

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: August 20, 2013

CAO File No. 0130-02032-0000

Council File No. 12-1775

Council District: --

To: The Council

From: Miguel A. Santana, City Administrative Officer *DA*
for

Reference: Board of Police Commissioners Transmittal dated June 4, 2013; Board of Police Commissioners Transmittal dated November 6, 2012

Subject: **2012 PRISON RAPE ELIMINATION ACT DEMONSTRATION PROJECT GRANT FROM THE CALIFORNIA EMERGENCY MANAGEMENT AGENCY**

SUMMARY

The Los Angeles Police Department is seeking retroactive approval to apply for and accept a \$240,570 grant award for the 2012 Prison Rape Elimination Act Demonstration Projects grant from the California Emergency Management Agency for the period of January 1, 2013 through June 30, 2014 and to execute a Professional Services Agreement with health and human rights organization Just Detention International to help implement the 18-month program.

BACKGROUND

The Los Angeles Police Department (LAPD) operates 10 detention facilities ranging from station-based lock-ups to larger regional detention facilities. The Prison Rape Elimination Act (PREA) is a Federal act passed in 2003 that establishes a "zero-tolerance" culture for sexual assault in prisons by requiring operators of detention facilities to analyze the incidence and effects of prison rape in Federal, State and local institutions and providing resources, recommendations and funding to protect individuals from prison rape. Standards for PREA compliance were developed and approved by the United States Department of Justice and the Attorney General in 2012.

In order to come into compliance with the PREA requirements, the LAPD applied on behalf of the City of Los Angeles for a PREA Demonstration Projects grant through the California Emergency Management Agency (CalEMA). The LAPD proposes working with Just Detention International (JDI), a non-profit organization based in Los Angeles and dedicated to ending sexual abuse in detention facilities, for the 18-month Demonstration Project to meet the following four goals:

1. Ensure that the LAPD policies meet the requirements of the PREA standards and align with best practices;

2. Ensure that the LAPD staff working in lock-ups and jails – detention officers, sworn police officers and administrators – are trained to comply with the PREA standards and able to prevent and address sexual abuse;
3. Develop and provide detainee education and victim support services; and,
4. Develop and disseminate a model for PREA compliance and implementation within police departments, establishing the LAPD as a national leader and addressing the current lack of suitable models for ending sexual abuse in police lock-ups and jails.

The proposed LAPD Demonstration Project will work to build systemic change in the LAPD's detention facilities, developing comprehensive approaches to the prevention, detection and response to the incidence of sexual abuse by focusing on these four goals.

CalEMA approved the LAPD's grant application for a Demonstration Project cost of \$507,870, with \$240,570 from the grant and \$267,300 cash match from the City as part of the required 50 percent minimum cash match. A detail of the program funding is provided below.

	LAPD Personnel	Jail Division Supplies	JDI Partnership	Total
Grant Award		\$370	\$240,200	\$240,570
Cash Match	\$267,300			\$267,300
				\$507,870

The cash match from the City will be in the form of personnel costs involved in the administration of the PREA Demonstration Project and grant, including partial funding and fringe benefit costs of one Police Captain III, one Senior Management Analyst II, three Lieutenants, and seven Senior Detention Officers. The full cost of these positions are already included in the Adopted General Fund Budget and do not represent any additional General Fund impact because the positions are filled by existing LAPD personnel.

As part of its grant application, the LAPD requested a sole source Professional Services Agreement with JDI because it believes JDI is the only organization in the United States dedicated to ending sexual abuse in detention facilities and has the experience and expertise to begin implementation immediately and to guide the Department successfully through the Demonstration Project. JDI helped secure passage of the PREA in 2003 and has worked to develop and implement related state laws in California and Texas. JDI would review existing LAPD policies and training curricula addressing sexual abuse prevention and response, conduct site visits, interviews and focus groups, gather data, conduct training sessions, develop a plan for detainee education, and help the LAPD meet the four goals of the Demonstration Project. An agreement between the City and JDI is recommended pending sole source approval from the City Attorney.

The LAPD had previously submitted a request to the Council on November 6, 2012 to accept a 2012 PREA Grant award (C.F. 12-1775), but under the instruction of CalEMA had to modify and resubmit the request.

RECOMMENDATIONS

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

1. Authorize the Chief of Police or designee to:
 - a. Retroactively apply for and accept the 2012 Prison Rape Elimination Act (PREA) Demonstration Projects Grant in the amount of \$240,570 from the California Emergency Management Agency (CalEMA) for the period of January 1, 2013 through June 30, 2014;
 - b. Execute the 2012 PREA Grant award agreement on behalf of the City for the period of January 1, 2013 through June 30, 2014, subject to the review of the City Attorney as to form and legality; and,
 - c. Negotiate and execute a Professional Services Agreement on behalf of the City with Just Detention International (JDI) to develop and implement protocols, processes and training for implementation and compliance with the federally adopted PREA standards for the period of January 1, 2013 through June 30, 2014 and a sum not to exceed \$240,200, subject to the sole source approval, review and approval of the City Attorney as to form and legality;
2. Authorize the Los Angeles Police Department (LAPD) to:
 - a. Submit grant reimbursement requests to the grantor and deposit grant receipts in the Police Department Grant Trust Fund No. 339, Department No. 70;
 - b. Spend up to the grant amount of \$240,570 in accordance with the grant award agreement;
3. Authorize the Controller to establish a grant receivable in Fund 339 in the amount of \$240,570 and establish an appropriation account within Fund 339/70, account number to be determined, titled "2012 PREA Demonstration Project Grant" for the receipt and disbursement of the 2012 PREA Demonstration Projects grant award;
4. Note and file the transmittal from the Board of Police Commissioners dated November 6, 2012, inasmuch as the June 4, 2013 transmittal replaces that report; and,
5. Authorize the LAPD to prepare Controller's instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer, and authorize and instruct the Controller to implement the instructions.

FISCAL IMPACT STATEMENT

Approval of the recommendations in this report will provide up to \$240,570 in funding to the Police Department for 2012 Prison Rape Elimination Act Demonstration Projects Grant award work. Up to \$240,200 of these funds will go to Just Detention International (JDI) for its partnership with the Department on the Demonstration Project. Acceptance of the grant and approval of the Professional Services Agreement with JDI will have no impact on the General Fund and is in compliance with the City's Financial Policies in that grant funds and currently budgeted funds will cover the full costs of the program.

MAS:JCY:04140022

INTRADPARTMENTAL CORRESPONDENCE

BPC #13-0181
RECEIVED
MAY 29 2013

May 31, 2013
1.17

POLICE COMMISSION
REVIEWED

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police


RICHARD M. TEFANK
EXECUTIVE DIRECTOR
5/29/13
DATE

SUBJECT: TRANSMITTAL OF THE GRANT APPLICATION FOR THE 2012 PRISON
RAPE ELIMINATION ACT DEMONSTRATION PROJECTS GRANT
AWARD

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 (CAO), Office of the Chief Legislative Analyst, and 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 to ACCEPT the grant award of \$240,570 from the California Emergency Management Agency for the period of January 1, 2013 through June 30, 2014;
 - B. AUTHORIZE the Chief of Police or designee to execute the grant award agreement for the period of January 1, 2013 through June 30, 2014, subject to the review of the City Attorney as to form and legality;
 - C. AUTHORIZE the Chief of Police or designee to negotiate and execute a Professional Services Agreement on behalf of the City, with Just Detention International (JDI) to develop and implement protocols, processes and training for implementing and complying with new Prison Rape Elimination Act (PREA) standards, for the period of January 1, 2013 through June 30, 2014, for a sum not to exceed \$240,200, subject to the review and approval of the City Attorney as to form and legality;
 - D. AUTHORIZE the Los Angeles Police Department (LAPD) to spend up to the grant amount of \$240,570 in accordance to the grant award agreement;
 - E. AUTHORIZE the LAPD to submit grant reimbursement request to the grantor and deposit grant receipts in Fund 339, Department 70;

- F. AUTHORIZE the Controller to establish a grant receivable in Fund 339 in the amount of \$240,570 and establish an appropriation account, account number to be determined, titled "2012 PREA Demonstration Project Grant" within Fund 339, Department No.70.
- G. AUTHORIZE the LAPD to prepare Controller's instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer, and INSTRUCT the Controller to implement the instructions.

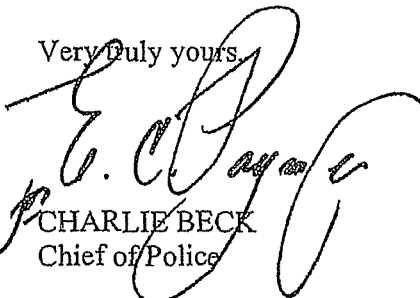
DISCUSSION

The California Emergency Management Agency applied on behalf of the Los Angeles Police Department for the 2012 PREA Demonstration Projects to Establish "Zero Tolerance" Cultures for Sexual Assault in Local Adult and Juvenile Correctional Facilities Grant. The grant award is provided for the purpose of funding a non-profit organization that seeks to end sexual violence committed against men, women and children in all forms of detention. The grant program provides funding for demonstration projects within local adult and juvenile confinement settings, including jails and law enforcement lock-ups. The Los Angeles Police Department and JDI will work together to develop and implement the first-ever PREA demonstration project within police lock-ups and jails, addressing multiple-sized detention settings, and creating best practices that will have a broad application to the field. The project will target LAPD's station based lock-ups and regional detention facilities.

The LAPD will contract with JDI for \$240,200 over the eighteen-month period of the grant and will provide a 50% in-kind match through personnel costs involved with administering the PREA project. The match will be the time dedicated by supervisors and officers working in Jail Division on the project. The remaining \$370 of the grant award will be allocated to Jail Division for supplies.

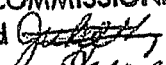
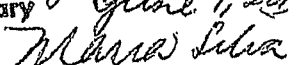

Should you require further information, please contact Chief Information Officer Maggie Goodrich, Commanding Officer, Information Technology Bureau, at (213) 486-0370.

Very truly yours,



CHARLIE BECK
Chief of Police

Attachments

BOARD OF
POLICE COMMISSIONERS
Approved 
Secretary  June 4, 2012




April 10, 2013

David Lindsay, Commanding Officer, Jail Division
Los Angeles, City of
180 North Los Angeles Street
Los Angeles, CA 90012

Subject: **NOTIFICATION OF APPLICATION APPROVAL**
Prison Rape Elimination Act Program
Award #: PD12 01 7250, Cal EMA ID: 037-44000

Dear Mr. Lindsay:

Congratulations! The California Emergency Management Agency (Cal EMA) has approved your application in the amount of \$240,570, subject to Budget approval. A copy of your approved subgrant is enclosed for your records.

Cal EMA will make every effort to process payment requests within 60 days of receipt.

This subgrant is subject to the Cal EMA Recipient Handbook. You are encouraged to read and familiarize yourself with the Cal EMA Recipient Handbook, which can be viewed on Cal EMA's website at www.calema.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 EMA.

Should you have questions on your subgrant, please contact your Program Specialist.

