



Contract Number  
23-935

SAP Number  
\_\_\_\_\_

## Sheriff/Coroner/Public Administrator

Department Contract Representative Ernie Perez, Deputy Chief  
Telephone Number 909-387-3760

Contractor California Office Emergency Services, Criminal Justice/Emergency Management & Victim Services Branch

Contractor Representative Olga Stupak, Program Specialist  
Telephone Number (916) 845-8375

Contract Term 04/01/2023 – 06/30/2024

Original Contract Amount \$88,653

Amendment Amount \_\_\_\_\_

Total Contract Amount \$88,653

Cost Center 4438001000

### Briefly describe the general nature of the contract:

Grant award for the 2022 Paul Coverdell Forensic Sciences Improvement Program, in the amount of \$88,653, to provide funding for tuition, transportation, meals and lodging for Crime Lab personnel to attend specified trainings. The term of the grant is April 1, 2023 through June 30 2024. No matching funds are required.

**FOR COUNTY USE ONLY**

Approved as to Legal Form  
  
 Richard D. Luczak, Deputy County Counsel

Date 8/11/2023

Reviewed for Contract Compliance  
 \_\_\_\_\_

Date \_\_\_\_\_

Reviewed/Approved by Department  
  
 Kelly Welty, Chief Deputy Director of Sheriff's Administration

Date 8/15/23

GAVIN NEWSOM  
GOVERNOR



NANCY WARD  
DIRECTOR

Jun 08, 2023

Kerri T. Heward  
Crime Laboratory Director  
San Bernardino County - Sheriff's Department  
711 East Rialto Avenue  
San Bernardino, CA 92415-0056

Subject: **Grant Subaward Application Approval**  
Paul Coverdell Forensic Science Improvement Program  
Grant Subaward #: CQ22 16 0360

Dear Kerri T. Heward:

The California Governor's Office of Emergency Services (Cal OES) has approved your Grant Subaward application in the amount of \$88,653, subject to enactment of applicable State Budget Act. 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).

Please contact your Program Specialist Olga Stupak, at [stupako@caloes.ca.gov](mailto:stupako@caloes.ca.gov) with questions.

Sincerely,

Victim Services Grants Processing Unit

cc: Subrecipient's file Program  
Specialist

(Cal OES Use Only)							
Cal OES #	071-00000-040	FIPS #	071-00000	VS#		Subaward #	CQ22 16 0360

**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:** San Bernardino County Sheriff's Department 1a. **UEI#:** MLBXC2C6AEX1

2. **Implementing Agency:** San Bernardino County Sheriff's Department 2a. **UEI#:** \_\_\_\_\_

3. **Implementing Agency Address:** 655 East Third Street San Bernardino 92415-0061  
(Street) (City) (Zip+4)

4. **Location of Project:** San Bernardino San Bernardino 92415-0061  
(City) (County) (Zip+4)

5. **Disaster/Program Title:** CA - Paul Coverdell Forensic Science Improvement Program 6. **Performance/Budget Period:** 4/1/2023 to 6/30/2024  
(Start Date) (End Date)

7. **Indirect Cost Rate:** Select 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	F51A		\$88,653					\$88,653
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project</b>	<b>Cost</b>		\$88,653	\$88,653				\$88,653

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: Leonard X. Hernandez Title: Chief Executive Officer

Payment Mailing Address: 655 E. Third Street City: San Bernardino Zip Code+4: 92415-0061

Signature: \_\_\_\_\_ Date: 12/22/2022

16. **Federal Employer ID Number:** 956002748

(FOR Cal OES USE ONLY)	
I hereby certify that, to my personal knowledge, budgeted funds are available for the period of this expenditure stated above.	
<u>Mary Rucker</u> 6/6/2023	<u>Heather Carlson</u> 6/6/2023
(Cal OES Fiscal Officer) (Date)	(Cal OES Director or Designee) (Date)

DS  
877

ENY: 2022-23 Chapter: 43 SL: 18622  
 Item: 0690-102-0890 Pgm: 0385  
 FAIN #: 15PBJA-22-GG-01941-COVE 10/01/22-09/30/24  
 Fund: Federal Trust AL#: 16.742  
 Program: Paul Coverdell Forensic Science Improvement Program  
 Match Req.: None  
 Project ID: OES22FSIA000012  
 SC: 2022-18622 Amount: \$ 88,653

