

# LOS ANGELES POLICE COMMISSION

BOARD OF  
POLICE COMMISSIONERS

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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

July 1, 2026

BPC #25-378

The Honorable Karen Bass  
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: 2025 TOBACCO GRANT PROGRAM.

At the regular meeting of the Board of Police Commissioners held on Tuesday, December 16, 2025, the Board APPROVED the Department's report regarding the above-referenced matter.

Accordingly, this report is respectfully submitted for your consideration and approval.

Respectfully,

BOARD OF POLICE COMMISSIONERS

  
REBECCA MUNOZ  
Commission Executive Assistant

Attachment

c: Chief of Police

DJ 12/11/25  
25-378

**INTRADEPARTMENTAL CORRESPONDENCE**

December 15, 2025  
1.14

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

**FROM:** Chief of Police

**SUBJECT:** GRANT APPLICATION AND AWARD TRANSMITTAL FOR THE  
2025 TOBACCO GRANT PROGRAM

**RECOMMENDED ACTIONS**

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
2. That the Board TRANSMIT the attached grant application and award, 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.
3. That the Board REQUEST the Mayor and City Council to:
  - A. AUTHORIZE the Chief of Police, or designee, to retroactively apply for and accept the award, after a review of the terms and conditions by the City Attorney, for the 2025 Tobacco Grant Program, from the California Department of Justice, in the amount of \$2,235,844 for the period of November 21, 2025, through June 30, 2029;
  - B. AUTHORIZE the Chief of Police or his designee to negotiate and enter into a grant awarded agreement, subject to approval as to form by the City Attorney;
  - C. AUTHORIZE the Los Angeles Police Department (LAPD) to spend up to the grant amount of \$2,235,844 in accordance with the grant award agreement;
  - D. AUTHORIZE the LAPD to submit grant reimbursement requests to the grantor and deposit grant receipts in the Police Department Grant Fund No. 339, Department No. 70;
  - E. AUTHORIZE the LAPD to 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;
  - F. AUTHORIZE the Controller to establish a grant receivable and appropriate \$2,235,844 to appropriation account, account number to be determined, within Fund No. 339, Department No. 70, for the receipt and disbursement of the 2025 Tobacco Grant Program grant funds;

- G. AUTHORIZE the Controller to increase appropriations and transfer, as necessary, to 2025 Tobacco Grant 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. 001092	Overtime Sworn	\$563,200
Account No. To Be Determined	Related Costs	\$158,053

- H. AUTHORIZE the City Clerk to place the following actions relative to the 2025 Tobacco Grant Program on the City Council agenda on July 1, 2026 or on the first meeting day thereafter:

AUTHORIZE the Controller to increase appropriations and transfer, as necessary, to 2025 Tobacco Grant 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. 001092	Overtime Sworn	\$585,728
Account No. To Be Determined	Related Costs	\$158,053

- I. AUTHORIZE the City Clerk to place the following actions relative to the 2025 Tobacco Grant Program on the City Council agenda on July 1, 2027 or on the first meeting day thereafter:

AUTHORIZE the Controller to increase appropriations and transfer, as necessary, to 2025 Tobacco Grant 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. 001092	Overtime Sworn	\$609,157
Account No. To Be Determined	Related Costs	\$158,053

## DISCUSSION

The Los Angeles Police Department (LAPD) is seeking retroactive approval to apply for and accept a \$2,235,844 grant award for the 2025 Tobacco Grant Program from the California Department of Justice (CA DOJ) for the period of November 21, 2025, through June 30, 2029. There are no matching funds required.


The CA DOJ provides funding to support local enforcement efforts to reduce illegal retail sales and marketing of tobacco products to minors and youth. State funding comes from increased taxes following voter approved Proposition 56 in 2016. Through the 2025 Tobacco Grant

Program, the Commercial Crimes Division is proposing to implement the Tobacco Illegal Sales Enforcement (TISE) program. The TISE has a goal to reduce illegal retail sales of cigarettes and tobacco products, including e-cigarettes, to minors by (1) Penal Code 308 PC enforcement details; (2) enforcement details on City and California State (State) ban on flavored tobacco on brick-and-mortar locations; and (3) enforcement details targeting illegal online sales of tobacco products, including e-cigarettes to minors.

The grant award is budgeted for salaries (\$1,758,085) and related benefits (\$474,159) to implement the planned grant activities, as well as supplies (\$3,600) to support the program.

For any questions, please contact Senior Management Analyst II Barbra Montesquieu, Strategic Planning and Policies Division, Grants Section; at (213) 486-0380.

Respectfully,



JIM McDONNELL  
Chief of Police

Attachments

**BOARD OF  
POLICE COMMISSIONERS**  
Approved *December 16, 2025*  
Secretary *Rebecca Miting*



C A L I F O R N I A  
DEPARTMENT OF JUSTICE

**Rob Bonta**  
**Attorney General**

DIVISION OF OPERATIONS  
OFFICE OF FISCAL SERVICES  
GRANT SERVICES BRANCH  
TOBACCO GRANT PROGRAM  
P.O. Box 160187  
Sacramento, CA 95816-0187  
E-Mail Address: TobaccoGrantRFP@doj.ca.gov

November 20, 2025

Jim McDonnell, Chief of Police  
Los Angeles, City of  
100 West First Street  
Los Angeles, CA 90012-4112

Re: Tobacco Grant Award Notification Fiscal Year 2025-26 (RFP: DOJ-PROP56-2025-26-1)

Dear: Chief McDonnell

Congratulations! On behalf of the California Department of Justice (DOJ), Tobacco Grant Program, I am pleased to inform you that your agency's grant application for the fiscal year 2025-26 grant cycle has been approved for grant funds authorized under the California Healthcare, Research and Prevention Tobacco Tax Act of 2016. **The total amount of your agency's grant award is \$2,235,844 under Award # DOJ-PROP56-2025-26-1-026.**

The Tobacco Grant Program award process is highly competitive, and for the 2025-26 grant cycle, the Department received approximately \$50 million in requests. As noted in the application materials, grant funding prioritized support for local retailer enforcement including prosecution and task force collaboration. Consequently, some awards were approved with modifications to align with these funding priorities and because of limited funds. Attached is a Summary of the Award and Budget Detail outlining the funding provided along with any modifications applied.

