

INTRADEPARTMENTAL CORRESPONDENCE

September 12, 2018

3.5

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

SUBJECT: TRANSMITTAL REQUEST FOR APPROVAL OF EXTENSION AND REPROGRAMMING OF FUNDS FOR THE 2014 COMMUNITY ORIENTED POLICING SERVICES COMMUNITY POLICING DEVELOPMENT GRANT – (COUNCIL FILE #14-1730)

RECOMMENDED ACTIONS

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
2. That the Board TRANSMIT the attached grant modifications, pursuant to Administrative Code Section 14.6(a), to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst and to the City Clerk for Committee and City Council reference.
3. That the Board REQUEST the Mayor and City Council to:
 - A. AUTHORIZE the Chief of Police or designee to accept the no-cost time extension for the 2014 Community Oriented Policing Services (COPS) Community Policing Development (CPD) grant from the United States (US) Department of Justice (DOJ), Office of Justice Programs (OJP), extending the award period from September 1, 2014 - February 28, 2018 to September 1, 2014 - February 28, 2019;
 - B. AUTHORIZE the Los Angeles Police Department (LAPD) to reprogram funds totaling \$16,056 within the 2014 COPS CPD grant as follows:

Category	Current Budget	Change	New Budget
Travel	\$ 0	\$ 5,307	\$ 5,307
Supplies	\$ 2,000	\$ 10,749	\$ 12,749
Contractual	\$ 97,040	(\$ 15,134)	\$ 81,906
Other	\$ 922	(\$ 922)	\$ 0
Total	\$ 99,962	\$ 0	\$ 99,962

- C. AUTHORIZE the LAPD to prepare Controller Instructions for any technical adjustments, subject to the approval of the CAO, and AUTHORIZE and INSTRUCT the Controller to implement the instructions.

DISCUSSION

In 2014, the US DOJ, OJP granted LAPD a microgrant to pilot a mediation approach to LAPD's police bias complaints. This program, ran in conjunction with the Los Angeles City Attorney's Office (LACA), is now known as the Community Police Unification Program (CPUP). As part of the program deliverables, LAPD is presenting CPUP at the International Association of Chiefs of Police (IACP) to share the program's best practices with other communities.

LAPD is seeking approval to reprogram funds totaling \$16,056 within the 2014 COPS CPD grant to meet this program deliverable and explore program expansion. The US DOJ, OJP has approved funds to be reprogrammed from Contractor/Consultant and Other categories to Travel and Supplies. The reprogramming of funds will allow the Department to pay for employees of the Internal Affairs group and LACA's office to present CPUP at the 2018 IACP conference and explore program expansion to incorporate body worn video and in car video into mediation sessions.

The extension will allow the LAPD to present at the IACP conference and fully utilize grant funds.

If you have any questions regarding this matter, please have a member of your staff contact Police Administrator Annemarie Sauer, Commanding Officer, Fiscal Operations Division, at (213) 486-8590.

Respectfully,



MICHEL R. MOORE
Chief of Police

Attachments



MODIFICATION

Memorandum

COPS Community Policing Development

To: Mayor Eric Garcetti
 Los Angeles, City of

Re: Financial Clearance Memo

A financial analysis of budgeted costs has been completed. Costs under this award appear reasonable, allowable, and consistent with existing guidelines. Exceptions / Adjustments are noted below.

ORI #: CA01942 Grant #: 2014CKWX0004

Budget Category	Proposed Budget	Approved Budget	Adjustments
Sworn Officer	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Civilian Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$2,000.00	\$12,749.22	\$10,749.22
Travel/Training	\$0.00	\$5,307.00	\$5,307.00
Consultants/Contractors	\$97,040.22	\$81,906.00	-\$15,134.22
Other Costs	\$922.00	\$0.00	-\$922.00
Indirect Costs	\$0.00	\$0.00	\$0.00

Total Budget Costs:	\$99,962.00	Federal Share:	\$99,962.00	Applicant Share:	\$0.00
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Budget Cleared Date: 08/09/2018

