



April 28, 2022

Sylvia Perez, Senior Grants Analyst
San Jose, City of
201 West Mission Street
San Jose, CA 95110-1701

Subject: **NOTIFICATION OF APPLICATION APPROVAL**
Internet Crimes Against Children Program
Subaward #: IC21 12 7928, Cal OES ID: 085-68000

Dear Ms. Perez:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$950,000, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt.

This subaward is subject to the Cal OES Subrecipient Handbook. You are encouraged to read and familiarize yourself with the Cal OES Subrecipient Handbook, which can be viewed on Cal OES website at www.caloes.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 OES.

Should you have questions on your subaward please contact your Program Specialist.

VSPS Grants Processing

Enclosure

c: Subrecipient's file

3650 SCHRIEVER AVENUE | MATHER, CALIFORNIA 95655
VICTIM SERVICES BRANCH
TELEPHONE: (916) 845-8112

(Cal OES Use Only)

Cal OES #	085-68000-04	FIPS #	085-68000	VS#		Subaward #	IC21 12 7928
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CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES

GRANT SUBAWARD FACE SHEET

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

1. **Subrecipient:** City of San Jose **1a. DUNS#:** 063541874 **UEI:** QUA4AULJ8FM3
2. **Implementing Agency:** San Jose Police Department **2a. DUNS#:** 063541874 **UEI:** QUA4AULJ8FM3
3. **Implementing Agency Address:** 201 W. Mission St. San Jose 95110-1701
(Street) (City) (Zip+4)
4. **Location of Project:** San Jose Santa Clara 95110-1701
(City) (County) (Zip+4)
5. **Disaster/Program Title:** IC - Internet Crimes Against Children Program **6. Performance Period:** 1/1/2022 **to** 12/31/2022
(Start Date) (End Date)
7. **Indirect Cost Rate:** N/A **Federally Approved ICR (if applicable):** _____ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2022	ICAC	\$950,000						\$950,000
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost	\$950,000		\$950,000				\$950,000

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

14. CA Public Records Act - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. Official Authorized to Sign for Subrecipient:

Name: Sarah Zarate Title: Director, City Manager's Office

Payment Mailing Address: 201 W. Mission St. City: San Jose Zip Code+4: 95110-1701

Signature: *Sarah Zarate* Date: 11-2-21

16. Federal Employer ID Number: 946000419

(FOR Cal OES USE ONLY)

I hereby certify on my personal knowledge that budgeted funds are available for the period stated above.

Mary Rucker 4/22/2022 *Heather Carlson* 4/22/2022
 (Cal OES Fiscal Officer) (Date) (Cal OES Director or Designee) (Date)

ML# 745604

ENY: 2021-22 Chapter: 21 SL: 14133
 Item: 0690-1011-0001 Pgm: 0385
 Fund: General Fund
 Program: Internet Crimes Against Children Program
 Match Req.: None
 Project ID: OES21ICAC000000
 SC: 2021-14133 Amount: \$ 950,000

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Grant Subaward Contact Information

Grant Subaward #: ⁷⁷IC21 ¹²~~43~~ 7928 AP

Subrecipient: City of San Jose

1. **Grant Subaward Director:**

Name: Sylvia Perez Title: Senior Grants Analyst
Telephone #: 408-537-1617 Email Address: sylvia.perez@sanjoseca.gov
Address/City/ Zip Code (9-digit): 201 W. Mission St. San Jose, CA 95110-1701

2. **Financial Officer:**

Name: Jennifer Otani Title: Administrative Officer
Telephone #: 408-537-1618 Email Address: jennifer.otani@sanjoseca.gov
Address/City/ Zip Code (9-digit): 201 W. Mission St. San Jose, CA 95110-1701

3. **Programmatic Point of Contact:**

Name: Sean Pierce Title: Police Sergeant
Telephone #: 408-537-1397 Email Address: sean.pierce@sanjoseca.gov
Address/City/ Zip Code (9-digit): 201 W. Mission St. San Jose, CA 95110-1701

4. **Financial Point of Contact:**

Name: Jennifer Gonzalez Title: Grants Analyst
Telephone #: 408-537-1631 Email Address: jennifer.gonzalez@sanjoseca.gov
Address/City/ Zip Code (9-digit): 201 W. Mission St. San Jose, CA 95110-1701

5. **Executive Director** of a Non-Governmental Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Anthony Mata Title: Chief of Police
Telephone #: 408-277-4212 Email Address: anthony.mata@sanjoseca.gov
Address/City/ Zip Code (9-digit): 201 W. Mission St. San Jose, CA 95110

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Sarah Zarate Title: Director, City Manager's Office
Telephone #: 408-535-8100 Email Address: sarah.zarate@sanjoseca.gov
Address/City/ Zip Code (9-digit): 200 East Santa Clara St. San Jose, CA 95113-1903

7. **Chair** of the **Governing Body** of the Subrecipient:

Name: Jennifer Maguire Title: City Manager
Telephone #: 408-535-8100 Email Address: jennifer.maguire@sanjoseca.gov
Address/City/ Zip Code (9-digit): 200 East Santa Clara St. San Jose, CA 95113-1903



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Grant Subaward Signature Authorization

Grant Subaward #: ⁷⁷IC21 ¹²~~43~~ 7928 AP

Subrecipient: City of San Jose

Implementing Agency: San Jose Police Department

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

Grant Subaward Director:

Printed Name: Sylvia Perez

Signature: Sylvia Perez Digitally signed by Sylvia Perez
Date: 2021.11.08 09:22:37 -08'00'

Date: 11/08/2021

Financial Officer:

Printed Name: Jennifer Otani

Signature: Jennifer Otani

Date: 11/8/21

The following persons are authorized to sign for the **Grant Subaward Director**:

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

The following persons are authorized to sign for the **Financial Officer**:

Signature: Lisa Perez

Printed Name: Lisa Perez

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Grant Subaward Signature Authorization – Cal OES 2-103 (Revised 10/2020)



Grant Subaward Certification of Assurance of Compliance

Grant Subaward #: 77 12 IC21 13 7928

AP

Subrecipient: City of San Jose

I, Sarah Zarate (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

I. Federal Grant Funds – SRH Sections 14.005

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure a single audit pursuant to Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to allocate federal funds for the audit costs.

- ☒ Subrecipient expends \$750,000 or more in federal funds annually.
☐ Subrecipient does not expend \$750,000 or more in federal funds annually

II. Equal Employment Opportunity – SRH Section 2.025

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requested or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law.

Subrecipients certify that they will comply with all state and federal requirements regarding EEO, nondiscrimination, and civil rights.

EEO Officer: Jennifer Schembri

Title: Director of Employee Relations

Address: 200 East Santa Clara Street, San Jose, CA 95113-1905

Telephone Number: 408-535-8150

Email Address: jennifer.schembri@sanjoseca.gov

III. Drug-Free Workplace Act of 1990 – SRH Section 2.030

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

IV. California Environmental Quality Act (CEQA) – SRH Section 2.035

The California Environmental Quality Act (CEQA) (Public Resources Code, Section 21000 et seq.) requires all Cal OES-funded Subrecipients to certify compliance with CEQA. Subrecipients must certify they have completed, and will maintain on file, the appropriate CEQA compliance documentation.

V. Lobbying – SRH Sections 2.040 and 4.105

Grant Subaward funds, property, and funded positions must not be used for any lobbying activities. This includes, but is 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 – SRH Section 2.045

Subrecipients receiving federal funds must certify that they will adhere to Federal Executive Order 12549, Debarment and Suspension. The Subrecipient certifies that neither the Subrecipient nor its principals are 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 or agency.

The Subrecipient certifies that it will not make any Second-Tier Subaward, or enter into any contract greater than \$25,000, with parties that are debarred, suspended, or otherwise excluded or ineligible for participation in Federal programs or activities.

VII. Proof of Authority from City Council/Governing Board – SRH Section 1.055

Subrecipients accept responsibility for and must comply with the requirement to obtain a signed resolution from governing body (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. It is agreed that any liability arising out of the performance of this Grant Subaward, including civil court actions for damages, shall be the responsibility of the Subrecipient. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also

agreed that Grant Subaward funds received from Cal OES shall not be used to supplant expenditures controlled by the governing board.

Subrecipients are required to obtain written authorization by the governing body (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. The Applicant is also required to maintain said written authorization on file and make readily available upon demand.

VIII. Civil Rights Compliance – SRH Section 2.020

The Subrecipient complies with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES 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 Subrecipient may be ineligible for Subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient 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 Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient 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.