**To accept the 2025-26 grant award, please complete and return a signed copy of your Letter of Intent (see template and instructions attached) by email within 15 calendar days of the date of this letter.** This letter will affirm one of the following:

1. Your agency will seek a resolution from the governing body to accept the award (*if your agency has a governing body*)
2. Your agency has a governing body but does not require a resolution to accept the award, OR
3. No governing body exists and therefore no resolution is required.

Please email the signed Letter of Intent as noted above to [TobaccoGrantRFP@doj.ca.gov](mailto:TobaccoGrantRFP@doj.ca.gov) with the subject line including the name of your agency: "FY 25-26\_Letter of Intent\_Los

November 20, 2025

Page 2

Angeles, City of." Upon receipt of this information, DOJ will provide your agency with additional documents for execution/use (e.g., Memorandum of Understanding, Governing Body Resolution template, Grantee Handbook, etc.). These documents will contain more information about the process for reimbursement and other important details. Activities for reimbursement under this grant may commence on or after the date of this letter, depending upon your selected start date.

Should you have any questions regarding this letter or the required follow up information, please email [TobaccoGrantRFP@doj.ca.gov](mailto:TobaccoGrantRFP@doj.ca.gov).

Sincerely,



JENNIFER IVERY JOHNSON  
Manager, Grant Services Branch

For ROB BONTA  
Attorney General

Attachments:  
Letter of Intent  
Summary of Award  
Budget Detail



**Tobacco Grant Program**  
**GRANT SERVICES BRANCH – LOCAL ASSISTANCE**  
**DIVISION OF OPERATIONS**

# TOBACCO GRANT SUMMARY OF AWARD

**DOJ-PROP56-2025-26-1-026**

## *LOS ANGELES, CITY OF*

This Summary of Award document will be used by the Tobacco Grant Program when determining whether an activity or expense claimed was approved for funding and is reimbursable. Activities other than those presented here may not be reimbursable. A Grant Modification may be necessary for material deviations. Please consult with your Grant Program Officer *before* engaging in any activity beyond this scope or if you have questions about the scope of the activities and budget allowability.

***By signing the Memorandum of Understanding, your agency agrees to the commitments outlined below and this document becomes part of the Grant Agreement.***

### **AWARD SUMMARY**

**Award Amount: \$2,235,844**

**Requested Amount: \$2,235,844**

**Removed from Award: None**

**Reduced Line Items: None**

**Other Changes or Stipulations:**

### **IMPORTANT PROVISIONS FOR ALL GRANTEES**

#### **I. Enforcement Activities**

- a. **Authorized** - If enforcement activities were proposed, **only** activities that target retailers for illegal sales/marketing of tobacco products were approved. It is expected that the flavor ban will be enforced within one or more enforcement activities.
- b. **Unauthorized** - Community or school patrols, or other enforcement actions related to tobacco use and possession, are **not** permitted.

#### **II. Educational Activities**

- a. **Authorized** – Retailer and/or officer educational activities on tobacco laws and ordinances, if included, are authorized as noted below.
- b. **Unauthorized** – School or community education efforts, including media campaigns, are **not** permitted as part of this award. All educational efforts should be directed to retailers and/or officers.

#### **III. Removed Personnel or Other Items**

- a. If specific personnel or other items were removed and not funded, they cannot be reinstated during the grant term.

#### **IV. Reduced Line Items**

- a. If a specific line item was reduced, the intention was to not fully fund it or the activities it represents.

#### **V. Mileage/Fuel**

- a. Budgets that include mileage or fuel were amended to include both together in one line item for flexibility and the type of backup documentation available. Mileage is limited to the state rate in effect at the time of travel.

#### **VI. Equipment**

- a. All equipment items must be purchased during the first year of the project as noted on the Budget Detail. Their awarding is intended to support project goals and be used to support grant activities throughout the grant term.

***Please reference the Tobacco Grant Program Grantee Handbook for more information regarding allowable costs.***

## **GOALS AND ACTIVITIES**

*Retail Inspections – Not Applicable*

*Minor Decoy Operations*

- Per year, **26** minor decoy operations will be conducted.
- Per year, **260** retailers will be targeted through these operations.
- Additional details regarding these operations:
  - - TISE will target retailers near schools, community- identified, and repeat offenders. - LAPD recruits minor decoys from the LAPD Cadet Program, vetted through background check, & trained by IPCU. - Details will consist of 1 minor decoy, 2 undercover (UC) supervisors, 4 UC officers, 2 uniformed officers. - Personnel will review locations & LAPD policies/ procedures. UC supervisor will transport the minor, UC officers will signal the minor to enter location after ensuring safety, monitor, & witness the tobacco purchase. After minor is safely back with the supervisor, officers will make a 308 PC arrest, inform arrestee of violation & tobacco laws. - Officers will debrief; retailers will be notified of the operation & where to seek training.

*Shoulder Tap Operations*

- Per year, **26** shoulder tap operations will be conducted.
- Per year, **260** retailers will be targeted through these operations.
- Additional details regarding these operations:
  - - TISE will target retailers near schools, community- identified, and repeat offenders. - LAPD recruits minor decoys from the LAPD Cadet Program, vetted through background check, & trained by IPCU. - Details will consist of 1 minor decoy, 2 undercover (UC) supervisors, 4 UC officers, 2 uniformed officers. - Personnel will review locations &

LAPD policies/ procedures. UC supervisor will transport the minor, UC officers will monitor the minor during the operation. After minor is safely back with the supervisor, officers will detain and arrest the suspect for the violation. Inform arrestee of violation & tobacco laws. - Officers will debrief; retailers will be notified of the operation & where to seek training.