PSVS Grant Processing

Enclosure

c: Recipient's file

(Cal EMA Use Only)

Cal EMA# 037-4400-00 FIPS# 037-44000 VS _____ CFDA# _____

PD 12 01 7250
RECEIVED
MAR 04 2013
581481

CALIFORNIA EMERGENCY MANAGEMENT AGENCY GRANT AWARD FACE SHEET (Cal EMA 2-101)

The California Emergency Management Agency hereafter designated Cal EMA, hereby makes a Grant Award of funds to the following:

- 1. **Grant Recipient:** City of Los Angeles 1a. DUNS# 037848012
In the amount and for the purpose and duration set forth in this Grant Award.
- 2. **Implementing Agency:** Los Angeles Police Department 2a. DUNS# 037848012
- 3. **Implementing Agency Address:** 100 W. First Street, Suite 842 Los Angeles 90012-4112
Street City Zip+4
- 4. **Location of Project:** Los Angeles Los Angeles 90012-4112
City County Zip+4
- 5. **Disaster/Program Title:** Prison Rape Elimination Act Demonstration Program
- 6. **Performance Period:** 01/01/13 to 06/30/14

Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Project Cost
2012	7. PREA		\$240,570		\$267,300	\$267,300	\$267,300	\$507,870
Select	8. Select						\$0	\$0
Select	9. Select						\$0	\$0
Select	10. Select						\$0	\$0
Select	11. Select						\$0	\$0
	12. TOTALS	\$0	\$240,570	\$240,570	\$267,300	\$267,300	\$267,300	\$507,870

13. This Grant Award 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 Award Agreement, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Grant Recipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Award. The Grant Recipient accepts this Grant Award and agrees to administer the grant project in accordance with the Grant Award as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal EMA policy and program guidance. The Grant Recipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **Official Authorized to Sign for Applicant/Grant Recipient:** Name: Charlie Beck Title: Chief of Police
 Telephone: (213) 486-0150 (area code) FAX: (213) 486-0168 (area code) Email: charlie.beck@lapd.lacity.org
 Payment Mailing Address: 100 W. First St., Suite 842 City: Los Angeles Zip+4: 90012-4112
 Signature: [Signature] Date: February 19, 2013

[FOR Cal EMA USE ONLY]

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.
Sara Stillwell 4/3/13 [Signature] 4/14/13
 Cal EMA Fiscal Officer Date Cal EMA Secretary (or designee) Date

Yr: 2012-13 / Chapter: / 21 / PCA No: 14025
 Item: 0690-102-0890 Fed Cat. #: 16.735
 Component: 40.30.911
 Program: Prison Rape Elimination Act Program
 Fund: Federal Trust
 Match Req. 100% C/IK based on TPC
 Project No.: 12 PREA Amount: \$ 240,570

PROJECT CONTACT INFORMATION

Recipient City of Los Angeles, Los Angeles Police Department Grant Number PP 2017250

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

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

Name: David Lindsay Title: Commanding Officer, Jail Division

Telephone #: (213) 356-3450 Fax#: (213) 356-3771 Email Address: david.lindsay@lapd.lacity.org

Address/City/Zip + 4: 180 N. Los Angeles Street, Los Angeles, CA 90012

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

Name: Laura Luna Title: Commanding Officer, Fiscal Operations Division

Telephone #: (213) 486-8598 Fax#: (213) 486-1106 Email Address: laura.luna@lapd.lacity.org

Address/City/Zip + 4: 100 W. First Street, Los Angeles, CA 90012

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

Name: Dawn Eck Title: Senior Management Analyst

Telephone #: (213) 356-3470 Fax#: (213) 356-3773 Email Address: G8361@lapd.lacity.org

Address/City/Zip + 4: 180 N. Los Angeles Street, Los Angeles, CA 90012

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

Name: Stella Larracas Title: Senior Management Analyst

Telephone #: (213) 486-0393 Fax#: (213) 486-5727 Email Address: stella.larracas@lapd.lacity.org

Address/City/Zip + 4: 100 W. First Street, Suite 842, Los Angeles, CA 90012

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

Name: Charlie Beck Title: Chief of Police

Telephone #: (213) 486-0150 Fax#: (213) 486-0168 Email Address: charlie.beck@lapd.lacity.org

Address/City/Zip + 4: 100 W. First Street, Suite 1072, Los Angeles, CA 90012

6. The **Official Designated** by the Governing Board to enter into the Grant Award Agreement for the city/county or Community-Based Organization, as stated in Block 14 of the Grant Award Face Sheet:

Name: Charlie Beck Title: Chief of Police

Telephone #: (213) 486-0150 Fax#: (213) 486-0168 Email Address: charlie.beck@lapd.lacity.org

Address/City/Zip + 4: 100 W. First Street, Suite 1072, Los Angeles, CA 90012

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

Name: Herb Wesson Title: President, Los Angeles City Council

Telephone #: (213) 473-7010 Fax#: (213) 485-9829 Email Address: councilmember.wesson@lacity.org

Address/City/Zip + 4: 200 N. Spring Street, Room 430, Los Angeles, CA 90012

SIGNATURE AUTHORIZATION

Grant Award #: PD12017250

Grant Recipient: City of Los Angeles, Los Angeles Police Department

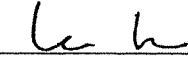
Implementing Agency: Los Angeles Police Department

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

*Project Director: David Lindsay

*Financial Officer: Laura Luna

Signature: 

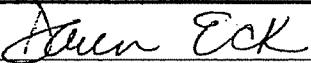
Signature: 

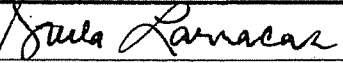
Date: 2-12-13

Date: 2/21/13

The following persons are authorized to sign for the
Project Director

The following persons are authorized to sign for the
Financial Officer


Signature
Dawn Eck
Name


Signature
Stella Larracas
Name

Signature

Name

Signature

Name

Signature

Name

Signature

Name

Signature

Name

Signature

Name

Signature

Name

Signature

Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE

I, Charlie Beck hereby certify that
(official authorized to sign grant award; same person as Section 14 on Grant Award Face Sheet)

RECIPIENT: City of Los Angeles

IMPLEMENTING AGENCY: Los Angeles Police Department

PROJECT TITLE: Prison Rape Elimination Act Demonstration Program

is responsible for reviewing the *Grant Recipient Handbook* and adhering to all of the Grant Award Agreement requirements (state and/or federal) as directed by Cal EMA including, but not limited to, the following areas:

I. Federal Grant Funds

Recipients expending \$500,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Circular A-133 and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the Recipient Handbook for more detail.

- The above named recipient receives \$500,000 or more in federal grant funds annually.
- The above named recipient does not receive \$500,000 or more in federal grant funds annually.

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

It is the public policy of the State of California to promote equal employment opportunity by prohibiting discrimination or harassment in employment because of race, religious creed, color, national origin, ancestry, disability (mental and physical) including HIV and AIDS, medical condition (cancer and genetic characteristics), marital status, sex, sexual orientation, denial of family medical care leave, denial of pregnancy disability leave, or age (over 40). **Cal EMA-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Gloria Grube

Title: Commanding Officer, Personnel Group

Address: 100 W. First Street, Los Angeles, CA 90012

Phone: 2134864720

Email: E8547@lapd.lacity.org

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

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

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

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

V. Lobbying – (Recipient Handbook Section 2154)

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

VI. Debarment and Suspension – (Recipient Handbook Section 2155)

(This applies to federally funded grants only.)

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

VII. Proof of Authority from City Council/Governing Board

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

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

All appropriate documentation must be maintained on file by the project and available for Cal EMA or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Recipient may be ineligible for award of any future grants if the Cal EMA determines that any of the following has occurred:

(1) the Recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Grant Award Agreement [Section 14 on Grant Award Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature: 

Authorized Official's Typed Name: Charlie Beck

Authorized Official's Title: Chief of Police

Date Executed: February, 2013

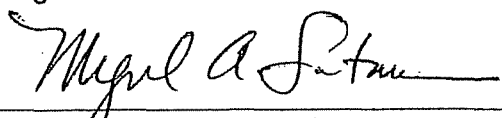
Federal Employer ID #: 956000736 ✓ Federal DUNS # 037848012 ✓

Current Central Contractor Registration Expiration Date: ~~05/09/2013~~ 3/5/14 ^{CB}

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

AUTHORIZED BY: (not applicable to State agencies)

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

Signature: 

Typed Name: Miguel A. Santana

Title: City Administrative Officer

BUDGET CATEGORY AND LINE ITEM DETAIL

Grant Recipient: City of Los Angeles/LAPD		Grant Number: PD12017250		
A. Personal Services – Salaries/Employee Benefits		PREA 12	MATCH	COST
<u>CASH MATCH - SALARIES (paid out of City of Los Angeles General Fund)</u>				
(1) Captain: \$172,946 x .17 FTE		\$0	\$29,401	\$29,401
(1) Senior Management Analyst II: \$122,524 x .26 FTE		\$0	\$31,856	\$31,856
(3) Regional Officer in Charge/Lieutenant: \$135,457 x .15 FTE x 3		\$0	\$60,956	\$60,956
(7) Area Officer in Charge/Senior Detention Officer: \$69,243 x .13 FTE x 7		\$0	\$63,011	\$63,011
<u>CASH MATCH - FRINGE BENEFITS (paid out of City of Los Angeles General Fund)</u>				
(1) Captain: .17 FTE = \$29400.82 x .5052 (fringe rate)		\$0	\$14,853	\$14,853
(1) Senior Management Analyst: .26 FTE = \$31856.24 x .3874 (fringe rate)		\$0	\$12,341	\$12,341
(3) Regional Officer in Charge/Lieutenant: .15 FTE = \$20,318.55 x .5052 (fringe rate) x 3		\$0	\$30,795	\$30,795
= \$24,411		\$0	\$24,087	\$24,087
PERSONAL SECTION TOTAL		\$0	\$267,300	\$267,300

BUDGET CATEGORY AND LINE ITEM DET

Grant Recipient: City of Los Angeles/LAPD		Grant Number: PD12017250		
B. Operating Expenses		PREA 12	MATCH	COST
<u>SUPPLIES</u>				
Paper: 10 boxes x \$25/box		\$250	\$0	\$250
Printer Cartridges: 2 cartridges x \$60/cartridge		\$120	\$0	\$120
<u>CONSULTANTS/CONTRACTS</u>				
Just Detention International Staff:				
Executive Director: 40 days x \$450/day		\$18,000	\$0	\$18,000
Deputy Executive Director: 26 days x \$450/day		\$11,700	\$0	\$11,700
Program Director: 338 days x \$450/day		\$152,100	\$0	\$152,100
Senior Program Officer: 102 days x \$350/day		\$35,700	\$0	\$35,700
Program Assistant: 26 days x \$250/day		\$6,500	\$0	\$6,500
Evaluator: 36 days x \$450/day		\$16,200	\$0	\$16,200
OPERATING SECTION TOTAL		\$240,570	\$0	\$240,570

BUDGET CATEGORY AND LINE ITEM DETAIL

Grant Recipient: City of Los Angeles/LAPD		Grant Number: PD12017250		
C. Equipment		PREA12	MATCH	COST
N/A		\$0	\$0	\$0
EQUIPMENT SECTION TOTAL		\$0	\$0	\$0
<i>Same as Section 10 on the Grant Award Face Sheet</i>		\$240,570	\$267,300	\$507,870
Total Project Cost*				\$507,870
<i>*Same as Block 10G on Grant Award Face Sheet</i>				

LEVS Budget Summary Report

PD12 Prison Rape Elimination Act Program Los Angeles, City of Prison Rape Elimination Act Demonstration Program	Award #: PD12 01 7250 Award Period: 01/01/13 - 06/30/14 Latest Request: , Not Final 201
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A. Personal Services - Salaries/Employee Benefits

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	12PREA	0	0	0	0	0
L	12PREA	267,300	0	267,300	0	267,300
Total A. Personal Services - Salaries/Employee Benefits:		267,300	0	267,300	0	267,300

B. Operating Expenses

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	12PREA	240,570	0	240,570	0	240,570
L	12PREA	0	0	0	0	0
Total B. Operating Expenses:		240,570	0	240,570	0	240,570

C. Equipment

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	12PREA	0	0	0	0	0
L	12PREA	0	0	0	0	0
Total C. Equipment:		0	0	0	0	0

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
Total Local Match:	267,300	0	267,300	0	267,300
Total Funded:	240,570	0	240,570	0	240,570
Total Project Cost:	507,870	0	507,870	0	507,870

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

EDMUND G. BROWN JR.
GOVERNOR



MARK S. GHILARDUCCI
SECRETARY

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

Application Cover Sheet

RFA PROCESS

PRISON RAPE ELIMINATION ACT DEMONSTRATION PROGRAM

Submitted by:
Los Angeles Police Department
100 West First Street, Suite 842
Los Angeles, CA 90012
(213) 486-0380

(Cal EMA Use Only)

Cal EMA# _____ FIPS# _____ VS _____ CFDA# _____ Grant# _____

CALIFORNIA EMERGENCY MANAGEMENT AGENCY GRANT AWARD FACE SHEET (Cal EMA 2-101)

The California Emergency Management Agency hereafter designated Cal EMA, hereby makes a Grant Award of funds to the following:

1. **Grant Recipient:** City of Los Angeles **1a. DUNS#** 037848012

In the amount and for the purpose and duration set forth in this Grant Award.