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
SUPPLEMENTAL GRANT SUBAWARD INFORMATION**

**1. Cal OES Contact Information Section:**

Governor's Office of Emergency Services  
 Mark S. Ghilarducci, Director  
 3650 Schriever Avenue  
 Mather, CA 95655  
 (916) 845-8506 (phone)

**2. Federal Awarding Agency Section:**

<b>Fund Year</b>	<b>Federal Program Fund / AL#</b>	<b>Federal Awarding Agency</b>	<b>Total Federal Award Amount</b>	<b>Total Local Assistance Amount</b>
2022	Forensic Sciences Improvement Act (FSIA) / 16.742	Bureau of Justice Assistance	\$2,394,491	\$2,155,042

**3. Project Description Section:**

- Project Acronym (Please choose from drop down):  
Paul Coverdell Forensic Science Improvement Program (CQ)
- Project Description (Please type the Project Description):  
Provides funding to the federally accredited crime laboratories, coroners, and medical examiners offices throughout California. The goal of the program is to improve the quality, timeliness, and credibility of forensic science services over current operations.

**4. Research & Development Section:**

- Is this Subaward a Research & Development grant?  
 Yes  No



## Grant Subaward Contact Information

Grant Subaward #: CQ22 16 0360 ✓

Subrecipient: San Bernardino County Sheriff's Department ✓

1. **Grant Subaward Director:**

Name: Kerri T. Heward Title: Crime Laboratory Director  
Telephone #: 909-387-9904 Email Address: kheward@sbcasd.org  
Address/City/ Zip Code (9-digit): 711 E. Rialto Ave, San Bernardino, CA 92415-0056

2. **Financial Officer:**

Name: Carolina Mendoza Title: Financial Manager  
Telephone #: 909-387-3762 Email Address: cmendoza@sbcasd.org  
Address/City/ Zip Code (9-digit): 655 East Third Street, San Bernardino, CA 92415-0061

3. **Programmatic Point of Contact:**

Name: Kerri T. Heward Title: Crime Laboratory Director  
Telephone #: 909-387-9904 Email Address: kheward@sbcasd.org  
Address/City/ Zip Code (9-digit): 711 E. Rialto Ave, San Bernardino, CA 92415-0056

4. **Financial Point of Contact:**

Name: Jenee Haliburton Title: Accountant III  
Telephone #: 909-387-3725 Email Address: jhaliburton@sbcasd.org  
Address/City/ Zip Code (9-digit): 655 East Third Street, San Bernardino, CA 92415-0061

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: Shannon D. Dicus Title: Sheriff/Coroner/Public Administrator  
Telephone #: 909-387-3755 Email Address: sdicus@sbcasd.org  
Address/City/ Zip Code (9-digit): 655 East Third Street, San Bernardino, CA 92415-0061

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

Name: Leonard X. Hernandez Title: Chief Executive Officer  
Telephone #: 909-387-5418 Email Address: leonard.hernandez@cao.sbcounty.gov  
Address/City/ Zip Code (9-digit): 385 North Arrowhead Avenue, 5th Floor, San Bernardino, CA 92415-0110

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

Name: Curt Hagman Title: Chairman, Board of Supervisors  
Telephone #: 909-387-4566 Email Address: curt.hagman@bos.sbcounty.gov  
Address/City/ Zip Code (9-digit): 385 North Arrowhead Avenue, 5th Floor, San Bernardino, CA 92415-0110



**Grant Subaward Signature Authorization**

Grant Subaward #: CQ22 16 0360

Subrecipient: San Bernardino County Sheriff's Office

Implementing Agency: San Bernardino County Sheriff's Office Scientific Investigations Division