#### *Undercover Buys*

- Per year, **12** undercover buy operations will be conducted (other than minor decoy or shoulder tap).
- Per year, **120** retailers will be targeted through these operations.
- Additional details regarding these undercover operations:
  - TISE will target retailers near schools, community- identified, repeat offenders & offer online purchases
  - Details consist of: 2 UC supervisors, 4 UC officers, 2 uniformed officers
  - Review LAPD policies/procedures, ensure location safety
  - Hookah: tobacco; document violations for complaint application
  - Flavored Tobacco: purchase at a retail store; effect arrest after product is sold.
  - Unpermitted Locations: purchase tobacco products; effect arrest once items are bought
  - Online purchase: UC officers will use fictitious accounts to purchase tobacco products online, pick up at retail store; effect arrest once product is retrieved - Officers will debrief - Submit complaint application to LACA for prosecution

*Retailer Education – Not Applicable*

*Enforcement Officer Education – Not Applicable*

*Prosecution – Not Applicable*

*Task Force – Not Applicable*

*Other Activities – Not Applicable*

## **PARTNERING AGENCIES – NOT APPLICABLE**

***Please notify your Grant Program Officer of any proposed changes to partnering agencies, particularly if they are included within your budget.***



AGENCY: CITY OF LOS ANGELES

**B. Operating Expenses and Equipment**

*Equipment (Tangible items with a PER-UNIT cost of \$5,000 or more)*

Description	Computation	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	TOTALS
NONE		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>		\$ -	\$ -	\$ -	\$ -	\$ -

*Other Expenses (Excludes Equipment and Travel/Training)*

Description	Computation	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	TOTALS
Laptops	Must be purchased within the first year of the project.	\$ 3,600	\$ -	\$ -	\$ -	\$ 3,600
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>		\$ 3,600	\$ -	\$ -	\$ -	\$ 3,600

*Travel Expenses/Registration Fees\**

Description and Destination	Computation	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	TOTALS
NONE		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -

\*For approved tobacco related training and travel only. Travel cannot exceed current state rates.

<b>SUBTOTAL</b>		\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING EXPENSES AND EQUIPMENT</b>		\$ 3,600	\$ -	\$ -	\$ -	\$ 3,600

**C. Administrative Costs\***

Description	Enter Desired Percentage (up to 5%)	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	TOTAL
Administrative Costs	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -

\*Administrative costs must not exceed 5% of the total budget for Sections A & B.

<b>TOTAL</b>		\$ -	\$ -	\$ -	\$ -	\$ -
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## AGENCY: CITY OF LOS ANGELES

SUMMARY					
Budget Category	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Total Request
A. Personnel Services	\$ 721,253	\$ 743,781	\$ 787,210	\$ -	\$ 2,232,244
B. Operating Expenses and Equipment	\$ 3,600	\$ -	\$ -	\$ -	\$ 3,600
C. Administrative Costs	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL PROJECT COSTS</b>	<b>\$ 724,853</b>	<b>\$ 743,781</b>	<b>\$ 787,210</b>	<b>\$ -</b>	<b>\$ 2,235,844</b>



# Tobacco Grant Program Grant Services Branch – Local Assistance Division of Operations

City of Los Angeles

DOJ-PROP56-2025-26-1-026

## MEMORANDUM OF UNDERSTANDING

### PURPOSE

This Memorandum of Understanding (“MOU”) is entered into by the Department of Justice (“DOJ”) and the City of Los Angeles (“Grantee”), for the purpose of disbursing grant funds to Grantee for reimbursement of expenditures in compliance with the California Code of Regulations and the Fiscal Year 2025-26 Grantee Handbook.

Commencing January 1, 2023, the California Code of Regulations, Title 11, Division 1, Chapter 5: Department of Justice Tobacco Grant Program (“TGP Regulations”) shall govern the policies and procedures of the Tobacco Grant Program.

The TGP Regulations, Request for Proposals, Grantee Handbook (dated April 2025), and Summary of Award document are hereby incorporated by reference into this MOU. Grantee will expend funds for the purposes identified in the approved Summary of Award document. Reimbursements are to be funded under the California Healthcare, Research and Prevention Tobacco Tax Act of 2016, approved by the voters as Proposition 56.

### COST REIMBURSEMENT

DOJ agrees to reimburse Grantee in arrears, for Grantee’s actual expenditures in performing the project or scope of work included in the approved Summary of Award document. Reimbursements for line items in the approved Budget Detail will be made upon receipt of invoices from Grantee and approval of the invoices by DOJ, in accordance with the reimbursement procedures set forth in the TGP Regulations and Grantee Handbook.

### BUDGET CONTINGENCY CLAUSE

It is mutually agreed, if the Budget Act of the current fiscal year and/or any subsequent years covered under the MOU does not appropriate sufficient funds, the MOU shall be of no further force and effect. In the event this situation occurs, DOJ shall have no liability to reimburse/pay any funds to Grantee, or to furnish any other considerations under this MOU. As well, Grantee shall not be obligated to continue performing the provisions of this MOU, for which the Grantee would have been reimbursed.

If funding for any fiscal year is reduced or deleted in the Budget Act for purposes of this MOU, DOJ shall have the option to either cancel this MOU with no liability occurring to DOJ or offer an addendum to the Grantee to reflect the reduced amount.

**PROJECT BREACH-TERMINATION**

Failure of a Grantee to comply with this MOU or the TGP Regulations shall be treated by DOJ as a breach of contract. If an act of noncompliance occurs, DOJ may take actions described within the TGP Regulations, including termination. DOJ may terminate this MOU and be relieved of any obligation to disburse grant funds to Grantee should Grantee fail to perform the scope of work at the time and in the manner provided in this MOU.

**MISCELLANEOUS PROVISIONS**

Addendum – No addendum or variation of the terms of this MOU is valid unless made in writing and signed by the duly authorized representatives of the parties.

Assignment – This MOU is not assignable by Grantee in whole or in part.

