

# LOS ANGELES POLICE COMMISSION

BOARD OF  
POLICE COMMISSIONERS

WILLIAM J. BRIGGS, II  
PRESIDENT

EILEEN M. DECKER  
VICE PRESIDENT

DALE BONNER  
MARIA LOU CALANCHE  
STEVE SOBOROFF

MARIA SILVA  
COMMISSION EXECUTIVE ASSISTANT II



ERIC GARCETTI  
MAYOR

RICHARD M. TEFANK  
EXECUTIVE DIRECTOR

MARK P. SMITH  
INSPECTOR GENERAL

EXECUTIVE OFFICE  
POLICE ADMINISTRATION BUILDING  
100 WEST FIRST STREET, SUITE 134  
LOS ANGELES, CA 90012-4112

(213) 236-1400 PHONE  
(213) 236-1410 FAX  
(213) 236-1440 TDD

June 16, 2022

BPC #22-118

The Honorable Eric Garcetti  
Mayor, City of Los Angeles  
City Hall, Room 303  
Los Angeles, CA 90012

The Honorable City Council  
City of Los Angeles, Room 395  
c/o City Clerk's Office

Dear Honorable Members:

RE: 2021 PAUL COVERDELL FORENSIC SCIENCE IMPROVEMENT GRANT PROGRAM.

At the regular meeting of the Board of Police Commissioners held Tuesday, June 14, 2022, the Board APPROVED the Department's report relative to the above matter.

This matter is being forwarded to you for approval.

Respectfully,

BOARD OF POLICE COMMISSIONERS

A handwritten signature in blue ink, appearing to read "Rebecca Muñoz".

REBECCA MUÑOZ  
Commission Executive Assistant

Attachment

c: Chief of Police

INTRADEPARTMENTAL CORRESPONDENCE

PC # 22-118 4D  
RENEWED  
RICHARD M. TEFANI  
EXECUTIVE DIRECTOR  
DATE 6/7/22

May 27, 2022  
1.14

RECEIVED  
JUN 07 2022  
POLICE COMMISSION

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

**FROM:** Chief of Police

**SUBJECT:** TRANSMITTAL OF THE GRANT APPLICATION AND AWARD ACCEPTANCE FOR THE 2021 PAUL COVERDELL FORENSIC SCIENCE IMPROVEMENT PROGRAM FROM THE CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES

**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 2021 California Coverdell Program in the amount of \$133,335 for the period of April 1, 2022 through June 30, 2023, from the California Governor's Office of Emergency Services (Cal OES);
  - B. AUTHORIZE the Chief of Police or his designee to negotiate and execute the grant award agreement, subject to City Attorney approval as to form and legality;
  - C. AUTHORIZE the Controller to set up a grant receivable and appropriate \$133,335 to appropriation account, account number to be determined within Fund No. 339, Department No. 70, for the receipt and disbursement of the Cal OES 2021 Coverdell Program in accordance with the grant award;
  - D. AUTHORIZE the Los Angeles Police Department (LAPD) to spend up to \$133,335 in accordance with the grant award agreement;
  - E. AUTHORIZE the LAPD to submit grant reimbursement requests to the grantor and deposit grant receipts into Fund No. 339, Department No. 70;

- F. AUTHORIZE the Controller to increase appropriations for Cal OES's 2021 Paul 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: \$56,635

- G. AUTHORIZE the LAPD to prepare 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 \$133,335 of the 2021 Cal OES Coverdell Program grant funding to the LAPD. The goal of the program is to improve the quality, timeliness, and efficiency of forensic science services. This grant will be used to fund overtime, operational expenses, and equipment within the Forensic Science Division for the period of April 1, 2022 through June 30, 2023.

Grant funds will be used to fund the training and development of newly hired Criminalists assigned to the Forensic Science Division. Funds will also be used to purchase a Biotage Pressure+ 48 Positive Pressure Manifold and a Biotage TurboVap LV Multi Rack Evaporator to assist the Toxicology Unit with cases that are opioid-related. Two stereoscopes will also be purchased and put into use by the Narcotics Analysis Unit to visualize morphological characteristics of suspected cannabis evidence.

The grant award will fund \$56,635 for civilian overtime, \$26,500 for operating costs, and \$50,200 for equipment to be used to improve the overall efficiency, quality and timeliness within the Forensic Science Division. No matching funds are required.

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

Respectfully,



MICHEL R. MOORE  
Chief of Police

**BOARD OF  
POLICE COMMISSIONERS**  
Approved *June 14, 2022*  
Secretary *Rebecca Munoz*

Attachments

**INTRADEPARTMENTAL CORRESPONDENCE**

May 19, 2022  
1.14

**TO:** Chief of Police

**FROM:** Director, Office of Constitutional Policing and Policy

**SUBJECT:** TRANSMITTAL OF THE GRANT APPLICATION AND AWARD  
ACCEPTANCE FOR THE 2021 PAUL COVERDELL FORENSIC SCIENCE  
IMPROVEMENT PROGRAM FROM THE CALIFORNIA GOVERNOR'S  
OFFICE OF EMERGENCY SERVICES

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 2021 Paul 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 \$133,335 grant award from the California Governor's Office of Emergency Services for the grant period of April 1, 2022 through June 30, 2023. Grant funds will be used to fund the training and development of newly hired Criminalists assigned to the Forensic Science Division. Funds will also be used to purchase a Biotage Pressure+ 48 Positive Pressure Manifold and a Biotage TurboVap LV Multi Rack Evaporator to assist the Toxicology Unit with cases that are opioid-related. Two stereoscopes will also be purchased and put into use by the Narcotics Analysis Unit to visualize morphological characteristics of suspected cannabis evidence.

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



LIZABETH RHODES, Director  
Office of Constitutional Policing and Policy

Attachments



April 28, 2022

Kristina Takeshita, Laboratory Director  
Los Angeles, City of  
1800 Paseo Rancho Castilla  
Los Angeles, CA 90032-4210

Subject: **NOTIFICATION OF APPLICATION APPROVAL**  
Paul Coverdell Forensic Science Improvement Program  
Subaward #: CQ21 18 7250, Cal OES ID: 037-44000

Dear Ms. Takeshita:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$133,335, 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

Cal OES #	037-44000-00	FIPS #	037-44000	VS#		Subaward #	CQ21 18 7250
-----------	--------------	--------	-----------	-----	--	------------	--------------

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

*SMC*

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


- Subrecipient: City of Los Angeles 1a. ~~BMNS# 0000-0000~~ UEI#: ZRXCMNNSUEJ1
- Implementing Agency: Los Angeles Police Department 2a. ~~BMNS# 0000-0000~~ UEI#: ZRXCMNNSUEJ1 *SMC*
- Implementing Agency Address: 100 West First Street Los Angeles 90012-4112  
(Street) (City) (Zip+4)
- Location of Project: Los Angeles Los Angeles 90012-4210  
(City) (County) (Zip+4)
- Disaster/Program Title: CQ - Paul Coverdell Forensic Science Improvement Program 6. Performance/  
Budget Period: 4/1/2022 to 6/30/2023  
(Start Date) (End Date)
- Indirect Cost Rate: Select N/A Federally Approved ICR (if applicable): \_\_\_\_\_ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2021	FSIA		\$133,335					\$133,335
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project Cost</b>			<b>\$133,335</b>	<b>\$133,335</b>				<b>\$133,335</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:**

Name: Michel R Moore Title: Chief of Police  
 Payment Mailing Address: 100 West First Street City: Los Angeles Zip Code+4: 90012-4112  
 Signature:  Date: 2-10-22

16. Federal Employer ID Number: 95600735

**(FOR Cal OES USE ONLY)**

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

<u>Mary Rucker</u>	<u>4/27/2022</u>	<u>Heather Carlson</u>	<u>4/28/2022</u>
(Cal OES Fiscal Officer)	(Date)	(Cal OES Director or Designee)	(Date)

DS  
*JH*

DS  
*DS*

ENY: 2021-22 Chapter: 21 SL: 18621  
 Item: 0690-102-0890 Pgm: 0385  
 FAIN #: 15PBJA-21-GG-02892-COVE 10/01/21- 09/30/23  
 Fund: Federal Trust AL#: 16.742  
 Program: Paul Coverdell Forensic Science Improvement Program  
 Match Req.: None  
 Project ID: OES21FSIA000012  
 SC: 2021-18621 Amount: \$ 133,335

Recd: 02/22/22  
ML#750873

✓

**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)

**2. Federal Awarding Agency Section:**

<b>Fund Year</b>	<b>Federal Program Fund / AL#</b>	<b>Federal Awarding Agency</b>	<b>Total Federal Award Amount</b>	<b>Total Local Assistance Amount</b>
2021	Forensic Sciences Improvement Act (FSIA) / 16.742	Bureau of Justice Assistance	\$2,375,922	\$2,138,330
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



## Grant Subaward Contact Information

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

1. **Grant Subaward Director:**

Name: Kristina Takeshita

Title: Laboratory Director

Telephone #: (323) 415-8112

Email Address: V8485@lapd.online

Address/City/ Zip Code (9-digit): 1800 Paseo Rancho Castilla, Los Angeles, CA 90032-4210

2. **Financial Officer:**

Name: Stella Laracas

Title: Senior Management Analyst II

Telephone #: (213) 486-0380

Email Address: n3371@lapd.onlin

Address/City/ Zip Code (9-digit): 100 West First Street, Suite 1061, Los Angeles CA 90012-4112

3. **Programmatic Point of Contact:**

Name: Allison Manfreda

Title: Assistant Laboratory Director

Telephone #: (323)415-8114

Email Address: N3179@lapd.online

Address/City/ Zip Code (9-digit): 1800 Paseo Rancho Castilla, Los Angeles, CA 90032-4210 ew

4. **Financial Point of Contact:**

Name: Monique Jones

Title: Grants Analyst

Telephone #: (213) 486-0380

Email Address: v8926@lapd.online

Address/City/ Zip Code (9-digit): 100 West First Street, Suite 1061, Los Angeles CA 90012-4112

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

Name: Michel R. Moore

Title: Chief of Police

Telephone #: (213) 486-0150

Email Address: grants@lapd.online

Address/City/ Zip Code (9-digit): 100 West First Street, Suite 1072, Los Angeles CA 90012-4112

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Michel R. Moore

Title: Chief of Police

Telephone #: (213) 486-0150

Email Address: grants@lapd.online

Address/City/ Zip Code (9-digit): 100 West First Street, Suite 1061, Los Angeles CA 90012-4112

7. **Chair** of the **Governing Body** of the Subrecipient:

Name: Nury Martinez

Title: City Council President

Telephone #: (213) 473-7006

Email Address: councilmember.martinez@lacity.org 90012 ew

Address/City/ Zip Code (9-digit): 200 North Spring Street, Room #470, Los Angeles CA ~~002~~-4112



### Grant Subaward Signature Authorization

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles

Implementing Agency: Los Angeles Police Department

The **Grant Subaward Director** and **Financial Officer** are **REQUIRED** to sign this form.

**Grant Subaward Director:**

Printed Name: Kristina Takeshita

Signature: *Kristina Takeshita*

Date: 2/7/22

**Financial Officer:**

Printed Name: Stella Laracas

Signature: *Stella Laracas*

Date: 2/11/22

The following persons are authorized to sign for the **Grant Subaward Director**:

Signature: *Allison Manfreda*

Printed Name: Allison Manfreda

Signature: *Vanessa Gould*

Printed Name: Vanessa Gould

Signature: *Supria Rosner*

Printed Name: Supria Rosner

Signature: *Crystal Wysong*

Printed Name: Crystal Wysong

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

Signature: *Barbara Montesquieu*

Printed Name: Barbara Montesquieu

Signature: *Monique Jones*

Printed Name: Monique Jones

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_



## Grant Subaward Certification of Assurance of Compliance Information and Instructions

The Certification of Assurance of Compliance is a binding affirmation that the Subrecipient will comply with the requirements and restrictions outlined in the Subrecipient Handbook, including but not limited to:

- Proof of Authority,
- State and federal civil rights laws,
- Equal Employment Opportunity,
- Drug-Free Workplace,
- California Environmental Quality Act, and
- Lobbying.

