



December 20, 2022

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

Subject: **Notification of Grant Subaward Application Approval**  
Internet Crimes Against Children Program  
Grant Subaward #: IC22 13 7928

Dear Sylvia Perez:

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

Cal OES will make every effort to process payment requests within 45 days of receipt of your Report of Expenditures & Request for Funds (Cal OES Form 2-201).

This Grant 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 the Cal OES website at [www.caloes.ca.gov](http://www.caloes.ca.gov).

Any funds received in excess of current needs, approved amounts, or those funds owed as a result of a close-out or audit, must be refunded to Cal OES within 30 days upon receipt of an invoice.

Please contact your Program Specialist, Olga Stupak, at (916) 845-8807 with questions about this notice.

VS Grants Processing Unit

cc: Subrecipient's file  
Program Specialist

3650 SCHRIEVER AVENUE | MATHER, CALIFORNIA 95655

**DRAFT--Contact the Office of the City Clerk at (408) 535-1260 or [CityClerk@sanjoseca.gov](mailto:CityClerk@sanjoseca.gov) for final document.**

Cal OES #	085-68000-04	FIPS #	085-68000	VS#		Subaward #	IC22 13 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. UEI#:** QUA4AULJ8FM3

**2. Implementing Agency:** City of - San Jose Police Department **2a. 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 **6. Performance/Budget Period:** 1/1/2023 to 12/31/2023  
(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.	<del>2022</del> 2023	ICAC	\$950,000						\$950,000
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project</b>	<b>Cost</b>	\$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: 951101701

Signature: Sarah Zarate Date: 11-14-22

**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 performance of the project and the expenditure stated above.

DocuSigned by: Mary Rucker 12/20/2022  
(Cal OES Director or Designee) (Date)

DocuSigned by: Heather Carlson 12/20/2022  
(Cal OES Director or Designee) (Date)

ENY: 2022-23 Chapter: 43 SL: 14134  
Item: 0690-101-0001 Pgm: 0385  
Fund: General Fund  
Program: Internet Crimes Against Children Program  
Match Req.: None  
Project ID: OES22ICAC000000  
SC: 2022-14134 Amount: \$ 950,000

DS  
JH

**Received by CalOES, Nicole Viernes**  
Mail Log #767916 Thursday, November 17, 2022

Grant Status: **DRAFT--Contact the Office of the City Clerk at (408) 535-1260 or CityClerk@sanjoseca.gov for final document.**



## Grant Subaward Contact Information

Grant Subaward #: IC22 13 7928 *CS*

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 95110-1701

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





### Grant Subaward Signature Authorization

Grant Subaward #: IC22 13 7928 *CS*

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: *[Handwritten Signature]*  
 Date: 11/16/22

**Financial Officer:**  
 Printed Name: Jennifer Otani  
 Signature: *[Handwritten Signature]*  
 Date: 11/16/22

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

Signature: *[Handwritten Signature]*  
 Printed Name: Maria Ochoa

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

Signature: *[Handwritten Signature]*  
 Printed Name: Lisa Perez

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_





## Grant Subaward Certification of Assurance of Compliance

### Information and Instructions

The Certification of Assurance of Compliance is a binding affirmation that the Subrecipient will comply with the requirements and restrictions outlined in the Subrecipient Handbook, including but not limited to:

- Proof of Authority,
- State and federal civil rights laws,
- Equal Employment Opportunity,
- Drug-Free Workplace,
- California Environmental Quality Act, and
- Lobbying.

**The Official Designee (see SRH Section 3.030) and the individual granting that authority (i.e., City/County Financial Officer, City/County Manager, or Governing Board Chair) must sign this form.** For State agencies, only the Official Designee must sign this form.

Complete all sections of this form and then submit:

- As part of the Grant Subaward Application,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new fund source is being added to the Grant Subaward, (applicable Certification of Assurance of Compliance would be needed), or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the Official Designee or Board Chair changes and the Resolution identifies them by name



### Grant Subaward Certification of Assurance of Compliance

Subrecipient: City of San Jose

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
1	Internet Crimes Against Children	IC22 13 7928 <i>JS</i>	01/01/2023-12/31/2023
2			
3			
4			
5			
6			

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 as directed by Cal OES including, but not limited to, the following areas:

**I. Proof of Authority – SRH 1.055**

The Subrecipient certifies they have written authority by the governing board (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 specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

**II. Civil Rights Compliance – SRH Section 2.020**

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

**III. Equal Employment Opportunity – SRH Section 2.025**

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.