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

**Grant Subaward Director:**

Printed Name: Kerri T. Heward

Signature: *Kerri T. Heward*

Date: 12/27/2022

**Financial Officer:**

Printed Name: Carolina Mendoza

Signature: *Carolina Mendoza*

Date: 1/3/2023

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

Signature: *Paul Mirra*

Printed Name: Paul Mirra

Signature: *Elena Bezdek*

Printed Name: Elena Bezdek

Signature: *Susan Anderson*

Printed Name: Susan Anderson

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

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

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

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

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

Signature: *Julio Galvez*

Printed Name: Julio Galvez

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

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

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

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

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

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

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

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



## Grant Subaward Certification of Assurance of Compliance

Subrecipient: San Bernardino County

	Cal OES Program Name	Grant Subaward # :	Grant Subaward Performance Period
1	Paul Coverdell Forensic Science Improvement Program	CQ22 16 0360	April 1, 2023 - June 30, 2024
2			
3			
4			
5			
6			

I, Leonard X. Hernandez (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**

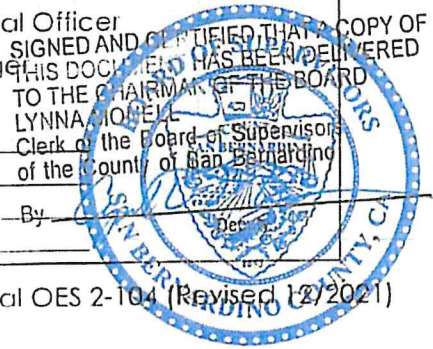
The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



- 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.

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 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: _____	
Official Designee's Typed Name: _____	Leonard X. Hernandez
Official Designee's Title: _____	Chief Executive Officer
Date Executed: _____	12/06/2022
AUTHORIZED BY:	
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 type="checkbox"/> City Manager	<input type="checkbox"/> County Manager
<input checked="" type="checkbox"/> Governing Board Chair	
Signature: _____	
Typed Name: _____	Curt Hagman
Title: _____	Chairman, Board of Supervisors
Date Executed: _____	DEC 06 2022







**Federal Fund Grant Subaward Assurances**  
**Paul Coverdell Forensic Science Improvement (FSIA) Grant Program**

Subrecipient: San Bernardino County

	Cal OES Program Name	Grant #/G Subaward #	Grant Subaward Performance Period
1.	Paul Coverdell Forensic Science Improvement Program	CQ22 16 0360	April 1, 2023 - June 30, 2024
2.			
3.			
4.			
5.			
6.			

Subrecipients agree to adhere to the following and ensure these assurances are passed down to Second-Tier Subrecipients.

**1. Required Audits and Financial Statements (SRH Section 14.005)**

Subrecipients expending \$750,000 or more in federal funds annually must comply with the single audit requirement established by the Federal Office of Management and Budget (OMB) Uniform Guidance 2 C.F.R. Part 200, Subpart F and arrange for a single audit by an independent Certified Public Accountant (CPA) firm annually. Audits conducted under this section will be performed using the guidelines established by the American Institute of Certified Public Accountants (AICPA) for such audits.

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

**2. Applicability of Part 200 Uniform Requirements**

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this Grant Subaward.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2022 Grant Subaward supplements funds previously awarded by OJP under the same Grant Subaward number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds

under that award number (regardless of the award date, and regardless of whether derived from the initial Grant Subaward or a supplemental Grant Subaward) that are obligated on or after the acceptance date of this FY 2022 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the Grant Subaward that the Subrecipient (and any Second-Tier Subrecipients) must be retained for a period of seven years after the Subrecipient makes final payments and all other pending matters are closed, unless a different retention period applies. Subrecipients (and any Second-Tier Subrecipients) must provide access to performance measurement information, financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

In the event that an Grant Subaward-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the Subrecipient is to contact Cal OES promptly for clarification.

### **3. Requirement to Report Actual or Imminent Breach of Personally Identifiable Information**

Subrecipients (and any Second-Tier Subrecipients) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if they:

- Create, collect, use, process, store, maintain, disseminate, disclose, or dispose of "Personally Identifiable Information (PII)" (2 C.F.R. 200.1) within the scope of an OJP grant-funded program or activity, or
- Use or operate a "Federal information system" (OMB Circular A-130).

