

Grant Application Cover Sheet

To:

California DOJ - Division of Law Enforcement
Bureau of Forensic Services
Attn: 2018 USAEG
1300 I Street, Suite 1140
Sacramento, Ca 95814

Re: **AB3118 - Audit of Untested Sexual Assault Evidence Kits – Grant Funds**

Grant Requesting Agency:

Emeryville Police Department
2449 Powell St.
Emeryville, CA 94608
(510) 596-3700

Grant Administrator:

Captain Oliver Collins Date

Agency Head:

Chief Jennifer Tejada Date

Letter of Intent

Summary

The City of Emeryville was incorporated in 1896 and is a well-established city with strong community partnerships. The Emeryville Police Department is in Alameda County is authorized 40 sworn and 15 professional staff positions. The department is separated into two divisions, an Operations Division and an Administrative Services Division. The Operations Division includes the patrol and the traffic bureaus, and the Administrative Services Division includes, detectives, dispatch, administrative assistants, crime analytics, property & evidence, and the police services technician position.

The Emeryville Police Department is a small agency which investigates approximately 20 felony sexual assault crimes, including rape, crimes against children, human trafficking offenses, and domestic relationship sexual crimes on an annual basis. The department has an extensive backlog of untested sexual assault evidence kits in evidence and are requesting grant assistance in auditing the kits. Some of the untested sexual assault evidence kits date back years and the kits are stored onsite. If an offender has not been arrested, the kits do not get priority in testing and are logged into evidence where they remain.

Project Description

The Emeryville Police Department has not applied for a grant from DOJ relating to the audit of untested sexual assault kits in the past. The agency has approximately 70 untested sexual assault Evidence kits that will need to be examined during this audit. It is anticipated it will take the Department 80 staff hours to audit the untested sexual assault evidence kits. The requirements of AB3118 will cause undue hardship to the Department and to the City of Emeryville. It's projected that it will cost the Department a minimum \$5,000 and as much as \$6,000 for staff to audit all the untested kits, record their findings and report those results to the DOJ.

Providing this grant funding to the Emeryville Police Department will have positive impact on our ability to comply with the mandates under AB3118 and that we will be able to have the kits audited in an efficient way. We are confident the grant funds will help the Department comply with the mandates under AB3118 and will help the Department complete the reporting by July 1, 2019.

Goals and Objectives

The project goals are to audit the backlog of every sexual assault evidence kit received prior to 2018. The funds will assist the Department in meeting the short-term goal of getting an audit completed and report the findings to DOJ as required in AB3118.

The Emeryville Police Department will work closely with grant administrators toward the success of this grant. Department staff has experience in meeting grant objectives, submitting mandated reporting and maintaining detailed budget records. The Department is confident that if awarded, our staff will be great partners for the California DOJ to work with on this project.

Funding Requested

The Emeryville Police Department is requesting \$5,448 from this grant opportunity. All grant monies received will be used solely for auditing, recording and reporting of sexual assault kits to DOJ so the Department can comply with the AB3118 requirements. The Department will not use any of the funding for administrative or travel purposes.

The staff time work on the audit will be conducted on overtime. We anticipate the overtime requiring 80 hours of work. Our Property and Evidence staff person who could will be assigned to work on this makes \$68.10 per hour (not the fully burdened rate).

Project Budget

BUDGET CATEGORY AND LINE-ITEM DETAIL	COST (Round budget amounts to nearest dollar)
A. Salaries & Benefits	
A.1 Overtime <ul style="list-style-type: none"> Property and Evidence Technician, hourly overtime rate \$68.10 hr. It is anticipated it will take approximately 100 hours to audit 70 untested kits. 	\$5,448
TOTAL PERSONNEL SERVICES	\$5,448
B. Operating Expenses	
B.1 <ul style="list-style-type: none"> Sexual Assault kit testing (25 kits at \$400 each) 	\$0
TOTAL OPERATING EXPENSES	\$0
C. Equipment	
<ul style="list-style-type: none"> None 	\$0
TOTAL EQUIPMENT	\$0
D. Travel Expense/Registration Fees	
<ul style="list-style-type: none"> None 	\$0
TOTAL TRAVEL EXPENSE	\$0
TOTAL BUDGET DETAIL COST, ALL CATEGORIES	\$5,448