2. **Implementing Agency:** Los Angeles Police Department **2a. DUNS#** 037848012

3. **Implementing Agency Address:** 100 W. First Street, Suite 842 Los Angeles 90012-4112
Street City Zip+4

4. **Location of Project:** Los Angeles Los Angeles 90012-4112
City County Zip+4

5. **Disaster/Program Title:** Prison Rape Elimination Act Demonstration Program **6. Performance Period:** 01/01/13 to 06/30/14

Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Project Cost
2013	7. PREA		\$240,570			\$267,300	\$267,300	\$507,870
Select	8. Select						\$0	\$0
Select	9. Select						\$0	\$0
Select	10. Select						\$0	\$0
Select	11. Select						\$0	\$0
	12. TOTALS	\$0	\$240,570	\$240,570	\$0	\$267,300	\$267,300	^{12G.} Total Project Cost: \$507,870

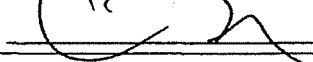
13. This Grant Award consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Award Agreement, and have the approval of the City/County Financial Officer,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

14. **Official Authorized to Sign for Applicant/Grant Recipient:** **15. Federal Employer ID Number:** 9560007305

Name: Charlie Beck Title: Chief of Police

Telephone: (213) 486-0150 FAX: (213) 486-0168 Email: charlie.beck@lapd.lacity.org
(area code) (area code)

Payment Mailing Address: 100 W. First St., Suite 842 City: Los Angeles Zip+4: 90012-4112

Signature:  Date: February 19, 2013

[FOR Cal EMA USE ONLY]

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

Cal EMA Fiscal Officer _____ Date _____ Cal EMA Secretary (or designee) _____ Date _____

PROJECT CONTACT INFORMATION

Recipient City of Los Angeles, Los Angeles Police Department Grant Number _____

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

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

Name: David Lindsay Title: Commanding Officer, Jail Division

Telephone #: (213) 356-3450 Fax#: (213) 356-3771 Email Address: david.lindsay@lapd.lacity.org

Address/City/Zip + 4: 180 N. Los Angeles Street, Los Angeles, CA 90012

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

Name: Laura Luna Title: Commanding Officer, Fiscal Operations Division

Telephone #: (213) 486-8598 Fax#: (213) 486-1106 Email Address: laura.luna@lapd.lacity.org

Address/City/Zip + 4: 100 W. First Street, Los Angeles, CA 90012

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

Name: Dawn Eck Title: Senior Management Analyst

Telephone #: (213) 356-3470 Fax#: (213) 356-3773 Email Address: G8361@lapd.lacity.org

Address/City/Zip + 4: 180 N. Los Angeles Street, Los Angeles, CA 90012

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

Name: Stella Larracas Title: Senior Management Analyst

Telephone #: (213) 486-0393 Fax#: (213) 486-5727 Email Address: stella.larracas@lapd.lacity.org

Address/City/Zip + 4: 100 W. First Street, Suite 842, Los Angeles, CA 90012

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

Name: Charlie Beck Title: Chief of Police

Telephone #: (213) 486-0150 Fax#: (213) 486-0168 Email Address: charlie.beck@lapd.lacity.org

Address/City/Zip + 4: 100 W. First Street, Suite 1072, Los Angeles, CA 90012

6. The **Official Designated** by the Governing Board to enter into the Grant Award Agreement for the city/county or Community-Based Organization, as stated in Block 14 of the Grant Award Face Sheet:

Name: Charlie Beck Title: Chief of Police

Telephone #: (213) 486-0150 Fax#: (213) 486-0168 Email Address: charlie.beck@lapd.lacity.org

Address/City/Zip + 4: 100 W. First Street, Suite 1072, Los Angeles, CA 90012

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

Name: Herb Wesson Title: President, Los Angeles City Council

Telephone #: (213) 473-7010 Fax#: (213) 485-9829 Email Address: councilmember.wesson@lacity.org

Address/City/Zip + 4: 200 N. Spring Street, Room 430, Los Angeles, CA 90012

SIGNATURE AUTHORIZATION INSTRUCTIONS

The Project Director and Financial Officer are **REQUIRED** to sign this form and submit it with the Grant Award Forms package. The Applicant may request signature authority in addition to the designated Project Director and/or Financial Officer. Space is provided for the addition of up to five (5) additional authorizations for the Project Director or Financial Officer.

No single individual may be authorized to sign for both the Project Director and the Financial Officer. **The Project Director and/or Financial Officer authorize the person(s) identified on the form to sign on their behalf on all subgrant-related matters.**

SIGNATURE AUTHORIZATION

Grant Award #: _____

Grant Recipient: City of Los Angeles, Los Angeles Police Department

Implementing Agency: Los Angeles Police Department

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

*Project Director: David Lindsay

*Financial Officer: Laura Luna

Signature: 

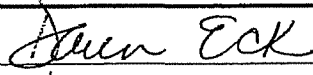
Signature: 

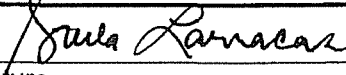
Date: 2-12-13

Date: 2/2/13

The following persons are authorized to sign for the
Project Director

The following persons are authorized to sign for the
Financial Officer





Signature

Signature

Dawn Eck

Stella Larracas

Name

Name

Signature

Signature

Name

Name

Signature

Signature

Name

Name

Signature

Signature

Name

Name

Signature

Signature

Name

Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance (Cal EMA 2-104), which includes details regarding Federal Grant Funds, Equal Employment Opportunity Program (EEO), Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, and Proof of Authority from City Council/Governing Board. The applicant is required to submit the necessary assurances and documentation before finalization of the Grant Award Agreement. In signing the Grant Award Face Sheet, the applicant formally notifies Cal EMA that the applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. Cal EMA has incorporated the resolution into the Certification of Assurance of Compliance, Section VI, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the agreement is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

CERTIFICATION OF ASSURANCE OF COMPLIANCE

I, Charlie Beck hereby certify that
(official authorized to sign grant award; same person as Section 14 on Grant Award Face Sheet)

RECIPIENT: City of Los Angeles

IMPLEMENTING AGENCY: Los Angeles Police Department

PROJECT TITLE: Prison Rape Elimination Act Demonstration Program

is responsible for reviewing the *Grant Recipient Handbook* and adhering to all of the Grant Award Agreement requirements (state and/or federal) as directed by Cal EMA including, but not limited to, the following areas:

I. Federal Grant Funds

Recipients expending \$500,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Circular A-133 and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the Recipient Handbook for more detail.

- The above named recipient receives \$500,000 or more in federal grant funds annually.
- The above named recipient does not receive \$500,000 or more in federal grant funds annually.

II. Equal Employment Opportunity – (Recipient Handbook Section 2151)

It is the public policy of the State of California to promote equal employment opportunity by prohibiting discrimination or harassment in employment because of race, religious creed, color, national origin, ancestry, disability (mental and physical) including HIV and AIDS, medical condition (cancer and genetic characteristics), marital status, sex, sexual orientation, denial of family medical care leave, denial of pregnancy disability leave, or age (over 40). **Cal EMA-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Gloria Grube
Title: Commanding Officer, Personnel Group
Address: 100 W. First Street, Los Angeles, CA 90012
Phone: 2134864720
Email: E8547@lapd.lacity.org

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

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

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

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

V. Lobbying – (Recipient Handbook Section 2154)

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

VI. Debarment and Suspension – (Recipient Handbook Section 2155)

(This applies to federally funded grants only.)

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


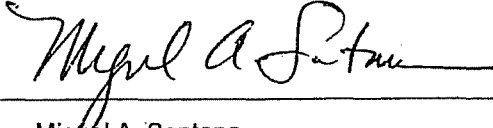
VII. Proof of Authority from City Council/Governing Board

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

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

All appropriate documentation must be maintained on file by the project and available for Cal EMA or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Recipient may be ineligible for award of any future grants if the Cal EMA determines that any of the following has occurred:

(1) the Recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION	
I, the official named below, am the same individual authorized to sign the Grant Award Agreement [Section 14 on Grant Award Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.	
Authorized Official's Signature:	
Authorized Official's Typed Name:	Charlie Beck
Authorized Official's Title:	Chief of Police
Date Executed:	February, 2013
Federal Employer ID #:	956000736
Federal DUNS #:	037848012
Current Central Contractor Registration Expiration Date:	05/09/2013
Executed in the City/County of:	Los Angeles/Los Angeles
AUTHORIZED BY: <i>(not applicable to State agencies)</i>	
<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:	Miguel A. Santana
Title:	City Administrative Officer

Project Narrative

1. PROBLEM STATEMENT

The Los Angeles Police Department (LAPD), the third largest police agency in the nation, is responsible for a population of 3,792,621 with 21 Geographic Areas, covering 468 square miles. LAPD administers ten detention facilities, ranging in size from station-based lock ups with an average daily population of 13 people, to larger regional detention facilities with an average daily population of 104 detainees. In total, more than 100,000 detainees are held at LAPD lock-ups annually.

PREA Compliance

In 2012, the Prison Rape Elimination Act (PREA) standards for preventing sexual abuse in detention facilities were approved. The LAPD proposes to prepare for the new PREA rules by beginning the LAPD PREA Demonstration Project in LAPD detention facilities. It is hoped that the LAPD PREA Demonstration Project can be used as a model for cost-effectively implementing the new PREA standards to ensure the safety of all detainees in detention facilities throughout California and nationwide.

PREA Compliance Challenges in Police Department Lock-ups

According to direct inmate surveys mandated by PREA and developed by the Bureau of Justice Statistics (BJS), at least 216,600 inmates in U.S. prisons, jails, and youth facilities were sexually abused in 2008 alone. The extensive PREA-related data collection efforts undertaken by BJS did not include police lock-ups, meaning that there are no national data available on the prevalence of sexual abuse in police detention facilities. There is a significant need among police departments throughout California and the nation to receive guidance on how to implement the PREA standards fully and meaningfully, especially in

police lock-ups and holding facilities, which historically have not collected much data or surveyed detainees about sexual abuse in detention settings.

Another challenge in implementing PREA is the current budget crisis. The LAPD's hiring freeze has already had a negative impact on its detention facilities. The inability to hire detention officers for its new downtown jail led to a two-year delay in opening the last LAPD detention facility. Currently, many LAPD detention facilities are staffed with sworn police officers rather than detention officers, negatively affecting the level of police presence in the community.

LAPD Data Regarding Sexual Abuse in Detention Facilities

LAPD has documented policies and practices in place for managing its detention facilities, including the *LAPD Jail Operations Manual*. However, there are no department-wide processes that include a comprehensive, larger planning and procedures document in regard to PREA. Similarly, each detention facility collects some data related to their detainees. However, there is not a department-wide data collection and analysis process, and the LAPD has not worked with BJS on any of its past inmate data collection projects. Under the proposed LAPD PREA Demonstration Project, the LAPD plans to develop a best practices planning document and better tools for tracking and assessing sexual abuse problems in all ten LAPD detention facilities.