Subrecipients (and any Second-Tier Subrecipients) must have breach procedures that must include a requirement to report actual or imminent breach of PII to Cal OES no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

### **4. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 38**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to Subrecipient organizations (and any Second-Tier Subrecipient organizations) that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients (and any Second-Tier Subrecipients) that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

**5. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 42**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

**6. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 54**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 54, that relate to nondiscrimination on the basis of sex in certain "educational programs."

**7. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)**

Subrecipients (and any Second-Tier Subrecipients) must comply with, and are subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

Subrecipients (and any Second-Tier Subrecipients) also must inform their employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

**8. Compliance with Applicable Rules Regarding Approval, Planning, and Reporting of Conferences, Meetings, Trainings, and Other Events**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this Grant Subaward appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

**9. Requirement for Data on Performance and Effectiveness under the Grant Subaward**

Subrecipients (and any Second-Tier Subrecipients) must collect and maintain data that measure the performance and effectiveness of work under this Grant Subaward. Subrecipients (and any Second-Tier Subrecipients) must provide data (within the required timeframes) specified by OJP, Cal OES, and other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

**10. Determination of Suitability to Interact with Participating Minors**

This condition applies to the Grant Subaward (if it is indicated) when some or all of the activities to be carried out under the Grant Subaward (whether by Subrecipients, or Second-Tier Subrecipients) is to benefit a set of individuals under 18 years of age.

Subrecipients (and any Second-Tier Subrecipients) must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP website at <https://ojp.gov/funding/Explore/Interact-Minors.htm>. (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

**11. Compliance with DOJ Grants Financial Guide**

Subrecipients (and any Second Tier Subrecipients) must comply with all applicable sections of the DOJ Financial Guide. References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the

"DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. Subrecipients agree to comply with the DOJ Grants Financial Guide.

## **12. Encouragement of Policies to Ban Text Messaging while Driving**

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the DOJ encourages Subrecipients (and any Second-Tier Subrecipients) to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this Grant Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

## **13. Compliance with General Appropriations-law Restrictions on the use of Federal Funds (FY 2022)**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2022, are set out at <https://ojp.gov/funding/Explore/FY22AppropriationsRestrictions.htm>.

Should a question arise as to whether a particular use of federal funds by Subrecipients (and any Second-Tier Subrecipients) would or might fall within the scope of an appropriations or law restriction, Subrecipients are to contact Cal OES for guidance, and may not proceed without the express prior written approval of Cal OES.

## **14. Potential Imposition of Additional Requirements**

Subrecipients (and any Second-Tier Subrecipients) agree to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this Grant Subaward, if Subrecipients are designated as "high-risk" for purposes of the DOJ high-risk grantee list.

## **15. Employment Eligibility Verification for Hiring under the Grant Subaward**

a. Subrecipients (and any Second-Tier Subrecipients) must:

- 1) Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with Grant Subaward funds, Subrecipients (and any Second-Tier Subrecipients) properly verify the

employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).

- 2) Notify all persons associated with Subrecipients (or any Second-Tier Subrecipients) who are or will be involved in activities under this Grant Subaward of both:
  - a) This Grant Subaward requirement for verification of employment eligibility, and
  - b) The associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.
- 3) Provide training (to the extent necessary) to those persons required by this condition to be notified of the Grant Subaward requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).
- 4) As part of the recordkeeping for the Grant Subaward (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this Grant Subaward condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

b. Monitoring

Subrecipients' monitoring responsibilities include monitoring Second-Tier Subrecipients' compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, Grant Subaward funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

d. Rules of construction

1) Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this Grant Subaward" specifically includes (without limitation) any and all Subrecipient officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with Grant Subaward funds.

2) Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, Subrecipients (and any Second-Tier Subrecipients) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the Subrecipient (and any Second-Tier Subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with Grant Subaward funds.

3) "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

4) Nothing in this condition shall be understood to authorize or require Subrecipients (and any Second-Tier Subrecipients), or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

5) Nothing in this condition, including in paragraph 4.B., shall be understood to relieve Subrecipients (and any Second-Tier Subrecipients) or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>).