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

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

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

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a "project" pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

**VI. Lobbying – SRH Sections 2.040 and 4.105**

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

**All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.**

<b>CERTIFICATION</b>	
I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California.	
Official Designee's Signature:	<u>Sarah Zarate</u>
Official Designee's Typed Name:	<u>Sarah Zarate</u>
Official Designee's Title:	<u>Director, City Manager's Office</u>
Date Executed:	<u>11/16/2022</u>
<b>AUTHORIZED BY:</b>	
I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES.	
<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:	<u>Jennifer Maguire</u>
Typed Name:	<u>Jennifer Maguire</u>
Title:	<u>City Manager</u>
Date Executed:	<u>11/16/2022</u>

Grant





**Grant Subaward Budget Pages**  
Single Fund Source

<b>Subrecipient:</b> San Jose City	<b>Grant Subaward #:</b> IC22 13 7928	<i>AS</i>
<b>A. Personnel Costs</b> - Line-item description and calculation	<b>Total Amount Allocated</b>	
Salary - 40 hours per week x \$54,319 x 52 weeks 1.0 FTE - Digital Forensic Analyst (Dylan Hodges)	\$112,984	
Benefits - 65% x \$112,983.52 Retirement= 54%, Health/Dental =11%	\$73,439	
Overtime - CSO Vigilant Parent Community Service Officer, I/II/Senior/Supervising \$95.56 x 3 hrs x 3 CSOs x 4 sessions x 12 months	\$41,282	
<b>PERSONNEL COSTS CATEGOTY TOTAL</b>	<b>\$227,705</b>	

✓ TT

**DRAFT--Contact the Office of the City Clerk at (408) 535-1260 or CityClerk@sanjoseca.gov for final document.**



**Grant Subaward Budget Pages**  
Single Fund Source

<b>Subrecipient:</b> San Jose City		<b>Grant Subaward #:</b> IC22 13 7928	<i>US</i>
<b>B. Operating Costs</b> - Line-item description and calculation		<b>Total Amount Allocated</b>	
Cellebrite Kiosk Renewal \$4000 x 1		\$4,000	
Digital Collector Renewal for Affiliates \$700 x 2		\$1,400	
ADF for Affiliates renewal \$3,750 x 10		\$37,500	
XRY for Affiliates renwals \$3,800 x 6		\$22,800	
Hootsuite \$600 x 1		\$600	
Dell Laptops for Affiliates \$1,875/laptops x 24		\$45,000	
Hard Drives for Affiliates \$1,550 x 26		\$40,300	
Tableau for Affiliates \$2850 x 7		\$19,950	
Curved Monitors \$1,000 x 15		\$15,000	
Traffic Software - Stealth Trackers \$500 x 2		\$1,000	
Phones for Undercover Operations \$1000 x 10		\$10,000	
Vigilant Parent PSA & Outreach Supplies and Materials \$20,000 x 1		\$20,000	
Penlink Renewal \$4,000 x 2		\$8,000	
Equipment for Operations \$40,470 x 1		\$40,470	



**Grant Subaward Budget Pages**  
Single Fund Source

<b>Subrecipient:</b> San Jose City	<b>Grant Subaward #:</b> IC22 13 7928	<i>AS</i>
<b>B. Operating Costs</b> - Line-item description and calculation	<b>Total Amount Allocated</b>	
Equipment for Evidence Processing \$40,470 x 1	\$40,470	
Equipment for Contra Costa Co. \$70,000 x 1	\$70,000	
Equipment for Salinas \$70,000 x 1	\$70,000	
<b>OPERATING COSTS CATEGORY TOTAL</b>	<b>\$446,490</b>	

✓

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**Grant Subaward Budget Pages**  
Single Fund Source