Official Designee's Signature: Sarah Zarate

Official Designee's Typed Name: Sarah Zarate

Official Designee's Title: Director, City Manager's Office

Date Executed: 11-2-2021

Federal Employer ID #: 94-6000419 Federal DUNS #: 063541874 UEI: QUA4AULJ8FM3 AP

Current System for Award Management (SAM) Expiration Date: ~~01/27/2022~~ 01/27/2023 AP

Executed in the City/County of: City of San Jose, Santa Clara County

AUTHORIZED BY:

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

Signature: Jennifer Maguire

Typed Name: Jennifer Maguire

Title: City Manager



Grant Subaward Budget Pages

Single Fund Source

TT 12

Subrecipient: City of San Jose		Grant Subaward #: IC21 13 7928 AP
A. Personnel Costs - Line-item description and calculation		Total Amount Allocated
Salary - 40 hours per week x \$51.98 x 52 weeks		\$108,118
1.0 FTE - Digital Forensic Analyst (Dylan Hodges)		
Benefits - 67% x \$108,118		\$72,439
Retirement= 56%, Health/Dental =11%		
Overtime - CSO Vigilant Parent Community Service Officer, I/II/Senior/Supervising		\$28,214
\$87.08 x 3 hrs x 3 CSOs x 3 sessions x 12 months		
PERSONNEL COSTS CATEGORY TOTAL		\$208,771

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Grant Subaward Budget Pages

Single Fund Source

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Subrecipient: City of San Jose <i>TT</i>	Grant Subaward #: IC21 13 7928 <i>AP</i>
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
Cellebrite UFED 4PC renew SJPd and SFPD \$4,700/renewal x 2 renewal	\$9,400
ADF for Affiliates renewal \$1,650/ADF x 4 ADFs	\$6,600
XRY for affiliates renewal \$3,400/XRY x 3 XRYs	\$10,200
Hootsuite \$600 x 1 renewal	\$600
XWAYS Contra Costa County \$3,000 x 1 license	\$3,000
Cellebrite Digital Collector \$1,450 x 1 license	\$1,450
Traffic Software \$1,375/traffic software x 4 traffic software's	\$5,500
128 gb Memory upgrade for SFPD \$500/memory upgrade x 1 memory	\$500
Forensic Laptop for Salinas Van \$4,500/forensic laptop x 2 laptops	\$9,000
Forensic Laptop for HT \$4,500/Laptop x 1 laptop	\$4,500
Training \$1,725.67/person x 12	\$20,708
Dell Laptops for Affiliates \$1,523.55/laptop x 20 laptops	\$30,471
PSA and Outreach for Vigilant Parent Program	\$20,000
OPERATING COSTS CATEGORY TOTAL	\$121,929 \$101,929 <i>AP</i>

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Grant Subaward Budget Pages

Single Fund Source

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Subrecipient: City of San Jose <i>TT</i>		Grant Subaward #: IC21 13 7928 <i>AP</i>	
C. Equipment Costs - Line-item description and calculation		Total Amount Allocated	
Cellebrite Premium Renewal \$125,000/renewal x 1 renewal		\$125,000	
Cellebrite Pathfinder License \$50,000/renewal x 1 renewal		\$50,000	
Gray Key renewal \$23,500/Gray Key renewal x 8 renewals		\$188,000	
Penlink license 2 renewals including annual training [(2*\$14,250/renewal)+\$1,500 annual training]		\$30,000	
Magnet Axiom \$7,500/axiom x 1 axiom		\$7,500	
Investigator Forensic Towers (10 towers x \$13,780/tower)		\$137,800	
Health and Wellness - Gym Equipment \$20,000 x 1		\$20,000	
Undercover Operation Camera System \$20,333.33/system x 3 systems		\$61,000	
PSA and Outreach Funds for Vigilant Parent		\$20,000	
EQUIPMENT COSTS CATEGORY TOTAL ✓		\$619,300	\$639,300 <i>AP</i>
Total Project Cost (Must match the Grant Subaward Face Sheet)		\$950,000	

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VSPS Budget Summary Report

IC21 Internet Crimes Against Children Program
San Jose, City of
 Internet Crimes Against Children

Subaward #: IC21 12 7928
Performance Period: 01/01/22 - 12/31/22
Latest Request: , Not Final 201

A. Personal Services - Salaries/Employee Benefits

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
S	21ICAC	208,771	0	208,771	0	208,771
Total A. Personal Services - Salaries/Employee Benefits:		208,771	0	208,771	0	208,771

B. Operating Expenses

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
S	21ICAC	121,929	0	121,929	0	121,929
Total B. Operating Expenses:		121,929	0	121,929	0	121,929

C. Equipment

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
S	21ICAC	619,300	0	619,300	0	619,300
Total C. Equipment:		619,300	0	619,300	0	619,300

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
Total Local Match:	0	0	0	0	0
Total Funded:	950,000	0	950,000	0	950,000
Total Project Cost:	950,000	0	950,000	0	950,000

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

04/28/22



Grant Subaward Budget Narrative

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TT Grant Subaward #: IC21 ~~13~~ 7928

Subrecipient: City of San Jose

Budget Narrative

Categories A - Personal Services

1) Salaries

Digital Forensic Analyst - 1.0 FTE

Funds will be utilized to retain a highly trained, full-time forensic analyst dedicated to the Silicon Valley Internet Crimes Against Children (SVICAC) Task Force. The Digital Forensic Analyst will assist in digital forensic examinations; improve task force effectiveness to prevent, interdict, investigate, and prosecute Internet crimes against children and technology-facilitated child exploitation; and reduce forensic examination backlog and increase the number of forensic exams that taskforce complete during the project period. The full-time staff will provide an immense benefit to the SVICAC Task Force that currently backlogged in digital forensic examinations.

40 hours per week x \$51.98 x 52 weeks = \$108,118

2) Benefits

Digital Forensic Analyst - 1.0 FTE



Grant Subaward Budget Narrative

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Grant Subaward #: IC21 ~~13~~ 7928

Subrecipient: City of San Jose

Funds will be utilized to fund the job benefits of a full time digital forensic analyst, which calculates to 67% of total salaries. Of the 67% benefits, 56% is for retirement contribution and 11% is for medical and dental health benefits.

$67\% \times \$108,118.00 = \$72,439$

3) Overtime

Community Service Officer (CSO) Vigilant Parent

Overtime funds have been budgeted for Community Service personnel to assist in facilitating the Vigilant Parent Initiative. The Vigilant Parent Initiative is an interactive program for parents that provides hands-on access to some of the social media Applications (APPS). Often our children are more tech savvy than parents; however, they are unaware of the dangers of the Internet. This program allows parents to log into fictitious Social Media accounts and see what their children are exposed to. It also teaches them how to use safety filters in APPS most popular with children. Three overtime hours for up to three Community Service personnel (Community Service Officer (CSO) I, II, Senior, and/or Supervising classifications) will assist in facilitating two to three classes a month for 12 months. These hours may vary depending on the school year and outreach events such as National Night Out.



Grant Subaward Budget Narrative

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Grant Subaward #: IC21 ~~13~~ 7928

Subrecipient: City of San Jose

\$87.08 rate x 3 hours x 3 CSOs x 3 session per month x 12 months = \$28,214

Categories B – Operating Expenses

Cellebrite Renewals

Funds have been budgeted for the renewals of vital software that assist in forensic investigations and examinations. Cell phones are becoming a predominant technological medium in the daily lives of everyone including many of the predators that are being investigated. Cellebrite has been essential for SVICAC by providing the appropriate forensic tools that help SVICAC unlock passcodes and encryptions on cell phones. These forensic tools have been essential in reducing case backlogs and speeding up investigations by allowing forensic investigators and detectives to unlock and extract digital data that can then be analyzed, which is critical to meeting SVICAC objectives.

In the response to the increased need for forensic examinations, San Jose is requesting funds to supply one more affiliate with the Cellebrite tool. The Cellebrite tool is a cell phone forensic tool used by a forensic examiner to extract data from suspect and victims' phones to assist in successful investigations. The Cellebrite tool is integral in SVICAC operations and this tool will be assigned to San Francisco Police ICAC, who will share it with the border affiliates.



Grant Subaward Budget Narrative

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Grant Subaward #: IC21 ~~13~~ 7928

Subrecipient: City of San Jose

Cellebrite UFED 4 PC Ultimate renewal \$4,700/renewal x 1 renewal

Cellebrite UFED 4 PC Ultimate renewal for SFPD \$4,700/renewal x 1 renewal

Supplies for San Francisco Police Department

As an integral affiliate for SVICAC task force, funds are being requested to provide essential supplies that will help San Francisco Police Department (SFPD) perform day to day tasks. Their quantity of work requires a memory upgrade, which will help improve system performance and avoid delays associated with storage.

