



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Paul Joseph
Jim Shannon

SUBJECT: See Below

DATE: January 6, 2025

Approved

Date:

1/14/25

COUNCIL DISTRICT: Citywide

**SUBJECT: Acceptance of the Bureau of Justice Assistance Fiscal Year 2024
National Sexual Assault Kit Initiative Grant**

RECOMMENDATION

- (a) Adopt a resolution accepting the 2024 Bureau of Justice Assistance National Sexual Assault Kit Initiative grant in the amount of \$2,500,000 and authorizing the City Manager or her designee to execute the grant agreement, additional amendments, and all related documents, including online certifications at time of award acceptance and reimbursement requests, without further City Council action.
- (b) Adopt the following Appropriation Ordinance and Funding Sources Resolution Amendments in the General Fund:
 - (1) Establish the 2024 National Sexual Assault Kit Initiative City-Wide Expenses appropriation to the Police Department in the amount of \$702,138; and
 - (2) Increase the estimate for Revenue from Federal Government by \$702,138.

SUMMARY AND OUTCOME

Approval of this recommendation will provide grant funding to address the investigation of Sexual Assault Kits, conduct additional investigative follow up on cases, and prioritize cases based on statute of limitations.

BACKGROUND

In June 2024, the Bureau of Justice Assistance released a grant solicitation for Fiscal Year 2024 National Sexual Assault Kit Initiative. In December 2024, the San José Police Department's (Department) application for this grant was accepted and approved in the amount of \$2,500,000 to address a backlog of over 900 sexual assault kits that have not been fully tested, increase investigative capacity, conduct follow-ups on cases, and hire an temporary full-time analyst to support the project. This is a three-year reimbursable grant, and the Department will be responsible to ensure the expenditures are allowable as set forth in the Department of Justice Financial Guide and City Policy and Procedures.

ANALYSIS

The grant term is October 1, 2024 to September 30, 2027. This grant will be used to hire a temporary Analyst to complete inventory of sexual assault kits, and review and prioritize cases based on statute of limitations, assist with Violent Criminal Apprehension Program entries, and assist with follow up investigations. In addition, the Analyst will work directly with the County of Santa Clara Office of the District Attorney's Crime Laboratory to collect all the necessary crime lab reports.

The following list provides information on the three-year spending plan for the National Sexual Assault Kit Initiative Grant as approved by the Bureau of Justice Assistance. These estimates are subject to reallocation and/or change over the course of the grant term; however, the total grant amount to the City will remain the same.

- \$584,348 of the funds will be utilized by the Department to hire a temporary full-time Analyst to ensure the tracking and reporting requirement of the sexual assault kits.
- \$1,107,095 of the funds will be utilized by the Department for detective overtime costs for the investigation and follow-up of these cases.
- \$27,351 of the funds will be utilized to attend a 2-day annual Sexual Assault Kit Initiative workshop during the course of the grant period. The estimated amount includes airfare, hotel, and per diem cost.
- \$779,406 of the funds will be used to reimburse Signature Science forensic laboratory to conduct the sexual assault evidence testing.
- \$1,800 of the funds will be used for a software license to assist with the tracking of sexual assault kits.

The following table illustrates a summary of the three-year spending plan by Fiscal Years.

Spending Category	2024-2025	2025-2026	2026-2027	Total
A. Temporary Analyst	\$185,360	\$194,636	\$204,352	\$584,348
B. Police Officer Overtime	\$351,180	\$368,739	\$387,176	\$1,107,095
C. Training and Travel	\$9,117	\$9,117	\$9,117	\$27,351
D. Contract – Signature Science	\$155,881	\$389,703	\$233,822	\$779,406
E. Supplies	\$600	\$600	\$600	\$1,800
Total City Appropriation by Fiscal Year	\$702,138	\$962,795	\$835,067	\$2,500,000

EVALUATION AND FOLLOW-UP

This memorandum will not require any staff follow-up.

COST SUMMARY/IMPLICATIONS

This project is being funded by the Bureau of Justice Assistance National Sexual Assault Kit Initiative Grant. The funds will be appropriated and expended according to the spending plan set forth in this memorandum through September 30, 2027, with the amount of \$702,138 recommended for appropriation as part of the approval of this memorandum. The remaining \$1,797,862 will be recommended for appropriation in future fiscal years. There is no cash or in-kind match requirement with this grant and any funding for ongoing expenses past the grant term will be absorbed by the Department’s existing operating budget.

HONORABLE MAYOR AND CITY COUNCIL

January 6, 2025

Subject: Acceptance of the Bureau of Justice Assistance Fiscal Year 2024 National Sexual Assault Kit Initiative Grant

Page 4

BUDGET REFERENCE

Fund #	Appn. #	Appropriation Name	Total Appropriation	Rec. Budget Action	2024-2025 Adopted Operating Budget Page	Last Budget Action (Date, Ord. No.)
001	R110	Revenue from Federal Government	\$11,258,670	\$702,138	133	10/22/24, 24-368
001	NEW	2024 National Sexual Assault Kit	\$0	\$702,138	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 January 28, 2025 City Council meeting.

COMMISSION RECOMMENDATION AND INPUT

No commission recommendation or input is associated with this action.

CEQA

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.

HONORABLE MAYOR AND CITY COUNCIL

January 6, 2025

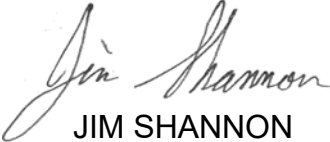
Subject: Acceptance of the Bureau of Justice Assistance Fiscal Year 2024 National Sexual Assault Kit Initiative Grant

Page 5

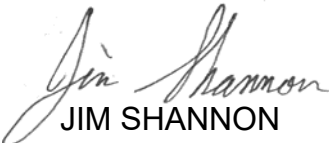
PUBLIC SUBSIDY REPORTING

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 funds for appropriation in the General Fund in the Fiscal Year 2024-2025 moneys in excess of those heretofore appropriated wherefrom, said excess being at least \$702,138.


JIM SHANNON
Budget Director

For questions, please contact Jennifer Otani, Division Manager, Police Department at jennifer.otani@sanjoseca.gov or 408-537-1625 or Captain Jason Dwyer at (408) 277-4002.