Indemnification – Grantee agrees to indemnify and hold harmless DOJ, its officers, agents and employees from all claims, liabilities, or losses in connection with the performance of this MOU.

Certifications – Grantee certifies that it does not receive funding from a manufacturer, distributor, or advertiser of Cigarettes or Tobacco Products. Grantee further certifies that grant funds will not supplant existing state or local funds dedicated for the same purpose.

**TERMS**

Grant Duration: **11/21/2025 – 6/30/2029**

Category of Expenditure	Award Amount			
	Budget FY 2025-2026	Budget FY 2026-2027	Budget FY 2027-2028	Budget FY 2028-2029
Personnel Services	\$721,253	\$743,781	\$767,210	\$
Operating Expenses and Equipment	\$3,600	\$0	\$0	\$
Administrative Costs (Not to Exceed 5%)	\$0	\$0	\$0	\$
<b>TOTAL AWARD AMOUNT</b>	<b>\$2,235,844</b>			

The time limit for reimbursements against this award ends 6/30/2029. Requests for reimbursement received after 7/15/2029 cannot be considered by DOJ.

**GRANTEE CONTACT INFORMATION**

Barbra Montesquieu  
 City of Los Angeles – Los Angeles Police Department  
 100 West First Street, Suite 942, Los Angeles CA 90012  
 (213)486-0380  
 N3202@lapd.online

**AUTHORIZATION**

DOJ and Grantee, by their duly authorized officials, have executed this MOU on the respective dates indicated below. This MOU and any future addendums shall be e-mailed to

TobaccoGrants@doj.ca.gov, care of the Division of Operations, Local Assistance Unit, Tobacco Grant Program, and will become fully executed upon completion of signatures from all parties.

GRANTEE AUTHORIZATIONS	
 <b>NAME:</b> Jim McDonnell Title: Chief of Police Agency: Los Angeles Police Department	<u>12-10-25</u> Date
_____ <b>NAME:</b> Title: Agency:	_____ Date
_____ <b>NAME:</b> Title: Agency:	_____ Date

DOJ AUTHORIZATIONS	
_____ <b>DOJ GRANT MANAGER</b> Division of Operations California Department of Justice	_____ Date
_____ <b>DOJ FISCAL DIRECTOR</b> Division of Operations California Department of Justice	_____ Date
_____ <b>DOJ CHIEF OF OPERATIONS</b> Division of Operations California Department of Justice	_____ Date

# 2025/26 Tobacco Grant Program - Application

## 3. Agency Profile

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### 1. Agency Name

City of Los Angeles

### 2. Division/Section/Department

Los Angeles Police Department - Commercial Crimes Division

### 3. County

Los Angeles

### 4. Entity Type

Public Agency

### 5. Agency Type

Law Enforcement (e.g., PD, Sheriff)

### 6. Federal Taxpayer Identification Number

95-6000735

### 7. Does agency have authority to enforce state tobacco laws OR local tobacco ordinances covering retail establishments?

Yes

## 4. Agency Physical Address

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### 8. Physical Address

100 West First Street

### 9. Physical Address 2

Ste 1061

### 10. City

Los Angeles

### 11. State

CA

### 12. ZIP code (5 or 9 digits w/dash)

90012-4112

## 5. Agency Mailing Address

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### 13. Is mailing address the same as physical address?

Yes

## 6. Agency Payment Address

---

### 14. Payment Address

100 West First Street

### 15. Payment Address 2

Ste 1061

**16. City**

Los Angeles

**17. State**

CA

**18. ZIP code (5 or 9 digits w/dash)**

90012-4112

**7. Authorized Officer**

---

**1. First Name**

Jim

**2. Middle Name**

**3. Last Name**

McDonnell

**4. Job Title**

Chief of Police

**5. Phone Number**

(213) 486-0150

**6. Email Address**

grants2@lapd.online

**7. Confirm Email Address**

grants2@lapd.online

**8. Project Director**

---

**8. First Name**

Francis

**9. Middle Name**

**10. Last Name**

Boateng

**11. Job Title**

Commanding Office, Commercial Crimes Division

**12. Phone Number**

(213) 846-8430

**13. Email Address**

34909@lapd.online

**14. Confirm Email Address**

34909@lapd.online

**9. Financial Officer**

---

**15. First Name**

Barbra

**16. Middle Name**

**17. Last Name**

Montesquieu

**18. Phone Number**

(213) 486-0380

**19. Email Address**

n3202@lapd.online

**20. Confirm Email Address**

n3202@lapd.online

**10. Project Summary**

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**1. Funding Requested**

2,235,844

**2. Funding Duration**

36 months

**3. Planned Start Date (MM/DD/YYYY)**

03/01/2026

**4. Summary of Proposed Project.**

Through the 2025 Tobacco Grant Program, the City of Los Angeles (City), Los Angeles Police Department (LAPD) is proposing to implement the Tobacco Illegal Sales Enforcement (TISE) program. The TISE has a goal to reduce illegal retail sales of cigarettes and tobacco products, including e-cigarettes, to minors by (1) Penal Code 308 PC enforcement details; (2) enforcement details on City and California State (State) ban on flavored tobacco on brick-and-mortar locations; and (3) enforcement details targeting illegal online sales of tobacco products, including e-cigarettes to minors. The LAPD is seeking grant funds for salaries and related benefits to implement 192 enforcement detail within 36 months, a total of 15,360 hours.

**11. Partnering Agencies**

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**1. Will your agency have other local agencies, departments, or contractors involved to complete any of the proposed activities?**

No

**20. Problem Statement**

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**1. Geographic Areas Covered by Project**

Los Angeles City

**2. Total Population within Project Area**

3881041

**3. Population % Under Age 21 within Project Area**

25.6

**4. Retailers within Project Area**

3311

**5. Retailers within 1,000 Feet of Schools (within Project Area)**

1371

**6. Does a local Tobacco Retail License program exist in the project area?**

Yes

**7. Does your local prosecuting agency support enforcement of tobacco laws in your project area?**

Yes

**8. Problem Statement Narrative**

There are 3,311 permitted tobacco retailers in the City of Los Angeles. Citywide, 73% of schools are in close proximity (within 1,000 feet) of a tobacco retailer.

