

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: July 7, 2025

CAO File No. 0220-03790-0067
Council File No. 25-0034
Council District: --

To: The Mayor and Council

From: Matthew W. Szabo, City Administrative Officer 

Reference: Board of Police Commissioners Transmittal dated January 7, 2025

Subject: **2024 DEOXYRIBONUCLEIC ACID CAPACITY ENHANCEMENT AND BACKLOG REDUCTION PROGRAM GRANT**

RECOMMENDATIONS

That the Council, subject to the approval of the Mayor:

1. Authorize the Chief of Police, or his designee, to:
 - a. Retroactively apply for and subsequently accept the grant award for the Fiscal Year (FY) 2024 Deoxyribonucleic Acid (DNA) Capacity Enhancement and Backlog Reduction Program grant in the amount of \$1,995,862 for the period of October 1, 2024 through September 30, 2026 from the United States Department of Justice, Office of Justice Programs, Bureau of Justice Assistance;
 - b. Negotiate and execute the grant award agreement, subject to City Attorney approval as to form;
2. Authorize the Los Angeles Police Department to:
 - a. Spend up to the total grant amount of \$1,995,862 in accordance with the grant award agreement;
 - b. Submit grant reimbursement requests to the grantor and deposit grant receipts in the Police Department Grant Fund No. 339, Department No. 70;
 - c. Prepare Controller instructions for any technical adjustments as necessary to implement Mayor and Council intentions, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions;
3. Authorize the Controller to:
 - a. Establish a grant receivable and appropriate \$1,995,862 to appropriation Account, account number to be determined, within Fund No. 339, Department No. 70, for the

receipt and disbursement of the FY 2024 DNA Capacity Enhancement and Backlog Reduction (CEBR) Program grant;

- b. Increase appropriations and transfer, as needed, within FY 2024 DNA CEBR Program grant funds from Fund No. 339, Department No. 70, account number to be determined, to Fund No. 100, Department No. 70, account numbers and amounts as follows:

Account No. 001090	Overtime General	\$30,000.00
Account No. To Be Determined	Related Costs	\$1,506.00

4. Authorize the City Clerk to:

- a. Place the following action relative to the FY 2024 DNA CEBR Program grant on the City Council agenda on July 1, 2025 or the first meeting day thereafter:

Authorize the Controller to increase appropriations and transfer, as necessary, within FY 2024 DNA CEBR grant funds from Fund No. 339, Department No. 70, account number to be determined, to Fund No. 100, Department No. 70, account numbers and amounts as follows:

Account No. 001090	Overtime General	\$780,000.00
Account No. To Be Determined	Related Costs	\$39,156.00

- b. Place the following action relative to the FY 2024 DNA CEBR Program grant on the City Council agenda on July 1, 2026 or the first meeting day thereafter:

Authorize the Controller to increase appropriations and transfer, as necessary, within FY 2024 DNA CEBR grant funds from Fund No. 339, Department No. 70, account number to be determined, to Fund No. 100, Department No. 70, account numbers and amounts as follows:

Account No. 001090	Overtime General	\$179,937.00
Account No. To Be Determined	Related Costs	\$9,034.00

SUMMARY

The Los Angeles Police Department (LAPD) is seeking retroactive approval to apply for and accept a \$1,995,862 grant award for the Fiscal Year (FY) 2024 Deoxyribonucleic Acid (DNA) Capacity Enhancement and Backlog Reduction Program from the United States Department of Justice, Office of Justice Programs, Bureau of Justice Assistance. The grant award has a performance period of October 1, 2024 through September 30, 2026. No matching funds are required.

The FY 2024 DNA Capacity Enhancement and Backlog Reduction (CEBR) Program provides funding to state and local units of government with existing crime laboratories that conduct DNA analysis to process, record, screen, and analyze forensic DNA and DNA database samples.

Funding will be utilized to increase the efficiency and capacity of the analysis of evidence in the LAPD's Forensic Science Division, Serology/DNA Unit (SDU). Funds from the grant award will be used for personnel overtime, fringe benefits, travel, equipment, supplies, and other related costs that will enhance the LAPD's ability to meet existing and future demands for DNA screening and testing.

The grant budget provides funding for civilian Criminalists, Photographers and Laboratory Technicians to process DNA cases on an overtime basis; fringe benefits on overtime; travel expenses for training and continuing education of DNA analysts; equipment purchases of liquid handling instruments, and the purchase of DNA reagent supplies. Other expenses include the purchase of software licenses, sample management software, a laboratory workstation configuration, and registration fees for training and conferences.

The FY 2024 DNA CEBR Program grant funding provides \$1,995,862 to support the following expenses:

Expense Category	Amount
Personnel (Overtime)	\$ 989,937
Fringe Benefits	49,696
Travel	93,917
Equipment	429,093
Supplies	289,941
Other*	143,278
Total	\$ 1,995,862
*Includes software purchase and registration fees for training, events and conferences.	

FISCAL IMPACT STATEMENT

Approval of the recommendations within this report will have no additional impact to the General Fund and will allow for the expenditure of the FY 2024 DNA CEBR Program grant award totaling \$1,995,862 from the United States Department of Justice, Office of Justice Programs, Bureau of Justice Assistance. No matching funds are required for this grant.

FINANCIAL POLICIES STATEMENT

The recommendations provided in this report are in compliance with the City's Financial Policies in that one-time grant funding will be utilized for one-time program expenditures.