**The Official Designee (see SRH Section 3.030) and the individual granting that authority (i.e., City/County Financial Officer, City/County Manager, or Governing Board Chair) must sign this form.** For State agencies, only the Official Designee must sign this form.

Complete all sections of this form and then submit:

- As part of the Grant Subaward Application,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new fund source is being added to the Grant Subaward, (applicable Certification of Assurance of Compliance would be needed), or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the Official Designee or Board Chair changes and the Resolution identifies them by name



## Grant Subaward Certification of Assurance of Compliance

Subrecipient: City of Los Angeles

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
1	Paul Coverdell Forensic Science Improvement	CQ21 18 7250	4/1/2022 - 6/30/2023
2			
3			
4			
5			
6			

I, **Michel R. Moore** (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

**I. Proof of Authority – SRH 1.055**

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

**II. Civil Rights Compliance – SRH Section 2.020**

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

**III. Equal Employment Opportunity – SRH Section 2.025**

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



**IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030**

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

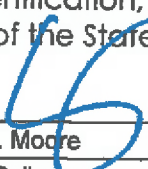

**V. California Environmental Quality Act (CEQA) – SRH Section 2.035**

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a "project" pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

**VI. Lobbying – SRH Sections 2.040 and 4.105**

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

**All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated 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 Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California.	
Official Designee's Signature:	
Official Designee's Typed Name:	Michel R. Moore
Official Designee's Title:	Chief of Police
Date Executed:	2/16/22
<b>AUTHORIZED BY:</b>	
I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES.	
<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:	Matthew W. Szabo
Title:	City Administrative Officer
Date Executed:	02/01/2022



## **Federal Fund Grant Subaward Assurances** Information and Instructions

This document is a binding affirmation that, in addition to the requirements and restrictions outlined in the Subrecipient Handbook, Subrecipients will comply with the assurances required by the federal program/fund source.

**The Official Designee (see SRH Section 3.030) must sign this form.**

Complete all sections of this form and then submit:

- As part of the Grant Subaward Application,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new federal fund source is being added to the Grant Subaward, and/or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the assurances are received by Cal OES after the execution of the applicable Grant Subaward. Cal OES will notify Subrecipients when this is required.



**Federal Fund Grant Subaward Assurances**  
**Paul Coverdell Forensic Science Improvement (FSIA) Grant Program**

Subrecipient: City of Los Angeles

	Cal OES Program Name	Grant Subaward #	Grant Subaward Performance Period
1.	Paul Coverdell Forensic Science Improvement	CQ21 18 7250	4/1/2022 - 6/30/2033
2.			
3.			
4.			
5.			
6.			

Subrecipients agree to adhere to the following and ensure these assurances are passed down to Second-Tier Subrecipients.

**1. Required Audits and Financial Statements (SRH Section 14.005)**

Subrecipients expending \$750,000 or more in federal funds annually must comply with the single audit requirement established by the Federal Office of Management and Budget (OMB) Uniform Guidance 2 CFR Part 200, Subpart F and arrange for a single audit by an independent Certified Public Accountant (CPA) firm annually. Audits conducted under this section will be performed using the guidelines established by the American Institute of Certified Public Accountants (AICPA) for such audits.

- Subrecipient expends \$750,000 or more in federal funds annually.
- Subrecipient does not expend \$750,000 or more in federal funds annually.

**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 the DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this Grant Subaward.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2021 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2021 award.

For more information and resources on the Part 200 Uniform Requirements as they relate, see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

### **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. Requirement to Report Actual or Imminent Breach of Personally Identifiable Information**

Subrecipients (and any Second-Tier Subrecipients) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if they:

- Create, collect, use, process, store, maintain, disseminate, disclose, or dispose of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or
- Use or operate a "Federal information system" (OMB Circular A-130).

Subrecipients (and any Second-Tier Subrecipients) must have breach procedures that must include a requirement to report actual or imminent breach of PII to Cal OES no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

### **5. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 38**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, 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, currently, also sets out rules and requirements that pertain to Subrecipient organizations (and any Second-Tier Subrecipient organizations) that engage in or

conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients (and any Second-Tier Subrecipients) that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 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.

**6. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 42**

Subrecipients (and any Second-Tier Subrecipients) 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.

**7. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 54**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 54, that relate to nondiscrimination on the basis of sex in certain "educational programs."

**8. Compliance with 41 U.S.C. 4712 (Including prohibitions on reprisal; notice to employees)**

Subrecipients (and any Second-Tier Subrecipients) must comply with, and are 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.

Subrecipients (and any Second-Tier Subrecipients) also must inform their employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

**9. Compliance with Applicable Rules Regarding Approval, Planning, and Reporting of Conferences, Meetings, Trainings, and Other Events**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable laws, regulations, policies, and official 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 Grant Subaward appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

#### **10. Requirement for Data on Performance and Effectiveness under the Grant Subaward**

Subrecipients (and any Second-Tier Subrecipients) must collect and maintain data that measure the performance and effectiveness of work under this Grant Subaward. Subrecipients (and any Second-Tier Subrecipients) must provide data (within the required timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

#### **11. Determination of Suitability to Interact with Participating Minors**

This condition applies to the Grant Subaward (if it is indicated) when some or all of the activities to be carried out under the Grant Subaward (whether by Subrecipients, or Second-Tier Subrecipients) is to benefit a set of individuals under 18 years of age.

Subrecipients (and any Second-Tier Subrecipients) must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm>.

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

Subrecipients (and any Second Tier Subrecipients) must comply with all applicable sections of the DOJ Financial Guide. References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. Subrecipients agree to comply with the DOJ Grants Financial Guide.

#### **13. 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), the DOJ encourages Subrecipients (and any Second-Tier Subrecipients) to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course

2-109g Federal Fund Grant Subaward Assurances - FSIA (Revised 12/2021) 5

of performing work funded by this Grant Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

**14. Compliance with General Appropriations-law Restrictions on the use of Federal Funds**

Subrecipients (and any Second-Tier Subrecipients) 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, 2021, are set out at <https://ojp.gov/funding/Explore/FY21AppropriationsRestrictions.htm>.

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

**15. Potential Imposition of Additional Requirements**

Subrecipients (and any Second-Tier Subrecipients) agree to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this Grant Subaward, if Subrecipients are designated as "high-risk" for purposes of the DOJ high-risk grantee list.

**16. Employment Eligibility Verification for Hiring under the Grant Subaward**

a. Subrecipients (and any Second-Tier Subrecipients) must:

1) Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with Grant Subaward funds, Subrecipients (and any Second-Tier Subrecipients) properly verify the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).

2) Notify all persons associated with Subrecipients (or any Second-Tier Subrecipients) who are or will be involved in activities under this Grant Subaward of both:

a) This Grant Subaward requirement for verification of employment eligibility, and

- b) The associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.
- 3) Provide training (to the extent necessary) to those persons required by this condition to be notified of the Grant Subaward requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).
- 4) As part of the recordkeeping for the Grant Subaward (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this Grant Subaward condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

b. Monitoring

Subrecipients' monitoring responsibilities include monitoring Second-Tier Subrecipients' compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, Grant Subaward funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

d. Rules of construction

1) Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this Grant Subaward" specifically includes (without limitation) any and all Subrecipient officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with Grant Subaward funds.

2) Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, Subrecipients (and any Second-Tier Subrecipients) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the Subrecipient (and any Second-Tier Subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment

eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with Grant Subaward funds.

- 3) "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.
- 4) Nothing in this condition shall be understood to authorize or require Subrecipients (and any Second-Tier Subrecipients), or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.
- 5) Nothing in this condition, including in paragraph 4.B., shall be understood to relieve Subrecipients (and any Second-Tier Subrecipients) or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>).

**17. Restrictions and Certifications Regarding Non-disclosure Agreements and Related Matters**

No Subrecipients (and any Second-Tier Subrecipients) under this Grant Subaward, or entity that receives a procurement contract or subcontract with any funds under this Grant 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 Grant 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.

**a. In accepting this Grant Subaward, Subrecipients (and any Second-Tier Subrecipients):**

- 1) Represent that they neither require, nor have 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) Certify that, if they learn, or are notified, that they have, or have been, requiring their 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, they will immediately stop any further obligations of Grant Subaward funds, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.
- b. If Subrecipients are authorized under this award to make Second-Tier Subawards, procurement contracts, or both:
    - 1) Subrecipients represent that:
      - a) No other entity (whether through a Second-Tier Subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) that they pass funds to 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
      - b) Appropriate inquiry has been made, or otherwise Subrecipients have an adequate factual basis, to support this representation; and
    - 2) If learned or notified that any Second-Tier Subrecipient, contractor, or subcontractor entity that receives funds under this Grant 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, they will immediately stop any further obligations of Grant Subaward funds to or by that entity, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

**18. 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 (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (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 award 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 award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

#### **19. OJP Training Guiding Principles**

Subrecipients (and any Second-Tier Subrecipients) agree that they will adhere to the OJP Training Guiding Principle for Grantee and Subgrantees (available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>) for all training or training materials developed or delivered with these funds.

#### **20. Federal Authorization**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements for authorization of any Grant Subaward. This condition applies to agreements that – for purposes of federal grants administrative requirements – OJP considers a "Grant Subaward" (and therefore does not consider a procurement "contract").

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

#### **21. Requirements Related to System for Award Management and Universal Identifier Requirements**

Subrecipients (and any Second-Tier Subrecipients) 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.

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

The details of the Subrecipients' obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm>.

This condition does not apply to a Grant Subaward to an individual who received the Grant 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).

**22. Restrictions on "lobbying"**

In general, as a matter of federal law, federal funds awarded by OJP may not be used by Subrecipients (and any Second-Tier Subrecipients), 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 awarded by OJP from being used by Subrecipients (and any Second-Tier Subrecipients), 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 awarding 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 award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

**23. Specific Post-award Approval Required to Use a Noncompetitive Approach in any Procurement Contract that would Exceed \$250,000**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm>.

**24. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (Including reporting requirements and OJP Authority to Terminate Grant Subaward)**

Subrecipients (and any Second-Tier Subrecipients) 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 (and any Second-Tier Subrecipients), or individuals defined (for purposes of this condition) as "employees" of Subrecipients (and any Second-Tier Subrecipients).

The details of the Subrecipients' 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>.

## **25. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct**

Subrecipients (and any Second-Tier Subrecipients) 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 Grant 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 Grant Subaward should must also be reported to Cal OES. Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

## **26. Limit on Use of Grant Funds for Grantees' Employees' Salaries**

With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

## **27. Information and/or Data Requests**

Subrecipients (and any Second-Tier Subrecipients) agree 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.

## **28. Published Written and Web-based Materials**

Subrecipients shall provide the Cal OES Program Specialist with a copy of any curricula, training materials, proposed publications, reports, or any other written materials that will be published, including web-based materials and website content, resulting from this Subaward at least forty-five working days prior to the targeted dissemination date. Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. \_\_\_\_\_, awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of 2-109g Federal Fund Grant Subaward Assurances - FSIA (Revised 12/2021)

Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."