\$500/memory upgrade x 1 memory upgrade

Renewals for Affiliates

Our agency affiliates have benefited from the ADF provided to them as well as the XRY tools. The XRY tool is a cell phone forensic tool used by a forensic examiner to extract data from suspect and victims' phones to assist in a successful investigation. These tools have been integral in the investigations for our affiliates and need to be renewed to help continue to meet SVICAC objectives.

\$1,650/ADF renewal x 4 ADFs = \$6,600

\$3,400/XRY renewal x 3 XRYs = \$10,200



Grant Subaward Budget Narrative

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TT Grant Subaward #: IC21 ~~13~~ 7928

Subrecipient: City of San Jose

Equipment and Tools for Salinas County Forensic Van

Funds are being requested for equipment and tools that will help Salinas County with investigations and forensic examinations. San Jose ICAC is responsible for ensuring that all affiliates have the proper equipment to successfully conduct ICAC investigations. The goal of the San Jose ICAC is to expand not only the investigator side of the Task Force, but the Forensic side as well. The time and expertise that is needed to conduct forensic examinations can be facilitated with technology. Salinas Police Department is in the final stages of building their Grant Funded Forensic vehicles. In preparation for the completion of these vehicles, they will need some equipment and tools. Funds are being requested for forensic laptops, which are designed to be used during Forensic examinations. Forensic examinations require laptops equipped with specifications that allow the forensic team to properly utilize the tools required to complete forensic investigations and examinations. Additionally, funds are requested for one forensic laptop for SVICAC and San Jose Police Department Human Trafficking to process the evidence material in a safe and expedited manner

\$4,500/forensic laptop x 2 laptops for Salinas = \$9,000

\$4,500/forensic laptop x 1 laptop for HT = \$4,500



Grant Subaward Budget Narrative

Grant Subaward #: ¹²IC21 ~~43~~ 7928

Subrecipient: City of San Jose

Licenses for Contra Costa County

Funds are being requested to supply Contra Costa County with licenses and equipment required to respond to the increased need for forensic examinations. The XWAYS product is a forensics analytical tool for conducting an examination on phones and computers. There are many small agencies in the task force that do not have the budget for these types of tools. Contra Costa County has their own Forensic examiners and they handle the Northern part of the Task Force. The goal is to train as many forensic examiners in the Task Force due to the time and expertise needed to complete forensic examinations.

Additionally, funds are being requested to supply Contra Costa County with a Cellebrite Digital Collector license. The Cellebrite Digital Collector product is a forensics analytical tool for conducting examination on Apple Products only. SVICAC is seeing a large increase of Apple products being used and many small agencies in the task force that need the appropriate tools to examine these products. Contra Costa County has their own Forensic examiners and will help handle the Northern part of the Task Force.

\$3,000/XWAYS x 1 XWAYS

\$1,450/Digital Collector x 1 Digital Collector



Grant Subaward Budget Narrative

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Subrecipient: City of San Jose

SVICAC Social Awareness

The use of social media is increasing significantly amongst the members of our community. SVICAC has the goal of increasing our Social Media footprint to engage with the community in an effort to raise awareness and education. Funds are being requested to help increase our Social Media footprint and ensure that updates to our website are up to date and provided frequently. Hootsuite Social Media Manager is a social media management tool that allows SVICAC to manage multiple social media networks and view analytical data from the social media engagement that is attained from the public. SVICAC is finding that social media engagement has significantly helped to educate community members with information on how to better protect the youth. Social media has been a vital medium of communication with the community. Additionally, funds are requested to work on a billboard campaign to further increase outreach with the community.

\$600/media manager x 1 media manager

Traffic Software

Funds are being requested to purchase traffic jam software that will allow detectives to monitor and locate ads being posted by human traffickers. SVICAC



Grant Subaward Budget Narrative

Grant Subaward #: IC21 ¹²~~43~~ 7928

Subrecipient: City of San Jose

has recently merged with San Jose Human Trafficking Team and the Human Trafficking team is now part of ICAC, working on joint operations. Human traffickers are not only trafficking young children, but they are also manufacturing child sexual abuse images to create ads on various sex workers advertisement websites. With the use of traffic jam software, detectives and investigators will be able to locate ads and better complete their examinations and investigations.

$\$1,375/\text{traffic software} \times 4 \text{ traffic software's} = \$5,500$

Wellness Training

The Wellness Retreat Training was created with the collaboration with the five California ICAC Commanders, who are not only working together on cases but are facing the same issues in the field. This training was designed for California ICAC'S only, due to the uniqueness in being the only state with more than 3 ICAC's. The plan for the training is separated into three categories:

The first category is to let the detectives and Commander's confer with each other to discuss strategies in working complex cases and share new ideas and innovative approaches to challenges faced.

The second category is to arrange representatives within Industry where they present 1-2 blocks on their platform and the trends they are seeing. We will



Grant Subaward Budget Narrative

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also roundtable on different ways to process the thousands of Cyber Tips that come in every year. San Jose ICAC and LA ICAC alone receive almost 30,000 Cyber Tips a year.

The third and most important category is wellness. The final day of this training will be dedicated to shift wellness. The Shift Wellness staff provide one full day of activities dedicated to helping Detectives deal with and process the issues that they encounter.

$\$1,725.67/\text{person} \times 12 = \$20,708$

Dell Laptops for Affiliates

Funds are being requested to supply San Jose ICAC affiliates with the proper equipment to successfully conduct ICAC investigations. The goal of the San Jose ICAC is to expand not only the investigator side of the Task Force, but the Forensic side. The time and expertise that is needed to conduct forensic examinations is increasing with technology. We currently have 105 affiliate agencies and over 250 members. One of the many tasks required of an ICAC affiliate is to investigate Cyber Tips that are distributed from the National Center for Missing and Exploited Children to San Jose. The Cyber Tips are then rerouted to the appropriate jurisdiction. The Cyber Tips all involve contraband that most



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affiliate agencies do not want on their agency computers. The above computers will be distributed to affiliates to investigate Cyber Tips. SVICAC is seeing an increase in the number of affiliates that are working Cyber Tips with limited number of laptops. By providing these affiliate agencies with laptops we will be able to better process the Cyber Tips in a more efficient manner.

\$1,523.55/laptop x 20 laptops = \$30,471

Category C – Equipment

Cellebrite Premium

As the number of cell phone evidence increases, SVICAC is requesting funds to purchase Cellebrite premium, an essential solution that will allow full file system extraction on any iOS device and Android devices. This allows forensic examiners to extract more data than what is possible through other methods of extractions. This product will allow SVICAC to gain access to 3rd party app data, chat conversations, downloaded emails, email attachments, and deleted content, which allows SVICAC a better opportunity to find and stop predators.

\$125,000/premium x 1 premium

Gray Key renewals



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Funds will be used to renew 8 GrayKey cell phone forensic licenses. iPhones are among the most secure mobile systems available today. Without the user's passcode to access the iPhone, law enforcement is unable to advance ICAC investigations. GrayKey is a forensic tool designed to unlock any iOS devices that are password protected. Areas such as San Francisco, San Jose, and Contra Costa have been plagued with similar types of criminal investigations. The taskforce includes over 100 agencies within 11 counties.

\$23,500/Gray Key renewal x 8 renewals = \$188,000

Magnet Axiom for Contra Costa County

In the response to the increased need for Forensic examinations San Jose is requesting funds to supply Contra Costa County with an Axiom License. The Axiom license is a forensics analytical tool used for conducting examination on phones and computers. Axiom is the only tool that currently does Cloud based forensics.

\$7,500/Axiom x 1 Axiom

Investigator Cold Towers



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Funds are being requested to purchase investigator cold towers. San Jose ICAC currently has 8 investigators who work ICAC cases including Cyber Tips. San Jose ICAC writes and executes hundreds of search warrants a month to various ISP/ESP's. The returns they get from those companies are hundreds sometimes thousands of pages long. They also get Forensic extractions from the forensics team from computer and cell phone dumps that are also several hundred pages long. The Forensic towers will facilitate the processing of the materials in a safe and expedited manner. Currently, City-issued computer towers are used, which do not have the proper capabilities to handle the volume of pages and information. The cell phone towers are necessary in order to decrease the processing time and better perform investigations and examinations.

Funds are requested to purchase Forensic towers that will allow SVICAC and San Jose Police Department Human Trafficking to process the evidence material in a safe and expedited manner. An additional tower is requested for SFPD due to the high volume of evidence being processed by the agency. This forensic tower will make it possible to process a high volume of data, that will expedite examinations and investigations.