<b>Subrecipient:</b> San Jose City	<b>Grant Subaward #:</b> IC22 13 7928	<i>CS</i>
<b>C. Equipment Costs</b> - Line-item description and calculation	<b>Total Amount Allocated</b>	
Cellebrite for Affiliates \$13,000.5 x 8	\$104,004	
Cellebrite Pathfinder License Renewal \$75,000 x 1	\$75,000	
Graykey \$30,000 x 2 boxes	\$60,000	
Axiom License Renewals \$5,833.33 x 3	\$17,500	
Whooster \$9,500 x 1	\$9,500	
Drone 1 x \$9801	\$9,801	
<b>EQUIPMENT COSTS CATEGORY TOTAL</b>	✓	<b>\$275,805</b>
<b>Total Project Cost</b> (Must match the Grant Subaward Face Sheet)		<b>\$950,000</b>

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## VSPS Budget Summary Report

**IC22 Internet Crimes Against Children Program**

San Jose, City of

Internet Crimes Against Children

Subaward #: IC22 13 7928

Performance Period: 01/01/23 - 12/31/23

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	22ICAC	227,705	0	227,705	0	227,705
<b>Total A. Personal Services - Salaries/Employee Benefits:</b>		<b>227,705</b>	<b>0</b>	<b>227,705</b>	<b>0</b>	<b>227,705</b>

**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	22ICAC	446,490	0	446,490	0	446,490
<b>Total B. Operating Expenses:</b>		<b>446,490</b>	<b>0</b>	<b>446,490</b>	<b>0</b>	<b>446,490</b>

**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	22ICAC	275,805	0	275,805	0	275,805
<b>Total C. Equipment:</b>		<b>275,805</b>	<b>0</b>	<b>275,805</b>	<b>0</b>	<b>275,805</b>

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

F/S/L (Funding Types): F=Federal, S=State, L=Local Match

Paid/Expended=posted

DRAFT--Contact the Office of the City Clerk at (408) 535-1260 or CityClerk@sanjoseca.gov for final document.

12/20/22



## Grant Subaward Budget Narrative

Grant Subaward #: IC22 13 7928 *CS*

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Subrecipient: City of San Jose

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### **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 \$54,319 x 52 weeks = \$112,984

##### **2) Benefits**

##### **Digital Forensic Analyst - 1.0 FTE**





## Grant Subaward Budget Narrative

Grant Subaward #: IC22 13 7928 *AS*

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Subrecipient: City of San Jose

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Funds will be utilized to fund the job benefits of a full time digital forensic analyst, which calculates to 65% of total salaries. Of the 65% benefits, 54% is for retirement contribution and 11% is for medical and dental health benefits.

$$65\% \times \$112,983.52 = \$73,439$$

### 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 three to four 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

Grant Subaward #: IC22 13 7928 *CS*

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Subrecipient: City of San Jose

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\$95.56 rate x 3 hours x 3 CSOs x 4 session per month x 12 months = \$41,282

### **Categories B – Operating Expenses**

#### **Cellebrite Kiosk Renewal**

In response to the increased need for Forensic examinations, funds are being requested to renew its Cellebrite Kiosk license, which will act as dumping stations to be placed within the San Jose Police Department. The Cellebrite Kiosk is a streamline dumping station for extracting data from cellphones. SVICAC is seeing an increase in the number of phones that are being collected in the field and booked for later examination. The Kiosk will allow SVICAC to place the Kiosks in places where officers in the field can extract the data from the phone of victims and witnesses and return the phone to the owner without having to book the phone for later examinations.

\$4,000 /kiosk renewal x 1 kiosk renewal = \$4,000

#### **Digital Collector Renewal**

Funds are being requested to renew affiliate agencies' 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



## Grant Subaward Budget Narrative

Grant Subaward #: IC22 13 7928 *CS*

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Subrecipient: City of San Jose

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increase of Apple products being used and many small agencies in the task force that need the appropriate tools to examine these products.

\$700/Digital Collector x 2 Digital Collector = \$1,400

### **ADF, XRY and Penlink Renewals for Affiliates**

Our agency affiliates have benefited from the ADF software 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.