The LAPD is not alone in needing to develop better protocols for collecting sexual abuse information. According to Just Detention International, (JDI) a non-profit agency that seeks to end sexual violence committed against men, women, and children in all forms of detention, sexual abuse in detention facilities remains one of the nation's most under-reported crimes. JDI will work directly with the LAPD on this project.

LAPD Detention Facilities

The ten LAPD detention facilities are representational of the uncounted number of smaller police lock up facilities that exist in the 18,000+ police departments across the U.S., as well as the more than 3,200 medium to large-sized local jails across the nation. In other words, with seven station house lock ups, the LAPD is an ideal location to develop a demonstration program that can serve as a national model for how to begin to collect relevant and informative data related to sexual abuse inside small to medium-size police holding facilities. Furthermore, the three additional LAPD detention facilities are big enough to inform other larger local jail systems about process and best practices for collecting and analyzing sexual abuse data and developing new processes and procedures to reduce and prevent future sexual victimization.

Developing and implementing a plan to comply with the national PREA standards through enhancing LAPD Jail Division policies, practices and training will showcase the LAPD PREA Demonstration Project as a replicable national model in preventing, identifying, and responding to sexual abuse in police lock ups and jails.

BJA PREA Demonstration Project Priority Considerations

Implementing PREA in Local Detention Facilities: Under the proposed project, the LAPD will partner with JDI to further the intent of and comply with the PREA standards in the ten LAPD detention facilities. This will enable the LAPD to develop an effective and efficient process to implement the PREA standards and to collect sexual abuse data in a timely and accurate manner. New policies, procedures, training and data collection strategies under the grant will be extensively documented so that they are easily replicable in other local level adult and juvenile detention facilities across the state and nationwide.

PREA Policy and Protocol Report: Under the LAPD PREA Demonstration Project, the LAPD will work with JDI to develop a report recommending new policies and protocols for achieving compliance with the PREA standards. The report will also include recommendations for improving processes for collecting sexual abuse data inside detention facilities.

Using Victimization Data/Reviewing and Implementing USDOJ Best Practices

Findings: In developing the report or plan for implementing PREA standards, the LAPD will work with JDI to review best practices across the nation and internationally. Specifically, JDI will review all applicable and relevant findings from the *BJS Sexual Victimization in Prison and Jails Reported by Inmates, 2008-09* documents and other related victimization data they identify. Best practices will be incorporated into the report's recommendations. Similarly, best practices will be included in all PREA standards training conducted by JDI.

Evaluating the LAPD PREA Demonstration Project: The LAPD PREA Demonstration Project will include a process and outcome evaluation conducted by JDI and their evaluation team.

2. PLAN

LAPD proposes to establish a zero-tolerance culture for sexual assault within its ten detention facilities, which include seven station-based lock ups and three regional detention facilities. Through this project, LAPD will develop the first-ever PREA demonstration project within police lock ups and jails, addressing multiple-sized detention settings and creating best practices that will have broad application to the field. LAPD will achieve the project's goals and objectives through a partnership with Just Detention

International (JDI), a Los Angeles based international organization dedicated to ending sexual abuse in. JDI subcontracts with Harder + Company Community Research on project evaluations and will do so again for the proposed demonstration project. A Harder subcontractor that has worked with JDI on similar evaluation projects will be assigned to the project team.

The proposed LAPD PREA Demonstration Project will work to build systemic change in LAPD's detention facilities, developing comprehensive approaches to the prevention, detection, and response to the incidence of sexual abuse, by focusing on four core goals, associated objectives and specific project strategies detailed below.

Goal 1: Ensure that LAPD policies meet the requirements of the PREA standards and align with best practices.

Objective 1A: Compare existing LAPD policies with the PREA standards, identifying weaknesses in current policies that require modification and gaps that require the development of new policies.

Objective 1B: Revise policies and practices to bring LAPD detention services into full compliance with the PREA standards and to demonstrate LAPD's zero-tolerance of sexual abuse in its facilities.

Strategies/Tasks to Achieve Goal 1 and Objectives 1A and 1B:

- JDI will work with LAPD to conduct a thorough analysis of existing policies, both system-wide and facility-specific, as well as other LAPD policies that address sexual abuse and response. In particular, LAPD expects that current policies will need to be enhanced and new policies will need to be drafted relating to: detainee

classification and vulnerability assessments; cross-gender viewing and searches; detainee education; and data collection and review. Once the review of LAPD's current policies has been completed, JDI will draft new policies as needed to bring LAPD into compliance with the PREA standards. The LAPD leadership will review and finalize policy revisions and work with LAPD Police Chief Charlie Beck to plan their adoption.

- JDI will conduct site visits at each LAPD facility, assessing strengths and challenges related to staffing, physical layout of the facility, and staff's knowledge and implementation of current policies and practices as well as expertise in sexual abuse prevention.
- JDI and Harder will work with LAPD to collect baseline data and assess its data collection system; to not only meet the BJA's requirements for reporting performance measures, but also to build new databases for future analysis and policy development.

Goal 2: Ensure that LAPD staff working in lock-ups and jails – detention officers, sworn police officers, and administrators – are trained to comply with the PREA standards and able to prevent and address sexual abuse.

Objective 2A: Develop targeted training curricula and materials for LAPD detention officers, sworn police officers, and administrators highlighting PREA, the dynamics of sexual abuse, and their responsibilities for protecting detainees and reporting misconduct.

Objective 2B: Train LAPD trainers who will provide training to future relevant staff, including: in-service training for all officers and administrators working in the jails and

lock-ups, new modules for the detention officer academy, and new modules for the supplemental training for sworn officers assigned to the jails.

Strategies/Tasks to Achieve Goal 2 and Objectives 2A and 2B:

Staffing support and leadership development, in the form of extensive staff training, will be a key to this project. The LAPD is a leader in providing comprehensive training to its officers and even operates a specialized detention officer training academy – separate from its general academy – to ensure that detention facility staff have the specialized skills and knowledge needed for their positions. When sworn officers transfer from community policing to working in the jails and lock-ups, they are required to complete an 80-hour supplemental training program.

In addition, LAPD already has systems in place to provide ongoing in-service training to its officers.

- Through this project, JDI will review LAPD's existing training curricula and materials and develop new modules to bring the department into compliance with the PREA standards.
- Specifically, new modules will be created to address the nature and prevalence of sexual abuse in detention, staff's role in its prevention and response, and how to detect sexual abuse when it is occurring.
- Once training curricula are developed, JDI will conduct pilot training sessions with staff at all levels. In particular, JDI will provide training to key LAPD management, ensuring that top-level staff has a solid knowledge base of PREA, the national standards, and new LAPD PREA policies, enabling them to set the tone in establishing a zero-tolerance culture among front-line staff. PREA training will emphasize the goal of ensuring that detainees who have experienced sexual

abuse will be comfortable reporting to staff and be confident that they will be treated respectfully and taken seriously.

- JDI will also provide pilot training sessions to new recruits at the detention officer training academy, experienced street officers going through the supplemental training to work within detention services, and at in-service training for existing detention facility staff. Based on pre- and post-test results, feedback from participants, and other evaluation tools, JDI will revise training curricula and materials throughout the project.
- Once the training has been finalized, LAPD will identify a core team of trainers within the department who will undergo train-the-trainer sessions, ensuring that the policy and practice reforms developed through this project are sustainable over the long term. In addition, LAPD will work with JDI and its training staff to develop ongoing training plans that will ensure continued compliance with the PREA standards beyond the grant period.

Goal 3: Develop and provide detainee education and victim support services.

Objective 3A: Create detainee education program, including informational materials on PREA, sexual victimization, and community resources.

Objective 3B: Establish memoranda of understanding (MOU) with community-based service providers to serve sexually victimized detainees, whether the abuse occurred in detention or prior to arrest.

Objective 3C: Provide training to community-based rape crisis centers, ensuring that they have the skills needed to work sensitively with sexually victimized detainees.

Strategies/Tasks to Achieve Goal 3 and Objectives 3A, 3B and 3C:

As of yet, there are no models for delivering inmate education on sexual victimization within the extremely short-term setting of police lock-ups.

- LAPD and JDI will work to create strategies for providing sufficient information to detainees who may only be in detention for a few hours. This effort is especially critical because a significant portion of LAPD detainees are people who have been sexually victimized prior to their arrest, and who are likely to cycle through prisons and jails – where they may be re-victimized. As such, developing interventions for detainees – including both education and services – is an opportunity to create the foundation for a continuum of services that could potentially break the cycle of repeated trauma and incarceration.
- As a leader in sexual assault response and investigations in the community, LAPD already has strong relationships with community-based service providers, including rape crisis centers. This project will build on those connections by expanding the availability of rape crisis counseling into the detention setting, so that LAPD detention facility staff can help detainees to access sexual assault victim support services, regardless of whether the assault happened before or during their detention. As part of this effort, JDI will provide advanced training to rape crisis counselors, most of whom have never worked within lock-ups and have little experience working with detained survivors.

Goal 4: Develop and disseminate a model for PREA compliance and implementation within police departments, establishing LAPD as a national leader and addressing the current lack of suitable models for ending sexual abuse in police lock-ups and jails.

Objective 4A: Document progress throughout the project by recording interventions, progress, barriers and strategies to overcome them, and outcomes; gather sample policies, protocols, and training materials.

Objective 4B: Create a blueprint for sexual assault prevention and response in police lock ups and jails that offers strategies for compliance with PREA standards and best practices.

Objective 4C: Disseminate the blueprint to police departments statewide and nationwide, through Cal EMA, BJA, the PREA Resource Center, and other venues; present the blueprint and project outcomes at already established California regional meetings.

Strategies/Tasks to Achieve Goal 4 and Objectives 4A, 4B and 4C:

- Drawing on data and analysis provided by Harder + Company over the course of the project, LAPD and JDI will produce a blueprint for PREA compliance within police department lock ups and jails. This blueprint will be an essential tool for police departments statewide and nationwide that are seeking to comply with the PREA standards, yet – unlike many state prison systems – have had no prior training or experience with PREA implementation. The best practices developed by LAPD will position the department as a leader in preventing, identifying, and responding to sexual abuse in facilities of varying sizes and facing a range of challenges – making the lessons learned relevant to police departments statewide and nationwide, as well as many county jails systems.
- LAPD and JDI will share its report with BJA, the PREA Resource Center, and other national forums disseminating innovative practices in corrections management. In addition, LAPD and JDI will draw on existing opportunities, as leaders in the field,

to present the model programs at local, regional, state and national meetings and conferences.

- Harder + Company will produce a final report, in addition to the blueprint produced by JDI and LAPD, that will share the results of this project with the field through BJA and the PREA Resource Center.

BJA PREA Demonstration Project Priority Considerations

Implementing PREA in Local Detention Facilities: This project addresses BJA's first priority consideration, by proposing to establish the first-ever comprehensive PREA demonstration project within a police department and evaluating its efforts. LAPD lock ups and jails represent a wide range of facility types and sizes. As such, the model developed through this project will be broadly applicable to lock ups administered by police departments – as well as many small and mid-sized jails – throughout the state and U.S. Through this project, LAPD and JDI will work to build lasting, systemic changes to LAPD's ten detention facilities. Relying on the core strategies of collaboration, policy reform, training, and evaluation, the project will institutionalize PREA implementation within one of the nation's most prominent police departments, thereby protecting the safety and dignity of more than 100,000 detainees each year.

PREA Policy and Protocol Report: The project will include the following categories of allowable uses of funds: policy and practice review, revision, and implementation; offender education; victim support services; leadership, organization culture, and performance; data collection and performance measurement; and evaluation. Policy and practice review and reform constitutes the foundation of sexual abuse prevention and response within detention facilities. As noted above, LAPD is similar to other police departments in its lack of experience in PREA policy development and implementation.