\$13,780/tower x 10 towers = \$137,800



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Analytical Licenses for Investigations and Examinations

Funds are being requested to purchase three Penlink Licenses that will help detectives organize data. SVICAC has seen an increase in social media search warrants and many of these warrant returns are as much as 2,500 pages. The Penlink license will allow detectives to track suspects with proper legal service as well as parse out returns. This will save detectives hours of time during an investigation. Additionally, funds are being requested to purchase two Cellebrite pathfinder licenses and a one-time server fee. This analytical tool will help with the processing evidence and data from a variety of digital devices and cloud sources. These licenses will provide investigators with the analytical tools that will ensure successful analysis of digital data and ensure successful investigations and examinations.

\$15,000/Penlink license (including annual training) x 2 Penlink licenses = \$30,000

\$50,000/Cellebrite Pathfinder license (including server fee) x 1 = \$50,000

Wellness and Health – Gym Equipment

SVICAC Detectives have varying tasks than other detectives in police work in that they spend 10-12 hours a day in front of a computer. The long hours of data that they are viewing on a daily basis, the age of victims and violence

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associated with the content can be traumatizing to detectives over time. Taking preventative measures to help prevent detectives from suffering from trauma is a number one priority. SVICAC is housed at an offsite facility in a private location, which does not provide the task force with access to any gym without travel. A big part of the Wellness Program is to encourage good physical fitness. The gym equipment will allow Detectives ensure they are physically healthy, which is integral to ensuring employee retention and vital for productivity.

Gym Equipment \$20,000

VIGILANT PARENT PSA AND OUTREACH

Funds are being requested for PSA funds that will help with one of the most fundamental missions of ICAC: to provide education and awareness to those being targeted by predators and their parents. The victims of crimes investigated by SVICAC are juveniles and do not understand the dangers of the internet. SVICAC is finding that parents also do not understand the dangers of the internet. SVICAC is working on spreading our awareness through billboard campaigns and community outreach events that will not only encourage questions and start the conversations, but it leads them to the SVICAC site directly, where they are able to find resources that facilitate education and reporting. The use of these funds



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will increase accessibility to information which is vital for those who do not know where to attain this information. Parents and youth will be exposed to large amounts of information that is useful in preventing internet crimes and helps facilitate reporting.

PSA Billboard Campaign and Outreach Materials = \$20,000 x 1

UNDERCOVER OPERATION CAMERA SYSTEM

In the past ICAC concentrated on Internet Crimes against Children exclusively including Peer2Peer File Sharing and Cyber Tips. Due to the fast-paced nature of technology, ICAC has evolved to integrate undercover Chat Operations where detectives go into chat rooms and pose as children and chat with adults that are preying upon them. The objective is to get the suspect to travel to meet with who they believe is a juvenile for purposes of sex. In addition to Chat Operations, ICAC has also started working cases where juveniles are posting sex ads on Social Media sites for the purposes of meeting with adult males for sex.

These operations are very dangerous as Law Enforcement does not know the identity of the suspect until he arrives at the designated location. In order to ensure the success of the operations, the ICAC task force uses motels or



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occasionally parks. Covert cameras are very small and give real time footage for use in covert operations. The cameras are small enough to be put in public places and not be discovered. This will help guarantee the success of undercover operations by allowing officers to watch all angles of the operation, which is particularly vital in the event more than one suspect arrives. The purchase of these undercover covert cameras further let officers record the operation for future court proceedings.

\$20,333.33/system x 3 systems = \$61,000



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Project Narrative

a. Problem Statement

The access to computers and other technology-related communication devices in the United States today has increased at an immeasurable rate. Computers are available to the children in our homes, schools, public libraries, community youth centers, and countless other public places youth congregate. Smart phone devices with internet access are becoming more and more common among youth. Based on data from the Internet Live Stats (2021), it is estimated that there are over 5.1 billion internet users in the World with over 312 million in the United States alone. Many of these users are children, who are accessing the internet at ever-increasing levels. In 2021, Facebook estimated over 2.9 billion people utilized their site for social networking (Internet live stats). This is an increase from 2010, when 149 million users were updating their status on Facebook. Keeping these statistics in mind, Internet Crimes Against Children (ICAC) investigators face an overwhelming task of educating our youth; while at the same time investigating those who try to claim their childhood innocence. Unfortunately, the technology has also brought an increased potential for online victimization of these same children and youth to include; unwanted exposure to sexual material, unwanted sexual solicitations, and online harassment. Over

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the last several years, the aggressive marketing of sexual material on the Internet has increased. Children and youth encounter unsolicited exposure to sexual material through pop-up ads and malicious software. These items have even been found bundled in game demos.

Children and youth continue to receive unwanted sexual solicitations while surfing online. Approximately, one in five youth ages 10 to 17 years-old received a sexual solicitation or were approached over the Internet, according to GuardChild 2017. Ninety percent (90%) of youth ages 8-16 years-old have accidentally encountered online pornography, when entering an innocent search term while doing their homework (GuardChild 2019).

Particularly disturbing trends in these solicitations are requests for youth to send sexual pictures of themselves. It is a crime, under federal laws, to take, distribute, or possess sexually explicit images of children younger than 18. Many of these photographs would constitute as child pornography. If a child or teen were to comply with these requests, they may be unable to realize the potential negative impact of their actions. The pictures could be circulated online to hundreds of people and the victim would have no way of retrieving these images.



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Due to evolving technology, the Silicon Valley Internet Crimes Against Children (SVICAC) Task Force has experienced an increase in the amount of digital evidence confiscated (laptops, desktop, Smartphone's, CD's, USB flash drives, and tablets) throughout the course of investigations. Unfortunately, almost all computers described have the capability to utilize an external USB flash drive and/or a Micro SD Card. USB flash drives are often used for the same purposes for which floppy disks or CDs were once used (i.e. storage, data backup, and transfer of computer files). USB flash drives and/or micro SD cards are smaller, faster, have thousands of times more capacity, more durable and reliable because they have no moving parts.

Smartphone devices with Internet access are becoming more and more common. Most smartphones access the Internet at high speeds, as a result of 5G and high powered 5G data networks. The growth of Wi-Fi also allows users to access the Internet to browse their favorite websites. Although all cell phones have the ability to send or receive text messages, a smartphone has the ability to send or receive multimedia messages, which includes picture and video messaging.

Smartphone's can handle small programs or mini applications that perform a wide variety of functions. Some Smartphone's come with additional storage

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options such as Micro SD Cards and/or external expandable storage. We are experiencing the growth in technology, which has seen Smartphones being as big as 1TB. External storage devices and iCloud storage can give you virtually unlimited extra space for music, movies, photos, documents and other data. Many of them are surprisingly affordable. While executing search warrants the average number of computer components located and confiscated is approximately 23 items per household.

External USB flash drives and/or Micro SD Cards are also hard to detect with the naked eye. To avoid detection from law enforcement; suspects are utilizing these disguised USB drives as well as Micro SD cards to store/conceal child pornography and other illegal contraband. Some drives are the size of a human fingernail while others are disguised to appear as various items such as:

1. Lipstick container
2. Jewelry
3. Toys (Transformers)
4. Desserts (ice cream)
5. Food (Sushi)
6. Paperclips
7. Erasers



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Being in the heart of the Silicon Valley, home of the world's largest high-tech companies and developers, the national statistics represent what is occurring locally in our SVICAC Task Force's multi-county service area. The SVICAC Task Force represents 11 counties in Northern California, which include Napa, Sonoma, Marin, Contra Costa, Alameda, San Francisco, San Mateo, Santa Clara, Santa Cruz, Monterey, and San Benito. The San Jose Police Department (SJPd) is the lead agency for the SVICAC Task Force.

The SVICAC Task Force is currently on pace to receive over 10,000 CyberTips this year from the National Center for Missing and Exploited Children. This will be over a 100% increase from 2019. CyberTips are investigative leads generated by the Internet service providers, law enforcement agencies, and residents. These leads relate directly to cases involving child sexual exploitation on the Internet. The SVICAC Task Force continues to receive documented complaints regarding the manufacture, distribution, and possession of child pornography. In addition to the documented complaints and CyberTips received, the SVICAC Task Force receives countless phone calls, emails, and referrals from parents, teachers, relatives, and other agencies regarding possible online crimes committed against children and youth.



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Both the national and local statistics point to the fact that the online victimization of children is not going away, in fact, is growing rapidly. More than 30 million children in the United States use the Internet on a regular basis (Online Risks for Youth, n.d). 94% of children between 3 to 17-year-old children use the Internet (American Community Survey Report, 2019). This attributes to an increase in the number of online child predators, an increase in access to computers and other technology devices by both children/youth and predators, an increase in the technological advances of the computer devices that we use, an increase in the amount of time children and youth spend using the internet each day, or this increase could be attributed to a combination of all of these factors listed above.