Overall Comments:

All costs listed in this budget were programmatically approved based on the final Budget Detail Worksheets submitted by your agency to the COPS Office. Maintenance agreements (if applicable) must be purchased and paid in full within the grant period. Prior to the obligation, expenditure or drawdown of grant funds for non-competitive contracts in excess of \$250,000, grantee must submit a sole source justification to the COPS Office for review and approval. Prior to the obligation, expenditure, or drawdown of grant funds for consultant fees in excess of \$550 per day when the consultant is hired through a noncompetitive bidding process, approval must be obtained from the COPS Office. If the vendor number on this form differs from the EIN number included in your application, then for administrative purposes only, we are assigning a different vendor number to your agency. The reason for this administrative change is that your original EIN number has been assigned to another agency. If this applies to your agency, please use the new vendor number on all financial documents related to this grant award. The vendor number should not be used for IRS purposes and only applies to this grant.

ORI #: CA01942

Grant #: 2014CKWX0004

Legal Name: Los Angeles, City of

Sworn Officer

Number of positions: 0

Total: \$0.00 \$0.00 \$0.00

Civilian/Non-Sworn Personnel

PositionTitle	Positions	Salary	Benefits	Total	Adjustment
Administrative Coordinator Ila	1	\$0.00	\$0.00	\$0.00	\$0.00
Total:		\$0.00	\$0.00	\$0.00	

ORI #: CA01942 **Grant #:** 2014CKWX0004 **Legal Name:** Los Angeles, City of

Budget Category: Equipment/Technology

Total: \$0.00

ORI #: CA01942

Grant #: 2014CKWX0004

Legal Name: Los Angeles, City of

Budget Category: Supplies

Item	Qty	Cost/Item	Total	Adjustment Reason Disallowed/Adjusted
LISTEN Spanish Brochure Printing Costs	2,000	\$0.75	\$1,500.00	\$0.00
Toner for printing material	7	\$20.00	\$140.00	\$0.00
Paper products	8	\$40.00	\$320.00	\$0.00
Writing supplies	8	\$5.00	\$40.00	\$0.00
Monitor accessories and stands	2	\$200.00	\$400.00	\$400.00
Licenses and Photoshop	1	\$700.00	\$700.00	\$700.00
cables	1	\$392.22	\$392.22	\$392.22
Large Screen monitor	2	\$2,050.00	\$4,100.00	\$4,100.00
Laptop	2	\$2,000.00	\$4,000.00	\$4,000.00
Laptop	1	\$1,157.00	\$1,157.00	\$1,157.00
		Total:	\$12,749.22	

ORI #: CA01942 Grant #: 2014CKWX0004 Legal Name: Los Angeles, City of

Budget Category: Travel/Training

Item	Qty	Cost/Item	Total	Adjustment Reason Disallowed/Adjusted
International Association of Chief of Police Conference Presentation	0	\$0.00	\$0.00	\$0.00
IACP Conference	3	\$0.00	\$5,307.00	\$5,307.00
		Total:	\$5,307.00	

ORI #: CA01942 Grant #: 2014CKWX0004 Legal Name: Los Angeles, City of

Budget Category: Contracts/Consultants

Item	Qty	Cost/Item	Total	Adjustment	Reason Disallowed/Adjusted
Dr. Howard Greenwald, USC	1	\$3,700.00	\$3,700.00	\$1,200.00	
	1	\$0.00	\$0.00	\$0.00	
Listen Facilitator	1		\$78,208.00	-\$15,134.22	
Flight	1	\$0.00	\$0.00	-\$1,200.00	
		Total:	\$81,906.00		

ORI #: CA01942

Grant #: 2014CKWX0004

Legal Name: Los Angeles, City of

Budget Category: Other Costs

Item	Qty	Cost/Item	Total	Adjustment	Reason Disallowed/Adjusted
Ipod	0	\$0.00	\$0.00	-\$600.00	
Printer	0	\$0.00	\$0.00	-\$322.00	
Total:			\$0.00		