**16. Restrictions and Certifications Regarding Non-disclosure Agreements and Related Matters**

No Subrecipients (and any Second-Tier Subrecipients) under this Grant Subaward, or entity that receives a procurement contract or subcontract with any funds under this Grant Subaward, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this Grant Subaward, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

- a. In accepting this Grant Subaward, Subrecipients (and any Second-Tier Subrecipients):
- 1) Represent that they neither require, nor have required, internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
  - 2) Certify that, if they learn, or are notified, that they have, or have been, requiring their employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.
- b. If Subrecipients are authorized under this award to make Second-Tier Subawards, procurement contracts, or both:
- 1) Subrecipients represent that:
    - a) No other entity (whether through a Second-Tier Subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) that they pass funds to either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
    - b) Appropriate inquiry has been made, or otherwise Subrecipients have an adequate factual basis, to support this representation; and
  - 2) If learned or notified that any Second-Tier Subrecipient, contractor, or subcontractor entity that receives funds under this Grant Subaward is, or has been, requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds to or by that entity, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.



## **17. Reclassification of Various Statutory Provisions to a New Title 34 of the United States Code**

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

## **18. OJP Training Guiding Principles**

Any training or training materials that the Subrecipient (and any Second-Tier Subrecipients) – develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principle for Grantee and Subgrantees available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

## **19. All Grant Subawards must have Specific Federal Authorization**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements for authorization of any Grant Subaward. This condition applies to agreements that – for purposes of federal grants administrative requirements – OJP considers a "Grant Subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any Grant Subaward are posted on the OJP website at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm>.

## **20. Requirements Related to System for Award Management and Universal Identifier Requirements**

Subrecipients (and any Second-Tier Subrecipients) must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

Subrecipients also must comply with applicable restrictions for Second-Tier Subawards, including restrictions on Grant Subawards to entities that do not acquire

and provide (to Subrecipients) the unique entity identifier required for SAM registration.

The details of the Subrecipients' obligations related to SAM and to unique entity identifiers are posted on the OJP website at <https://ojp.gov/funding/Explore/SAM.htm>.

This condition does not apply to a Grant Subaward to an individual who received the Grant Subaward as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

## **21. Restrictions on "Lobbying"**

In general, as a matter of federal law, federal funds awarded by OJP may not be used by Subrecipients (and any Second-Tier Subrecipients), either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by Subrecipients (and any Second-Tier Subrecipients), to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a Subrecipient (or any Second-Tier Subrecipient) would or might fall within the scope of these prohibitions, the Subrecipient is to contact Cal OES for guidance, and may not proceed without the express prior written approval of Cal OES.

## **22. Specific Post-award Approval Required to Use a Noncompetitive Approach In any Procurement Contract that would Exceed \$250,000**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that – for purposes of federal grants administrative requirements – OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP website at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm>.

**23. Requirements Pertaining to Prohibited Conduct Related to Trafficking In Persons (Including reporting requirements and OJP Authority to Terminate Grant Subaward)**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of Subrecipients (and any Second-Tier Subrecipients), or Individuals defined (for purposes of this condition) as "employees" of Subrecipients (and any Second-Tier Subrecipients).

The details of the Subrecipients' obligations related to prohibited conduct related to trafficking in persons are posted on the OJP website at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>.

**24. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct**

Subrecipients (and any Second-Tier Subrecipients) must promptly refer to Cal OES any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this Grant Subaward— (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this Grant Subaward must also be reported to Cal OES. Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

**25. Limit on Use of Grant Funds for Grantees' Employees' Salaries**

With respect to this Grant Subaward, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the Grant Subaward recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (A Grant Subaward recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this Grant Subaward may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this Grant Subaward is made.

**26. Information and/or Data Requests**

Subrecipients (and any Second-Tier Subrecipients) agree to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

**27. Published Written and Web-based Materials**

Subrecipients shall provide the Cal OES Program Specialist with a copy of any curricula, training materials, proposed publications, reports, or any other written materials that will be published, including web-based materials and website content, resulting from this Grant Subaward at least forty-five working days prior to the targeted dissemination date. Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. \_\_\_\_\_, awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."

