
\_\_\_\_\_  
Name of Applicant Agency  
\_\_\_\_\_  
Date 1/13/18

Professional Standards Bureau  
\_\_\_\_\_  
Name of External Investigative Agency  
Debra McCarthy  
\_\_\_\_\_  
Contact at External Investigative Agency  
Deputy Chief  
\_\_\_\_\_  
Title  
(213) 473-6672  
\_\_\_\_\_  
Phone #



**American Society of Crime Laboratory Directors  
Laboratory Accreditation Board**

*declares to all Advocates of Truth, Justice and the Law that the  
management and technical operations of the*

**Los Angeles Police Department  
Forensic Science Division  
Breath Alcohol Laboratory**

1800 Paseo Rancho Castilia  
Los Angeles, California 90032

*have been found through assessment to meet the requirements of  
ISO/IEC 17025:2005  
"General Requirements for the Competence of Testing and Calibration Laboratories"  
the ASCLD/LAB-International Supplemental Requirements for  
Breath Alcohol Calibration Laboratories, 2007  
and all other requirements of the*

**ASCLD/LAB-International**  
*program, and is granted this*

**Certificate of Accreditation**

*in the field of*  
**Forensic Science Calibration**  
*for the categories of calibration listed on the corresponding  
Scope of Accreditation*

  
David Coffman, ASCLD/LAB Chair

  
John K. Neuner, Executive Director

  
Laurel J. Farrell, Senior Accreditation Program Manager

*Certificate Number*

**ALI-011-C**

*granted this*

**29th day of May, 2014**

*which expires on the*

**28th day of May, 2019**



**American Society of Crime Laboratory Directors  
Laboratory Accreditation Board**

*declares to all Advocates of Truth, Justice and the Law that the  
management and technical operations of the*

**Los Angeles Police Department  
Forensic Science Division  
Criminalistics Laboratory**

1800 Paseo Rancho Castilla  
Los Angeles, California 90032

*have been found through assessment to meet the requirements of  
ISO/IEC 17025:2005*

*"General Requirements for the Competence of Testing and Calibration Laboratories"  
the ASCLD/LAB-International Supplemental Requirements for Testing Laboratories: 2011  
and all other requirements of the*

**ASCLD/LAB-International**  
*program, and is granted this*

**Certificate of Accreditation**

*in the field of*  
**Forensic Science Testing**  
*for the categories of testing listed on the corresponding  
Scope of Accreditation*

David Coffman, ASCLD/LAB Chair

John R. Neuner, Executive Director

Laurel J. Farrell, Senior Accreditation Program Manager

Troy Hamlin, Accreditation Program Manager-Testing

*Certificate Number*

**ALI-346-T**

*granted this*

**29th day of May, 2014**

*which expires on the*

**28th day of May, 2019**

## Stella Larracas

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**From:** Monique Jones  
**Sent:** Wednesday, March 20, 2019 11:29 AM  
**To:** Stella Larracas; Barbra Ann Montesquieu  
**Subject:** Fw: 2018 Coverdell Awards

**Importance:** High

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**From:** Bunch, Richard@CalOES <Richard.Bunch@CalOES.ca.gov>

**Sent:** Wednesday, March 20, 2019 11:12 AM

**To:** Rodda, Luke (ADM) (luke.rodde@sfgov.org); Christopher Wirowek; Pearing, Sue-Lan (ADM); 'fhealy@pd.sandiego.gov'; kmeaux@pd.sandiego.gov; 'jromo@pd.sandiego.gov'; Glen D. Spencer; maura.velasco@longbeach.gov; Brandon Walker (Brandon.Walker@longbeach.gov); Karla Taylor; rf2marti@lasd.org; grantsunit@lasd.org; Jessica Depakakibo; Parigian, Michael; Andrew Kish; raul.villa@ventura.org; Higgins, Renee (Renee.Higgins@ventura.org); evelyn.hamilton@ventura.org; Fitch, Ian (ifitch@lab.sccgov.org); Hsiao, Mei-Ching (mhsiao@dao.sccgov.org); Li, Karen; Alex Karagianes; 'VRuiz@smcgov.org'; 'amtoensing@smcgov.org'; mark.powell@sfgov.org; McGuire, Catherine (POL) (catherine.mcguire@sfgov.org); 'andy.smith@sfgov.org'; Fannie Yeung; Wampler, Randall L. (RLWampler@SolanoCounty.com); sjpadilla@solanocounty.com; Denise Lyons; 'gchen@solanocounty.com'; Grubb, Mike; 'eunice.ramos@sdsheriff.org'; Freitas, Jerica (Jerica.Freitas@sdsheriff.org); dina.schoen@sdsheriff.org; Steven Johnson; Carolyn Bondoc; Haliburton, Jenee (jhaliburton@SBCSD.ORG); 'dacrimelabgrants@sacda.org'; 'baylism@sacda.org'; Joseph; lwatanabe@ocsd.org; Leung, Yumi L [OCSD]; Sachs, Sandra; Shavies, Shamika; 'rjaved-ghaffar@coroner.lacounty.gov'; Patty Romo; sbuxtondequintana@coroner.lacounty.gov; Inna Sarac (ISarac@coroner.lacounty.gov); Jeffrey Thompson; Annemarie Sauer Hale; Allison Manfreda; Monique Jones; Tammi Noe (TNoe@KernDA.org); smjohnson@kernda.org; Patricia Cannon (PCannon@KernDA.org); Nguyen, Catherine; Jay Kreitz; pnavarro@glendaleca.gov; 'michael.koop@fresnosheriff.org'; Berber, Baldomero (Baldomero.Berber@fresnosheriff.org); 'bruce.roberts@fresnosheriff.org'; Shelley Webster (swebster@cityofelcajon.us); 'jwiley@cityofelcajon.us'; Donald Tapper; Maritza Vargas (mvargas@chulavistapd.org); Pamela Hofsass; Mary Jane Robb; Debbie McKillop; 'barry.miller@doj.ca.gov'; sumi.thomison@doj.ca.gov; 'christopher.gale@doj.ca.gov'; rhonda.clark@doj.ca.gov; Steve Hayes; 'smurphy@acgov.org'; akeeler@acgov.org  
**Cc:** Preston, Anna@CalOES; Cadet, Cynthia@CalOES; Berta, Cindy@CalOES  
**Subject:** 2018 Coverdell Awards

Hello 2018 Coverdell applicants:

I just wanted to let you know that It may be approximately one month until your 2018 Coverdell Grants will be in award. However, once in award, all of you will be able to claim any grant related expenses in your budgets going back to February 28, 2019, when the feds released the Special Conditions.

If you have any questions, please feel free to contact me via phone or email.

Thank you for your patience.

**Richard Bunch**  
Program Specialist