ORI #: CA01942

Grant #: 2014CKWX0004

Legal Name: Los Angeles, City of

Budget Category: Indirect Costs

Item	Qty	Cost/Item	Total	Adjustment	Reason Disallowed/Adjusted
Case Manager ACIIa	0	\$0.00	\$0.00	\$0.00	.
Total:			\$0.00		

**LISTEN BUDGET MODIFICATION
August 2018**

Los Angeles Police Department (LAPD) would like to request for a budget modification for COPS CPD grant award #2014CKWX0004. LAPD is proposing to reallocate funds to explore a program expansion for the Leveraging Innovative Solutions to Enhance Neighborhoods (LISTEN) Program to include video into mediations and to present the program at the 2018 International Association of Chief's (IACP) Conference in October 2018.

Budget Modification: August 2018

	Approved Budget	Modification Request
Salaries	\$ 0.00	\$ 0.00
Fringe	\$ 0.00	\$ 0.00
Supplies	\$ 2,000.00	\$ 12,749.00
Travel	\$ 0.00	\$ 5,307.00
Contract/Consultants	\$ 97,040.00	\$ 81,906.00
Other Costs	\$ 922.00	\$ 0.00
	\$ 99,962.00	\$ 99,962.00

Salaries: \$ 0.00 - No change

Fringe: \$ 0.00 - No change

Supplies: \$ 12,749 - Increase

LAPD seeks to increase the Supplies category by \$9,592 to support the exploration of a program expansion by introducing specially trained supervisors to conduct mediation in the field and to introduce body-worn video (BWV) and in-car video (ICV) to mediation sessions.

There has been a trend of complainants losing interest after making a complaint. Complainants are non-responsive to attempts to reach out to them or no longer interested in mediation. The ability to mediate a complaint immediately when all parties are present would provide an opportunity to bring resolution to an incident without having to coordinate everyone's schedule at a later time and date. In order to implement this, supervisors would need to undergo additional training and continued education with the Los Angeles City Attorney's Office (LACA) Community Policing Unification Program (CPUP).

BWV and ICV are common requests during mediations by both parties. LAPD would like to incorporate these videos, and have them as references during mediation sessions. To incorporate these videos into the sessions, LAPD would need a laptop with LAPD local area network (LAN) access. All videos are stored on the LAPD network and only accessible through equipment with LAPD LAN access. LAPD is also requesting a large screen monitor for viewing and reviewing videos while in the office.

Laptop - \$2,000

Large Screen monitor - \$2,000

Various cables - \$192

Licenses and Photoshop - \$200

Total - \$4,392

Both program expansion ideas will require additional training by the LACA CPUP for mediators. To do this, LAPD would like to request for audio visual equipment for the LACA. This equipment is an important component of the CPUP training module, supporting training for mediators, law enforcement and community members. Additionally, the equipment will be used for community engagement presentations as well as CPUP meetings. Having a dedicated system available to us will enable the LACA facility to become a training hub for the community for police mediation.

Anticipate needs as follows:

Large Screen monitor - \$2,100
Wall Mount - \$200
Laptop - \$2,000
Laptop stand - \$200
Licenses and Photoshop - \$500
Cables and Accessories - \$200
Total: \$5,200

LAPD has determined that purchasing a laptop instead of the budgeted workstation would be most efficient for the LISTEN program, allowing program personnel to take the laptop with them from mediation to mediation and have all relevant information be easily accessible. This increase was due to an updated quote for the device

Laptop - \$1,157

The previous budget allocated \$2,000 for miscellaneous office supplies. There is no change to this allocation.

Travel: \$ 5,307 - Increase

This budget modification seeks to add the travel category to the budget. LAPD's LISTEN program has been selected to be presented at the 2018 IACP Conference in October, to be held in Orlando, FL. Three presenters will be providing a one hour informative presentation focused on the program, its benefits and successes, and a "how to" develop your own program.

