

Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Paul Joseph
Jim Shannon

SUBJECT: See Below

DATE: March 3, 2025

Approved



Date:

3/13/25

COUNCIL DISTRICT: Citywide

SUBJECT: Approval of the Proposed 2024 Edward Byrne Memorial Justice Assistance Grant Spending Plan and Adoption of Related Appropriation Actions

RECOMMENDATION

- (a) Approve the proposed Spending Plan for the 2024 Edward Byrne Memorial Justice Assistance Grant in the amount of \$333,733.
- (b) Adopt a resolution accepting the 2024 Edward Byrne Memorial Justice Assistance Grant in the amount of \$333,733 and authorizing the City Manager or her designee to execute the Grant Agreement and all related documents for the grant award received from the U.S Department of Justice without further City Council action.
- (c) Adopt the following 2024-2025 Appropriation Ordinance and Funding Sources Resolution Amendments in the Edward Byrne Memorial Justice Assistance Grant Trust Fund:
 - 1) Establish the 2024 Justice Assistance Grant appropriation to the Police Department in the amount of \$333,733; and
 - 2) Increase the estimate for Revenue from Federal Government by \$333,733.

SUMMARY AND OUTCOME

Approval of the proposed 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) Spending Plan allows the San José Police Department (Department) to use the 2024 JAG grant funds to further the Department's mission to promote public safety; prevent, suppress, and investigate crimes; provide emergency and non-emergency services; and adapt a multi-disciplinary approach to solving community problems.

BACKGROUND

The City has been participating in the Edward Byrne Memorial JAG program since 2005. The City and the County of Santa Clara (County) have been certified as disparate jurisdictions by the United States Department of Justice. Certified disparate jurisdictions are eligible to submit a joint application for funding and expected to come to an understanding regarding the sharing of grant funds.

The City, acting as the fiscal agent, applied for the 2024 Edward Byrne Memorial JAG grant on October 21, 2024. The County, acting as the sub-grantee, will receive \$21,340 of the \$333,733 grant award. A memorandum of understanding has been developed by the City for the 2024 JAG program, which identifies the City of San José as the fiscal agent for the grant and outlines the allocations for the City of San José and the County. The total grant funds will be disbursed to the City in 2024-2025, and the City will fully expend the grant funding by September 30, 2027.

ANALYSIS

For the Department to use the 2024 JAG funds, approval of the proposed spending plan and related appropriation actions is required. The Department proposed the following 2024 JAG spending plan:

2024 JAG Spending Plan		
Project #	Item	Amount
1	Community Partnership Academy	\$120,000
2	Collaboration Platform	\$15,000
3	Tactical Medicine Training Program and Supplies	\$160,000
4	County of Santa Clara, Office of Women's Policy	\$21,340
5	Administrative Costs	\$17,393
	Total	\$333,733

Project 1: Community Partnership Academy (\$120,000):

The Department will utilize \$120,000 of grant funding for the Community Partnership Academy Program to cover overtime costs for staff to facilitate the classes three times per year. The purpose of the program is to create a partnership between the public and the police. This program will engage community members to create partnerships that will provide collaboration and encourage mindful conversation concerning police work. The academy will be an 8-week program designed to provide the community with a greater understanding of law enforcement and an in depth look at the Department's organizational structure, functions, and operational procedures. The academy will be held three times per fiscal year during the duration of this grant.

Project 2: Collaboration Platform (\$15,000):

Funding in the amount of \$15,000 will be used for the procurement of a collaboration platform. The purchase of a secured platform would allow Department personnel to securely communicate with each other or with key stakeholders from other agencies during critical incidents or criminal investigations. The platform will provide the ability to share information in real time via a mobile web-based interface. The collaborative technology platform will allow the Department to streamline, control, and securely disseminate critical incident and criminal investigation information. Additionally, there will be an ongoing annual subscription cost of \$13,000, which will be absorbed within the Department's existing budget.