Using Victimization Data/Reviewing and Implementing USDOJ Best Practices

Findings: This project will ensure that the department's implementation efforts grow from the best possible starting point, with solid policies that comply fully with the PREA standards and adhere to best practices. From this foundation, LAPD and JDI will develop implementation strategies and training programs that will integrate policies meaningfully into everyday practices. These policies will take into consideration findings of any applicable BJS victimization reports and other applicable and relevant victimization data re LAPD detention facilities. Strong policies will lay the groundwork for effective practices, all with the core goal of preventing sexual abuse. For example, policy reforms will form the basis for the training activities conducted under leadership, organization culture, and performance: because LAPD's leadership has had no prior training on PREA, this project will set the best possible leadership tone and culture from the outset.

To establish zero-tolerance culture in detention systems, it is critical to focus on both the front line staff and the top level leadership. LAPD is committed to ensuring that its key leadership staff develop a solid grounding in PREA and the national standards, thereby influencing the attitudes, values, and performance standards of the staff they supervise at all levels. LAPD leadership will be trained on PREA, the national standards, and model policies and practices developed through this project.

Evaluating the LAPD PREA Demonstration Project: The project will use funds for improving data collection and setting up an independent evaluation of policies, programs and strategies to determine their success in reducing sexual abuse in confinement settings. The project partners will develop policies and protocols for data collection and review that comply with PREA requirements and that allow for the identification of trends in sexual victimization, as well as the development of strategies to improve prevention and

response. The independent evaluation of the project, conducted by Harder + Company, will assess the effectiveness of policies and programs developed through the project, ensuring that the models created are evidence-based and that they aim to contribute to a reduction of sexual abuse.

Using Funds to Provide Information and Victim Support Services to Detainees

The proposed LAPD PREA Demonstration Project will work to establish a zero-tolerance culture and identify and address gaps in mechanisms to reduce sexual victimization.

LAPD already has strong protocols in place for responding to sexual abuse in the community; this project will ensure that such protocols apply equally to its detention settings, and that LAPD's agreements with service providers are expanded to include services to detainees. In addition, by developing detainee education tailored to the specific needs of short-term detainees, the project will build early intervention strategies for sexual abuse victims – including those who were sexually assaulted prior to their arrest – who may not otherwise know how to seek help.

3. CAPABILITIES

The Los Angeles Police Department (LAPD)

In addition to opening its detention facilities as a testing ground for developing policies and implementing strategies based on the PREA standards, the LAPD brings a wealth of experience investigating and preventing sexual abuse crime in the community. For example, the LAPD has a well-established coordinated community response to sexual assault. LAPD employs trained professional sex crimes detectives, forms part of sexual assault response teams (SARTs), and has in place policies and protocols for victim services and investigative response. The 417 LAPD detention officers and sworn police officers who work within its detention facilities currently use the same coordinated

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response to handle sexual abuse disclosures by detainees as they do when responding to disclosures in the community. Police Chief Charlie Beck and the Command Staff of the LAPD, including Commanding Officer of the Jail Division, Captain David Lindsay, are thrilled to be partnering with JDI on this innovative and timely project to become a model for how to implement PREA standards in jails and police lock ups across the state and nation. Under their leadership and guidance, LAPD detention and police officers will be assigned as an in-kind contribution to work on the LAPD PREA Demonstration Project during the two-year grant period and continue their work after the grant ends as trainers and mentors, offering guidance for newly assigned officers to the LAPD Jail Division. Captain David Lindsay and Sr. Management Analyst Dawn Eck, Officer-in-Charge of Administrative Staff in the Jail Division, will oversee LAPD's role in the project and be the LAPD liaisons with JDI throughout the project.

Just Detention International (JDI)

Just Detention International, a non-profit organization, has extensive experience addressing sexual violence in detention. For more than 30 years, JDI has been the only organization in the U.S. dedicated exclusively to ending this type of abuse, through advocacy, training, technical assistance, and community mobilization. JDI played an integral role in drafting and securing the passage of the Prison Rape Elimination Act. JDI collaborated with the National Prison Rape Elimination Commission in developing the Commission's draft standards addressing sexual abuse in detention, serving on the Commission's eight expert committees and bringing the experiences of prisoner rape survivors to the forefront of the process. Since the Commission's standards were released in 2009, JDI has worked closely with the Department of Justice to advocate for the adoption of a strong set of final PREA standards.

JDI provides expert analysis, survivor accounts, training, and technical assistance to policymakers, corrections officials, and advocates nationwide. In particular, JDI has worked with state and county corrections systems to make them 'early implementers' of the Commission's proposed PREA standards. JDI also provides extensive training to rape crisis counselors nationwide; with its dual expertise in corrections and sexual abuse, JDI is uniquely suited to building effective partnerships between community-based rape crisis centers and detention facilities. JDI's work on this project will be led by Executive Director Lovisa Stannow. Deputy Executive Director Linda McFarlane, Senior Program Director Cynthia Totten, and Senior Program Officer Derek Murray will be responsible for the day-to-day implementation of the project.

Harder + Company Community Research

Harder + Company is a California-based firm dedicated to creating lasting social change through the application of high quality research. Harder + Company designs and implements evaluations that measure the impact and effectiveness of non-profit organizations, foundations, and government agencies. The firm's clients include the City of Los Angeles, State of California, U.S. Department of Justice, among other government agencies, and a number of non-profit organizations working with victims of abuse. Previously, Harder + Company conducted an in-depth evaluation of JDI's PREA model programs in two California state prisons. A TBD Senior-level evaluator will be assigned to work for JDI during the demonstration project period.

Project Barriers

One potential barrier to success that LAPD will take into consideration throughout the project is the department's current budget crisis, which includes a hiring freeze. To address this, LAPD and JDI will ensure that new policies and practices are cost-effective.

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For example, beyond the initial pilot training and train-the-trainer sessions, which will be covered by this grant, ongoing staff training will be built into the department's regular training programs, without adding additional training and overtime costs. Similarly, LAPD will build PREA and sexual abuse prevention responsibilities into the work responsibilities of several staff members, ranging from Captain Lindsay's role overseeing all the lock-ups and the jails to individual Officers-in-Charge within each detention facility. LAPD believes these additional roles can be incorporated into current job responsibilities and that they will add value to these positions by increasing LAPD officers' ability to prevent and address sexual abuse and other forms of violence – improving detainee safety and job satisfaction among staff.

Plan for Collecting the Data Required for this Solicitation's Performance Measures

The project team will work together to improve data collection systems, collect performance data, and use data to guide and evaluate the program. The LAPD will work with JDI and the evaluator to develop new data collection tools that will include, but not be limited to, staff surveys and detainee questionnaires. Additionally, administrative data such as number of allegations (both substantiated and unsubstantiated), number of victims, number of perpetrators, locations of occurrence, number of persons involved in occurrences, number of staff trained, and number of convictions are just some of the data that will be tracked by the evaluators and entered into LAPD databases and analyzed throughout and beyond the grant project. Additional data and analysis tools will be developed based on the specific implementation strategies that are adopted inside LAPD to ensure PREA compliance. Currently, the LAPD only collects and analyzes minimal administrative and criminal data related to inmate assaults and crimes inside LAPD detention facilities.

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LAPD looks forward to working with JDI to enhance its data collection and analysis processes under the proposed demonstration project. The Harder evaluator working for JDI and a management analyst assigned by Captain Lindsey will be assigned to develop the data collection instruments, collect the data and information, and analyze it. The evaluator will write quarterly progress reports that will include updates on data collection and data analysis processes that will be submitted to BJA and shared among the team members.

4. OBJECTIVES AND ACTIVITIES

Goal 1: Ensure that LAPD policies meet the requirements of the PREA standards and align with best practices.			
Objective	Activities	Expected Completion Date	Person/ Organization Responsible
<p>1A: Compare existing LAPD policies with the PREA standards, identifying weaknesses in current policies that require modification and gaps that require the development of new policies.</p>	<ul style="list-style-type: none"> • Gather and review existing policies • Conduct line-by-line review of final PREA standards • Identify gaps and areas for reform • Conduct site visits to all lock-ups and jails to determine how policies are put into practice, identify challenges specific to each facility, and provide information and technical assistance to staff • Review grievances and incident reports • Conduct interviews and focus groups with key staff to assess knowledge of sexual abuse and facility response • Gather baseline data on sexual abuse reports and investigations • Assess data collection capabilities 	<p>Months 1-4</p> <p>(Initial site visits will be completed during Months 1-2; site visits will be conducted on an ongoing basis throughout the project period)</p>	<ul style="list-style-type: none"> • JDI • JDI with LAPD • JDI • JDI with LAPD • JDI with LAPD • JDI • JDI, Harder + Company, LAPD • JDI, Harder + Company, LAPD
<p>1B: Revise policies and practices to bring LAPD detention services into full compliance with the PREA standards and to demonstrate the LAPD's zero-tolerance of sexual abuse in its facilities; new policies will take into account differences between type 1 jail facilities and station-based lock-ups.</p>	<ul style="list-style-type: none"> • Gather and review model policies from the PREA Resource Center and jurisdictions nationwide • Draft new policies • Review, finalize, and adopt policy reforms • Inform key staff and leadership teams at all detention facilities of policy changes • Conduct follow-up site visits at all LAPD facilities to review new policies with relevant supervisory and line staff 	<p>Months 3 - 11</p>	<ul style="list-style-type: none"> • JDI • JDI • LAPD • LAPD • JDI with LAPD

Goal 2: Ensure that LAPD staff working in lock-ups – detention officers, sworn police officers, and administrators – are trained to comply with the PREA standards and able to prevent and address sexual abuse.

Objective	Activities	Expected Completion Date	Person/Organization Responsible
<p>2A: Develop targeted training curricula and materials for LAPD detention officers, sworn police officers, and administrators highlighting PREA, the dynamics of sexual abuse, and their responsibilities for protecting detainees and reporting misconduct.</p>	<ul style="list-style-type: none"> • Gather and review existing training curricula and materials addressing sexual abuse prevention and response • Gather and review existing PREA training curricula, from the PREA Resource Center and other sources, that could be adapted or modified to meet the needs of LAPD lock-up facilities • Develop new training curricula and materials, addressing the challenges faced by LAPD's diverse lock-up facilities as well as the varying levels of staff experience, from new recruits to experienced jail staff • Review and adopt new training curricula and materials • Develop pre- and post-tests and training evaluations to administer in conjunction with staff training 	Months 7-13	<ul style="list-style-type: none"> • JDI • JDI • JDI • LAPD • JDI and Harder + Company
<p>2B: Train LAPD trainers who will provide training to future relevant staff, including: in-service training for all officers and administrators working in the jails and lock-ups, new modules for the detention officer academy, and new modules for the supplemental training for sworn officers</p>	<ul style="list-style-type: none"> • Conduct pilot training sessions with new recruits at the detention officer academy, the supplemental training for sworn officers, and for experienced officers at each lock-up and jail facility • Gather feedback on all training modules, making revisions as needed to curricula and materials. • Identify key training staff in the detention officer academy and other units responsible for providing training to new and experienced detention 	Months 9-16	<ul style="list-style-type: none"> • JDI • JDI • LAPD