Funds are also being requested to renew 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 licenses 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 and provide investigators with the analytical tools that will ensure successful analysis of digital data and ensure successful investigations and examinations.





## Grant Subaward Budget Narrative

Grant Subaward #: IC22 13 7928 *CS*

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Subrecipient: City of San Jose

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\$3,750/ADF renewal x 10 ADFs = \$37,500

\$3,800/XRY renewal x 6 XRYs = \$22,800

\$4,000/Penlink License X 2 licenses = \$8,000

### **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 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 = \$600



## Grant Subaward Budget Narrative

Grant Subaward #: IC22 13 7928 *CS*

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Subrecipient: City of San Jose

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### **Dell Laptops for Affiliates**

Funds are being requested to supply SVICAC affiliates with the proper equipment to successfully conduct ICAC investigations. The goal of the SVICAC 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 103 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 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.

\$1,875/laptop x 24 laptops = \$45,000



## Grant Subaward Budget Narrative

Grant Subaward #: IC22 13 7928 *CS*

Subrecipient: City of San Jose

### **Hard Drives for Affiliates**

Funding is being requested to purchase hard drives for affiliate agencies. With an increase of cyber tips, there is a lot of data that agencies must get through to adequately conduct their evidence processing. To increase efficiency and facilitate the storage required to process this quantity of data, the purchase of hard drives is necessary.

$\$1,550/\text{hard drive} \times 26 \text{ hard drives} = 40,300$

### **Tableau for Affiliates**

Tableau has become a critical tool across the task for data analytics. With this purchase our affiliate agencies will be able to input data into databases that help to find connections between cases. This in return can help agencies better profile a suspect.

$\$2,850/\text{tableaus} \times 7 \text{ tableaus} = \$19,950$



## Grant Subaward Budget Narrative

Grant Subaward #: IC22 13 7928 *CS*

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Subrecipient: City of San Jose

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### **Curved Monitors**

When investigators, detectives and analysts work on evidence processing for the SVICAC task force, they spend a long time in front of their computer. The purchase of curved monitors will allow forensic personnel the ability to enhance the field of view and depth perception. By enhancing the field of view, personnel will be able to increase productivity by reducing eye strain and fatigue.

\$1,000/monitor x 15 monitors = \$15,000

### **Traffic Software – Stealth Trackers**

Funds are being requested to purchase traffic jam software that will allow detectives to monitor and locate ads being posted by human traffickers. SVICAC has recently merged with San Jose Human Trafficking Team and 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.



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\$500/traffic software (stealth tracker) x 2 traffic software's (stealth trackers) =  
\$1,000

### **Undercover Phones**

Funds will be utilized to purchase 10 iPhones for the Taskforce. The SVICAC Task Force encourages members of the taskforce to engage in self-initiated investigations that include Peer to Peer and undercover chat operations. Due to changing technology, suspects that are targeting children online are primarily using phone-based chat applications. The phones will be critical in conducting undercover operations.

\$1,000/phone x 10 phones = \$10,000

### **Vigilant Parent PSA, Outreach Supplies and Materials**

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 parents and those being targeted by predators. 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



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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 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. Purchases for this project include, but are not limited to: billboard campaign, translation materials and services, brochures/cards/paper for presentations, and presentation supplies and materials.

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

### **Equipment for Task Force Operations**

When the task force is performing operations, equipment is needed to ensure that all tasks are performed safely and efficiently. Funds in the amount of \$40,470 are being requested to ensure that the task force has all the required equipment to execute these operations. Equipment to be purchased includes but is not limited





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to, hardware, wiring, tactical helmets, battering rams, and utility carts for both SJPD and affiliates.

Equipment for operations = \$40,470

### **Equipment for Task Force Evidence Processing**

When the ICAC task force performs operations and processes evidence specialized equipment is required to ensure that suspects cannot delete data remotely via the cloud. Additionally, equipment is required to ensure safe storage of evidence and to increase efficiency of evidence processing. Funds in the amount of \$40,470 are being requested to purchase equipment for task force evidence processing, including, but not limited to safes, faraday bags, faraday boxes, and charging stations for SJPD and affiliates.