Since 2018, LAPD IPCU has assisted in over 2,600 tobacco retailers investigations and obtained over 523 Violations, resulting in an illegal sales rate of 19.5 % of those retailers investigated.

Unlawful sales of tobacco to minors and retailer noncompliance to current tobacco laws are the primary tobacco retailing problems faced by the City of Los Angeles. Through various community outreach programs, the LAPD has been informed that the sales of online flavored tobacco has increased near high schools and colleges since the new City flavored ban took into effect in 2022. Through targeted retail locations and online sales enforcement, LAPD believes it will decrease the sales of illegal tobacco products.

**21. Goals and Objectives**

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**1. Activity Area(s)**

- Minor Decoy Operations
- Shoulder Tap Operations
- Undercover Buys

**23. Minor Decoy Operations**

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**2. Per year, how many minor decoy operations are planned?**

26

**3. Per year, how many retailers will be targeted for these operations?**

260

**4. Operational Plans**

- TISE will target retailers near schools, community- identified, and repeat offenders.
- LAPD recruits minor decoys from the LAPD Cadet Program, vetted through background check, & trained by IPCU.
- Details will consist of 1 minor decoy, 2 undercover (UC) supervisors, 4 UC officers, 2 uniformed officers.
- Personnel will review locations & LAPD policies/ procedures. UC supervisor will transport the minor, UC officers will signal the minor to enter location after ensuring safety, monitor, & witness the tobacco purchase. After minor is safely back with the supervisor, officers will make a 308 PC arrest, inform arrestee of violation & tobacco laws.
- Officers will debrief; retailers will be notified of the operation & where to seek training.

**5. Operational Experience**

The LAPD Commercial Crime Division (CCD) Illicit Pharmaceuticals and Counterfeit Unit (IPCU) is responsible for investigating crimes related to illicit drugs, counterfeit merchandize, tobacco and alcohol. The IPCU personnel are trained in undercover and VICE operations, are experts in tobacco- related matters, and received tobacco-related training from the Los Angeles City Attorney's Office (LACA).

They have coordinated and conducted numerous Minor Decoy, operations, where they have arrested and cited violators for tobacco violations. The IPCU has worked hand in hand with LACA to conduct upfront and compliance inspections at retail stores; and have successfully participated in various operations to reduce the sales of tobacco to minors.

**24. Shoulder Tap Operations**

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**6. Per year, how many shoulder tap operations are planned?**

26

**7. Per year, how many retailers will be targeted for these operations?**

260

**8. Operational Plans**

- TISE will target retailers near schools, community- identified, and repeat offenders.
- LAPD recruits minor decoys from the LAPD Cadet Program, vetted through background check, & trained by IPCU.
- Details will consist of 1 minor decoy, 2 undercover (UC) supervisors, 4 UC officers, 2 uniformed officers.
- Personnel will review locations & LAPD policies/ procedures. UC supervisor will transport the minor, UC officers will monitor the minor during the operation. After minor is safely back with the supervisor, officers will detain and arrest the suspect for the violation. inform arrestee of violation & tobacco laws.
- Officers will debrief; retailers will be notified of the operation & where to seek training.

**9. Operational Experience**

The LAPD Commercial Crime Division (CCD) Illicit Pharmaceuticals and Counterfeit Unit (IPCU) is responsible for investigating crimes related to illicit drugs, counterfeit merchandize, tobacco and alcohol. The IPCU personnel are trained in undercover and VICE operations, are experts in tobacco- related matters, and received tobacco-related training from the Los Angeles City Attorney's Office (LACA).

They have coordinated and conducted numerous Shoulder Tap operations, where they have arrested and cited violators for tobacco violations. The IPCU has worked hand in hand with LACA to conduct upfront and compliance inspections at retail stores; and have successfully participated in various operations to reduce the sales of tobacco to minors.

**25. Undercover Buy Operations**

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**10. Types of Undercover Buy operations planned**

- Single Sale / Loosie
- Flavor (in-store)
- Unlicensed
- Other - Write In (Required): Hookah (in-store)

**11. Per year, how many undercover buy operations are planned?**

12

**12. Per year, how many retailers will be targeted for these operations?**

120

**13. Operational Plans**

- TISE will target retailers near schools, community- identified, repeat offenders & offer online purchases
- Details consist of: 2 UC supervisors, 4 UC officers, 2 uniformed officers
- Review LAPD policies/procedures, ensure location safety
- Hookah: purchase food, tobacco and alcohol; document violations for complaint application
- Flavored Tobacco: purchase at a retail store; effect arrest after product is sold.
- Unpermitted Locations: purchase tobacco products; effect arrest once items are bought
- Online purchase: UC officers will use fictitious accounts to purchase tobacco products online, pick up at retail store; effect arrest once product is retrieved
- Officers will debrief
- Submit complaint application to LACA for prosecution

**14. Operational Experience**

The LAPD Commercial Crime Division (CCD) Illicit Pharmaceuticals and Counterfeit Unit (IPCU) is responsible for investigating crimes related to illicit drugs, counterfeit merchandize, tobacco and alcohol. The IPCU personnel are trained in undercover and VICE operations, are experts in tobacco- related matters, and received tobacco-related training from the Los Angeles City Attorney's Office (LACA).

They have coordinated and conducted numerous Undercover Buys operations, where they have arrested and cited violators for tobacco violations. The IPCU has worked hand in hand with LACA to conduct upfront and compliance inspections at retail stores; and have successfully participated in various operations to reduce the sales of tobacco to minors.