<p>assigned to the type 1 jails.</p>	<p>staff</p> <ul style="list-style-type: none"> • Provide "train-the-trainer" workshops for key staff • Solicit input from training staff on curricula and materials, revising as needed • Develop plan for ongoing training sessions for new and experienced staff in all lock-ups and jails through the detention officer academy, supplemental training for sworn officers, and facility-based in-service training. 		<ul style="list-style-type: none"> • JDI with LAPD • JDI with LAPD • LAPD with JDI
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Goal 3: Develop and provide detainee education and victim support services.			
Objective	Activities	Expected Completion Date	Person/ Organization Responsible
<p>3A: Create detainee education program, including informational materials on PREA, sexual victimization, and community resources.</p>	<ul style="list-style-type: none"> • Gather and review existing detainee education and orientation materials to identify gaps • Gather and review existing PREA detainee education materials, from the PREA Resource Center and other sources, that could be adapted or modified to meet the needs of LAPD lock-up facilities • Develop basic printed materials for detainees addressing sexual abuse in detention, facility policies, and how to get help; materials may include flyers, brochures, and placards to be displayed in facilities. • Review and adopt new materials for detainees • Evaluate the effectiveness of printed materials through focus groups and interviews with detainees and staff, revise materials as needed • Develop plan for providing additional detainee education as needed, depending on length of stay 	<p>Months 6-18</p>	<ul style="list-style-type: none"> • JDI • JDI • JDI • LAPD • JDI and Harder + Company • JDI and LAPD
<p>3B: Establish memoranda of understanding (MOU) with community-based service providers to serve sexually victimized detainees, whether the abuse occurred in detention or prior to arrest.</p>	<ul style="list-style-type: none"> • Identify existing community-based partners and potential new partners, as appropriate • Review existing MOUs and other established protocols to identify gaps in services for detainees • Revise or draft new MOUs and protocols as needed, securing agreements from rape crisis centers and other providers to work with detainees • Secure signed MOUs adopted by LAPD leadership 	<p>Months 7-15</p>	<ul style="list-style-type: none"> • LAPD and JDI • JDI • JDI and LAPD • LAPD

<p>3C: Provide training to community-based rape crisis centers, ensuring that they have the skills needed to work sensitively with sexually victimized detainees.</p>	<ul style="list-style-type: none"> • Develop training curricula and materials for Los Angeles-based rape crisis centers, addressing sexual abuse in detention facilities and the special needs of detained survivors of sexual abuse • Provide training for rape crisis counselors and other service providers • Evaluate training through focus groups, interviews, and pre- and post-tests • Provide ongoing education and technical assistance to rape crisis counselors providing services to detainees, helping them to overcome the challenges of providing services to detained victims of abuse 	<p>Months 7-15</p>	<ul style="list-style-type: none"> • JDI • JDI • JDI and Harder + Company • JDI
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Goal 4: Develop and disseminate a model for PREA compliance and implementation within police departments, establishing LAPD as a national leader and addressing the current lack of suitable models for ending sexual abuse in police lock-ups.

Objective	Activities	Expected Completion Date	Person/ Organization Responsible
<p>4A: Document progress throughout the project by recording interventions, progress, barriers and strategies to overcome them, and outcomes; gather sample policies, protocols, and training materials.</p>	<ul style="list-style-type: none"> • Conduct focus groups and interviews with staff and detainees • Track sexual abuse reports and grievances, conducting case reviews to look for trends, evaluate response, and identify strategies for improved prevention and response • Document project activities and products 	<p>Ongoing throughout project period Months 1-18</p>	<ul style="list-style-type: none"> • LAPD, JDI, and Harder + Company
<p>4B: Create a "blueprint" for sexual assault prevention and response in type 1 jails and police lock-ups that offers strategies for compliance with the PREA standards and best practices.</p>	<ul style="list-style-type: none"> • Draft blueprint • Gather all products developed throughout the project period to include in blueprint, such as training curricula, educational materials, and policies and protocols • Collect data and evaluation summary to include in blueprint • Review blueprint with project partners, make revisions as needed. • Finalize blueprint 	<p>Months 16-18</p>	<ul style="list-style-type: none"> • JDI • JDI • JDI, LAPD, and Harder + Company • JDI and LAPD • JDI
<p>4C: Disseminate the "blueprint" to type 1 jails and station-based lock-ups nationwide, through the BJA, the PREA Resource Center, and other venues; present the blueprint and project outcomes at already established California regional meetings.</p>	<ul style="list-style-type: none"> • Disseminate blueprint to other type 1 jails and station-based lock-ups • Make blueprint available through the PREA Resource Center's website, JDI website, and other websites as appropriate • Present the blueprint and lessons learned at local and regional trainings, meetings, and conferences 	<p>Months 16-18</p>	<ul style="list-style-type: none"> • JDI with LAPD and Cal EMA • JDI • JDI, LAPD and CA LEMA

Budget Narrative**Personnel**

The Los Angeles Police Department (LAPD) will provide more than 50% percent in-kind match through personnel costs involved with administering the PREA project. The match will be the donated time by supervisors and officers working in the Jail Division on the project. Specifically, a Captain will oversee the entire project and anticipates dedicating 17% or .17 FTE of his time to this important project both developing and implementing the new PREA protocols. His assistant, a Senior Management Analyst II will spend 26% or .26 FTE of her time helping all partners with administrative, scheduling, writing/editing and related project tasks. In each of the larger regional jails, three lieutenants will also spend 15% or .15 FTE working on the project. Similarly in each of the seven Area jails, one senior detention officer will be assigned to the project and spend up to 13 % or .13 FTE on the project. The Cost Calculations are as follows:

- Captain: $\$172,946 \times .17 \text{ FTE} = \$29,400.82$
- Senior Management Analyst II: $\$122,524 \times .26 \text{ FTE} = \$31,856.24$
- Regional Officer in Charge/Lt. (3): $\$135,457 \times .15 \text{ FTE} \times 3 = \$60,955.65$
- Area Officer in Charge/SDO (7): $\$69,243 \times .13 \text{ FTE} \times 7 = \$63,011$

The total LAPD personnel cost for the in-kind match is \$185,224.

Fringe Benefits

The fringe benefits for the in-kind match were calculated using the below charts which are the currently approved Cost Allocation Plan 33-approved by the federal government.

SWORN EMPLOYEES STRAIGHT TIME:

Pension	30.25%
Flex Benefit Program	11.13
Employee Assistance	0.06

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Medicare	1.35
Part Time/Seasonal/Temporary Pension	0.07
Unused Sick/Vacation Payout	1.59
Unemployment Claims	0.03
Workers' Compensation	6.41
Carry Forward, Positive	<u>-0.38</u>
Total Fringe Benefits - Sworn	50.52%

CIVILIAN EMPLOYEES STRAIGHT TIME:

Retirement	25.44%
Flex Benefit Program	9.75
Employee Assistance	0.02
Medicare	1.46
Union-Sponsored Benefits	0.26
Unused Sick/Vacation Payout	0.57
Unemployment Claims	0.10
Workers' Compensation	3.89
Carry Forward, Negative	<u>-2.77</u>
Total Fringe Benefits - Civilian	38.74%

The cost calculations for the fringe benefits are as follows:

- Captain: .17 FTE = \$29,400.82 x .5052 (fringe rate) = \$14,853.29
- Senior Management Analyst II: .26 FTE = \$31,856.24 x .3874 (fringe rate) = \$12,341.11
- Regional Officer in Charge/Lt. (3): .15 FTE = \$20,318.55 x .5052 (fringe rate) x 3 = \$30,794.79

- Area Officer in Charge/SDO (7): .13 FTE = \$9,001.59 x .3874 (fringe rate) x 7 = \$24,410.51

The total LAPD fringe benefits cost for the in-kind match is \$82,076.

Travel

None

Equipment

None

Supplies

For training materials, the LAPD will charge a total of \$250 for paper calculated @ \$25/box x 10 boxes = \$250. Two printer cartridges per year = 2 printer cartridges @ \$60/each = \$120.

Total Supplies Cost is \$370.

Construction

None

Consultants/Contracts

The JDI staff on the proposed LAPD Demonstration Project includes the Executive Director, Deputy Executive Director, Program Director, Senior Program Officer, and Program Assistant. In addition, JDI will hire an independent Senior Evaluator from Harder + Company consultant as a subcontractor.

Expenses charged include the Executive Director for 40 days at \$450 per day. The Executive Director will oversee all aspects of the program development, work with LAPD and city leadership as needed, and provide supervision to staff. 40 days x \$450/day = \$18,000.

The Deputy Executive Director is included at 26 days at \$450 per day. The Deputy Executive Director will oversee the development of policy, training curricula, and educational materials. She will also lead on-site training and technical assistance efforts. She will oversee and assist the Program Director in collecting information from individual and group interviews at all LAPD facilities and lead training throughout the two year project. $26 \text{ days} \times \$450/\text{day} = \$11,700$.

The Program Director is included at 338 days at \$450 per day. The Program Director will be responsible for the bulk of the day-to-day operation of the project, working closely with LAPD to conduct site visits, policy analysis and reforms, and staff training programs. The Program Director will conduct the majority of individual and group interviews at all LAPD facilities and also develop and present components of the training curricula throughout the two year project. The Program Director will also be responsible for writing up all reports and project documentation. She will work closely with Cal EMA on all administrative documentation required under the grant as well. $338 \text{ days} \times \$450/\text{day} = \$152,100$.

The Senior Program Officer is included at 102 days at a rate of \$350 per day. The Senior Program Officer will lead the project's work with community-based service providers, developing MOUs and training programs related to rape crisis centers, and will provide program support for all other activities. The Senior Program Officer will also work with the Program Director to finalize all deliverables and documents at the end of the project. $102 \text{ days} \times \$350/\text{day} = \$35,700$.

The Program Assistant is included at 26 days at a rate of \$250 per day. The Program Assistant will provide administrative and logistical support to all program staff. $26 \text{ days} \times \$250/\text{day} = \$6,500$.

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Grant Number: _____

The Evaluator is included at 36 days at \$450 per day. The Evaluator will assist with program and data collection design and collect and analyze baseline data. The Evaluator will also work with focus groups and conduct group and individual interviews. The Evaluator will also review all LAPD written files include incident reports. The Evaluator will assess all programs and outcomes, collect final data, and prepare a final report summarizing the project's overall results and accomplishments. 36 days x \$450/day = \$16,200.

Total Contract Cost is \$240,200.

Other Costs

None

Indirect Costs

None

BUDGET CATEGORY AND LINE ITEM DETAILS

Grant Recipient: City of Los Angeles/LAPD	Grant Number:
<p>A. Personal Services – Salaries/Employee Benefits</p> <p><u>IN-KIND MATCH - SALARIES</u></p> <p>(1) Captain: \$172,946 x .17 FTE (1) Senior Management Analyst II: \$122,524 x .26 FTE (3) Regional Officer in Charge/Lieutenant: \$135,457 x .15 FTE x 3 (7) Area Officer in Charge/Senior Detention Officer: \$69,243 x .13 FTE x 7</p> <p><u>IN-KIND MATCH - FRINGE BENEFITS</u></p> <p>(1) Captain: .17 FTE = \$29400.82 x .5052 (fringe rate) (1) Senior Management Analyst: .26 FTE = \$31856.24 x .3874 (fringe rate) (3) Regional Officer in Charge/Lieutenant: .15 FTE = \$20,318.55 x .5052 (fringe rate) x 3 (7) Area Officer in Charge/Senior Detention Officer: .13 FTE = \$9,001.59 x .3874 (fringe rate) x 7 = \$24,411</p>	<p align="right">COST</p> <p align="right">\$29,401 \$31,856 \$60,956 \$63,011</p> <p align="right">\$14,853 \$12,341 \$30,795 \$24,087</p>
PERSONAL SECTION TOTAL	\$267,300

BUDGET CATEGORY AND LINE ITEM DETAILS

Grant Recipient: City of Los Angeles/LAPD		Grant Number:
B. Operating Expenses		COST
<u>SUPPLIES</u>		
Paper: 10 boxes x \$25/box		\$250
Printer Cartridges: 2 cartridges x \$60/cartridge		\$120
<u>CONSULTANTS/CONTRACTS</u>		
Just Detention International Staff:		
Executive Director: 40 days x \$450/day		\$18,000
Deputy Executive Director: 26 days x \$450/day		\$11,700
Program Director: 338 days x \$450/day		\$152,100
Senior Program Officer: 102 days x \$350/day		\$35,700
Program Assistant: 26 days x \$250/day		\$6,500
Evaluator: 36 days x \$450/day		\$16,200
OPERATING SECTION TOTAL		\$240,570