## **29. Press Releases**

Subrecipients (and any Second-Tier Subrecipients) shall transmit to the Cal OES Program Specialist copies of all official award-related press releases at least fifteen 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.

## **30. Copyright; Data rights**

Subrecipients (and any Second-Tier Subrecipients) acknowledge 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 a Subaward; and (2) any rights of copyright to which a Subrecipient (at any Second-Tier Subrecipient) purchases ownership with Federal support.

Subrecipients (and any Second-Tier Subrecipients) acknowledge 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 (and any Second-Tier Subrecipient) to ensure that the provisions of this condition are included in any Subaward under this Subaward.

Subrecipients (and any Second-Tier Subrecipients) have the responsibility to obtain from Subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the recipient'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.

## **31. Generally Accepted Laboratory Practices**

Subrecipients (and any Second-Tier Subrecipients) shall ensure that any forensic laboratory, forensic laboratory system, medical examiner's office, or coroner's office

that will receive any portion of the Subaward uses generally accepted laboratory practices and procedures as established by accrediting organizations or appropriate certifying bodies.

a. External Investigations

Subrecipients (and any Second-Tier Subrecipients) shall ensure that requirements associated with 34 U.S.C. section 10562(4) (which relate to processes in place to conduct independent external investigations into allegations of serious negligence or misconduct by employees or contractors) are satisfied with respect to 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 amount.

b. Accreditation

Subrecipients (and any Second-Tier Subrecipients) shall ensure that any forensic laboratory or forensic laboratory system (not including any medical examiner's office or coroner's office) that will receive any portion of the award either is accredited, or will use a portion of this award to prepare and apply for accreditation by not more than two years from the award date of this award.

Additionally, with respect to accreditation, the Subrecipient (and any Second-Tier Subrecipient) shall ensure that for any Subaward it makes under this award, it will require in a legally-binding and enforceable writing, such as the Subaward documentation (for example, Subaward terms and conditions), that its Subrecipient: (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.

The Coverdell statute (see 34 U.S.C. section 10562(2)) and the Paul Coverdell Forensic Science Improvement Grants Program solicitation state certain requirements and guidance associated with proper accreditation and regarding what BJA will consider to be acceptable documentation of accreditation. The Subrecipient is to contact the Cal OES Program Specialist for clarification or guidance if it should have any question as to what constitutes proper accreditation for the purposes of the Coverdell program. Subaward funds may not be used under this Subaward by a forensic laboratory or forensic laboratory system with accreditation (or by such laboratory to obtain accreditation) that BJA determines not to be consistent with the Coverdell law and the solicitation or to be otherwise deficient.

Subrecipients (and any Second-Tier Subrecipients) agree to notify Cal OES promptly upon any change in the accreditation status of any forensic science laboratory or forensic laboratory system that receives funding under this Subaward.

### **32. 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. 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.

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 period versus the average number of days to process a sample at the end of the grant 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 period versus the number of backlogged forensic cases at the end of grant 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 (and any Second-Tier Subrecipients) are required to collect and report data relevant to these measures.

### **33. Forensic Science or Medical Examiner Services Fees**

Subrecipients (and any Second-Tier Subrecipients) understand and agree that, throughout the Subaward period, it must promptly notify Cal OES if it either starts or stops charging fees for forensic science or medical examiner services, or if it revises its method of allocating fees received for such services to program income. Notice must be provided in writing to the Cal OES Program Specialist within fifteen business days of implementation of the change.

### **34. External Investigations**

Subrecipients (and any Second-Tier Subrecipients) acknowledge that, as stated in the solicitation for the Paul Coverdell Forensic Science Improvement Grants Program, BJA assumes that Subrecipients (and Second-Tier 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 12-month period of the award; (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 award be extended, the Subrecipient shall submit the above information as to subsequent twelve-month periods every twelve months thereafter (as part of a semi-annual progress report) until the close of the award 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 awards), or other related requirements may be imposed, if the required information is not submitted on a timely basis.

### **35. Subrecipient Integrity and Performance Matters**

Subrecipients (and any Second-Tier Subrecipients) must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, Subrecipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIS").

The details of Subrecipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIS), and are incorporated by reference here.

### **36. Gross Income**

Subrecipients (and any Second-Tier Subrecipients) understand and agree that gross income (revenues) from fees charged for forensic science or medical examiner services constitutes program income (in whole or in part), and that program income must be determined, used, and documented in accordance with the provisions of 2 C.F.R. 200.307, including as applied in the Department of Justice (DOJ) Grants Financial Guide, as it may be revised from time to time. Subrecipients (and any Second-Tier Subrecipients) further understand and agree that both program income earned during the Subaward period and expenditures of such program income must be reported to Cal OES and are subject to monitoring.

Subrecipients (and any Second-Tier Subrecipients) understand and agree that program income earned during the Subaward period may be expended only for permissible uses of funds specifically identified in the solicitation for the Paul Coverdell Forensic Science Improvement Grants Program. The Subrecipient further understands and agrees that program income earned during the award period may not be used to supplant State or local government funds, but instead may be used only to increase the amount of funds that would, in the absence of Federal funds or program income, be available from State or local government sources for the permissible uses of funds listed in the solicitation.

Subrecipients (and any Second-Tier Subrecipients) understand and agree that program income that is earned during the final one hundred twenty (120) days of the award period may, if appropriate, be obligated (as well as expended) for permissible uses during the one hundred twenty-day (120-day) period following the end of the award period. The Subrecipient further understands and agrees that any program income earned during the award period that is not obligated and expended within one hundred twenty (120) days of the end of the award period must be returned to Cal OES.

### **37. Federal, State and Local Environmental Laws and Regulations**

Subrecipients (and any Second-Tier Subrecipients) agree 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.

#### **a. Environmental Assessment (EA)**

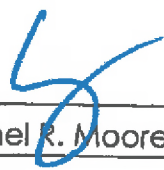
The activities the Subrecipient (and any Second-Tier Subrecipient) has proposed to conduct under this Subaward fall within the scope of a BJA Programmatic EA that complies with the National Environmental Policy Act (NEPA). These activities have been determined not to have a significant impact on the quality of the human environment.

#### **b. Modifications**

Throughout the term of this Subaward, Subrecipients (and any Second-Tier Subrecipients) agree 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. Subrecipients (and any Second-Tier Subrecipients) will not implement a proposed change or new activity until BJA, with the assistance of Cal OES, has determined whether the proposed change or new 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 a BJA-conducted environmental impact review process.

<b>CERTIFICATION</b>
I certify the Subrecipient identified above will comply with the requirements of the Subrecipient Handbook and the federal fund Grant Subaward assurances outlined above.
Official Designee's Signature: <u></u>
Official Designee's Typed Name: <u>Michel R. Moore</u>
Official Designee's Title: <u>Chief of Police</u>
Date Executed: <u>2/10/22</u>



**Cal OES**

GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

**Grant Subaward Budget Pages**

Single Fund Source

<b>Subrecipient: City of Los Angeles, Police Dept</b>		<b>Grant Subaward #: CQ21 18 7250</b>
<b>A. Personnel Costs</b> - Line-item description and calculation		<b>Total Amount Allocated FSIA 21</b>
<b>Overtime - Firearm Analysis Unit (Civilian Staff) *NON-OPIOID-RELATED*</b>		<b>\$56,635</b>
Cash overtime to complete backlogged and incomplete cases and/or to complete NIBIN tasks, to respond to crime scenes on an emergency basis, and to train new firearm analysts. 4 hours per case x \$95.67/hour = \$382.68 per case \$382.68 per case x 148 cases = \$56,635		
<b>PERSONNEL COSTS CATEGORY TOTAL</b>		<b>\$56,635</b>

✓ TT



**Cal OES**

GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

**Grant Subaward Budget Pages**  
Single Fund Source

<b>Subrecipient: City of Los Angeles, Police Dept</b>	<b>Grant Subaward #: CQ21 18 7250</b>
<b>B. Operating Costs - Line-item description and calculation</b>	<b>Total Amount Allocated FSIA 21</b>
<p><b>Training - Bloodstain Pattern Analysis cadre (Civilian Staff) *NON-OPIOID-RELATED*</b></p> <p>Funds to complete required training for Bloodstain Pattern Analysis (BPA). It is requested that grant funds cover course registration fees and out-of-state travel costs for four BPA cadre members to at least two classes, such as Fabrics Examination, Math and Physics of BPA, or the IABPA Annual Conference.</p> <p>\$3,312.50 per course x 4 BPA cadre members x 2 courses = \$26,500</p>	<p><b>\$26,500</b></p>
<b>OPERATING COSTS CATEGORY TOTAL</b>	<b>\$26,500</b>

✓ TT



**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient: City of Los Angeles, Police Dept		Grant Subaward #: CQ21 18 7250	
C. Equipment Costs - Line-item description and calculation		Total Amount Allocated FSIA 21	
<b>Toxicology Unit</b>			
(1) Biotage Pressure+ 48 Positive Pressure Manifold <b>*OPIOID-RELATED*</b> Cost includes hardware, tax, shipping and handling TOTAL = \$7,200		\$7,200	
(1) Biotage TurboVap LV Multi Rack Evaporator <b>*OPIOID-RELATED*</b> Cost includes hardware, tax, shipping and handling TOTAL = \$12,000		\$12,000	
(3) Uninterruptible Power Supplies Cost includes hardware, tax, shipping and handling \$5,333 per unit x 3 units = \$16,000		\$16,000	
<b>Narcotics Analysis Unit</b>			
(2) Stereoscopes <b>*NON-OPIOID-RELATED*</b> Cost includes hardware, tax, shipping and handling \$7,500 per unit x 2 units = \$15,000		\$15,000	
<b>EQUIPMENT COSTS CATEGORY TOTAL</b>		\$50,200	
<b>Total Project Cost</b> (Must match the Grant Subaward Face Sheet)		<b>\$133,335</b>	

✓

## VSPS Budget Summary Report

**CQ21 Paul Coverdell Forensic Science Improvement Program**      Subaward #: CQ21 18 7250  
 Los Angeles, City of      Performance Period: 04/01/22 - 06/30/23  
 Paul Coverdell Forensic Science Improvement Program      Latest Request: , Not Final 201

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

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	21FSJA	56,635	0	56,635	0	56,635
<b>Total A. Personal Services - Salaries/Employee Benefits:</b>		<b>56,635</b>	<b>0</b>	<b>56,635</b>	<b>0</b>	<b>56,635</b>

**B. Operating Expenses**

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	21FSJA	26,500	0	26,500	0	26,500
<b>Total B. Operating Expenses:</b>		<b>26,500</b>	<b>0</b>	<b>26,500</b>	<b>0</b>	<b>26,500</b>

**C. Equipment**

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	21FSJA	50,200	0	50,200	0	50,200
<b>Total C. Equipment:</b>		<b>50,200</b>	<b>0</b>	<b>50,200</b>	<b>0</b>	<b>50,200</b>

Total Local Match:	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
	0	0	0	0	0
<b>Total Funded:</b>	<b>133,335</b>	<b>0</b>	<b>133,335</b>	<b>0</b>	<b>133,335</b>
<b>Total Project Cost:</b>	<b>133,335</b>	<b>0</b>	<b>133,335</b>	<b>0</b>	<b>133,335</b>

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



## Grant Subaward Budget Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

### **Budget Narrative**

The Los Angeles Police Department's (LAPD) Forensic Science Division (FSD) proposes to use the 2021 California Coverdell Program grant funds on personnel and operating expenses that will support the following objectives: (1) improve the quality and timeliness of the forensic science services provided to the City of Los Angeles (City) by the Firearm Analysis Unit (FAU), Field Investigation Unit (FIU), Narcotics Analysis Unit (NAU), and Toxicology Unit (TOX); and (2) reduce the number of incomplete and/or backlogged cases in the FAU. The total funding requested is **\$133,335**.