**31. Project Personnel**

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**1. Does the applicant agency have personnel that will perform grant activities?**

Yes

**32. Project Personnel 1**

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## 2. Personnel Classification/Rank

Various Detectives, Officers

## 3. Will project activities by this personnel be done on overtime, straight time, or both?

Overtime

## 4. Personnel Duties

Minor Decoy Operations  
Shoulder Tap Operations  
Undercover Buy Operations

## 5. Roles and Responsibilities

A Detective 3 from IPCU, will coordinate all TISE operations/details.

For each enforcement detail:

(1) supervisor, rank of Detective 3, will coordinate all TISE operations and will oversee each enforcement detail. This personnel will be from the IPCU.

(1) supervisor, rank of Detective 3 or Sergeant 2 will ensure the safety and communications of each enforcement detail. This personnel will be from either the IPCU and/or one of the geographical VICE Units within LAPD.

(6) officers and/or detectives will be part of the minor decoy, shoulder tap, and/or undercover buy details. These personnel will be from either the IPCU and/or one of the geographical VICE Units within LAPD.

## 6. Experience and Qualifications

All sworn personnel working TISE will have completed training for Undercover operations, VICE operations and current tobacco laws. Each personnel will be experienced in handling a minor decoy operation, shoulder tap, and/or undercover buys, respectively.

## 7. Are there additional personnel that will perform project activities?

No

## 40. Project Budget

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### 1. Budget Detail upload (Excel file)

[LAPD\\_tobacco-grant-budget-detail-sheet.xlsx](#)

### 2. Does your Budget Detail include expenses listed in Section B (Other Operating Expenses and Equipment)?

Yes

### 3. Budget Narrative: Please provide justification for each expense listed within Section B of the Budget Detail Sheet (Operating Expenses and Equipment)".

The LAPD is requesting two laptops or tablet to support the program. The laptop/tablet will be used by the TISE supervisor to gather and input data on scene to keep track to performance measures. Approximately \$1800 each.

### 4. Budget item(s) that will directly support Minor Decoy operations

The budget items for Minor Decoy operations consists of overtime and related fringe benefits. Each detail will consist of 8 personnel, 10 hours per detail, 26 details a year, for 3 years, average overtime is \$110/hour. The federally approved CAP 42 related fringe for sworn overtime is 8.99%

### 5. Budget item(s) that will directly support Shoulder Tap operations

The budget items for Shoulder Tap operations consists of overtime and related fringe benefits. Each detail will consist of 8 personnel, 10 hours per detail, 26 details a year, for 3 years, average overtime is \$110/hour. The federally approved CAP 42 related fringe for sworn overtime is 8.99%

### 6. Budget item(s) that will directly support Undercover Buy operations

The budget items for Undercover Buys operations consists of overtime and related fringe benefits. Each detail will consist of 8 personnel, 10 hours per detail, 12 details a year, for 3 years, average overtime is \$110/hour. The federally approved CAP 42 related fringe for sworn overtime is 8.99%

### 7. Other Funding Sources

The salary for IPCU personnel, as well as other personnel from the LAPD geographical locations, are funded by the City's general funds. The activities stated above will be on an overtime bases. The overtime will be reported as worked under the grant.

## 41. Agency Capacity

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### 1. Grant Management Experience

The LAPD has extensive experience in managing federal grants. It has successfully managed grants ranging from \$100,000 to \$16,000,000 from various local, state, and federal entities. The LAPD Grants Section consists of a Grants Manager and six Grants Analysts to oversee and report on over 30 active grants. A Grants Analyst will be assigned to the 2025/26 Tobacco Grant Program to manage the administrative aspects of the grant including preparing and submitting financial and progress reports and ensuring that all grant expenditures comply with the grant's special conditions and both the City's and CA DOJ's financial policies and guidelines. The LAPD's accounting system establishes a separate account for each funding source and has the capability to track and identify the receipt and expenditure of each grant award.

The LAPD IPCU has worked with the LADA's Tobacco Grant 2017 and 2021 and is familiar with the key performance metrics. Additionally, the LAPD IPCU has successfully implemented Bureau of Justice Assistance's Intellectual Property Grant from 2009-2025 with a total grant funding of over \$3.8 million.

### 2. Continuity and Contingency Planning

The LAPD will continue to implement these operation after the grant performance period. However, the frequency will depend on local budget. The LAPD also plans to apply for other grant funding for these activities, when applicable.

### 3. Community Support Letters

### 4. Has your agency ever received a grant through the DOJ Tobacco Grant Program?

No

## 43. Certifications And Signature

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### 1. Authorized Officer signature

Jim McDonnell

## 44. Review Responses Before Submission

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### 1. I have reviewed this application, and it is complete and accurate to the best of my knowledge.

Yes

## OFFICIAL CORRESPONDENCE REVIEW

<b>INITIATED BY:</b> (Name, Bureau or Division, etc.)		<b>DATE</b>	
Capt. Sharon L. White Commanding Officer, Strategic Planning and Policies Division		12/5/2025	
<b>STAFF OFFICER ASSIGNED:</b> (Name, Bureau or Division, Telephone Number, etc.)			
Barbra Montesquieu, Grants Section (213) 486-0380			
<b>SUBJECT: LETTER OF INTENT TO ACCEPT THE 2025 TOBACCO GRANT AWARD</b>			
ATTN	REVIEWED BY:	ATTN	REVIEWED BY:
1/7	GRANTS SECTION		<i>BRM 12/5/25</i>
2	Strategic Planning and Policies Division		<i>JW 12/8/2025</i>
3	Constitutional Policing and Policy Bureau		
4	OCOP ADMIN		
5	CHIEF OF STAFF		
5	OFFICE OF THE CHIEF OF POLICE		

\*\*Please contact Grants Section at (213) 486-0380 after the Chief's signs the documents for pick up\*\*

Letter Due: 12/12/2025

*\*Same # as doz. attached.  
Pls. process as me.*

**RECEIVED**  
**DEC 08 2025 #1754**  
**CONSTITUTIONAL POLICING AND POLICY BUREAU**

## INTRADEPARTMENTAL CORRESPONDENCE

December 8, 2025

1.14

**TO:** Chief of Police

**FROM:** Commanding Officer, Strategic Planning and Policies Division

**SUBJECT:** LETTER OF INTENT TO ACCEPT THE 2025 TOBACCO GRANT AWARD

Attached for your review and signature is the required Letter of Intent to accept the 2025 Tobacco Grant Award. The California Department of Justice (CA DOJ) has awarded \$2,235,844 to the Los Angeles Police Department under the California Healthcare, Research and Prevention Tobacco Tax Act of 2016.

