

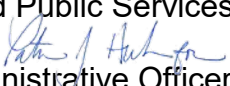
CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

0220-06342-0000

Date: August 25, 2025

To: The Mayor and Council

Attn: Thomas Arechiga, Legislative Coordinator, Mayor's Office
Patrice Lattimore, Council and Public Services Division, City Clerk's Office

From: Matthew W. Szabo, City Administrative Officer 

Subject: **FISCAL YEAR 2024-25 CALIFORNIA STATE DEPARTMENT OF INDUSTRIAL RELATIONS GRANT AWARD FOR THE WORKERS' RIGHTS PROTECTION ENFORCEMENT GRANT PROGRAM – AWARD ACCEPTANCE**

Attached is the Grant Acceptance Packet (Packet) for a grant award in the amount of \$317,543 from the California State Department of Industrial for the Fiscal Year (FY) 2024-25 Workers' Rights Enforcement Grant (WREG) Program for the period from August 1, 2024 through July 31, 2025. There is no match requirement associated with this grant. This is the first year of this grant funding.

The WREG Program, administered by the California Labor Commissioner's Office, is a new program that provides grant funds to help offset costs related to the enforcement of state labor laws and to support efforts to combat wage theft, prevent unfair business practices, and safeguard state revenue. The grant will support the City Attorney's Office (Office), Criminal Branch and the newly formed Public Rights Branch to reduce wage theft and exploitative labor practices impacting vulnerable populations through civil and criminal enforcement. The grant funds of \$317,543 will provide \$231,439 for salaries, partial funding of \$61,402 for related costs, and \$15,877 for contractual services costs for procuring a financial auditor, as required by the State grantor. The grant will fully support one Deputy City Attorney III and partially support one Deputy City Attorney I. These positions are existing resolution authority positions under the Office's FY 2025-26 Adopted Budget (Item No. 27 – Office of Wage Standards).

The total program cost is \$387,383, of which \$317,543 will be provided by the grant. Funding of \$69,840 for the remaining program related costs are provided in the Office's FY 2024-25 Adopted Budget.

As a participant in the WREG Program, the Office submitted the packet for review and analysis by the Office of the City Administrative Officer (CAO) Grants Oversight Unit and the assigned CAO Analyst. In accordance with the approved procedures for the Grants Management Program, this Office reviewed the Packet for completeness, conducted a concise analysis, and prepared a Fiscal Impact Statement. The Packet consists of the following:

- Review of Grant Award and Acceptance Determination
- Department Request for Acceptance of Grant Award
- Grant Agreement

Should you have any questions regarding the Grant Acceptance Packet, please contact Michell Cao at (213) 562-9786.

MWS:EFR:MVC:04260026

Attachments

OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Review of Grant Award and Acceptance Determination

Recipient City Department: Office of the City Attorney		Award Notification Date: July 1, 2024	
Grant Award Title: Fiscal Year 2024-25 California State Department of Industrial Relations Workers' Rights Enforcement Grant Award		Grant Amount: \$317,543	
Awarding Agency: California State Department of Industrial Relations			
Grant Agreement Number/Reference: 23WREG-05 /C.F. 25-0933	Performance Start Date: October 1, 2024	Performance End Date: July 31, 2025	
Purpose: The Office of the City Attorney requests authority to accept the grant funding of \$317,543 from the California State Department of Industrial Relations for the 2024-25 Workers' Rights Protection Enforcement Grant (WREG) Program for a performance period from August 1, 2024 through July 31, 2025. Funding will support the City Attorney's Criminal Branch and the newly formed Public Rights Branch for reducing wage theft and exploitative labor practices impacting vulnerable populations through civil and criminal enforcement of State labor laws. This is the first year of this grant funding and there is no match requirement. The total program cost of \$387,383 consists of grant funding of \$317,543 and \$69,840 in related costs not covered by the grant, but provided through the City Attorney 2024-25 Adopted Budget.			

Checklist for Grant Acceptance:		Yes	No	N/A	Comments
1. Authority for Grant Acceptance					
	• Department requests acceptance of the Grant	X			() Terms/Conditions outlined in Award Notice/Grantor Agreement
2. Match Requirement Review					
	• Match Sources Identification completed			X	() Obtain match requirements from Award Notice/Grantor Agreement
	• Additional Funds requested	X			() Submit to CAO for review
3. Charter Section 1022 Determination					
	• Charter Section 1022 findings completed			X	() Submit to CAO for review and determination
4. Provisions for Grant-Funded Contracts					
	• Standard and Grantor Provisions or equivalent language is included	X			() Incorporate Provisions or Language into proposed agreement
	• Pro Forma Agreement RFP <input checked="" type="checkbox"/> MOU <input type="checkbox"/> PSA <input type="checkbox"/>			X	(X) Submit to City Attorney for review and approval; copy to CAO
5. Personnel Authorities					
	• Department has submitted a request for position(s)		X		() Review documents and make determination
6. Grant Implementation Recommendations					
	• Department has submitted grant implementation instructions	X			() Submit to CAO for review
7. Controller Instructions for Fund/Accounts Set-Up					
	• Department has requested Funds/Accounts Set-up	X			
8. Governing Body Resolution/Certification					
	• Department has submitted Resolution/Certification			X	() Submit to CAO and City Attorney for review
9. Fiscal Impact Analysis					
	• Department has submitted Fiscal Impact Statement	X			() Submit to CAO for review and determination

OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Review of Grant Award and Acceptance Determination

10. Grant Award Summary

The Office of the City Attorney requests approval to accept the grant funding of \$317,543 from the California State Department of Industrial Relations for the new Workers' Rights Enforcement Grant (WREG) Program, a new program administered by the California Labor Commissioner's Office. The grant performance period is from August 1, 2024 through July 31, 2025. There is no match requirement. This is the first year of this funding and is expected to continue, subject to the State's availability of funds.