The 2021 California Coverdell Program grant program will be administered by the current FSD organizational and operational structure and supported by the LAPD Grants Section, who will administer all grant purchases and reporting requirements.

The grant funds will support direct services. The proposed expenditures under this grant will be solely used by the respective FSD units to support the objectives of the grant program. There will be no shared cost allocation. All personnel allocations will be used to support the objectives of the grant program.

Subcontractors may be utilized in FSD but will not be subject to these grant funds.



## Grant Subaward Budget Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

No unusual expenditures are anticipated. All salary adjustments have been included in the Personnel budget allocations.

### **Personnel: \$56,635**

#### **1. Overtime – Firearm Analysis Unit (FAU)**

Due to the influx of new personnel who need to be trained, along with calls for emergency crime scene response, FAU personnel work overtime to manage the number of incomplete and/or backlogged cases. Since the City funds available are extremely limited, FAU analysts are typically compensated with 1.5 hours compensated time-off for every overtime hour worked. This is counterproductive when trying to reduce a backlog and complete cases within a timely manner. Providing cash overtime will enable the analysts to work the needed extra hours without being required to take time-off.

The FSD plans to allocate **\$56,635** of the Coverdell funds for overtime hours for FAU personnel to work on casework analysis, NIBIN tasks, field activities during emergency crime scene response, and training activities for both trainers and trainees. These additional work hours will improve the quality and timeliness of FAU services and reduce the number of incomplete requests in the FAU.



## Grant Subaward Budget Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

Casework: The grant funds will provide cash overtime to Criminalists, Firearm Examiners, and Laboratory Technicians in the FAU to work on cases; reducing the number of incomplete requests for analysis and pending National Integrated Ballistics Information Network (NIBIN) requests by approximately 148 cases, or approximately 20% of the number of requests for complex analysis received by FAU each year.

On average, an FAU request (including analysis and NIBIN) takes 4 work hours to complete. The average hourly rate for a senior FAU analyst is \$63.60 and the average overtime rate is \$96 per hour. The overtime calculation is:

$$4 \text{ hours per case} \times \$95.67/\text{hour} = \$382.68 \text{ per case}$$

$$\$382.68 \text{ per case} \times 148 \text{ cases} = \$56,635$$

The projected 148 cases completed on overtime may be decreased by the funds used to pay for emergency crime scene response and training activities.

Crime Scene Response: As needed, the grant funds may be used to provide cash overtime for emergency crime scene responses, making analysts more available to perform analysis during regular work hours.



## Grant Subaward Budget Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

Training: As needed, the grant funds may be used to provide cash overtime to new trainees and trainers to expedite training activities and the development of fully trained FAU analysts. The duties of FAU forensic scientists – *Criminalists, Firearm Examiners, and Laboratory Technicians* – include microscopic analysis and comparison of bullets and cartridge cases, gun processing and test-firing, imaging and correlation of bullets and cartridge cases into NIBIN, firearms-related field investigations, and general processing of firearms evidence. *Criminalists* assigned to the FAU are required to have a bachelor's degree in a natural or physical science, *Firearms Examiners* are required to have a bachelor's degree, and *Laboratory Technicians* are trained to perform NIBIN tasks. All staff need training and must demonstrate their qualifications to perform scientific and technical work by successfully completing a series of competency examinations as well as annual proficiency tests.

### **Operating Costs: \$26,500**

#### **2. Training – Bloodstain Pattern Analysis (BPA) cadre**

In late 2020, after years-long efforts, the FSD began offering Bloodstain Pattern Analysis (BPA) services to our customers. The FSD completed five BPA cases in



## Grant Subaward Budget Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

2021 before one of the two proficient analysts retired. At present, future BPA cases will require an outside agency to perform technical reviews until additional staff are trained and pass competency exams. The FSD is focused on training four additional staff in the BPA discipline, with the goal of two fully trained analysts added to the cadre by the end of 2022. Training funds are extremely limited and providing funding for external training opportunities will enable analysts to attend required courses this year and help FSD meet its goals in a timely manner.

The FSD plans to allocate **\$26,500** of the Coverdell funds to finance external BPA training opportunities. This funding is estimated to cover course registration fees and out-of-state travel costs for four BPA trainees to attend at least two classes, such as Fabrics Examination, Math and Physics of BPA, or the International Association of Bloodstain Pattern Analysts (IABPA) conference. Ultimately, with additional trained BPA analysts, the quality and timeliness of the BPA service will be improved by eliminating the need to seek assistance from another agency.

Training: The grant funds are estimated to finance external BPA training opportunities for four BPA trainees to attend at least two classes. The estimated travel and training costs are calculated below:



## Grant Subaward Budget Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

### ***Bloodstain Pattern Analysis Training Costs***

Course Registration	\$1,500	X 4 trainees X 2 courses	\$12,000
Travel Costs	\$1,812.50	X 4 trainees X 2 courses	\$14,500
<b>TOTAL</b>			<b>\$26,500</b>
<p>Note: All costs (registration and travel) are estimates and are subject to change based on course availability and actual travel costs incurred.</p>			

All trainees are at the class of Criminalist II or Supervising Criminalist and are required to have a bachelor's degree in a natural or physical science. All staff need training and must demonstrate their qualifications to perform scientific and technical work by successfully completing a series of competency examinations as well as annual proficiency tests.

### **Equipment Costs: \$50,200**

#### **3. Biotage Pressure+ 48 Positive Pressure Manifold – Toxicology Unit (TOX)**

The purchase of a new Biotage Pressure+ 48 Positive Pressure Manifold (Pressure Manifold) is an **OPIOID-related** purchase and will increase the timeliness of forensic services in the Toxicology Unit (TOX). The TOX Unit currently operates one



## Grant Subaward Budget Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

Biotage Pressure Manifold to extract drugs of abuse from blood and urine in cases involving drug-impaired driving, drug-facilitated sexual assaults, and other drug-related crimes. The scope of testing for such cases includes dangerous **opioids** such as fentanyl, morphine, oxycodone, methadone, codeine, hydrocodone, hydromorphone, and tramadol. The TOX Unit seeks to add a second Biotage Pressure Manifold to increase sample throughput capacity to meet casework demands more efficiently and to ensure analysis continues if the current Biotage Pressure Manifold fails. The Biotage Pressure Manifold is used in tandem with the Biotage TurboVap LV Multi Rack Evaporator.

The estimated cost for a new Biotage Pressure Manifold is: 1 unit x \$7,200 = **\$7,200**.

#### **4. Biotage TurboVap LV Multi Rack Evaporator – Toxicology Unit (TOX)**

The purchase of a new Biotage TurboVap LV Multi Rack Evaporator (Evaporator) is an **OPIOID-related** purchase and will increase the timeliness of forensic services in the Toxicology Unit (TOX). The TOX Unit currently operates one Biotage Evaporator to extract drugs of abuse from blood and urine in cases involving drug-impaired driving, drug-facilitated sexual assaults, and other drug-related crimes. The scope of testing for such cases involves dangerous **opioids** such as



## Grant Subaward Budget Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

fentanyl, morphine, oxycodone, methadone, codeine, hydrocodone, hydromorphone, and tramadol. The TOX Unit seeks to add a second Biotage Evaporator to increase sample throughput capacity to meet casework demands more efficiently and to ensure analysis continues if the current Biotage Evaporator fails. The Biotage Evaporator is used in tandem with the Biotage Pressure+ 48 Positive Pressure Manifold.

The estimated cost for a new Biotage Evaporator is: 1 unit x \$12,000 = **\$12,000**.

### **5. Three (3) Uninterruptible Power Supply Systems – Toxicology Unit (TOX)**

The purchase of three (3) uninterruptible power supply (UPS) units will increase the timeliness of forensic services in the Toxicology Unit (TOX). The UPS units will provide emergency power to instruments when the input power source or main power fails. The main power to the Forensic Science Center -- where the FSD TOX laboratory is located -- is routinely shutdown or cycled for safety testing by building maintenance staff and instruments that are not connected to a UPS unit abruptly shut down due to the loss of power. Power failures of this kind can permanently damage expensive laboratory instruments. The FSD seeks to purchase three industrial-grade UPS units to provide mission-critical protection for



## Grant Subaward Budget Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

three gas chromatograph analytical instruments. Adding three additional UPS units will ensure that critical laboratory equipment will continue to operate and analytical runs will not be disrupted when power outages occur.

The estimated cost for three industrial-grade UPS units is:

$$1 \text{ unit} \times \$5,333 \times 3 = \mathbf{\$16,000.}$$

### **6. Two (2) Stereoscopes – Narcotics Analysis Unit (NAU)**

The purchase of two (2) stereoscopes will increase the timeliness of forensic services in the Narcotics Analysis Unit (NAU). The NAU utilizes stereoscopes to visualize morphological characteristics of suspected cannabis evidence and currently only possesses two stereoscopes, both of which are over 15 years old. Current demands for cannabis testing are increasing and the NAU needs additional stereoscopes to maintain efficiency in the unit with the increase in this type of casework.

The estimated cost for two stereoscopes is:  $1 \text{ unit} \times \$7,500 \times 2 = \mathbf{\$15,000.}$



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

### Project Narrative

#### **1. INTRODUCTION**

The Los Angeles Police Department's (LAPD) Forensic Science Division (FSD) provides forensic science services for the City of Los Angeles (City). The FSD Laboratory conducts a full array of evidence analysis and crime scene processing services for crimes being investigated by the LAPD as well as local, County, State, and Federal agencies on a limited basis. The FSD Laboratory has maintained continuous accreditation since 1998 and currently remains in good standing with the American National Standards Institute (ANSI) National Accreditation Board (ANAB). In June 2019, ANAB performed a full accreditation assessment and renewed the FSD Laboratory's accreditation in the Field of Forensic Testing and Calibration, encompassing the following disciplines: Biology, Crime Scene Investigation, Document Examination, Firearms and Toolmarks, Fire Debris and Explosives, Footwear/Tire, Gunshot Residue, Materials (Trace), Seized Drugs, and Toxicology. In April 2021, after the completion of an annual surveillance assessment, ANAB approved continuance of the FSD Laboratory's accreditation.

The FSD Laboratory is comprised of seven units: Field Investigation Unit (FIU), Firearm Analysis Unit (FAU), Narcotics Analysis Unit (NAU), Questioned Documents Unit (QDU), Serology/DNA Unit (SDU), Trace Analysis Unit (TAU), Toxicology Unit (TOX), and a



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

Quality Assurance Unit (QA). The FSD has authorization for 200 positions but is currently staffed with 170 employees and is working to fill the 30 vacancies. The FSD Laboratory serves a department of 9,500 police officers and a city of approximately four million people. The City has been experiencing overall increases in violent crime and weapons arrests for the past three years, as shown in Table 1.

**Table 1. City of Los Angeles Crime Trends**

<b>CRIME</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>
Homicides	397 <b>(+11.8%)</b>	355 <b>(37.6%)</b>	258 <b>(-.08%)</b>
Total Violent Crimes	30,078 <b>(+6.1%)</b>	28,359 <b>(-2.0%)</b>	29,7096 <b>(-2.6%)</b>
Total Part I Crimes	90,090 <b>(+4.6%)</b>	86,474 <b>(-9.1%)</b>	131,099 <b>(-5.3%)</b>
Weapon Arrests	5,441 <b>(+52.6%)</b>	3,565 <b>(+10.3%)</b>	3,231 <b>(-6.9%)</b>

## 2. PLAN

### LAPD's Plan for Improving the Quality and Timeliness of Forensic Science

The LAPD is seeking \$133,335 in grant funding under the 2021 Paul Coverdell Forensic Science Improvement (CQ) Program to implement the 2021 LAPD Coverdell Program. The proposed program intends to improve the quality and timeliness of FSD's analyses of firearms, toxicology, narcotics, and bloodstain patterns by providing casework and training overtime hours and by adding vital equipment to its operations.