BUDGET CATEGORY AND LINE ITEM DETAILS

Grant Recipient: City of Los Angeles/LAPD		Grant Number:
C. Equipment		COST
N/A		\$0
EQUIPMENT SECTION TOTAL		\$0
<i>Same as Section 10 on the Grant Award Face Sheet</i>		\$507,870
Total Project Cost*		\$507,870
<i>*Same as Block 10G on Grant Award Face Sheet</i>		

JAIL DIVISION January 2013

Commanding Officer
 Captain III
 David Lindsay

Adjutant
 PDO Mark Walker
 Acting Secretary
 CT Marisol Rodriguez

Metropolitan Jail Section OIC
 Lieutenant II Pat Buder
 Assistant OIC
 Sergeant I Neckole Sterling

Hollywood Area Jail

Wilshire Area Jail
 CLOSED

77th Regional Jail Section OIC
 Lieutenant Roger Mora
 Assistant OIC
 Sergeant II Scott Engedal

Pacific Area Jail

Southwest Area Jail
 CLOSED

Harbor Area Jail
 CLOSED

Valley Jail Section OIC
 Lieutenant Holly Daniel
 Assistant OIC
 Sergeant I Mike McComas

Foothill Area Jail

Devonshire Area Jail
 CLOSED

Administrative and Research Section OIC
 Sr. Management Analyst II Dawn Eck
 Assistant OIC
 Sr. Management Analyst I Jeff Wong

Complaint Unit

Training Unit

TEAMS II/P2 Coord

Budget/Fiscal/Supply

Projects and Audits

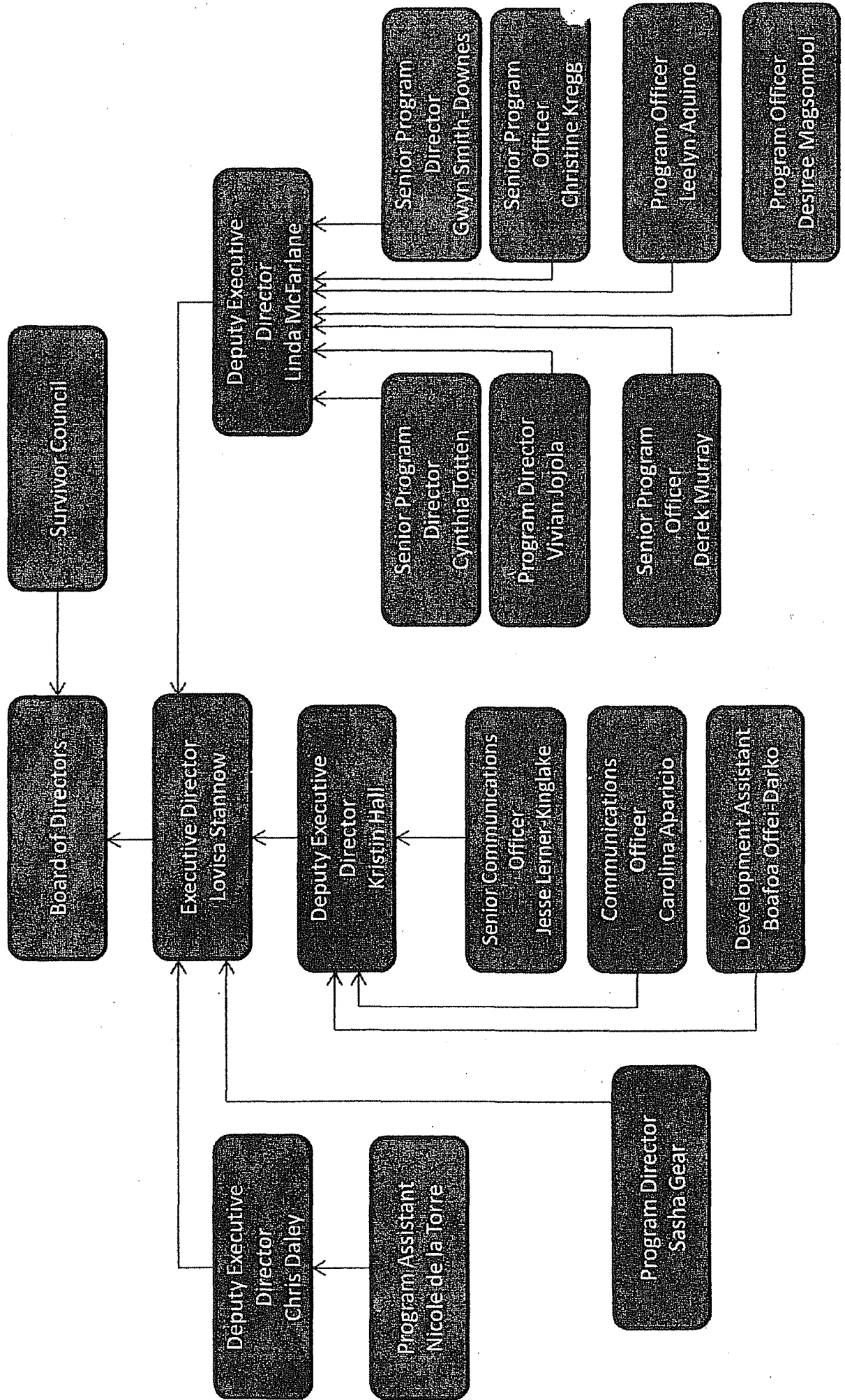
Sick/OD Coord.

COMPSTAT

Subpoena Control Ofcr

Just Detention International Organizational Chart

October 2012



**OPERATIONAL AGREEMENT
BETWEEN THE CITY OF LOS ANGELES POLICE DEPARTMENT
AND JUST DETENTION INTERNATIONAL FOR
THE PRISON RAPE ELIMINATION ACT DEMONSTRATION PROJECT**

This Operational Agreement stands as evidence that the Los Angeles Police Department (LAPD) and Just Detention International (JDI) intend to work together toward the mutual goal of establishing a zero-tolerance culture for sexual assault within LAPD's ten detention facilities. Both agencies believe that implementation of the LAPD Prison Rape Elimination Act (PREA) Demonstration Project application, as described herein, will further this goal.

To this end, each agency agrees to participate in the program, if selected for funding, by working toward the following goals and objectives:

Goal 1: Ensure that LAPD policies meet the requirements of the PREA standards and align with best practices.

- Objective 1A: Compare existing LAPD policies with the PREA standards, identifying weaknesses in current policies that require modification and gaps that require the development of new policies.
- Objective 1B: Revise policies and practices to bring LAPD detention services into full compliance with the PREA standards and to demonstrate LAPD's zero-tolerance of sexual abuse in its facilities.

Goal 2: Ensure that LAPD staff working in lock-ups and jails – detention officers, sworn police officers, and administrators – are trained to comply with the PREA standards and able to prevent and address sexual abuse.

- Objective 2A: Develop targeted training curricula and materials for LAPD detention officers, sworn police officers, and administrators highlighting PREA, the dynamics of sexual abuse, and their responsibilities for protecting detainees and reporting misconduct.
- Objective 2B: Train LAPD trainers who will provide training to future relevant staff, including: in-service training for all officers and administrators working in the jails and lock-ups, new modules for the detention officer academy, and new modules for the supplemental training for sworn officers assigned to the jails.

Goal 3: Develop and provide detainee education and victim support services.

- Objective 3A: Create detainee education program, including informational materials on PREA, sexual victimization, and community resources.
- Objective 3B: Establish memoranda of understanding (MOU) with community-based service providers to serve sexually victimized detainees, whether the abuse occurred in detention or prior to arrest.
- Objective 3C: Provide training to community-based rape crisis centers, ensuring that they have the skills needed to work sensitively with sexually victimized detainees.

Goal 4: Develop and disseminate a model for PREA compliance and implementation within police departments, establishing LAPD as a national leader and addressing the current lack of suitable models for ending sexual abuse in police lock-ups and jails.

- Objective 4A: Document progress throughout the project by recording interventions, progress, barriers and strategies to overcome them, and outcomes; gather sample policies, protocols, and training materials.
- Objective 4B: Create a blueprint for sexual assault prevention and response in police lock-ups and jails that offers strategies for compliance with PREA standards and best practices.
- Objective 4C: Disseminate the blueprint to police departments statewide and nationwide, through California Emergency Management Agency (Cal EMA), Bureau of Justice Assistance, the PREA Resource Center, and other venues; present the blueprint and project outcomes at already established California regional meetings.

The LAPD will closely coordinate activities with JDI through regularly scheduled meetings between the project partners to discuss strategies, timetables, and implementation of mandated services. The Commanding Officer and Officer-in-Charge of Administrative Staff in the Jail Division will oversee LAPD's role in the project and be the LAPD liaisons with Cal EMA and JDI throughout the project. The Senior Program Director of JDI will oversee JDI's day-to-day work on the project.

Specifically, the project partners will engage in the following activities:

- Review existing policies addressing sexual abuse prevention and response, comparing them with the PREA standards, identifying gaps and areas for reform, and drafting new and revised policies as needed.
- Conduct site visits to all lock-ups and jails to determine how policies are put into practice, identify challenges specific to each facility, and provide information and technical assistance to staff.
- Conduct interviews and focus groups with staff and detainees to assess knowledge of sexual abuse and facility response, training and education needs, and the impact of project activities throughout the project period.
- Gather baseline data on sexual abuse grievances, reports, and investigations; track such reports and investigations throughout project period, conducting case reviews to look for trends, evaluate response, and identify strategies for improved prevention and response.
- Assess data collection capabilities.
- Review, finalize, and adopt policy reforms.
- Conduct follow-up site visits at all LAPD facilities to review new policies with relevant supervisory and line staff.
- Review existing training curricula and materials addressing sexual abuse prevention and response.
- Develop new training curricula and materials, addressing the challenges faced by LAPD's diverse lock-up facilities as well as the varying levels of staff experience, from new recruits to experienced jail staff.
- Conduct pilot training sessions with new recruits at the detention officer academy, the supplemental training for sworn officers, and for experienced officers at each lock-up and jail facility.

- Gather feedback on all training modules, making revisions as needed to curricula and materials.
- Provide "train-the-trainer" workshops for key staff responsible for providing training to new and experienced detention staff.
- Develop plan for ongoing training sessions for new and experienced staff in all lock-ups and jails through the detention officer academy, supplemental training for sworn officers, and facility-based in-service training.
- Review existing detainee education and orientation materials to identify gaps.
- Develop basic printed materials for detainees addressing sexual abuse in detention, facility policies, and how to get help; materials may include flyers, brochures, and placards to be displayed in facilities.
- Review and adopt new materials for detainees.
- Evaluate the effectiveness of printed materials through focus groups and interviews with detainees and staff, revise materials as needed.
- Develop plan for providing additional detainee education as needed, depending on length of stay.
- Identify existing community-based partners and potential new partners, as appropriate.
- Review existing MOUs and other established protocols to identify gaps in services for detainees; revise or draft new MOUs and protocols as needed, securing agreements from rape crisis centers and other providers to work with detainees.
- Develop, provide, and evaluate training programs for Los Angeles-based rape crisis centers and other relevant service providers, addressing sexual abuse in detention facilities and the special needs of detained survivors of sexual abuse.
- Provide ongoing education and technical assistance to rape crisis counselors providing services to detainees, helping them to overcome the challenges of providing services to detained victims of abuse.
- Gather all products developed throughout the project period to include in blueprint, such as training curricula, educational materials, and policies and protocols.
- Draft, review, and finalize blueprint with project partners, making revisions as needed.
- Disseminate blueprint to other type 1 jails and station-based lock-ups through local and regional trainings, meetings, and conferences; make blueprint available through the PREA Resource Center's website, JDI website, and other websites as appropriate.