Evidence Processing Equipment = \$40,470



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### **Equipment for Contra Costa County and Salinas PD**

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. With the San Jose Police Department being the lead task force, all affiliates often require assistance by providing Contra Costa County with equipment they will be able to provide assistance to local jurisdictions on the northern part of the task force, SJPD will provide assistance to the central part of the task force and providing equipment to Salinas will allow Salinas Police Department to provide assistance to the southern part of the task force. Equipment being requested includes but is not limited to forensic towers, forensic software, tactical equipment, equipment storage, hardware (i.e., hard drives, usb, cables), drone upgrade, storage server and door rams.

Contra Costa County Equipment: \$70,000

Salinas Equipment: \$70,000



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### **Category C – Equipment**

#### **Cellebrite Licenses**

Funds have been budgeted to purchase 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 affiliates 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. Additionally, the renewal of Cellebrite Pathfinder will help with the processing of 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.

Cellebrite for Affiliates  $\$13,000.5 \times 8 = \$104,004$

Cellebrite Pathfinder Renewal  $\$75,000 \times 1 = \$75,000$



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### **Graykey**

Budget is being requested to fund GrayKey cell phone forensic tools. 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.

$\$30,000/\text{box} \times 2 \text{ boxes} = \$60,000$

### **Magnet Axiom for Affiliates**

In response to the increased need for Forensic examinations, funds have been budgeted to supply affiliates 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.

$\$5,833.33/\text{Axiom} \times 3 \text{ Axiom} = \$17,500$



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### **Whooster**

Funds are being requested to renew Whooster license, an investigative software that provides investigators link analysis to evaluate, identify and aid in their investigations. Whooster allows the affiliates to access data analytics that allow investigators to directly connect suspects, locate people and better protect children from predators online.

\$9,500/license x 1 license = \$9,500

### **Drone**

Funds are being requested to purchase one drone. During operations, surveillance of the suspect(s) and surrounding areas is critical. The purchase of a drone will be an invaluable tool for the task force and will allow the task force to more efficiently secure and surveil. The drone will provide an additional level of safety for police officers operating on the ground, providing them with a much larger aerial field of view.

\$9,801/drone X 1 drone = \$9,801



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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 the





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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, because 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 can send or receive text messages, a smartphone can 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 Smartphones come with additional storage options such as Micro SD Cards and/or external expandable storage. We are



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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 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 103 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 track and respond to referrals from affiliate 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 MOUs 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
- Bureau of Technical Services



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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 Office of the Executive Officer 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. The Grants