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

The following actions will be taken:

**a. *Improve quality, timeliness, efficiency, and eliminate backlog with Firearm***

**Analysis**

The LAPD plans to reduce the number of incomplete and backlogged cases in the FAU by providing additional work hours for training activities, casework and emergency crime scene response by FAU staff.

The FAU performs examinations and comparisons of microscopic markings on fired cartridge cases and bullets, serial number restorations, renders firearms safe, conducts scientific investigations at shooting scenes, and provides expert testimony in court. Additionally, the FAU is responsible for entering firearms and shooting evidence into the National Integrated Ballistic Information Network (NIBIN), a national database managed by the Bureau of Alcohol, Tobacco, Firearms and Explosives, to compare digital images of fired cartridge cases and bullets found at crime scenes or test-fired from confiscated weapons. Since 2015, the LAPD has been especially focused on expanding the use of NIBIN to provide comprehensive entry of evidence items from LAPD's 21 geographical divisions. This effort has resulted in significant annual increases in the NIBIN volume processed by FAU, increases in the number of investigative leads ("Cold Hits")



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

generated, and increases in comparison requests to confirm the Cold Hits. The most recent increases are presented in Table 2.

**Table 2. FAU Workload 2018-2021**

	2021	2020	2019	2018
<b>NIBIN Guns</b>	7,985 (+47%)	5,439	4,836	4,765
<b>NIBIN Evidence</b>	1,058 (-48%) <sup>▲</sup>	2,054	1,289	1,134
<b>Cold Hits</b>	1,152 (+13%)	1,020	789	646
<b>Comparison Requests</b>	372 (+19%)	312	259	287
<b>Total Casework Requests*</b>	795 (+13%)	704	654	697

\* **Total Casework Requests** = Microscopic Comparison, Type & Caliber, Test Fire for Function, Render Firearm Safe, Distance Determination (clothing), and crime scene responses which include Bullet Path Analysis and Evidence Collection

▲ In January 2021, ATF assumed responsibility for some of LAPD's NIBIN evidence resulting in a reduction in **NIBIN Evidence** processed by FSD FAU.

### Overtime Hours for Casework, Emergency Crime Scene Response, and Training

The FAU has historically maintained the largest backlog in the FSD Laboratory for over a decade. This is due to the continual increases in requests for service, insufficient number of fully trained firearm analysts, and a lengthy multi-year training program. In response, LAPD hired 15 new criminalists for FAU over the past few years; 13 of which are still being trained in various FAU analyses. On average, new employees need approximately 4,200 training hours in the various aspects of firearm analysis including microscopic comparisons, crime scene



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

response, and tasks to support NIBIN. The training program in FAU is administered by FAU's senior staff (including case-carrying examiners, technical leads, and supervisors). Due to this demand, senior staff are less available to complete their regular assignments which include casework, organizing and developing training modules, updating training manuals, and other projects. Alternately, when there is an increase in case load and crime scene demands, training schedules are impacted – this is especially true with the increases in NIBIN firearms where newer trainees are often redirected to complete NIBIN tasks. Through the 2021 LAPD Coverdell Program, additional hours will be provided for casework, emergency crime scene response, and training activities.

Previous Coverdell funds were used to provide overtime for these activities and have greatly benefited the FAU. In 2020, the FAU managed to eliminate a decades-old backlog due to the assistance of Coverdell Program funding, but the demand for FAU services continues to increase and the FAU is – once-again – experiencing a backlog. The FAU workload is presented in Table 3.



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

**Table 3 FAU Workload as of 1/24/2022**

	Request Age <= 90 days		Request Age >90 days		TOTAL
	Assigned	Unassigned	Assigned	Unassigned	
Microscopic Comparison	5	66	15	<b>47</b>	133
Other Analysis	38	9	11	<b>1</b>	59
NIBIN requests	127	0	0	0	127
<b>TOTAL</b>	170	75	26	<b>48</b>	319

The FSD Laboratory considers "backlog" to include all cases not completed within 90 days. As such, the FAU backlog has been slowly increasing since 2020 and is presently at 74 requests, 48 of which are unassigned due to lack of trained firearm examiners.

With four Supervising Criminalists, four technical leads, and four senior examiners, the FAU is balancing requests for technical analyses while also focusing on training 13 new Criminalists in the various firearm analyses. The trainees are often redirected to assist four Police Officers with the daily NIBIN tasks, which further limit their formal training efforts.



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

The FAU personnel is anticipated to work on 148 cases, while also continuing to train new staff and respond to crime scenes. However, the actual number of cases completed under the 2021 LAPD Coverdell Program may decrease when funds are needed for other vital activities such as emergency crime scene work or training activities, which include organizing, developing, and updating training manuals, and conducting new analyst training. Nonetheless, the completion of these activities will significantly increase the FAU's overall efficiency.

**b. *Improve quality, timeliness, and efficiency with Bloodstain Pattern Analysis***

After years-long efforts, the FSD was able to start offering Bloodstain Pattern Analysis (BPA) services in late 2020. This analysis can provide valuable investigative information including the determination of the possible location and orientation of persons or objects at the time of bloodshed; the determination of movement of persons or objects during or after bloodshed; the verification of statements; and the determination of events which occurred. Shortly after the BPA service became available, the first request was received in January 2021 and five requests were completed last year before one of the two BPA analysts retired. One BPA request is currently pending and this request -- and all future requests --



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

will require an outside agency to perform technical reviews until additional staff are trained and pass competency exams.

The FSD is focused on training four additional staff in the BPA discipline, with an immediate goal of having two new competent analysts by the end of 2022. The remaining BPA analyst at FSD is a Criminalist III technical lead, certified with the International Association for Identification (IAI), and the vice chair of the Organization of Scientific Area Committees (OSAC) BPA sub-committee. She has developed an internal training program to compliment the external training courses typically required for competency in this analysis. Due to the COVID pandemic, training was severely delayed because trainees could not attend external training in 2020 and had limited opportunities in 2021.

The FSD has limited training funds which must be shared amongst all staff in all disciplines. As such, the FSD does not have sufficient funds to dedicate to external BPA trainings and is seeking funds from the 2021 Coverdell Program to support this need.

The proposed program will support external training for four BPA trainees to attend at least two external BPA courses, thus facilitating the completion of BPA training and the assurance of future BPA analysts at FSD.



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

### **c. *Improve timeliness and efficiency with Toxicology Analysis***

#### Analytical Equipment

The Toxicology (TOX) Unit analyzes ante-mortem (i.e., living persons) blood and urine specimens for alcohol and drug concentration, calibrates and maintains the LAPD's breath alcohol analyzers, and analyzes employee urine specimens for drugs in accordance with LAPD's Random Drug Testing Program. Each year the TOX Unit receives approximately 3,400 biological specimens:

- 1,100 blood specimens for Driving Under the Influence - Drugs (DUID);
- 1,100 blood specimens for Driving Under the Influence (alcohol) (DUI);
- 300 urine specimens for drug-facilitated sexual assaults/rapes (DFSA);
- 300 blood and urine specimens for all other offenses, including homicides and evading or resisting arrest; and
- 600 urine specimens for LAPD's Random Drug Testing Program.

The TOX Unit is addressing **the opioid crisis** with an expanded scope of testing for DUID and DFSA biological specimens based on recommendations by the National Highway Traffic Safety Administration (NHTSA) and the Organization of Scientific Area Committees (ANSI/ASB Standard 120 and 121). These



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

recommendations expand analyses to detect dangerous **opioids** (e.g., fentanyl, oxycodone, and methadone), other drugs of interest such as carisoprodol, meprobamate, zolpidem, designer benzodiazepines (e.g. flualprazolam and etizolam), and a slew of over-the-counter medications (e.g., dextromethorphan, chlorpheniramine, and doxylamine). The expanded testing scopes have benefited customers, such as investigators, detectives, and City Attorneys, but has also increased the drug testing workload in the TOX unit, specifically the number and types of analyses completed per specimen.

The TOX Unit standard testing protocol for the detection of drugs in biological specimens is a three-step procedure: (1) extract drugs from the biological specimen using a pressure manifold and solid-phase extraction columns (consumable item); (2) evaporate the solvent used in the extraction process with a solvent evaporator and reconstitute in a suitable solvent for instrumental analyses; and (3) inject the sample on the GC/MS or LC/MS/MS instrument for analysis. The TOX Unit currently has six GC/MS and two LC/MS/MS instruments, but only one pressure manifold and one solvent evaporator. To ensure samples continue to be processed expeditiously through the expanded scope of testing, the TOX Unit must add a second pressure manifold and second solvent evaporator of the same make and model currently used, a Biotage PRESSURE+ 48



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

Positive Pressure Manifold and a Biotage TurboVap LV Multi Rack Evaporator, respectively.

The TOX Unit proposes to purchase one pressure manifold and one solvent evaporator, both of which are directly related to **opioid analyses**. The proposed program will instantaneously double sample throughput capacity by allowing the simultaneous processing of biological specimens by multiple analysts and ultimately increase the TOX Unit's efficiency.

In addition, the proposed program will ensure critical analytical equipment will continue to operate during power failures, active analyses are not disrupted, and evidence samples are not consumed unnecessarily, ultimately increasing the TOX Unit's efficiency. The TOX Unit proposes to purchase three (3) uninterruptible power supply (UPS) units to protect expensive critical instruments from power failures. The UPS units are designed to protect instruments from damage due to abrupt power failures related to power surges, generator safety testing, and rolling blackouts, as well as the subsequent power surges when power is restored. Power failures can cause irreparable damage to sensitive analytical equipment, catastrophically disrupt analyses, and possibly cause loss of limited sample. Adding three more UPS units to the TOX Unit will provide coverage to protect two



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

GC/MS and one GC/FID, ensuring that all critical equipment in the TOX unit has a dedicated UPS unit.

### **d. *Improve timeliness and efficiency with Narcotics Analysis***

The Narcotics Analysis Unit (NAU) tests evidence for the presence of controlled substances listed in Schedules I-V of the California Health and Safety Code and some controlled substances listed in the U.S. Code. Drugs that are frequently identified by NAU include cocaine, cocaine base, methamphetamine, heroin, PCP, MDMA (ecstasy), cannabis, concentrated cannabis, hydrocodone, and oxycodone. Due to local, state, and federal laws, evidence must be analyzed within two business days of seizure, which requires NAU to operate at peak efficiency every day.

In 2020, the NAU analyzed 1,336 items suspected of containing cannabis, and 1,832 items in 2021 (37% increase). The analysis of these items requires the use of a stereoscope to confirm the presence of cannabis. The NAU currently uses two Leica GZ6 stereoscopes, both of which are over 15 years old and beyond their serviceable lifespan. Due to their age, these instruments are difficult to service and do not possess the features and capabilities of modern stereoscopes that are available. Newer models, such as the Leica S7 E, possess greater zoom



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

capabilities, higher magnification and more magnification options, increased field of view, higher resolution and depth of field, and an improved light source.

The NAU proposes to purchase two (2) stereoscopes to replace its current inventory of stereoscopes with updated technology, which will improve timeliness and efficiency as analysts can more easily identify morphological characteristics of plant material suspected of containing cannabis.