We, the undersigned, as authorized representatives of LAPD and JDI, do hereby approve this document.



 CHARLIE BECK
 Chief of Police
 Los Angeles Police Department

Date 2-28-13



 LOVISA STANNOW
 Executive Director
 Just Detention International

Date 2/22/13

**NONCOMPETITIVE BID REQUEST
CHECKLIST**

Has the applicant/recipient met the following requirements of the *Recipient Handbook*:

Check appropriate box: **Yes** **No**

Section 3511

Do conditions exist that require a sole/single-source contract?

Section 3521.1

Is a brief description of the program or project included?

Section 3521.2

Was it necessary to contract noncompetitively?

Did the contractor submit his/her qualifications?

Is the reasonableness of the cost justified?

Were cost comparisons made with differences noted for similar services?

Is a justification provided regarding the need for contract?

Section 3521.3

Is an explanation provided for the uniqueness of the contract?

Section 3521.4

Are there time constraints impacting the project?

Were comparisons made to identify the time required for another contractor to reach the same level of competence?

SOLE SOURCE JUSTIFICATION
JUSTIFICATION FOR NONCOMPETITIVE PROCUREMENT

1. Brief description of the procurement and what it is being contracted

The Los Angeles Police Department (LAPD) is requesting a sole source contract with Just Detention International (JDI) for a project to establish zero tolerance for sexual abuse within LAPD's detention facilities, bringing them into compliance with the Prison Rape Elimination Act (PREA) standards. LAPD proposes to contract with JDI for the following services:

- Review existing policies addressing sexual abuse prevention and response, comparing them with the PREA standards, identifying gaps and areas for reform, and drafting new and revised policies as needed.
- Conduct site visits to all lock-ups and jails to determine how policies are put into practice, identify challenges specific to each facility, and provide information and technical assistance to staff.
- Conduct interviews and focus groups with staff and detainees to assess knowledge of sexual abuse and facility response, training and education needs, and the impact of project activities throughout the project period.
- Gather baseline data on sexual abuse grievances, reports, and investigations; track such reports and investigations throughout project period, conducting case reviews to look for trends, evaluate response, and identify strategies for improved prevention and response.
- Assess data collection capabilities.
- Conduct follow-up site visits at all LAPD facilities to review new policies with relevant supervisory and line staff.

- Review existing training curricula and materials addressing sexual abuse prevention and response.
- Develop new training curricula and materials, addressing the challenges faced by LAPD's diverse lock-up facilities as well as the varying levels of staff experience, from new recruits to experienced jail staff.
- Conduct pilot training sessions with new recruits at the detention officer academy, the supplemental training for sworn officers, and for experienced officers at each lock-up and jail facility.
- Gather feedback on all training modules, making revisions as needed to curricula and materials.
- Provide "train-the-trainer" workshops for key staff responsible for providing training to new and experienced detention staff.
- Develop plan for ongoing training sessions for new and experienced staff in all lock-ups and jails through the detention officer academy, supplemental training for sworn officers, and facility-based in-service training.
- Review existing detainee education and orientation materials to identify gaps.
- Develop basic printed materials for detainees addressing sexual abuse in detention, facility policies, and how to get help; materials may include flyers, brochures, and placards to be displayed in facilities.
- Evaluate the effectiveness of printed materials through focus groups and interviews with detainees and staff, revise materials as needed.
- Develop plan for providing additional detainee education as needed, depending on length of stay.
- Identify existing community-based partners and potential new partners, as appropriate.

- Review existing MOUs and other established protocols to identify gaps in services for detainees; revise or draft new MOUs and protocols as needed, securing agreements from rape crisis centers and other providers to work with detainees.
- Develop, provide, and evaluate training programs for Los Angeles-based rape crisis centers and other relevant service providers, addressing sexual abuse in detention facilities and the special needs of detained survivors of sexual abuse.
- Provide ongoing education and technical assistance to rape crisis counselors providing services to detainees, helping them to overcome the challenges of providing services to detained victims of abuse.
- Gather all products developed throughout the project period to include in blueprint, such as training curricula, educational materials, and policies and protocols.
- Draft, review, and finalize blueprint with project partners, making revisions as needed.
- Disseminate blueprint to other type 1 jails and station-based lock-ups through local and regional trainings, meetings, and conferences; make blueprint available through the PREA Resource Center's website, JDI website, and other websites as appropriate.

2. Explanation of why it is necessary to contract noncompetitively

a. Expertise of the Contractor

As the only organization in the U.S. dedicated to ending sexual abuse in detention, JDI is the ideal organization to work with LAPD on this project. Working with a network of prisoner rape survivors, legislators, and other advocates, JDI helped secure passage of PREA in 2003 and worked to develop related state laws in California and Texas. Since then, JDI has played a key role in the implementation of these laws – especially in the development of the national standards, mandated by PREA, which are the focus of this project.

JDI currently manages several other federally-funded projects related to sexual abuse in detention, including: a contract with the National PREA Resource Center to lead its training and technical assistance efforts in the areas of victim services and inmate education; a cooperative agreement with the Office on Violence Against Women to develop and provide training and technical assistance programs for rape crisis centers to address the challenges of implementing sexual assault response teams in correctional environments; and a cooperative agreement with the Office for Victims of Crime to create a demonstration site for responding to victims of sexual violence while in a correctional setting within the Miami-Dade County jail system. JDI is also a consultant on Bureau of Justice Assistance-funded projects in Colorado, New York, and Washington to establish PREA demonstration sites within county jails and juvenile detention facilities.

JDI provides expert analysis, first-hand survivor accounts, training, and technical assistance to policymakers, corrections officials, and advocates nationwide. JDI works closely with state and county corrections systems to help them implement the PREA standards; JDI's model programs in California and Oregon prisons have received national recognition and were studied by the Department of Justice's PREA Working Group during its process of developing final standards. JDI also mobilizes allied organizations to combat sexual abuse in detention and trains community-based service providers to address the needs of prisoner rape survivors. In particular, JDI works with rape crisis centers, helping them develop partnerships with detention facilities to ensure that survivors of abuse get the care they need in the aftermath of an assault.

b. Management

JDI staff leading the work on this project will include JDI's Executive Director, Lovisa Stannow, MA; and Deputy Executive Director, Linda McFarlane, MSW, LCSW.

Lovisa Stannow joined JDI in 2002 and has spent the past twenty-five years working in the fields of criminal justice reform, communications, and international human rights. As part of her work with JDI, she helped secure the passage of PREA and has lead JDI's work with the National Prison Rape Elimination Commission and the Department of Justice in developing and working to secure strong national PREA standards. As Executive Director, she manages all aspects of the agency's administration and programs. For this project, she will oversee all program development, work with LAPD leadership, and provide supervision to the JDI team.

Linda McFarlane leads JDI's domestic training and technical assistance programs. She served on several of the National Prison Rape Elimination Commission's expert committees to develop the draft national PREA standards and leads JDI's work with state and local corrections agencies that are working to implement the standards. For this project, Ms. McFarlane will oversee the development of policies, protocols, training curricula, and educational materials. She will provide supervision to JDI staff responsible for daily implementation.

c. Responsiveness

JDI's staff has the expertise required for the project and can begin work immediately.

d. Knowledge of the Program

In addition to an in-depth knowledge of the PREA standards, the culture of corrections agencies, and best practices in sexual abuse response and prevention within corrections settings, JDI worked closely with LAPD staff in developing the goals, objectives, and activities for this project. JDI is familiar with the strengths, needs, and challenges of LAPD's detention facilities regarding PREA implementation.

e. Expertise of Personnel

JDI staff members have combined expertise in areas pertaining to sexual abuse behind bars; correctional policy and practice; rape crisis counseling and trauma-informed service provision; community-based best practices in sexual assault response; and program development in the areas of inmate education, sexual abuse response teams, and community-corrections partnerships for providing services to incarcerated survivors. Additionally, JDI staff has significant experience developing and delivering training for staff of prisons, jails, and youth detention facilities. JDI also is experienced in working effectively with partner organizations, prisoner rape survivors, and corrections officials, all of which are essential for this project.

3. Time constraints

a. When contractual coverage is required and why

JDI's involvement is for the duration of the project, as it will work with LAPD to coordinate and oversee all aspects of the project, including: reviewing and updating policies and procedures; developing training curricula and materials; providing staff training; developing inmate education; conducting focus groups with inmates and staff; building relationships with and training community-based services providers; and developing and disseminating a blueprint for PREA implementation at type 1 jails and station-based lock-ups.

Further, it is critical that the project commence as soon as possible. CalEMA has established the project's timeline as January 1, 2013 – June 30, 2014. The proposed contractual activities must be delivered promptly so that LAPD can meet its goals and objectives within the required timeframe.

b. Impact on the program if dates are not met

JDI's involvement must commence immediately upon the project launch to ensure program timelines are met, as the agency will lead all major tasks associated with the proposed project, from planning and coordination of all project activities, to policy review and development, to development and delivery of staff training and inmate education sessions, to establishing partnerships with community-based service providers. Strong programs must be developed and implemented as soon as possible in order to meet the proposed schedule of project objectives and to ensure that LAPD has the tools it needs to establish itself as a PREA demonstration site and protect inmates from sexual abuse.

c. How long it would take another contractor to reach the same level of competence (equate to dollars if desired)

LAPD does not know of another contractor that could reach the same level of competence as JDI within this project period. Given the depth of experience that JDI brings to this project, including years of experience working with corrections officials to prevent and respond to sexual abuse, building relationships with rape crisis centers, working with survivors of sexual abuse behind bars, and negotiating corrections culture, it would take another contractor at least two years to reach the same level of competence that JDI has developed.

4. Uniqueness

JDI's dual expertise in sexual abuse and corrections, along with its nuanced understanding of PREA and the standards, makes it a unique partnering organization. As noted above, JDI has been dedicated to PREA implementation for nearly a decade. No other organization has JDI's combination of knowledge, expertise, and successful track record for developing and implementing policies and programs to address sexual abuse in detention.

5. Other

N/A

6. Declaration

As noted above, LAPD highly recommends the approval of a sole source contract to JDI for the reasons articulated above. LAPD believes that the awarding of this contract is not only in the best interests of CalEMA, but also for LAPD as it works to address sexual abuse in confinement.

**PRISON RAPE ELIMINATION ACT DEMONSTRATION PROGRAM
CHECKLIST**

This checklist is provided to ensure that a complete application is submitted to Cal EMA.

- APPLICATION COVER SHEET – Please complete and attach to the front of the application.
- GRANT AWARD FACE SHEET (CAL EMA 2-101) – Signed by the official authorized to enter into the Grant Award Agreement.
- PROJECT CONTACT INFORMATION (CAL EMA 2-102) – Must be submitted with the Grant Award Face Sheet.
- SIGNATURE AUTHORIZATION AND INSTRUCTIONS (CAL EMA 2-103) – Signatures of the Project Director and Fiscal Officer are required.
- CERTIFICATION OF ASSURANCE OF COMPLIANCE (CAL EMA 2-104) – Signed by the official who signed the Grant Award Face Sheet and by the official delegating that authority.
- PROJECT NARRATIVE (CAL EMA 2-108)
 - PROBLEM STATEMENT
 - PLAN
 - CAPABILITIES
 - OBJECTIVES AND ACTIVITIES
- PROJECT BUDGET
 - BUDGET NARRATIVE (CAL EMA 2-107)
 - BUDGET FORMS (EXCEL SPREADSHEET FORMAT) (CAL EMA 2-106 A)
 - Personal Services – Salaries/Employee Benefits
 - Operating Expenses
 - Equipment
- APPLICATION APPENDIX
 - Operational Agreement (if applicable)
 - Organizational Chart
 - Noncompetitive Bid Request Checklist (Cal EMA 2-156) (if applicable)