The CA DOJ provides funding to support local enforcement efforts to reduce illegal retail sales and marketing of tobacco products to minors and youth. State funding comes from increased taxes following voter approved Proposition 56 in 2016. Through the 2025 Tobacco Grant Program, the Commercial Crimes Division is proposing to implement the Tobacco Illegal Sales Enforcement (TISE) program. The TISE has a goal to reduce illegal retail sales of cigarettes and tobacco products, including e-cigarettes, to minors by (1) Penal Code 308 PC enforcement details; (2) enforcement details on City and California State (State) ban on flavored tobacco on brick-and-mortar locations; and (3) enforcement details targeting illegal online sales of tobacco products, including e-cigarettes to minors. The grant award is budgeted for salaries and related benefits to implement 192 enforcement details within 36 months.

If you have any questions, please contact Senior Management Analyst Barbra Montesquieu, Grants Section at (213) 486-0380.



SHANNON L. WHITE, Captain  
Commanding Officer  
Strategic Planning and Policies Division

Attachments

# LOS ANGELES POLICE DEPARTMENT



**JIM McDONNELL**  
Chief of Police

P. O. Box 30158  
Los Angeles, Calif. 90030  
Telephone: (213) 486-0380  
TDD: (877) 275-5273  
Ref #: 1.14

**Karen Bass**  
Mayor

December 9, 2025

Department of Justice  
Division of Operations  
Tobacco Grant Program  
P.O. Box 160187  
Sacramento, CA 95816-0187

Re: Letter of Intent to Accept Tobacco Grant Program Award (Fiscal Year 2025-26)

Dear Tobacco Grant Program Specialist:

Please accept this letter as indicative of our agency's intent to accept the Tobacco Grant Program award of \$2,235,844 for the 2025-26 grant cycle. The Los Angeles Police Department (LAPD), on behalf of the City of Los Angeles, intends to accept the conditions specified in the Summary of Award and Budget Detail documents sent with the award letter.

In addition, I affirm that the LAPD will seek a resolution from the Los Angeles City Council, its governing body, and approved by the Mayor, to accept the award.

For questions, please contact Barbra Montesquieu, LAPD, Strategic Planning and Policies Division, Grants Section, at (213) 486-0380.

Respectfully,

A handwritten signature in blue ink, appearing to read "Jim McDonnell".

**JIM McDONNELL**  
Chief of Police



C A L I F O R N I A  
DEPARTMENT OF JUSTICE

**Rob Bonta**  
Attorney General

DIVISION OF OPERATIONS  
OFFICE OF FISCAL SERVICES  
GRANT SERVICES BRANCH  
TOBACCO GRANT PROGRAM  
P.O. Box 160187  
Sacramento, CA 95816-0187  
E-Mail Address: TobaccoGrantRFP@doj.ca.gov

November 20, 2025

Jim McDonnell, Chief of Police  
Los Angeles, City of  
100 West First Street  
Los Angeles, CA 90012-4112

Re: Tobacco Grant Award Notification Fiscal Year 2025-26 (RFP: DOJ-PROP56-2025-26-1)

Dear: Chief McDonnell

Congratulations! On behalf of the California Department of Justice (DOJ), Tobacco Grant Program, I am pleased to inform you that your agency's grant application for the fiscal year 2025-26 grant cycle has been approved for grant funds authorized under the California Healthcare, Research and Prevention Tobacco Tax Act of 2016. **The total amount of your agency's grant award is \$2,235,844 under Award # DOJ-PROP56-2025-26-1-026.**

The Tobacco Grant Program award process is highly competitive, and for the 2025-26 grant cycle, the Department received approximately \$50 million in requests. As noted in the application materials, grant funding prioritized support for local retailer enforcement including prosecution and task force collaboration. Consequently, some awards were approved with modifications to align with these funding priorities and because of limited funds. Attached is a Summary of the Award and Budget Detail outlining the funding provided along with any modifications applied.

**To accept the 2025-26 grant award, please complete and return a signed copy of your Letter of Intent (see template and instructions attached) by email within 15 calendar days of the date of this letter.** This letter will affirm one of the following:

1. Your agency will seek a resolution from the governing body to accept the award (*if your agency has a governing body*)
2. Your agency has a governing body but does not require a resolution to accept the award, OR
3. No governing body exists and therefore no resolution is required.

Please email the signed Letter of Intent as noted above to [TobaccoGrantRFP@doj.ca.gov](mailto:TobaccoGrantRFP@doj.ca.gov) with the subject line including the name of your agency: "FY 25-26\_Letter of Intent\_Los

November 20, 2025

Page 2

Angeles, City of." Upon receipt of this information, DOJ will provide your agency with additional documents for execution/use (e.g., Memorandum of Understanding, Governing Body Resolution template, Grantee Handbook, etc.). These documents will contain more information about the process for reimbursement and other important details. Activities for reimbursement under this grant may commence on or after the date of this letter, depending upon your selected start date.

Should you have any questions regarding this letter or the required follow up information, please email [TobaccoGrantRFP@doj.ca.gov](mailto:TobaccoGrantRFP@doj.ca.gov).

Sincerely,

A handwritten signature in black ink that reads "Jennifer Ivery Johnson". The signature is written in a cursive, flowing style.