### **How the Program Will be Used to Benefit the Community**

The grant funds will allow for more accurate analysis and expeditious testing. This improved quality and timeliness will assist LAPD Detectives in solving cases in a timely manner and thereby serving and gaining trust from the community.

### **Plan for Maintaining Accreditation**

Accreditation is the result of an extensive commitment of resources by the management and personnel of the entire laboratory. Accreditation demonstrates to our customers – including law enforcement agencies, the judicial system, and public – that the laboratory continues to meet established quality requirements. The FSD is committed to good professional practices and to provide the highest-level quality of service to the criminal justice system. The



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

Quality Assurance Unit (QA) is responsible for administering and monitoring the quality system of the laboratory, which includes training. This ensures that all staff performing casework successfully complete training programs that are thorough and thoroughly documented and all work performed meets established accreditation requirements.

### **Plan for Training Forensic Staff**

The FSD is committed to use available funds to complete training programs for each analyst so they can perform more casework activities.

### **How the Objectives of the Program Will be Met**

The LAPD will provide fiscal and administrative oversight over the 2021 LAPD Coverdell Program. The FSD has successfully managed the Coverdell Program grant awards for over 16 years. The FSD management, headed by Ms. Kristina Takeshita, LAPD Coverdell Program Project Director and FSD Laboratory Director, will ensure that all program objectives will be met. The LAPD's Grants Section has extensive experience in managing and overseeing federal, state, and local grant projects. LAPD Grants Section consists of a Grant Manager and six Grant Analysts to oversee and report on over 30 active grants ranging from \$100,000 to



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

\$9,000,000. The Grants Section will be responsible for all grant-related purchases as well as adhering to and submitting all grant requirements.

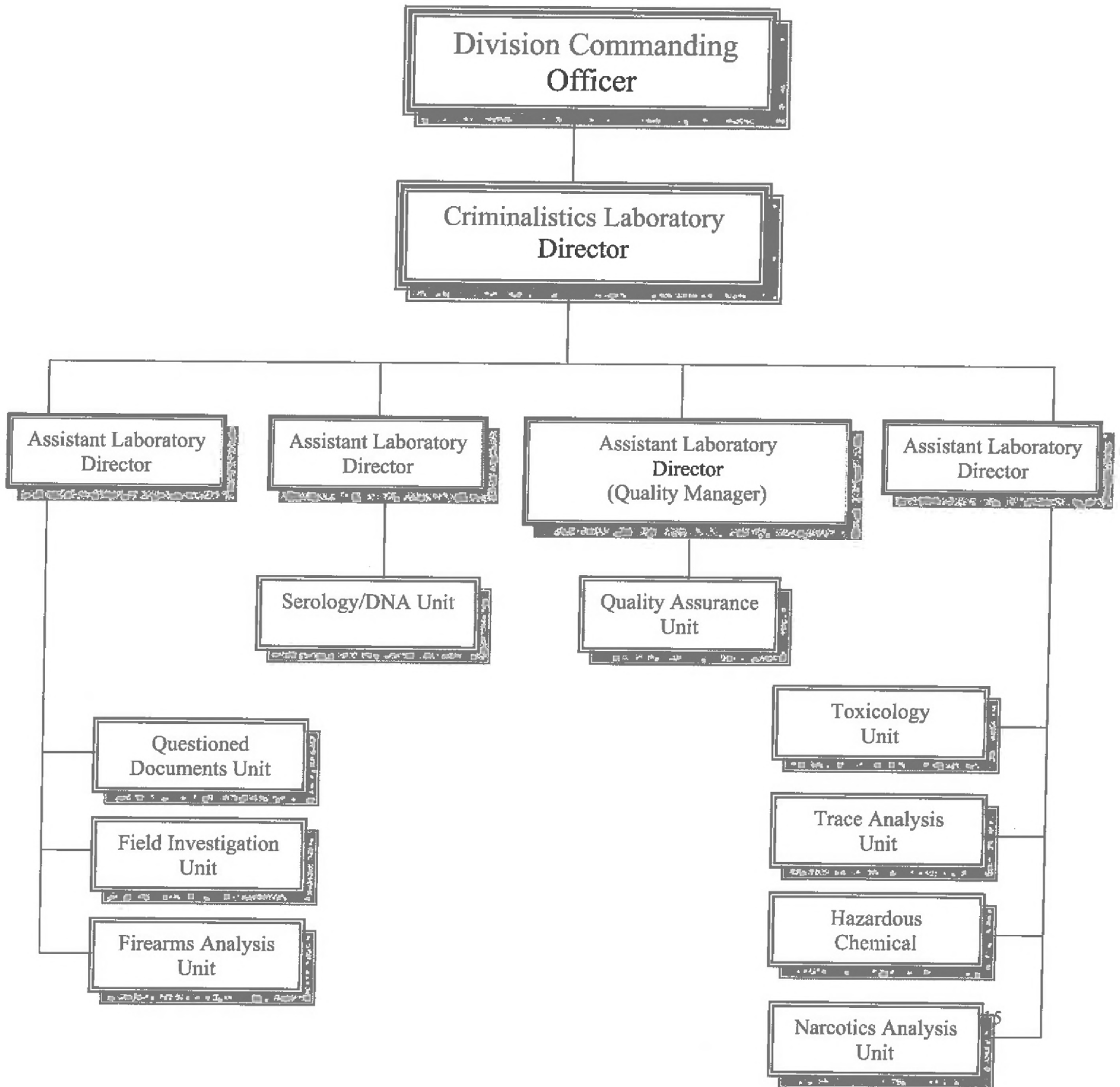
### **How the Turnaround Time and Backlog of Cases will Improve for the Disciplines Identified in the Program**

The grant funds will allow for more accurate analysis and expeditious testing. Acquiring additional and updated equipment and the availability of overtime funds will directly support the improvement of turnaround times and help ensure backlogs do not occur.



# Forensic Science Division

## Criminalistics Laboratory



## 2021 CALIFORNIA COVERDELL PROGRAM

### 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 Coverdell 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 Coverdell Program Staff as to the resolution and that the matter has been resolved.

I have personally read and reviewed the section entitled "Eligibility" in the FY 2021 program announcement for the California Coverdell 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 (that is, the agency applying directly to Cal OES).

\_\_\_\_\_  
Signature of Certifying Official

**Chief of Police**

\_\_\_\_\_  
Title of Certifying Official

**City of Los Angeles**

\_\_\_\_\_  
Name of Applicant Agency

\_\_\_\_\_  
Date

**2-10-22**

**LAPD Professional Standards Bureau**

\_\_\_\_\_  
Name of External Investigative Agency

**Michael Rimkunis**

\_\_\_\_\_  
Contact at External Investigative Agency

**Deputy Chief**

\_\_\_\_\_  
Title

**(213) 996-2772**

\_\_\_\_\_  
Phone #

## 2021 CALIFORNIA COVERDELL PROGRAM

### BASELINE DATA SHEET

The data presented on this document will establish the baseline for the 2021 Grant Subaward progress reporting. Please complete and submit the information requested below with your application.

**PLEASE NOTE: ONCE A DISCIPLINE(S) IS SELECTED, YOU MUST REPORT STATISTICS ON THAT DISCIPLINE(S) THROUGHOUT THE LIFE OF THE CQ21 GRANT SUBAWARD PERFORMANCE PERIOD. PLEASE DO NOT SWITCH THE DISCIPLINE(S) MID-GRANT SUBAWARD PERFORMANCE PERIOD.**

1. Identify the number of qualifying staff related to CQ21 FSIA funds. 155
2. What are the project disciplines for the CQ21 Grant Subaward program?  
**PLEASE NOTE: Toxicology and Forensic Alcohol are now ONE discipline**

Please check the box(es) that are applicable for your program Grant Subaward funds.

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Controlled Substances/Drug Chemistry | <input checked="" type="checkbox"/> Crime Scene |
| <input checked="" type="checkbox"/> Toxicology/Forensic Alcohol          | <input type="checkbox"/> Latent Prints          |
| <input type="checkbox"/> Trace   | <input type="checkbox"/> Digital Media          |
| <input checked="" type="checkbox"/> Firearms                             | <input type="checkbox"/> Pathology              |
| <input type="checkbox"/> Questioned Documents                            | <input checked="" type="checkbox"/> NIBIN       |
| <input type="checkbox"/> Biology/DNA                                     | <input type="checkbox"/> Impression Evidence    |
| <input type="checkbox"/> Fire Evidence                                   |   |

3. Based on the selected disciplines above, please show the number of cases pending in the following chart.

Discipline 1/1/21 - 12/31/21	Turn-Around-Time	Back Log
Controlled Substances/Drug Chemistry	16 days	1
Toxicology/Forensic Alcohol	17 days	0
Trace	--	--
Firearms	69 days	57
Questioned Documents	--	--
Biology/DNA	--	--
Fire Evidence	--	--
Crime Scene	18 days	0
Latent Prints	--	--
Digital Media	--	--
Pathology	--	--
NIBIN	6 days	0
Impression Evidence	--	--

4. Grant Subaward funding will **only** be used for training: Yes \_\_\_ No X

Signature: Allison Manfreda

Digitally signed by Allison Manfreda  
Date: 2022.02.04 12:52:10 -08'00'

Date: 2/4/2022



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

### Non-Competitive Procurement Request

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

Total Procurement Amount: \$ 12,000.00 Procurement: Biolog TurboVap LV MultiRack Evaporator

Required narrative justification is attached and meets the requirements of

SRH Section 6.045: YES  NO

I certify a non-competitive procurement is necessary for the contract/procurement identified on this form.

Kristina Takeshita

*Kristina Takeshita*

2/8/22

Grant Subaward Director Name

Grant Subaward Director Signature

Date

#### Cal OES Approval

Narrative response meets the requirements per Subrecipient Handbook Section 6.045.

	Yes	N/A
• Description of the product of service being procured	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Description of why it is necessary to procure the good or service in a non-competitive manner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Addresses all elements for one or more of the following		
> The good or services is available only from one source	<input type="checkbox"/>	<input checked="" type="checkbox"/>
> Public exigency or emergency for the required equipment will not permit a delay	<input type="checkbox"/>	<input checked="" type="checkbox"/>
> Competition is determined inadequate after solicitation	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Approved

Denied

*Elizabeth Wilder*  
Program Specialist Signature

02/25/22  
Date

Approved

Denied

*Cindy Barta*  
Unit Chief Signature

3/10/22  
Date



## Grant Subaward Non-Competitive Bid Request

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

### **Non-Competitive Bid Request**

The Los Angeles Police Department's (LAPD) Forensic Science Division (FSD) Toxicology Unit (TOX) is seeking \$12,000 for the Non-Competitive Bid purchase of a Biotage TurboVap LV MultiRack Evaporator, an **opioid-related** instrument.

The TOX Unit currently utilizes a Biotage TurboVap LV MultiRack Evaporator in sequence with a Biotage Pressure+ 48 Positive Pressure Manifold to prepare blood and urine specimens for injection into either a liquid or gas chromatograph with mass spectrometer (LCMS or GCMS). The Biotage Evaporator removes solvents from drug extracts that accumulate during the extraction process. This specific Biotage Evaporator is programmable, allowing for the creating and storing of unique dry-down methods specific to the work performed in the TOX Unit, standardizing the solvent dry-down process and effectively streamlining the TOX Unit workflow.

The TOX Unit is seeking to purchase the same make and model of both Biotage instruments to double instrument inventory and the capacity to process samples. The Biotage TurboVap LV MultiRack Evaporator is exclusively manufactured and sold by Biotage; however, systems can sometimes be purchases through third-party vendors as uncertified, recertified, or refurbished. Although cheaper, these third-party systems may not meet stringent original equipment manufacturer (OEM)



**Cal OES**

GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## **Grant Subaward Non-Competitive Bid Request**

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

specifications nor meet the needs of the TOX Unit's standardized workflow.