The SVICAC Task Force is working hard to provide parents with Smartphone and Social Media awareness, while also providing them with the tools they need to keep their children safe. Community and school presentations are also conducted with the focal point on Cyberbullying and Internet safety. In addition, the SVICAC.ORG website is in full operation. This website is an excellent tool for providing resource information for parents, children, law enforcement, and the community so that they may stay safe online. We have also recently launched the Vigilante Parent Initiative, which is an interactive



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training class for parents only. This program is seeing great success and we have launched it Nationwide.

SVICAC consists of 106 local, state, and federal law enforcement agencies, which is the largest ICAC task force within the state of California. The Task Force is responsible for investigating child sexual exploitation and child sexual abuse investigations. Our region expands across 11 different counties within the peninsula. The two farthest compass locations within the Task Force are Monterey County and Sonoma County.

b. Plan

The SVICAC Task Force was formally established in March of 2003. The mission of the SVICAC Task Force is to identify, apprehend, and prosecute Internet sexual predators who exploit children using computers, and to sponsor community education efforts regarding the prevention of Internet crimes against children. All participating agencies acknowledge that the SVICAC Task Force is a joint operation in which all agencies act as partners in a joint effort to address Internet crimes against children.

The SVICAC Task Force will conduct both proactive and reactive investigations into computer/technology crimes perpetrated against children throughout its geographic service area. These investigations target suspects who are sharing



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child pornography online or who are attempting to exploit children. The SVICAC conducts undercover criminal investigations by utilizing specific software, which allows investigators to conduct peer-to-peer file-sharing investigations. These investigations target predators that are sharing child pornography online or attempting to exploit children. In addition, the Task Force conducts undercover investigations in various on-line chat forums. These investigations target suspects that are “sexting” and/or are attempting to lure children to meet a sexual predator - also known as traveler investigations. The investigations usually culminate with an arrest warrant, search warrant, or both.

Despite being in the heart of the Silicon Valley, the SVICAC Task Force does not have adequate equipment to facilitate an ICAC computer-based training center. SVICAC has limited facilities designated to host ICAC training. Each law enforcement agency has very stringent security guidelines within their own agency. This prohibits outside law enforcement agencies from utilizing their computer components.

A detailed action plan for meeting each of the project objectives is outlined in the Objectives and Activities section of this application. The SVICAC Task Force will collect data relative to the listed objectives monthly. The SVICAC Task Force Commander will utilize existing statistical information gathered in a monthly

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statistics sheet and a quarterly case-tracking form to measure the number of investigations (reactive/proactive), how they are investigated, and their subsequent dispositions. Statistics on community outreach and the number of attendees will be collected and maintained. Child sexual Internet crime trends will be identified and tracked.

The SVICAC Task Force will track and report, on a quarterly basis, information about cases submitted to local, state, and/or federal prosecutors using the ICAC Case Tracker report submission form. The SVICAC Task Force will solicit statistical information from affiliated agencies on a monthly and quarterly basis. This statistical information will be compiled onto the ICAC Case Tracker report form and uploaded into the ICAC data portal. The number of arrests, community presentations and prosecutions will be compiled and compared to previous statistical information to determine the effectiveness of the project.

Objectives and Activities (during 12-month performance period)

Objective #1: The SVICAC Task Force will serve as an investigative resource for communities and agencies within its geographic service area.

Activities #1:

The Task Force will:



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- Conduct criminal investigations initiated from Task Force members, allied agencies (local, state, and federal), resident complaints, the National Center for Missing and Exploited Children's Cybertip line, and other similar sources;
- Assess initial report information;
 - Identify jurisdiction-related to prosecution and additional investigative follow up;
 - Develop suspect information;
 - Develop probable cause through investigative techniques (surveillance, undercover operations, and stings.);
 - Write and execute search and arrest warrants;
 - Collect and process evidence;
 - Coordinate case presentation with the appropriate prosecutorial designee (District Attorney, Deputy Attorney General, and/or the Assistant United States Attorney);
- Identify potential training classes applicable to affiliated agencies;
 - Advise affiliated agencies of training classes and ascertain interest and availability for classes; and



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- Make available the forensic van and forensic officer to affiliated agencies when available.

Projected Goal #1: 750 SVICAC-related technical assistance and requests received and forwarded to the appropriate agency per year.

Objective #2: The SVICAC Task Force will conduct both proactive and reactive investigations into the computer/technology crimes perpetrated against children and youth.

Activities #2:

To achieve this objective for reactive cases, the Task Force will complete the following activities:

- Conduct criminal investigations initiated from Task Force members, allied agencies (local, state, and federal), resident complaints, teachers, Cybertips, the National Center for Missing and Exploited Children, and other similar sources. The Task Force will strive to integrate federal, state and local efforts as identified in the U.S. Attorney General's *Project Safe Childhood Initiative*;
- Assess initial report information;



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- Identify the responsible jurisdiction- related to prosecution and additional investigative follow up;
- Develop suspect information;
- Develop probable cause through appropriate investigative techniques;
- Write and execute search and arrest warrants;
- Collect and process evidence;
- Coordinate case presentation with the appropriate prosecutorial designee (District Attorney, Deputy Attorney General, and/or the Assistant United States Attorney.); and
- Complete a statistical tracking form for investigation to include information on case outcomes (arrests).

To achieve this objective for proactive cases, the Task Force will complete the following activities:

- Conduct undercover investigations to include, but not limited to, online chat, Peer-to-Peer, monitoring of social network sites (e.g., Craigslist, Omegle.com, Facebook, Tagged.com). The Task Force will strive to integrate federal, state and local efforts as stated in the *Project Safe Childhood Initiative*;



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- Identify the responsible jurisdiction related to prosecution and additional investigative follow up;
- Develop suspect information;
- Develop probable cause through appropriate investigative techniques;
- Write and execute search and arrest warrants;
- Collect and process evidence;
- Coordinate case presentation with the appropriate prosecutorial designee (District Attorney, Deputy Attorney General, and/or the Assistant United States Attorney); and
- Complete a statistical tracking form for investigation to include information on case outcomes (arrests).

Projected Goal #2: 375 reactive investigations and 275 proactive cases that will be investigated per year.

Objective #3: The SVICAC Task Force will serve as a forensic resource to affiliate agencies and other agencies within our Task Forces geographical area of service.

Activities #3:



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To achieve this objective, the Task Force will complete the following activities:

- Receive forensic requests from Task Force members, affiliate agencies, and other agencies within the Task Forces service area;
- Assess forensic requests received for appropriateness as related to the ICAC Program;
- Refer non-ICAC related referrals and requests to the appropriate agency;
- Triage forensic requests based on Task Force guidelines (based on pending court dates, and crime types);
- Coordinate forensic requests/requirements with the respective prosecutor to minimize unneeded analysis;
 - Assign forensic requests to the forensic examiner most skilled in the area needed;
 - Examine media for the requested information;
 - Prepare forensic reports based on Task Force policy; and
 - Complete statistical tracking form for forensic examinations completed.

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Projected Goals #3: 1,500 forensic examinations that will be completed per year.

Objective #4: The SVICAC Task Force will assist and enhance, to the extent possible, with the effective prosecution of cases at the appropriate level.

Activity #4:

To achieve this objective, the Task Force will:

- Prepare cases for prosecution based on prosecutor's standards;
- Complete statistical tracking to include the number of cases submitted for federal prosecution, the number of cases accepted for federal prosecution, the number of cases submitted for state prosecution, and the number of cases submitted for local prosecution; and
- Complete statistical tracking to include case dispositions (e.g., unfounded, suspended, plea, or trial).

Projected Goal #4: 240 cases will be submitted for federal, state, or local prosecution per year.

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Objective #5: The SVICAC Task Force will effectively respond to referrals from agencies (other task forces, federal partners, and Cybertips).

Activity #5:

To achieve this objective, the Task Force will:

- Accept referrals from participating agencies, residents, teachers, NCMEC, and other related entities;
- Assess referrals for appropriateness as related to the ICAC Program;
- Refer non-ICAC related referrals and requests to the appropriate agency;
- Identify information/resources needed by requesting party;
- Provide requested information/resources to the requesting party;
- Provide other information identified by assessment to the requesting party; and
- Document actions taken on the statistical reporting form.

Projected Goal #5: 3,000 ICAC-related referrals from the state and local law enforcement agencies that the Task Force will address per year.



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Objective #6: The SVICAC Task Force will engage in law enforcement and community outreach activities to include training, prevention, and educational activities.