## Grant Subaward Programmatic Narrative

Grant Subaward #: IC22 13 7928 *CS*

Subrecipient: City of San Jose

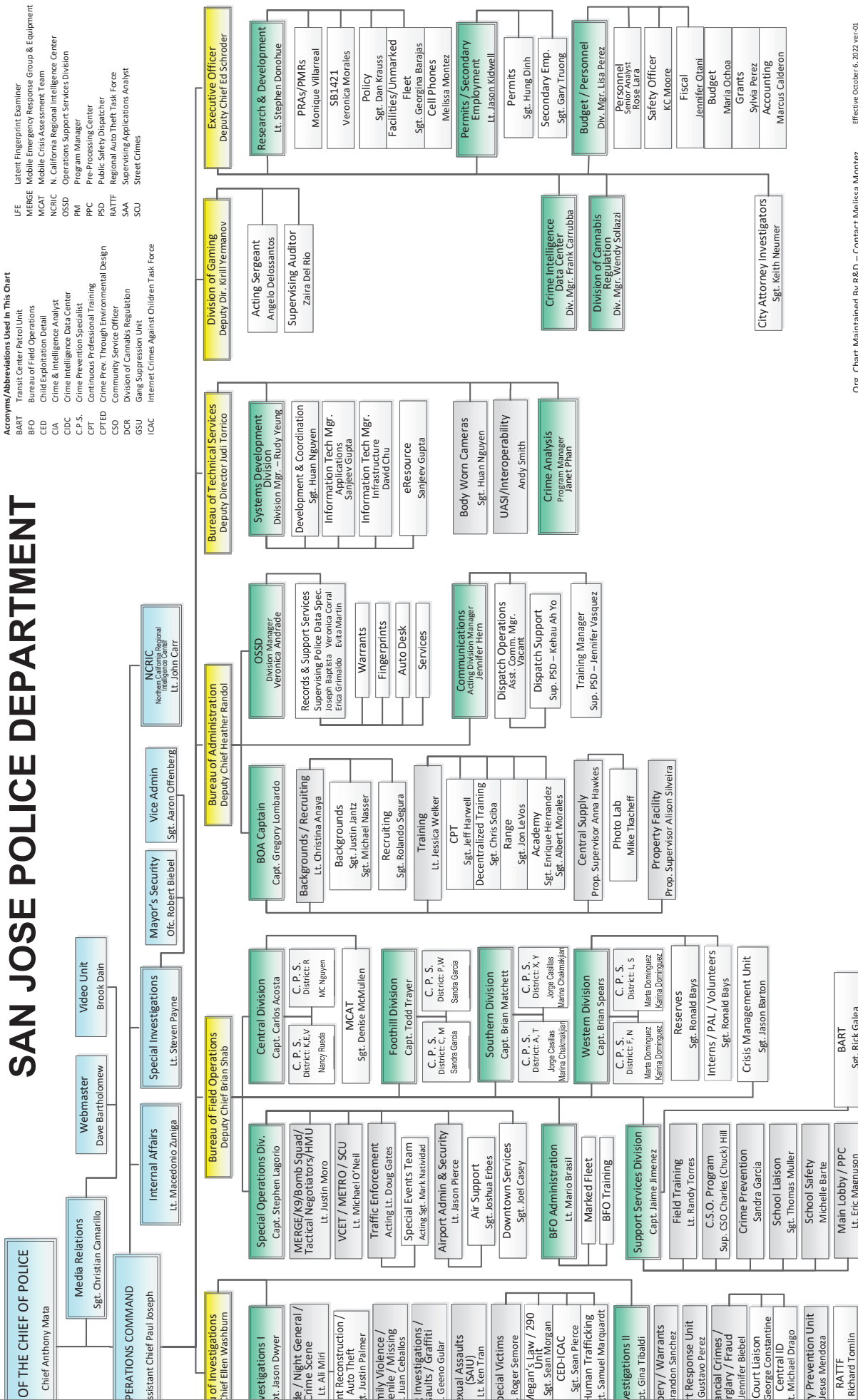
Management Unit will search, develop, and submit grant proposals; secure and execute grant awards; prepare financial and programmatic reports; ensure department meet grant obligations and requirements; and complete the grant closeout process.

# SAN JOSE POLICE DEPARTMENT

## Acronyms/Abbreviations Used in This Chart

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

- BART Transit Center Patrol Unit
- BFO Bureau of Field Operations
- CEO Child Exploitation Detail
- CIA Crime & Intelligence Analyst
- CIDC Crime Intelligence Data Center
- C.I.P.S. Crime Prevention Specialist
- CPD Continuous Professional Training
- CPED Crime Prev. Through Environmental Design
- DCR Community Service Officer
- DSO Division of Cannabis Regulation
- GSU Gang Suppression Unit
- IACC Internet Crimes Against Children Task Force



Org. Chart Maintained By R&D - Contact Melissa Montez

Effective October 6, 2022 ver-01



## Operational Agreement Summary

Grant Subaward #: IC22 13 7928 *CS*

Subrecipient: City of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. Alameda County HEAT Task Force	04/16/2010	04/16/10 to _____
2. Alameda County DA	05/22/2008	05/22/08 to _____
3. Alameda County SAFE Task Force	09/29/2009	09/29/09 to _____
4. Alameda County SO	01/21/2010	01/21/10 to _____
5. Alameda PD	10/01/2020	10/01/20 to _____
6. Albany PD	07/24/2008	07/24/08 to _____
7. Bart PD	04/14/2008	04/14/08 to _____
8. Belmont PD	09/10/2019	09/10/19 to _____
9. Central Marin Police Authority	08/10/2016	08/10/16 to _____
10. City of Monterey PD	08/12/2016	08/12/16 to _____
11. City of Atherton PD	04/14/2008	04/14/08 to _____
12. City of Berkeley PD	04/25/2008	04/25/08 to _____
13. City of Brentwood	07/29/2008	07/29/08 to _____
14. City of Campbell PD	04/14/2008	04/14/08 to _____
15. City of Capitola PD	04/14/2008	04/14/08 to _____
16. City of Carmel PD	08/15/2016	08/15/16 to _____
17. City of Los Altos	04/21/2008	04/21/08 to _____
18. City of Mill Valley	04/18/2008	04/18/08 to _____
19. City of Morgan Hill	04/11/2008	04/11/08 to _____
20. City of Oakland	04/28/2008	04/28/08 to _____