Project 3: Tactical Medicine Training Program and Supplies (\$160,000):

The Department will utilize \$160,000 of grant funding to enhance the Tactical Medicine Training Program for the Mobile Emergency Response Group and Equipment Unit. The purpose of the program is to train officers in responding to traumatic injuries which are typically sustained during critical incidents. The project will fund the training and equipment for officers to be trained as emergency medical technicians to comply with Peace Officer Standards and Training's guidelines.

Project 4: County of Santa Clara, Office of Women's Policy (\$21,340):

The County will use funding in the amount of \$21,340 to support the Office of Women's Policy that will further the goal of ending girls' incarceration. The County will prepare and present tiered trainings to stakeholders that interact with youth involved in the justice system. These stakeholders include law enforcement, stakeholders who work with youth, and youth from the Juvenile Justice Gender Responsive Collaborative Youth Leadership Council. Some of the training topics will include, but not limited to, gender affirming care, trauma-informed care, cultural competency, and victim awareness.

Project 5: Administrative Costs (\$17,393):

The Department set aside \$17,393 for administrative duties related to preparing and submitting financial status reports, programmatic progress reports, preparing grant modifications, tracking grant related expenditures, and facilitating procurement.

EVALUATION AND FOLLOW-UP

This memorandum will not require any staff follow-up.

COST SUMMARY/IMPLICATIONS

The recommendations in this memorandum will recognize and appropriate the 2024 Justice Assistance Grant in the amount of \$333,733. This grant functions as a reimbursement grant and is required to fully expend the grant award by September 30, 2027. The funds will be expended according to the spending plan set forth in this memorandum. The collaboration platform project will require an ongoing annual subscription cost of \$13,000. The ongoing costs will be absorbed by the Department's Non-Personal/Equipment appropriation in the General Fund.

BUDGET REFERENCE

The table below identifies the fund and appropriations recommended to be amended as part of this memorandum.

Fund #	Appn. #	Appropriation Name	Total Appropriation	Rec. Budget Action	2024-2025 Adopted Operating Budget Page	Last Budget Action (Date, Ord. No.)
474	R110	Revenue from Federal Government	\$1,140,970	\$333,733	956	10/22/2024, 24-368
474	New	2024 Justice Assistance Grant	N/A	\$333,733	N/A	N/A

COORDINATION

This memorandum has been coordinated with the City Attorney's Office.

PUBLIC OUTREACH

This memorandum will be posted on the City's Council Agenda website for the March 25, 2025 City Council meeting.

COMMISSION RECOMMENDATION AND INPUT

No commission recommendation or input is associated with this action.

HONORABLE MAYOR AND CITY COUNCIL

March 3, 2025

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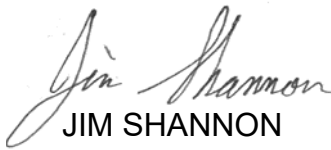
Not a Project, File No. PP17-004, Government Funding Mechanism or Fiscal Activity with no commitment to a specific project which may result in a potentially significant physical impact on the environment.

PUBLIC SUBSIDY REPORTING

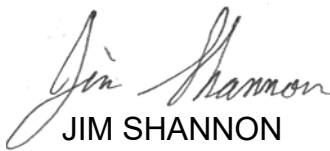
This item does not include a public subsidy as defined in section 53083 or 53083.1 of the California Government Code or the City's Open Government Resolution.

/s/

PAUL JOSEPH
Chief of Police


JIM SHANNON
Budget Director

I hereby certify that there will be available for appropriation in the Edward Byrne Memorial Justice Assistance Grant Trust Fund in the Fiscal Year 2024-2025 moneys in excess of those heretofore appropriated wherefrom, said excess being at least \$333,733.


JIM SHANNON
Budget Director

For questions, please contact Jennifer Otani, Division Manager, Police Department, at jennifer.otani@sanjoseca.gov or 408-537-1625 or Joanna Zywno, Administrative Officer at (408) 537-1625.