JENNIFER IVERY JOHNSON  
Manager, Grant Services Branch

For ROB BONTA  
Attorney General

Attachments:  
Letter of Intent  
Summary of Award  
Budget Detail



**Tobacco Grant Program**  
**GRANT SERVICES BRANCH – LOCAL ASSISTANCE**  
**DIVISION OF OPERATIONS**

# TOBACCO GRANT SUMMARY OF AWARD

**DOJ-PROP56-2025-26-1-026**

## *LOS ANGELES, CITY OF*

This Summary of Award document will be used by the Tobacco Grant Program when determining whether an activity or expense claimed was approved for funding and is reimbursable. Activities other than those presented here may not be reimbursable. A Grant Modification may be necessary for material deviations. Please consult with your Grant Program Officer *before* engaging in any activity beyond this scope or if you have questions about the scope of the activities and budget allowability.

***By signing the Memorandum of Understanding, your agency agrees to the commitments outlined below and this document becomes part of the Grant Agreement.***

### **AWARD SUMMARY**

**Award Amount: \$2,235,844**

**Requested Amount: \$2,235,844**

**Removed from Award: None**

**Reduced Line Items: None**

**Other Changes or Stipulations:**

### **IMPORTANT PROVISIONS FOR ALL GRANTEES**

#### **I. Enforcement Activities**

- a. **Authorized** - If enforcement activities were proposed, **only** activities that target retailers for illegal sales/marketing of tobacco products were approved. It is expected that the flavor ban will be enforced within one or more enforcement activities.
- b. **Unauthorized** - Community or school patrols, or other enforcement actions related to tobacco use and possession, are **not** permitted.

#### **II. Educational Activities**

- a. **Authorized** – Retailer and/or officer educational activities on tobacco laws and ordinances, if included, are authorized as noted below.
- b. **Unauthorized** – School or community education efforts, including media campaigns, are **not** permitted as part of this award. All educational efforts should be directed to retailers and/or officers.

#### **III. Removed Personnel or Other Items**

- a. If specific personnel or other items were removed and not funded, they cannot be reinstated during the grant term.

#### **IV. Reduced Line Items**

- a. If a specific line item was reduced, the intention was to not fully fund it or the activities it represents.

#### **V. Mileage/Fuel**

- a. Budgets that include mileage or fuel were amended to include both together in one line item for flexibility and the type of backup documentation available. Mileage is limited to the state rate in effect at the time of travel.

#### **VI. Equipment**

- a. All equipment items must be purchased during the first year of the project as noted on the Budget Detail. Their awarding is intended to support project goals and be used to support grant activities throughout the grant term.

***Please reference the Tobacco Grant Program Grantee Handbook for more information regarding allowable costs.***

## **GOALS AND ACTIVITIES**

### ***Retail Inspections – Not Applicable***

### ***Minor Decoy Operations***

- Per year, **26** minor decoy operations will be conducted.
- Per year, **260** retailers will be targeted through these operations.
- Additional details regarding these operations:
  - - TISE will target retailers near schools, community- identified, and repeat offenders. - LAPD recruits minor decoys from the LAPD Cadet Program, vetted through background check, & trained by IPCU. - Details will consist of 1 minor decoy, 2 undercover (UC) supervisors, 4 UC officers, 2 uniformed officers. - Personnel will review locations & LAPD policies/ procedures. UC supervisor will transport the minor, UC officers will signal the minor to enter location after ensuring safety, monitor, & witness the tobacco purchase. After minor is safely back with the supervisor, officers will make a 308 PC arrest, inform arrestee of violation & tobacco laws. - Officers will debrief; retailers will be notified of the operation & where to seek training.

### ***Shoulder Tap Operations***

- Per year, **26** shoulder tap operations will be conducted.
- Per year, **260** retailers will be targeted through these operations.
- Additional details regarding these operations:
  - - TISE will target retailers near schools, community- identified, and repeat offenders. - LAPD recruits minor decoys from the LAPD Cadet Program, vetted through background check, & trained by IPCU. - Details will consist of 1 minor decoy, 2 undercover (UC) supervisors, 4 UC officers, 2 uniformed officers. - Personnel will review locations &

LAPD policies/ procedures. UC supervisor will transport the minor, UC officers will monitor the minor during the operation. After minor is safely back with the supervisor, officers will detain and arrest the suspect for the violation. Inform arrestee of violation & tobacco laws. - Officers will debrief; retailers will be notified of the operation & where to seek training.

#### *Undercover Buys*

- Per year, **12** undercover buy operations will be conducted (other than minor decoy or shoulder tap).
- Per year, **120** retailers will be targeted through these operations.
- Additional details regarding these undercover operations:
  - TISE will target retailers near schools, community- identified, repeat offenders & offer online purchases
  - Details consist of: 2 UC supervisors, 4 UC officers, 2 uniformed officers
  - Review LAPD policies/procedures, ensure location safety
  - Hookah: tobacco; document violations for complaint application
  - Flavored Tobacco: purchase at a retail store; effect arrest after product is sold.
  - Unpermitted Locations: purchase tobacco products; effect arrest once items are bought
  - Online purchase: UC officers will use fictitious accounts to purchase tobacco products online, pick up at retail store; effect arrest once product is retrieved - Officers will debrief - Submit complaint application to LACA for prosecution

*Retailer Education – Not Applicable*

*Enforcement Officer Education – Not Applicable*

*Prosecution – Not Applicable*

*Task Force – Not Applicable*

*Other Activities – Not Applicable*

## **PARTNERING AGENCIES – NOT APPLICABLE**

***Please notify your Grant Program Officer of any proposed changes to partnering agencies, particularly if they are included within your budget.***





## AGENCY: CITY OF LOS ANGELES

SUMMARY					
Budget Category	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Total Request
A. Personnel Services	\$ 721,253	\$ 743,781	\$ 767,210	\$ -	\$ 2,232,244
B. Operating Expenses and Equipment	\$ 3,600	\$ -	\$ -	\$ -	\$ 3,600
C. Administrative Costs	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL PROJECT COSTS</b>	<b>\$ 724,853</b>	<b>\$ 743,781</b>	<b>\$ 767,210</b>	<b>\$ -</b>	<b>\$ 2,235,844</b>