Airfare - \$400/round trip flight = \$400
Lodging - \$129/night x 5 nights = \$645
Per Diem - \$59/day x 6 days = \$354
Luggage - \$25/each way x 2 ways = \$50
Airport Shuttle - \$35/each way x 2 ways = \$70
Miscellaneous expenses including taxes, additional transportation to conference, etc: - \$250

Total: \$1,769/person x 3 = \$5,307 total

Contract/Consultants: \$-15,134 - Reduce

1. Contract: Listen Program Facilitator: \$78,206

This grant award provided \$93,340 for a LISTEN Program Facilitator. The duties included intake of biased policing mediation referrals from the LAPD, scheduling of mediations, data collection, and etc. During the course of the program, LACA has hired two program facilitators. The initial facilitator was found to be ill suited when the program experienced a dip in performance. The second facilitator resigned after securing more desirable employment elsewhere. Due to time constraints of the grant period, LAPD is requesting to reallocate the remaining funds to travel and to explore Program expansion ideas.

2. Consultant Fee: Dr. Howard Greenwald, USC \$3,700 – **Increase**

LAPD was unsuccessful in securing a second grant for Dr. Howard Greenwald to conduct a full evaluation on the effectiveness of the program. In subsequent discussions, Dr. Greenwald has agreed to evaluate the Responsivity Tool that is being used by the program to match the right mediator to a specific case. The Responsivity Tool considers factors such as age, race, gender, language, level of hostility involved in the incident, and level of receptiveness to mediation, coupled with mediator's age, race, gender, language, background, training and experience to ensure an effective mediator for the session. Having the right mediator will impact the outcome of these sessions and having an effective responsivity tool will help to ensure the success of the program. Dr. Greenwald's evaluation of the Responsivity Tool will have the biggest impact on the future increasing success of the program as he would advise on how to improve the tool to better match up participants and mediators.

The original budget provided \$2,500 for Dr. Howard Greenwald to evaluate the program. We combined this original budgeted amount with the Consultant Travel amount to get the \$3700 necessary to have the Responsivity Tool evaluated.

3. Consultant Travel: \$0 – **Eliminated**

Other Costs: \$922 – **Eliminated**



COPS
Community Oriented Policing Services
U.S. Department of Justice

Version 1.0.2.36

ABOUT

NEWS & EVENTS

GRANTS & FUNDING

RESOURCES

TECHNICAL ASSISTANCE

TRAINING

LOGOUT

Agency: Los Angeles, City of (CA01942)

AGENCY PORTAL MENU

- HOME
- ACCOUNT INFORMATION
- AGENCY INFORMATION
- AGENCY USERS
- AGENCY CONTACTS
- APPLICATIONS
- GRANTS MANAGEMENT

GRANT MANAGEMENT

Modification complete



DETAILS

Grant Number	Program Type	Initial Award Date	Last Modified Date	Grant End Date	Status
2014CKWX0004	CPD	11/3/2014	8/9/2018	2/28/2019	

GRANT DETAILS

Award Amount: \$99,962.00

Remaining Balance: \$0.00

As Of Date: 08/09/2018

Project Title:

BUDGET SUMMARY

Budget Category	Category Total
B. Civilian/Non-Sworn Officer Positions:	\$0.00
Civilian/Non-Sworn Officer Fringe Benefits:	\$0.00
C. Equipment/Technology:	\$0.00
D. Supplies:	\$12,749.22
E. Travel Training:	\$5,307.00
F. Contracts Consultants:	\$81,906.00
G. Other Costs:	\$0.00
H. Indirect Costs:	\$0.00
Total Project Amount:	\$99,962.22
Total Federal Share Amount: <small>(Total Projected Amount X Federal Share Percentage Allowance)</small>	\$99,962.22
Total Local Share Amount: <small>(Total Projected Amount - Federal Share Amount)</small>	\$0.00

ACTION

- Modify
- Extend
- Decline
- Withdraw
- Constructing Mod
- Revisions Mod
- Final Award
- Documents