Activities #6:

To achieve this objective, the Task Force will:

- Receive requests via telephone, mail and email for presenters from people representing law enforcement agencies and community groups (community groups includes, but is not limited to, schools, youth organizations, community-based organizations, state and local law enforcement associations and chapters, local businesses, business organizations, victim service providers, faith-based organizations, the media, and family advocacy organizations);
- Complete the Speaker Request Form with information pertaining to the date/time of the event, the identity and contact information of the requestor, the location of the event, the number of people expected, and the topic desired;

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- Search for and identify the Task Force member with the skills and knowledge to make the requested presentation;
- Coordinate with the identified presenter to ensure that he/she is available on the date requested;
- Provide the identified speaker with the information needed (copy of the Speaker Request Form);
- Re-contact the requestor to provide the name of the chosen presenter;
- Provide copies of the Speaker Request Form to supervisors and the Task Force Records Officer;
- After the presentation, follow-up to ascertain the number of attendees via a sign-in sheet (if applicable); and
- Report the presentations on the monthly statistical reports.

Projected Goal #6: 75 community outreach and 100 law enforcement

presentations will be conducted to include training, prevention and education activities per year.



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Objective #7: The SVICAC Task Force will formalize law enforcement partnerships through signed Memorandums of Understanding (MOU's) and Operational Agreements.

Activity #7:

To achieve this objective, the Task Force will:

- Contact agencies that have requested assistance, training, or information in the past year;
- Discuss with these agencies the advantages of having a signed MOU. Ensure the MOU includes language requiring affiliated agencies to adopt ICAC Task Force Investigative Standards for all ICAC-related investigations;
- Provide a copy of ICAC Task Force Investigative Standards to all partner agencies;
- Provide a copy of the MOU to the agency;
- Keep copies of the signed MOU's on file;
- Add agency to list of formal ICAC partners;
- Keep agencies apprised for training opportunities, national coordinated investigations, and planning meetings; and

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- Invite agencies to attend quarterly Task Force Steering Committee meetings.

Projected Goal #7: A Memorandum of Understanding signed by all affiliated agencies, which include adoption of Federal ICAC Task Force investigative standards will expand to 106 law enforcement agencies per year.

Objective #8: The SVICAC Task Force will fully participate in nationally coordinated investigations.

Activity #8:

When notification is received of nationally-coordinated investigations, the Task Force will:

- Identify available resources for participation;
- Make personnel resources available for all necessary meetings as identified by investigation leader;
- Participate in investigations as directed by investigation leader; and
- Report participation on the six-month progress reports.

Projected Goal #8: The SVICAC Task Force will participate in at least 3 nationally-coordinated ICAC investigations per year.

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Objective #9: The SVICAC Task Force will assist with arrests for computer/technology crimes perpetuated against children and youth.

Activity #9:

The Task Force will:

- Conduct criminal investigations initiated from Task Force members, allied agencies (local, state, and federal), resident complaints, the National Center for Missing and Exploited Children's CyberTip line, and other similar sources;
- Assess initial report information;
 - Identify jurisdiction-related to prosecution and additional investigative follow up;
 - Develop suspect information;
 - Develop probable cause through investigative techniques (surveillance, undercover operations, and stings);
 - Write and execute search and arrest warrants;
 - Collect and process evidence;
 - Coordinate case presentation with appropriate prosecutorial designee (District Attorney, Deputy Attorney General, and/or the Assistant United States Attorney);



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- Identify potential training classes that may be applicable to affiliated agencies;
- Advise affiliated agencies of training classes and ascertain interest and availability for classes; and
- Make available the forensic van and forensic officer to affiliated agencies when available.

Projected Goal # 9: The SVICAC Task Force will arrest 250 for computer/technology crimes perpetuated against children and youth per year.

Capabilities

The SJPd is the lead agency for the SVICAC Task Force. The Department provides law enforcement services to all residents in the City of San Jose. Chief Anthony Mata provides leadership for the SJPd. Chief Mata, along with Assistant Chief Paul Joseph, oversee the agency's four Deputy Chiefs. The Deputy Chiefs are responsible for the, Executive Officer, Division of Gaming, and operations of four bureaus.

- Bureau of Administration
- Bureau of Field Operations
- Bureau of Investigations



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- Bureau of Technical Services

The SVICAC Task Force is part of the Special Victims Unit, which operates within the Bureau of Investigations. The activities of the SVICAC Task Force will be governed by a signed MOU between participating agencies. Participating agencies will also be required to adhere to the national ICAC Program's Operational and Investigative Standards. Copies of these standards shall be made available to all participating agencies.

The day-to-day activities of the assigned ICAC detectives will be supervised by a Sergeant, who is assigned to the SJPd's Child Exploitation Detail, Special Victims Unit. This Sergeant will also serve as the SVICAC Task Force Commander. The Commander will ensure all investigators follow the ICAC Task Force Investigative Standards. He/she will be responsible for case assignments, forensic assignments, and public presentation assignments. The Commander will also be responsible for assigning requests for technical assistance and requests for resources. On an as-needed basis, the SVICAC Task Force Commander will assist with requests for technical assistance, resources, and training by other law enforcement agencies and the community.

The SVICAC Task Force Commander is supervised by a Lieutenant who is assigned to the ICAC Program for a portion of his/her time. The Lieutenant is



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supervised by a Captain who oversees all Task Force activities (both ICAC and non-ICAC).

The current SVICAC Task Force Commander has attended the ICAC New Commander Training Program, ICAC-Peer-to-Peer, and sexual assault investigation training. The on-site forensic examiners have attended training on Wireless Devices, EnCase Forensics and FTK Software. The four full-time ICAC investigators have attended the ICAC Peer-to-Peer course, along with pertinent child exploitation courses provided at the National ICAC Training Events.

The SJPd has received and managed federal and state grants since 2003. The SJPd has demonstrated administrative and financial capacity to successfully implement all grant requirements. The Department has provided timely and accurate financial status reports and biannual programmatic reports to the granting agencies. There have been no findings in recent financial, administrative, and programmatic audits. The Division Manager of Bureau of Administration (BOA) oversees the functions of the Fiscal Administration Division and Employment Services Division. The Fiscal Administration Division is supervised by the Administrative Officer. The Unit is comprised into three teams: Accounting and Compliance; Budget and Strategic Planning; and Grants Management. The Grants Management Unit manages all Department grants.



Grant Subaward Programmatic Narrative

12

Grant Subaward #: IC21 ~~13~~ 7928

Subrecipient: City of San Jose

The Grants Management Unit will search, develop and submit grant proposals; secure and execute grant awards; prepare financial and programmatic reports; ensure department meet grant obligations and requirements; and complete the grant closeout process.

Operational Agreement Summary

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Grant Subaward #: IC21 ~~15~~ 7928

Subrecipient: City of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. Alameda County District Attorney	05/22/2008	01/01/22 to 12/31/22
2. Alameda County SAFE Task Force	09/29/2009	01/01/22 to 12/31/22
3. Alameda County HEAT Task Force	04/16/2010	01/01/22 to 12/31/22
4. Central Marin Police Authority	08/10/2016	01/01/22 to 12/31/22
5. Albany PD	07/24/2008	01/01/22 to 12/31/22
6. Carmel PD	08/15/2016	01/01/22 to 12/31/22
7. Atherton PD	04/14/2008	01/01/22 to 12/31/22
8. BART PD	04/14/2008	01/01/22 to 12/31/22
9. Berkeley PD	04/25/2008	01/01/22 to 12/31/22
10. Brentwood PD	07/29/2008	01/01/22 to 12/31/22
11. Tiburon PD	09/29/2008	01/01/22 to 12/31/22
12. Campbell PD	04/14/2008	01/01/22 to 12/31/22
13. Capitola PD	04/14/2008	01/01/22 to 12/31/22
14. Cloverdale PD	12/13/2011	01/01/22 to 12/31/22
15. Concord PD	01/21/2010	01/01/22 to 12/31/22
16. Contra Costa CO SO	09/01/2008	01/01/22 to 12/31/22
17. Sunnyvale DPS	04/17/2008	01/01/22 to 12/31/22
18. Danville PD	04/16/2010	01/01/22 to 12/31/22
19. Alameda county SO	01/21/2010	01/01/22 to 12/31/22
20. Dublin PD	04/21/2008	01/01/22 to 12/31/22