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## Operational Agreement Summary

Grant Subaward #: IC22 13 7928 *CS*

Subrecipient: City of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. City of Palo Alto PD	10/16/2009	10/16/09 to _____
2. City of Pittsburg	01/25/2010	01/25/10 to _____
3. City of Salinas PD	08/06/2019	08/06/19 to _____
4. City of San Pablo	05/21/2012	05/21/12 to _____
5. City of Seaside PD	04/11/2008	04/11/08 to _____
6. City of Union City PD	05/15/2008	05/15/08 to _____
7. Cloverdale PD	12/13/2011	12/13/11 to _____
8. Concord PD	01/21/2010	01/21/10 to _____
9. Contra Costa County DA	03/24/2014	03/24/14 to _____
10. Contra Costa County SO	09/01/2008	09/01/08 to _____
11. Dublin PD	04/21/2008	04/21/08 to _____
12. East Bay Regional Park Police	02/25/2010	02/25/10 to _____
13. East Palo Alto PD	06/18/2012	06/18/12 to _____
14. Emeryville PD	11/04/2020	11/04/20 to _____
15. Foster City PD	08/09/2016	08/09/16 to _____
16. Fremont PD	04/29/2008	04/29/08 to _____
17. Gilroy PD	05/01/2008	05/01/08 to _____
18. Hayward PD	03/23/2016	03/23/16 to _____
19. Healdsburg PD	04/14/2008	04/14/08 to _____
20. Homeland Security Investigations US ICE	02/06/2014	02/06/14 to _____

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## Operational Agreement Summary

Grant Subaward #: IC22 13 7928 *CS*

Subrecipient: City of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. Jan Bashinski Crime Lab	05/28/2014	05/28/14 to _____
2. Kensington PD	02/24/2010	02/24/10 to _____
3. King City PD	08/09/2016	08/09/16 to _____
4. Livermore PD	04/21/2008	04/21/08 to _____
5. Los Gatos / Monte Sereno PD	04/21/2008	04/21/08 to _____
6. Marin County SO	06/02/2008	06/02/08 to _____
7. Marina PD	11/25/2013	11/25/13 to _____
8. Martinez PD	12/16/2008	12/16/08 to _____
9. Milpitas PD	05/07/2008	05/07/08 to _____
10. Monterey County	08/20/2008	08/20/08 to _____
11. Monterey County DA	08/15/2014	05/15/14 to _____
12. Monterey County SO	08/20/2008	08/20/08 to _____
13. Mountain View PD	04/18/2008	04/18/08 to _____
14. Napa County SO	06/25/2008	06/25/08 to _____
15. Napa PD	08/04/2008	08/04/08 to _____
16. NASA OIG	07/10/2019	07/10/19 to _____
17. Newark PD	03/11/2011	03/11/11 to _____
18. Northern District of CA US Probation Office	04/28/2015	04/28/15 to _____
19. Novato PD	04/21/2008	04/21/08 to _____
20. Pacific Grove PD	04/24/2008	04/24/08 to _____

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## Operational Agreement Summary