The WREG will enforce State labor laws for combating wage theft, preventing unfair competition, and protecting State revenue. Eligible uses include investigations, evidence collection, coordination with stakeholders, and legal actions. Reimbursable expenses are limited to staff salaries, related costs, and contractual services for procuring a financial auditor, as required by the State grantor. A Request for Proposals will be conducted to select an independent financial auditor.

11. Recommendations

Pursuant to a review of departmental recommendations for this grant, please provide a complete list of necessary actions for implementation including acceptance of the award by the City, Controller instructions for fund and accounts set-up, coordination of project activities, etc.

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

1. Authorize the City Attorney, or designee, to retroactively apply for and execute the grant award agreement between the California State Department of Industrial Relations and the Office of the City Attorney, subject to the approval of the City Attorney as to form;
2. Accept the grant award in the amount of \$317,543 for the Workers' Rights Protection Grant Program for a period of August 1, 2024 through July 31, 2025;
3. Issue a Request for Proposals to select an organization to perform an independent program financial audit and upon final selection, negotiate and execute a service agreement up to the amount of \$15,877;
4. Authorize the Controller to:
 - a. Establish a receivable within City Attorney Grants Fund No. 368, City Attorney Department No. 12 for this program in the amount of \$317,543;
 - b. Establish within City Attorney Grants Fund No. 368, City Attorney Department No. 12 a new appropriation Account No. 12C790, Workers' Rights Protection FY24/25 in the amount of \$317,543;




12. Fiscal Impact Statement

(X) Yes This Office finds that the Grant complies with City financial policies as follows (see below):

() No This Office finds that the Grant does not comply with City financial policies as follows (see below):

The total cost of the Fiscal Year 2024-25 Workers' Rights Protection Enforcement Grant Program administered by the City Attorney Criminal Branch and newly formed Public Rights Branch is \$387,383, of which \$317,543 will be reimbursed by the California State Department of Industrial Relations for salaries, partial related costs, and contractual services for procuring a financial auditor. Funding for the remaining related costs of \$69,840 is included in the City Attorney's 2024-25 and 2025-26 Adopted Budgets. There is no matching funds requirement. There is no General Fund impact and the recommendations in this report are in compliance with the City's Financial Policies in that budgeted appropriations will be balanced against grant award receipts.

Doc. No. 04260026

			8/25/2025
CAO Analyst	Chief	CAO/Assistant CAO	Date

10. Grant Award Summary (Continued from Page 2)

The grant funding of \$317,543 will provide \$231,439 for salary costs for one Deputy City Attorney III and one Deputy City Attorney I which are continued resolution authority positions. The balance of grant funding will provide partial funding of \$61,402 for related costs, and \$15,877 for contractual services costs to procure a financial auditor, as required by the State grantor. The City Attorney's Office will conduct a Request for Proposals to select an independent program financial auditor. The remaining funding of \$61,402 for the remaining related costs are included in the City Attorney's 2024-25 Adopted Budget.

11. Recommendations (Continued from Page 2)

4. c. Upon receipt of grant reimbursements and approval of expenses, transfer up to \$231,439 from City Attorney Grants Fund No. 368, City Attorney Department No. 12, Account No. 12C790, Workers' Rights Protection FY24/25, to General Fund No. 100, Department No. 12, Revenue Source Code 5427, to reimburse for salary expenses of two (2) resolution position authorities;
- d. Upon receipt of grant reimbursements and approval of expenses, transfer up to \$70,227 from City Attorney Grants Fund No. 368, City Attorney Department No. 12, Account No. 12C790, Workers' Rights Protection FY24/25, to General Fund No. 100, City Attorney Department No. 12, Revenue Source Code 5346, Related Cost Reimbursement – Grants, for related costs; and,
5. Authorize the City Attorney to prepare Controller instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

12. Fiscal Impact Statement (Continued from Page 2)

The City's Financial Policies require that the City pursue Federal, State, and private grants, but strictly limit the financial support of these programs to avoid commitments that continue beyond available funding. The recommendations in this report are in compliance with the City's Financial Policies in that proposed funding is balanced against grant revenue approved by Council actions and from Federal and State grant receipts. All funding is subject to the availability of grant funds and determinations by Mayor and Council.

Accepting the grant and approving the recommendations in this report are in compliance with the City's Financial Policies as the grant funds are fully reimbursing the General Fund for grant eligible activities.