Operational Agreement Summary

12

Grant Subaward #: IC21 ~~13~~ 7928

Subrecipient: City of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. East Bay Regional Parks	02/25/2010	01/01/22 to 12/31/22
2. East Palo Alto PD	06/18/2012	01/01/22 to 12/31/22
3. Sounth San Francisco PD	06/28/2012	01/01/22 to 12/31/22
4. Sonoma Co District Attorney	04/28/2008	01/01/22 to 12/31/22
5. Soledad PD	02/02/2010	01/01/22 to 12/31/22
6. Fremont PD	04/29/2008	01/01/22 to 12/31/22
7. Gilroy PD	05/01/2008	01/01/22 to 12/31/22
8. Hayward PD	03/23/2016	01/01/22 to 12/31/22
9. Healdsburg PD	04/14/2008	01/01/22 to 12/31/22
10. Hollister PD	05/01/2008	01/01/22 to 12/31/22
11. Kensington PD	02/24/2010	01/01/22 to 12/31/22
12. Sebastopol PD	04/10/2008	01/01/22 to 12/31/22
13. Livermore PD	04/21/2008	01/01/22 to 12/31/22
14. Los Altos PD	04/21/2008	01/01/22 to 12/31/22
15. Los Gatos PD	04/21/2008	01/01/22 to 12/31/22
16. Marin Co SO	06/02/2008	01/01/22 to 12/31/22
17. Martinez PD	12/16/2008	01/01/22 to 12/31/22
18. Seaside PD	04/11/2008	01/01/22 to 12/31/22
19. Mill Valley PD	04/18/2008	01/01/22 to 12/31/22
20. Milpitas PD	05/07/2008	01/01/22 to 12/31/22



Operational Agreement Summary

12

Grant Subaward #: ~~XC21-13-7928~~ IC21 ~~13~~ 7928

AP

Subrecipient: City of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. Monterey Co SO	08/20/2008	01/01/22 to 12/31/22
2. Moraga PD	05/12/2008	01/01/22 to 12/31/22
3. Morgan Hill PD	04/11/2008	01/01/22 to 12/31/22
4. Mountain View PD	04/18/2008	01/01/22 to 12/31/22
5. Napa Co SO	06/25/2008	01/01/22 to 12/31/22
6. Napa PD	08/04/2008	01/01/22 to 12/31/22
7. Newark PD	03/11/2011	01/01/22 to 12/31/22
8. Novato PD	04/21/2008	01/01/22 to 12/31/22
9. Oakland PD	04/28/2008	01/01/22 to 12/31/22
10. Pacific Grove PD	04/24/2008	01/01/22 to 12/31/22
11. Pacifica PD	11/30/2010	01/01/22 to 12/31/22
12. Palo Alto PD	10/16/2009	01/01/22 to 12/31/22
13. Petaluma PD	04/30/2008	01/01/22 to 12/31/22
14. Piedmont PD	04/03/2008	01/01/22 to 12/31/22
15. Pinole PD	02/26/2010	01/01/22 to 12/31/22
16. Pittsburg PD	01/25/2010	01/01/22 to 12/31/22
17. Pleasant Hill PD	02/03/2011	01/01/22 to 12/31/22
18. Pleasanton PD	04/17/2008	01/01/22 to 12/31/22
19. Redwood City PD	05/02/2008	01/01/22 to 12/31/22
20. Richmond PD	02/22/2011	01/01/22 to 12/31/22



Operational Agreement Summary

Grant Subaward #: ~~IC21-13-7928~~ ¹² IC21 ~~13~~ 7928

AP

Subrecipient: City Of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. San Jose University PD	04/11/2008	01/01/22 to 12/31/22
2. Scotts Calley PD	04/15/2008	01/01/22 to 12/31/22
3. San Francisco District Attorney	11/19/2009	01/01/22 to 12/31/22
4. San Francisco PD	04/21/2008	01/01/22 to 12/31/22
5. San Carlos PD	04/21/2008	01/01/22 to 12/31/22
6. San Leandro PD	05/30/2012	01/01/22 to 12/31/22
7. San Mateo Co District Attorney	05/21/2012	01/01/22 to 12/31/22
8. Santa Rosa PD	07/01/2008	01/01/22 to 12/31/22
9. San Mateo PD	05/21/2012	01/01/22 to 12/31/22
10. San Pablo PD	05/21/2012	01/01/22 to 12/31/22
11. San Rafael PD	04/18/2008	01/01/22 to 12/31/22
12. San Ramon PD	06/04/2008	01/01/22 to 12/31/22
13. Santa Clara Co District Attorney	04/15/2008	01/01/22 to 12/31/22
14. Santa Clara Co SO	04/14/2009	01/01/22 to 12/31/22
15. Santa Clara Co Juvenile Probation	05/05/2008	01/01/22 to 12/31/22
16. Santa Clara PD	04/29/2008	01/01/22 to 12/31/22
17. Santa Cruz Co District Attorney	01/04/2012	01/01/22 to 12/31/22
18. Santa Cruz PD	04/15/2008	01/01/22 to 12/31/22
19. Union City PD	05/15/2008	01/01/22 to 12/31/22
20. Watsonville PD	01/30/2018	01/01/22 to 12/31/22



Operational Agreement Summary

12

Grant Subaward #: IC21 ~~13~~ 7928

Subrecipient: City of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. U.S Immigration & Customs Enforcement (ICE)	02/06/2014	01/01/22 to 12/31/22
2. Contra Costa County	04/17/2008	01/01/22 to 12/31/22
3. Contra Costa County District Attorney's Office	03/24/2014	01/01/22 to 12/31/22
4. Jan Bashinski Crime Lab	05/28/2014	01/01/22 to 12/31/22
5. Marina Police Department	11/25/2013	01/01/22 to 12/31/22
6. Monterey County	05/19/2008	01/01/22 to 12/31/22
7. Monterey County District Attorney's Office	08/25/2014	01/01/22 to 12/31/22
8. San Mateo County District Attorney's Office	05/21/2012	01/01/22 to 12/31/22
9. San Mateo SO	05/02/2008	01/01/22 to 12/31/22
10. Santa Cruz County	04/15/2008	01/01/22 to 12/31/22
11. San Benito County Sheriff's Office	05/01/2008	01/01/22 to 12/31/22
12. Walnut Creek Police Department	06/02/2008	01/01/22 to 12/31/22
13. Monterey Police Department	08/12/2016	01/01/22 to 12/31/22
14. Foster City PD	08/09/2016	01/01/22 to 12/31/22
15. King City PD	08/09/2016	01/01/22 to 12/31/22
16. Northern District of CA US Probation Office	04/28/2015	01/01/22 to 12/31/22
17. Rohnert Park DPS	05/12/2016	01/01/22 to 12/31/22
18. San Bruno PD	08/18/2016	01/01/22 to 12/31/22
19. Sonoma County SO	04/28/2008	01/01/22 to 12/31/22
20. Twin Cities Authority	04/05/2012	01/01/22 to 12/31/22



Operational Agreement Summary

Grant Subaward #: IC21 ¹²~~13~~7928

Subrecipient: City of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. University of California, Santa Cruz PD	02/25/2016	01/01/22 to 12/31/22
2. _____		_____ to _____
3. _____		_____ to _____
4. _____		_____ to _____
5. _____		_____ to _____
6. _____		_____ to _____
7. _____		_____ to _____
8. _____		_____ to _____
9. _____		_____ to _____
10. _____		_____ to _____
11. _____		_____ to _____
12. _____		_____ to _____
13. _____		_____ to _____
14. _____		_____ to _____
15. _____		_____ to _____
16. _____		_____ to _____
17. _____		_____ to _____
18. _____		_____ to _____
19. _____		_____ to _____
20. _____		_____ to _____

SAN JOSE POLICE DEPARTMENT

Acronyms/Abbreviations Used in This Chart

BFO Bureau of Field Operations
CED Child Exploitation Detail
CIA Crime & Intelligence Analyst
CIC Crime Intelligence Data Center
C.P.S. Crime Prevention Specialist
CPT Continuous Professional Training
CPTD Crime Prevention Through Environmental Design
CSO Community Service Officer
DDR Division of Cannabis Regulation
GSU Gang Suppression Unit
ICAC Internet Crimes Against Children Task Force

LFE Latent Fingerprint Examiner
MERGE Mobile Emergency Response Group & Equipment
NCHC N. California Regional Intelligence Center
OSSD Operations Support Services Division
PM Program Manager
PPC Pre-Processing Center
PSD Public Safety Dispatch
RATTF Regional Anti Theft Task Force
SAA Supervising Applications Analyst
SCU Street Crimes

OFFICE OF THE CHIEF OF POLICE

Chief Anthony Mata

Media Relations

Sgt. Christian Camarillo

Webmaster

Dave Bartholomew

Video Unit

Brook Bain

OPERATIONS COMMAND

Assistant Chief Paul Joseph

Internal Affairs

Lt. Mario Brasil

Vice / Intelligence

Lt. Brian Spears

Mayor's Security

Off. Tak Odama

NCHC

Northern California Regional Intelligence Center
Lt. Scott Johnson

Bureau of Administration

Deputy Chief Heather Randol

Bureau of Technical Services

Deputy Director Judi Torrico

Division of Gaming

Acting Deputy Dir. Kirill Yermanov

Bureau of Investigations

Deputy Chief Ellen Washburn

Special Operations Div.