Purchasing another make or model would create undue burden on the TOX Unit to test the item, develop new protocols, and complete a formal validation study before placing the unfamiliar instruments into service.

To avoid suboptimal performance and incompatibility with TOX Unit processes, the FSD must purchase a Biotage TurboVap LV Evaporator directly from the manufacturer. The FSD has worked with a Biotage Sales Representative to ensure the lowest price for a new factory-certified system and is assured that Biotage can transfer the unique dry-down methods stored on the TOX Unit's current system to the new Evaporator, thereby saving considerable set-up time and ensuring consistent performance between the two Evaporators.

# Biotage

## Customer Information

Account Name	Los Angeles Police Department - Scientific Investigation Division	Contact Name	Aaron McElrea
Account Number	28063	Phone	(323) 415-8871
Ship To	FSD Criminalistics Laboratory 1800 Paseo Rancho Castilla Los Angeles, California 90032 United States	Email	n3703@lapd.online

## Quote Information

Quote Name	LAPD TurboVap LV McElrea - 33341	Prepared By	Mitch Brannon
Quote Number	33341	Email	mitchell.brannon@biotage.com
Created Date	10/18/2021	Payment Terms	Net 30 days
Expiration Date	11/19/2021	Shipping	Prepaid & Add
		FOB Terms	Origin

## Quote Line Items

Product	Quantity	Product Description	Total Price	Est Ship ARO
414964	1.00	TurboVap® LV Multi Rack (48 Positions, 10-20 mm Tubes)	USD 722.00	ships next day
415000	1.00	TurboVap® LV	USD 9,943.00	ships next day
<b>Total</b>			<b>USD 10,665.00</b>	

## Terms and Conditions

Unless Biotage has entered into a separate written agreement with you for the supply of goods and services, acceptance of this quote implies your acceptance of the Biotage's Terms and Conditions of Sales (see <https://www.biotage.com/legal-terms?pe=termsandconditions>).

Biotage  
11430 Harris Oaks Blvd., Suite C  
Charlotte, NC 28269 USA  
Tel 800-446-4752 Fax 434-296-8217  
Submit Orders To: [ordermailbox@biotage.com](mailto:ordermailbox@biotage.com)  
Please refer to quotation number on all orders, inquiries and correspondence



### Out-of-State Travel Request

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

Traveler(s): Melling Robinson N4288, Erol Ergun N4330, Amanda Harbison N4581, Ernest Park N4294

Travel Dates: 06/12/2022 to 06/17/2022 Destination: Miami, FL

Purpose of Trip: 2022 Introduction to Bloodstain Pattern Analysis on Fabrics & Digital Casework

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

**Justification:**

This training will fulfill mandatory Bloodstain Pattern Analysis training criteria (also recommended by ANSI/ASB Standard 032, 1st Ed. 2020):

Recognize and describe the effects of textiles and clothing on bloodstain pattern formation including:

- a) composition/construction,
- b) treatment,
- c) condition, and
- d) effect of fabric movement during interaction with blood.

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

<u>Kristina Takeshita</u>	<u><i>Kristina Takeshita</i></u>	<u>2/7/22</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

**Cal OES Approval**

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Elizabeth Wilden</i></u>	<u>02/25/22</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Bostea</i></u>	<u>3/10/22</u>
		Unit Chief Signature	Date



**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{4}{\text{Travelers}} \times \$500 \text{ airfare} = \$2000$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{daily rate} \times \text{days} = \$0$

Mileage:  $\frac{\$ \text{Mileage rate}}{\text{Mileage rate}} \times \text{miles} = \$0$

Parking:  $= \$0$

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.):  $= \$0$

Lodging:  $\frac{4}{\text{Travelers}} \times \$115 \text{ daily rate} \times \frac{6}{\text{days}} = \$2760$

Per Diem:  $\frac{4}{\text{Travelers}} \times \$69 \text{ daily rate} \times \frac{6.5}{\text{days}} = \$1794$

Other Costs: Description: Cost:  $= \$7700$

Registration (4 x \$1,275) \$5100

Other Costs (luggage, local transportation)  
4x\$100/dayx6.5 days \$2600

**TOTAL COST NOT TO EXCEED:**  $= \$14,254$

**NOSLOW FORENSIC CONSULTATIONS, LLC**

Toby Wilson provides forensic consultations and training in bloodstain pattern analysis, DNA analysis, serology, and forensic biology

**HOME ANNOUNCEMENTS**

- About Toby Wilson
- Curriculum Vitae
- Certifications and Honors
- Training Opportunities
- Webinars with Toby
- Contact Toby

# BLOODSTAIN PATTERN ANALYSIS WORKSHOPS



**The instructional content for the following bloodstain pattern analysis (BPA) workshops has been approved by the International Association for Identification BPA Certification Board (IAI)\*, the American Board of Criminalistics (ABC)\*, and the International Association of Bloodstain Pattern Analysts (IABPA). Approval of these workshops by the preceding professional associations does not constitute an endorsement or a recommendation for the workshops.**

## **Introduction to Bloodstain Pattern Analysis on Fabrics, Textiles and Clothing Workshop and the Analysis of Bloodstain Pattern Evidence from Digital Files (40 hours)\***

**June 13-17, 2022, Miami-Dade Public Safety Training Institute, Doral, Florida**

**Registration fee: \$1,275**



Workshop participants will participate in practical exercises to enhance their ability to interpret complex bloodstain patterns deposited on fabrics, textiles and clothing. This will be accomplished by the participant's dripping, splashing and transferring liquid blood onto fabrics, textiles, and clothing and observing the macroscopic and microscopic interaction of the blood with the substrate. Workshop participants will also learn to evaluate bloodstain evidence from digital files by

working on cases provided in a digital format. In addition, the participants will receive training in the writing of bloodstain pattern analysis reports.

**Goals:**

1. Enhance the participants skills for the examination of bloodstained clothing.

**NOSLOW  
FORENSIC  
CONSULTATIONS,  
LLC**

Toby Wolson provides forensic consultations and training in bloodstain pattern analysis, DNA analysis, serology and forensic biology

**HOME**

**ANNOUNCEMENTS**

About Toby Wolson

Curriculum Vitae

Certifications and Honors

Home

Training Opportunities

Webinars with Toby

Contact Toby

2. Enhance through lectures, experimentation, and laboratory practicals the participants understanding of fabric composition, construction, and finishes that can affect the appearance of the bloodstain patterns.
3. Enhance through lectures, experimentation, and laboratory practicals the participants understanding of how liquid blood interacts with fabrics.
4. Enhance the participants skills for writing bloodstain pattern analysis reports concerning the examination examination of clothing.
5. Enhance the participants skills for presentation of bloodstain pattern evidence on clothing as an expert witness.
6. Enhance the participants skills for the analysis of bloodstain pattern evidence provided as digital images and documents.

Workshop registration information

**Contact Toby for information: [Toby.Wolson@gmail.com](mailto:Toby.Wolson@gmail.com)**

**Workshop Training Coordinator: [Monica Rios](#)**

**Advanced Bloodstain Pattern Analysis Workshop (40 hours)\***

**March 7-11, 2022, Miami-Dade Public Safety Training Institute, Doral, Florida**

**Registration fee: \$1,100**

Workshop participants will participate in practical exercises to enhance their ability to document and interpret complex bloodstain pattern crime scenes and evidence. This will be accomplished by having the participant's process bloodstain pattern crime scenes and by examination of the clothing that was worn while the scenes were created. In addition, the participants will receive training in the presentation of the bloodstain pattern evidence and in the writing of bloodstain pattern analysis reports.

**Goals:**

1. Enhance the bloodstain pattern reconstruction and documentation skills of the bloodstain pattern analyst.
2. Enhance the bloodstain pattern identification and interpretation skills of the bloodstain pattern analyst.
3. Enhance the bloodstain pattern analyst skills for the examination of bloodstained clothing.
4. Enhance the bloodstain pattern analyst skills for writing bloodstain pattern analysis reports.
5. Enhance the bloodstain pattern analyst skills for presentation of bloodstain pattern evidence as an expert witness.



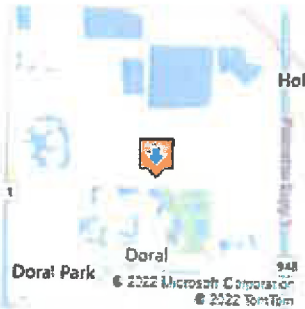


**When**

2022 Introduction to Bloodstain Pattern Analysis on Fabrics & Digital Casework

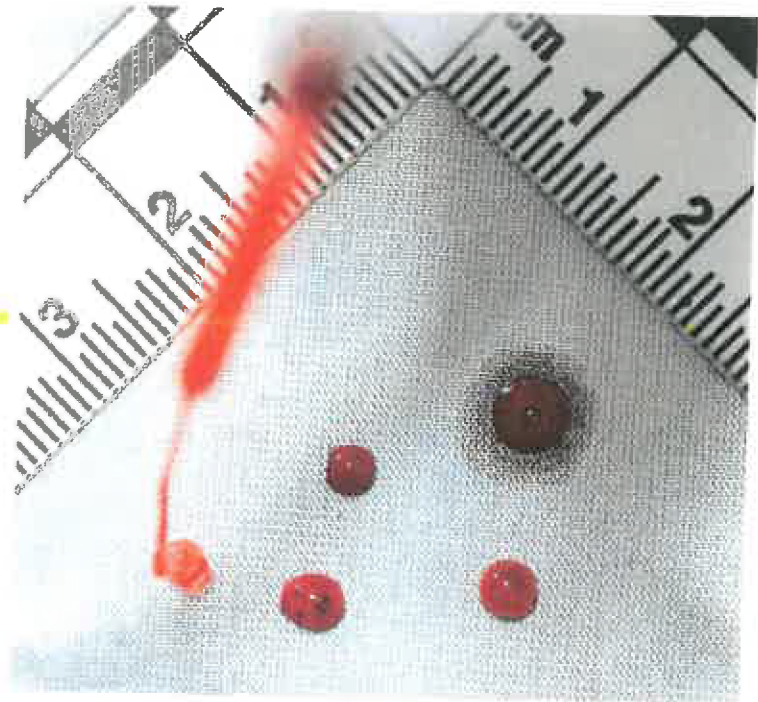
[Add to Calendar](#)

**Where**



[Driving Directions](#)

[How far to the nearest 9-1-1?](#)



**CANCELLATION POLICY  
IMPORTANT PLEASE READ**

Due to the COVID-19 pandemic, we have implemented a cancellation policy for all events. If you are unable to attend, please contact us as soon as possible. We understand that circumstances can change, and we want to ensure that our resources are used effectively. For more information, please visit our website or contact our office.





May 24, 2021

Kristina Takeshita  
Los Angeles Police Department,  
Forensic Science Division  
1800 Paseo Rancho Castilla  
Los Angeles, CA 90032

Dear Director Takeshita:

Congratulations! On April 23, 2021, ANAB approved the continuation of your organization's accreditation in the Fields of Forensic Testing and Calibration based upon the results of your recent surveillance activity. Continuation of accreditation is a formal acknowledgement that your organization continues to operate in conformance with accreditation requirements. The reports were provided to you during the assessment activity.