Grant Subaward #: IC22 13 7928 *CS*

Subrecipient: City of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. Pacifica PD	11/30/2010	11/30/10 to _____
2. Petaluma PD	04/30/2008	04/30/08 to _____
3. Piedmont PD	04/30/2008	04/30/08 to _____
4. Pinole PD	02/26/2010	02/26/10 to _____
5. Pleasant Hill PD	02/03/2011	02/03/11 to _____
6. Pleasanton PD	04/17/2008	04/17/08 to _____
7. Redwood City PD	05/02/2008	05/02/08 to _____
8. Richmond PD	02/22/2011	02/22/11 to _____
9. Rohnert Park DPS	05/12/2016	05/12/16 to _____
10. San Benito County SO	05/01/2008	05/01/08 to _____
11. San Bruno PD	08/18/2016	08/18/16 to _____
12. San Carlos PD	04/21/2008	04/21/08 to _____
13. San Francisco DA	11/19/2009	11/19/09 to _____
14. San Francisco PD	04/21/2008	04/21/08 to _____
15. San Jose State University Police	04/11/2008	04/11/08 to _____
16. San Leandro PD	05/30/2012	05/30/12 to _____
17. San Mateo County DA	05/21/2012	05/21/12 to _____
18. San Mateo County SO	05/02/2008	05/02/08 to _____
19. San Mateo County	03/11/2014	03/11/14 to _____
20. San Mateo PD	05/21/2012	05/21/12 to _____





## Operational Agreement Summary

Grant Subaward #: IC22 13 7928 *CS*

Subrecipient: City of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. San Rafael PD	04/18/2008	04/18/08 to _____
2. San Ramon PD	08/04/2008	08/04/08 to _____
3. Santa Clara County DA	04/15/2008	04/15/08 to _____
4. Santa Clara County Probation ASD	03/27/2017	03/27/17 to _____
5. Santa Clara County SO	04/14/2009	04/14/09 to _____
6. Santa Clara PD	04/29/2008	04/29/08 to _____
7. Santa Cruz County	04/15/2018	04/15/18 to _____
8. Santa Cruz DA	01/04/2012	01/04/12 to _____
9. Santa Cruz PD	04/15/2008	04/15/08 to _____
10. Santa Rosa PD	07/01/2008	07/01/08 to _____
11. Scotts Valley PD	04/15/2008	04/15/08 to _____
12. Sebastopol PD	04/10/2008	04/10/08 to _____
13. Sonoma County SO	04/28/2008	04/28/08 to _____
14. South San Francisco PD	06/26/2012	06/26/12 to _____
15. Sunnyvale DPS	04/17/2008	04/17/08 to _____
16. Tiburon PD	09/29/2008	09/29/08 to _____
17. Town of Danville	04/16/2010	04/16/10 to _____
18. Town of Moraga	05/12/2008	05/12/08 to _____
19. Twin Cities PD	04/05/2012	04/05/12 to _____
20. University of California Santa Cruz PD	02/25/2016	02/25/16 to _____

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## Operational Agreement Summary

Grant Subaward #: IC22 13 7928 *CS*

Subrecipient: City of San Jose

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. Santa Clara County Juvenile Probation	05/05/2008	05/05/08 to _____
2. Walnut Creek PD	06/02/2008	06/02/08 to _____
3. Watsonville PD	01/30/2018	01/30/18 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 _____

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

<b>Subrecipient:</b> City of San Jose	<b>UEI #</b> QUA4AULJ8FM3	<b>FIPS #:</b> 085-68000
<b>Grant Disaster/Program Title:</b> Internet Crimes Against Children (IC) Program		
<b>Performance Period:</b> 01/01/23	<b>to</b> 12/31/23	<b>Subaward Amount Requested:</b> \$ 950,000
<b>Type of Non-Federal Entity</b> (Check Applicable Box)	<input type="checkbox"/> State Govt <input checked="" type="checkbox"/> Local Govt <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe	

Per Title 2 CFR § 200.332, 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
3. How many grants does your organization currently receive?	>10 grant
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
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	Yes
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Always
12. How many years do you maintain receipts, deposits, cancelled checks, invoices?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

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

<b>Signature: (Authorized Agent)</b> <i>Sarah Zarate</i>	<b>Date:</b> 11-14-22
<b>Print Name and Title:</b> Sarah Zarate, Director	<b>Phone Number:</b> 408-535-8100
<b>Cal OES Staff Only: SUBAWARD #</b> IC22 13 7928	



## Grant Subaward Service Area Information

Grant Subaward #: IC22 13 7928 *CS*

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 Monterrey

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: 7,902,660