Capt. Stephen Lagorio

Central Division

Capt. Carlos Acosta

BOA Captain

Capt. Gregory Lombardo

OSSD

Division Manager
Veronica Andrade

Systems Development Division

Division Mgr. - Rudy Yeung

Executive Officer

Deputy Chief Ed Schroder

Research & Development

Lt. Stephen Donohue

Investigations I

Capt. Randall Schrieffer

MERGE/K9/Bomb Squad/Tactical Negotiators/HMU

Lt. Justin Moro

C.P.S. District K, V

Monte Rueda
Kendra Dominguez

Backgrounds / Recruiting

Lt. Christina Anaya

Records & Support Services

Supervising Police Data Spec.
Jorge Garcia
Erika Gimado
Eva Martin

Development & Coordination

Sgt. Huan Nguyen

Acting Sergeant

Nathan Trang

Senior Analyst

Veronica Morales

Homicide / Night General / Crime Scene

Lt. Stewart Davies

VCET / METRO / SCU

Lt. Macdonio Zuniga

C.P.S. District M, W

Monte Rueda
Kendra Dominguez

Backgrounds

Sgt. Michael Carlson

Warrants

Fingerprints

Information Tech Mgr.

Infrastructure
David Chu

Supervising Auditor

Debi Hip

Facilities

Sgt. Daniel Krauss

Accident Reconstruction / Auto Theft

Lt. Rob Lang

Traffic Enforcement

Lt. Dave Anaya

Main Lobby / PPC

Lt. Geeno Galar

Recruiting

Sgt. Rolando Segura

Auto Desk

Services

Information Tech Mgr.

Infrastructure
David Chu

Permits

Lt. Jason Kidwell

Permits / Secondary Employment

Lt. Jason Kidwell

Family Violence / Juvenile / Missing

Lt. Rob Lang

Special Events Team

Sgt. Greg Connolly

C.P.S. District P, W

Sandra Avila
Nancy Rueda

Training

Lt. Todd Lonac

Communications

Division Manager
Laura Biersdorff

Body Worn Cameras

Sgt. Huan Nguyen

UAS/Interoperability

Andy Smith

Permits

Lt. Jason Kidwell

Gang Investigations / Assaults / Graffiti

Lt. Jorge Gutierrez

Air Support

Sgt. Joshua Erbes

C.P.S. District C, M

Sandra Avila
Nancy Rueda

Range

Sgt. Jon LeVos

Dispatch Operations

Assistant Chief
Jennifer Herr

Crime Analysis

Program Manager
Janet Phan

Crime Intelligence Data Center

Div. Mgr. Frank Carubba

Permits

Lt. Jason Kidwell

Sexual Assaults (SAU)

Lt. Jaime Jimenez

Air Support

Sgt. Joshua Erbes

C.P.S. District P, W

Sandra Avila
Nancy Rueda

Academy

Sgt. Enrique Hernandez

Dispatch Support

Sup. PSD - Kahau Ah Yo

Crime Analysis

Program Manager
Janet Phan

Crime Intelligence Data Center

Div. Mgr. Frank Carubba

Permits

Lt. Jason Kidwell

Special Victims

Lt. Roger Semore

BFO Administration

Acting Lt. Erik Hove

C.P.S. District A, T

Jose Gaslas
Mina Chalmers

Central Supply

Prop. Supervisor Anna Hawkes

Dispatch Operations

Assistant Chief
Jennifer Herr

Crime Analysis

Program Manager
Janet Phan

Crime Intelligence Data Center

Div. Mgr. Frank Carubba

Permits

Lt. Jason Kidwell

Investigations II

Capt. Gina Tibaldi

Field Training

Lt. Christina LaCap

C.S.O. Program

Sup. CSO Charles (Chuck) Hill

Photo Lab

Mike Tschert

Training Manager

Sup. PSD - Angela Johnson

Crime Analysis

Program Manager
Janet Phan

Crime Intelligence Data Center

Div. Mgr. Frank Carubba

Permits

Robbery / Warrants

Lt. Brandon Sanchez

Support Services Division

Capt. Brian Matchett

C.P.S. District X, Y

Jose Gaslas
Mina Chalmers

Property Facility

Prop. Supervisor Allison Silveira

Dispatch Operations

Assistant Chief
Jennifer Herr

Crime Analysis

Program Manager
Janet Phan

Crime Intelligence Data Center

Div. Mgr. Frank Carubba

Permits

Financial Crimes / Burglary / Fraud

Lt. Jennifer Biebel

Crime Prevention

Escher Mota

C.P.S. District L, S

Maria Dominguez
Kenna Dominguez

School Liaison

Sgt. Thomas Muller

School Safety

Michelle Barre

Crime Analysis

Program Manager
Janet Phan

Crime Intelligence Data Center

Div. Mgr. Frank Carubba

Permits

Court Liaison

Sgt. Leonard Lao

Reserves

Sgt. Richard Bravo

C.P.S. District F, N

Maria Dominguez
Kenna Dominguez

Inters / PAL / Volunteers

Sgt. Richard Bravo

Training Manager

Sup. PSD - Angela Johnson

Crime Analysis

Program Manager
Janet Phan

Crime Intelligence Data Center

Div. Mgr. Frank Carubba

Permits

Burglary Prevention Unit

Lt. Jesus Mendoza

RATTF

Sgt. Richard Tomlin

Crisis Management Unit

Acting Sgt. Dalia Casteneda

Inters / PAL / Volunteers

Sgt. Richard Bravo

Training Manager

Sup. PSD - Angela Johnson

Crime Analysis

Program Manager
Janet Phan

Crime Intelligence Data Center

Div. Mgr. Frank Carubba

Permits

City Attorney Investigators

Sgt. Keith Neumer

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

✓

Subrecipient <u>City of San Jose</u>	Duns# <u>060544074</u>	FIPS# <u>085-68000</u>	<u>AP</u>
Disaster/Program Title: <u>Internet Crimes Against Children (IC) Program</u>			
Performance Period: <u>01/01/22</u> to <u>12/31/22</u>			
Subaward Amount Requested: <u>\$ 950,000</u>			
Type of Non-Federal Entity (Check Box): <input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe			

Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, grant manager is the individual who has primary responsibility for day-to-day administration of the grant, bookkeeper/accounting staff means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and organization refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	<3 years <input checked="" type="checkbox"/>
3. How many grants does your organization currently receive?	>10 grants <input checked="" type="checkbox"/>
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 5,100,000
5. Are individual staff members assigned to work on multiple grants?	Yes <input checked="" type="checkbox"/>
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes <input checked="" type="checkbox"/>
7. How often does your organization have a financial audit?	Annually <input checked="" type="checkbox"/>
8. Has your organization received any audit findings in the last three years?	Yes <input checked="" type="checkbox"/>
9. Do you have a written plan to charge costs to grants?	Yes <input checked="" type="checkbox"/>
10. Do you have written procurement policies?	Yes <input checked="" type="checkbox"/>
11. Do you get multiple quotes or bids when buying items or services?	Always <input checked="" type="checkbox"/>
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	>5 years <input checked="" type="checkbox"/>
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes <input checked="" type="checkbox"/>

Certification: This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.

Signature (Authorized Agent) <i>Sarah Zarate</i>	Date: <u>11.2.21</u>
Print Name and Title: <u>Sarah Zarate, Director</u>	Phone Number: <u>408-535-8100</u>
Cal OES Staff Only: SUBAWARD # <u>IC21-7928</u>	

AP



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Grant Subaward Service Area Information

TT

Grant Subaward #: ~~1021-12-7928~~ ¹² IC21 ~~43~~ 7928 AP

Subrecipient: City of San Jose

1. County or Counties Served:

Santa Clara, San Mateo, Marin, Sonoma, Santa Cruz, San Benito, Alameda, San Francisco, Contra Costa, Napa, and Monterey

County where principal office is located: Santa Clara

2. U.S. Congressional District(s) Served:

CA11,CA12,CA13,CA14,CA15,CA16,CA17,CA18, CA19

U.S. Congressional District where principal office is located: CA19

3. State Assembly District(s) Served:

11,14,15,16,17,18,19,20,21,22,24,27,28

State Assembly District where principal office is located: 28

4. State Senate District(s) Served:

2,3,7,9,10,11,12,13,15

State Senate District where principal office is located: 15

5. Population of Service Area: 7,627,756