The provided ANAB accreditation symbols may be used to convey your accredited status. An accreditation symbol must not be used in any way which implies accreditation in any area outside of the scope of accreditation. If appropriate, the accreditation symbol may be used on your organization's website, reports, letterhead, business cards, and other official documents. Please refer to [PR 1018 Policy on Use of ANAB Accreditation Symbols and Claims of Accreditation Status](#) for all required information. This policy also provides information on your ability to use a combined mark that contains the ANAB accreditation symbol and the International Laboratory Accreditation Cooperation (ILAC) mark.

The next assessment activity is scheduled to be a Surveillance Document Review in March 2022.

Thank you for your ongoing commitment to quality and the accreditation process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nita Bolz', is written over a light blue circular stamp.

Nita Bolz  
Senior Manager of Accreditation  
ANSI National Accreditation Board

cc: Chrystal Wysong, Director/Quality Manager  
ANAB Office



# CERTIFICATE OF ACCREDITATION

**The ANSI National Accreditation Board**

Hereby attests that

**Los Angeles Police Department Forensic Science  
Division - Breath Alcohol Laboratory**  
1800 Paseo Rancho Castilla, Los Angeles, California 90032 USA

Fulfills the requirements of

**ISO/IEC 17025:2017  
ANAB Forensic Testing & Calibration AR 3125:2019**

In the field of

**Forensic Calibration**

This certificate is valid only when accompanied by a current scope of accreditation document.  
The current scope of accreditation can be verified at [www.anab.org](http://www.anab.org)

Pamela L. Sale, Vice President, Forensics

Expiry Date: 31 July 2023  
Certificate Number: FC-0013





**ANSI National Accreditation Board**

**SCOPE OF ACCREDITATION TO:  
ISO/IEC 17025:2017  
ANAB Forensic Testing & Calibration AR 3125:2019**

**Los Angeles Police Department  
Forensic Science Division - Breath Alcohol Laboratory**  
1800 Paseo Rancho Castilla  
Los Angeles, California 90032 USA

**FORENSIC CALIBRATION**

Expiry Date: 31 July 2023

Certificate Number: FC-0013

**Discipline – Toxicology**

Component Calibrated <sup>1</sup>	Calibration Method	Breath Alcohol Instrument Reporting Range	Expanded Uncertainty of Measurement <sup>2</sup>	Metrological Tracability
Electrochemical Oxidation (Fuel Cell) <sup>3</sup>	WI BAP-101	0.010 – 0.050 g ethanol/210 L vapor	± 0.003 g ethanol/210L vapor	Certified Reference Material Barometer
		0.051 – 0.095 g ethanol/210 L vapor	± 0.003g ethanol/210L vapor	
		0.096 – 0.155 g ethanol/210 L vapor	± 0.003g ethanol/210L vapor	
		0.156 – 0.440 g ethanol/210 L vapor	± 0.006g ethanol/210L vapor	
			95% k=2.262	

Note 1: Component calibrated indicates the breath alcohol measuring instrument detector(s) used for measuring breath alcohol. Detector(s) used for qualitative purposes will not be listed on the Scope of Accreditation.

Note 2: The expanded uncertainty is expressed at the stated coverage probability (e.g., 95.45%) and coverage factor (e.g., k = 2). The actual measurement uncertainty reported on a certificate of calibration will be equal to or greater than the expanded uncertainty of measurement stated on this scope.

Note 3: This instrument also employs Infrared Spectrometry for qualitative purposes.

Pamela L. Sale  
Vice President, Forensics





# CERTIFICATE OF ACCREDITATION

The ANSI National Accreditation Board

Hereby attests that

**Los Angeles Police Department  
Forensic Science Division**  
1800 Paseo Rancho Castilla, Los Angeles, California 90032 USA

Fulfills the requirements of

**ISO/IEC 17025:2017**  
**ANAB Forensic Testing & Calibration AR 3125:2019**  
**FBI Quality Assurance Standards for Forensic DNA Testing Laboratories:2020**

In the field of

**Forensic Testing**

This certificate is valid only when accompanied by a current scope of accreditation document.  
The current scope of accreditation can be verified at [www.anab.org](http://www.anab.org)

  
Pamela L. Sale, Vice President, Forensics

Expiry Date: 31 July 2023  
Certificate Number: FT-0162





**ANSI National Accreditation Board**

**SCOPE OF ACCREDITATION TO:  
ISO/IEC 17025:2017  
ANAB Forensic Testing & Calibration AR 3125:2019  
FBI Quality Assurance Standards for Forensic DNA Testing Laboratories:2020**

**Los Angeles Police Department Forensic Science Division**  
see locations listed below

**FORENSIC TESTING**

Expiry Date: 31 July 2023

Certificate Number: FT-0162

**Criminalistics Laboratory**  
1800 Paseo Rancho Castilla  
Los Angeles, California 90032 USA

<b>Discipline: Biology</b>		
<b>Component/Parameter/ Characteristic</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
DNA Profile Determination	Short Tandem Repeat (STR) Y-Short Tandem Repeat (Y-STR)	Capillary Electrophoresis
Individual Characteristic Database	DNA Profile	National DNA Index System (NDIS)
Physical Comparison	DNA Profile	Software Program
Qualitative Determination	Body Fluid Epithelial Cell	Capillary Electrophoresis Chemical General Microscopy Fluorescence Spectroscopy Immunoassay

<b>Discipline: Document Examination</b>		
<b>Component/Parameter/ Characteristic</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
Field Sampling	Physical Item	Not Applicable

Chemical/ Physical Comparison	Content Document Fractured Item Stamp Substrate	General Microscopy Infrared Spectroscopy Reference Collection Software Program Ultraviolet Spectroscopy Visible Spectroscopy Visual
Qualitative Determination	Content Copier Document Fractured Item Ink Printer Stamp Substrate Typewriter	General Microscopy Infrared Spectroscopy Reference Collection Software Program Ultraviolet Spectroscopy Visible Spectroscopy Visual
Recovery	Content Document	Electrostatic Detection Device Infrared Spectroscopy Software Program Ultraviolet Spectroscopy Visible Spectroscopy Visual

Discipline: Fire Debris and Explosives		
Component/Parameter/ Characteristic	Item	Key Equipment/Technology
Qualitative Determination	Fire Debris	Gas Chromatography Mass Spectrometry

Discipline: Firearms and Toolmarks		
Component/Parameter/ Characteristic	Item	Key Equipment/Technology
Field Sampling	Physical Item	Not Applicable
Distance Determination	Firearm Physical Item	Chemical General Microscopy Measuring Equipment
Function Evaluation	Air Gun Conducted Electrical Weapon Firearm Silencer	Measuring Equipment Visual
Individual Characteristic Database	Ammunition	National Integrated Ballistic Information Network (NIBIN)
Physical Comparison	Ammunition Fractured Item Tool/Toolmark	General Microscopy Visual

Qualitative Determination	Ammunition Blood Firearm Metal Nitrate	Chemical General Microscopy Measuring Equipment Reference Collection
Serial Number Restoration	Physical Item	Chemical General Microscopy Magnetic Visual
Trajectory Determination	Inspection/Test Result Physical Item	Measuring Equipment

Discipline: Impressions		
Component/Parameter/ Characteristic	Item	Key Equipment/Technology
Enhancement	Footwear Tire	Chemical Physical Software Program
Physical Comparison	Footwear Tire	Software Program Visual
Qualitative Determination	Footwear	Reference Collection

Discipline: Materials (Trace)		
Component/Parameter/ Characteristic	Item	Key Equipment/Technology
Chemical/ Physical Comparison	Coating Fiber/Textile Fracture Match General Unknown Hair	Chemical Energy Dispersive Spectroscopy Gas Chromatography General Microscopy Infrared Spectroscopy Mass Spectrometry Microspectrophotometry Scanning Electron Microscopy Ultraviolet Spectroscopy Visible Spectroscopy Visual X-ray Powder Diffraction Spectroscopy
Qualitative Determination	Coating Fiber/Textile General Unknown Gunshot Residue Hair	Chemical Energy Dispersive Spectroscopy Gas Chromatography General Microscopy Infrared Spectroscopy Mass Spectrometry Microspectrophotometry Refractometry Scanning Electron Microscopy Thin-Layer Chromatography Ultraviolet Spectroscopy

		Visible Spectroscopy Visual X-ray Powder Diffraction Spectroscopy
--	--	---

Discipline: Scene Investigation		
Component/Parameter/ Characteristic	Item	Key Equipment/Technology
Field Sampling	Physical Item	Not Applicable
Enhancement	Physical Item	Chemical Physical
Qualitative Determination	Body Fluid	Chemical


Discipline: Seized Drugs		
Component/Parameter/ Characteristic	Item	Key Equipment/Technology
Field Sampling	Physical Item	Not Applicable
Qualitative Determination	Botanical	Chemical General Microscopy
Weight Measurement	Botanical Liquid Solid	Balance

Discipline: Toxicology		
Component/Parameter/ Characteristic	Item	Key Equipment/Technology
Qualitative Determination	Ante-Mortem Biological Item	Gas Chromatography Immunoassay Liquid Chromatography Mass Spectrometry
Qualitative Determination (Volatiles)	Ante-Mortem Biological Item Liquid	Gas Chromatography
Quantitative Measurement	Ante-Mortem Biological Item	Gas Chromatography Liquid Chromatography Mass Spectrometry
Quantitative Measurement (Volatiles)	Ante-Mortem Biological Item Liquid	Gas Chromatography

**Piper Technical Center**  
555 Ramirez Street  
Los Angeles, California 90012 USA

<b>Discipline: Seized Drugs</b>		
<b>Component/Parameter/ Characteristic</b>	<b>Item</b>	<b>Key Equipment/Technology</b>
Field Sampling	Physical Item	Not Applicable
Qualitative Determination	Botanical Liquid Solid	Chemical General Microscopy Gas Chromatography Infrared Spectroscopy Mass Spectrometry Visual
Weight Measurement	Botanical Liquid Solid	Balance

When published on a forensic service provider's Scope of Accreditation, ANAB has confirmed the competence required to develop and validate methods and perform on-going quality assurance for accredited activities. The forensic service provider may add or modify methods for activities without formal notice to ANAB for items and key equipment/technology listed. Contact the forensic service provider for information on the method utilized for accredited work.

  
Pamela L. Sale  
Vice President, Forensics

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

**Subrecipient** City of Los Angeles - Los Angeles Police Department **Duns#** 007046042 **FIPS#** 037-44000  
**Disaster/Program Title:** Paul Coverdell Forensic Improvement Project ZRXCMNNSUEJ1  
**Performance Period:** 04/01/22 to 06/03/23 **Subaward Amount Requested:** \$ 133,335  
**Type of Non-Federal Entity (Check Box):**  State Gov.  Local Gov.  JPA  Non-Profit  Tribe


Per Title 2 CFR § 200.332, 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?	\$ 32,000,000
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> <u>2-10-22</u>
<b>Print Name and Title:</b> <u>Michel R. Moore, Chief of Police</u>	<b>Phone Number:</b> <u>(213) 486-0168</u>
<b>Cal OES Staff Only:</b> SUBAWARD # <u>CQ21 18 7250 ew</u>	



## Grant Subaward Service Area Information

Grant Subaward #: CQ 21 18 7250

Subrecipient: City of Los Angeles, Police Department

1. County or Counties Served:

Los Angeles

County where principal office is located: Los Angeles

2. U.S. Congressional District(s) Served:

10 Districts

25 28 29 30 33 34\* 37 40 43 44

U.S. Congressional District where principal office is located: 34

3. State Assembly District(s) Served:

14 Districts

38 39 43 45 46 50 51\* 53 54 59 62 64 66 70

State Assembly District where principal office is located: 51

4. State Senate District(s) Served:

8 Districts

18 24\* 25 26 27 30 33 35

State Senate District where principal office is located: 24

5. Population of Service Area: 4 million