**28. Press Releases**

Subrecipients (and any Second-Tier Subrecipients) shall transmit to the Cal OES Program Specialist copies of all official award-related press releases at least fifteen working days prior to public release. Advance notice permits time for coordination of release of information by Cal OES where appropriate and to respond to press or public inquiries.

**29. Copyright; Data rights**

Subrecipients (and any Second-Tier Subrecipients) acknowledge that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under a Grant Subaward; and (2) any rights of copyright to which a Subrecipient (at any Second-Tier Subrecipient) purchases ownership with Federal support.

Subrecipients (and any Second-Tier Subrecipients) acknowledge that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under a Grant Subaward; and (2) authorize others to receive, reproduce, publish, or

otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data – General).

It is the responsibility of the Subrecipient (and any Second-Tier Subrecipient) to ensure that the provisions of this condition are included in any Grant Subawards (and any Second-Tier Subrecipient) under this award.

Subrecipients (and any Second-Tier Subrecipients) have the responsibility to obtain from Subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the Subrecipient's obligations to the Government under this Grant Subaward. If a proposed Subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the Subrecipient shall promptly bring such refusal to the attention of the Cal OES Program Specialist for the Grant Subaward and not proceed with the agreement in question without further authorization from Cal OES.

### **30. Generally Accepted Laboratory Practices**

Subrecipients (and any Second-Tier Subrecipients) shall ensure that any forensic laboratory, forensic laboratory system, medical examiner's office, or coroner's office that will receive any portion of the Grant Subaward uses generally accepted laboratory practices and procedures as established by accrediting organizations or appropriate certifying bodies.

#### **a. External Investigations**

Subrecipients (and any Second-Tier Subrecipients) shall ensure that requirements associated with 34 U.S.C. section 10562(4) (which relate to processes in place to conduct independent external investigations into allegations of serious negligence or misconduct by employees or contractors) are satisfied with respect to any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility in the State that will receive a portion of the grant amount.

#### **b. Accreditation**

Subrecipients (and any Second-Tier Subrecipients) shall ensure that any forensic laboratory or forensic laboratory system (not including any medical examiner's office or coroner's office) that will receive any portion of the award either is accredited, or will use a portion of this award to prepare and apply for accreditation by not more than two years from the award date of this award.

Additionally, with respect to accreditation, the Subrecipient (and any Second-Tier Subrecipient) shall ensure that for any Grant Subaward it makes under this award, it will require in a legally-binding and enforceable writing, such as the Grant

Subaward documentation (for example, Grant Subaward terms and conditions), that its Subrecipient: (1) if accredited, must continue to demonstrate such accreditation as a condition of receiving or using the Grant Subaward funds; or (2) if not accredited, must use the Grant Subaward funds to prepare and apply for accreditation.

The Coverdell statute (see 34 U.S.C. section 10562(2)) and the Paul Coverdell Forensic Science Improvement Grants Program solicitation state certain requirements and guidance associated with proper accreditation and regarding what BJA will consider to be acceptable documentation of accreditation. The Subrecipient is to contact the Cal OES Program Specialist for clarification or guidance if it should have any question as to what constitutes proper accreditation for the purposes of the Coverdell program. Grant Subaward funds may not be used under this Grant Subaward by a forensic laboratory or forensic laboratory system with accreditation (or by such laboratory to obtain accreditation) that BJA determines not to be consistent with the Coverdell law and the solicitation or to be otherwise deficient.

Subrecipients (and any Second-Tier Subrecipients) agree to notify Cal OES promptly upon any change in the accreditation status of any forensic science laboratory or forensic laboratory system that receives funding under this Grant Subaward.

### **31. Use of Funds; No Research**

Funds provided under this Grant Subaward shall be used only for the purposes and types of expenses set forth in the Request for Application. Funds shall not be used for general law enforcement functions or non-forensic investigatory functions, and shall not be used for research or statistical projects or activities. Use of Grant Subaward funds for construction of new facilities is restricted by statute. Any questions concerning this provision should be directed to the Cal OES Program Specialist prior to incurring the expense or commencing the activity in question.

To ensure compliance with the Government Performance and Results Act (Pub. L. No. 103-62) and the GPRA Modernization Act of 2010 (Pub. L. No. 111-352), program performance under this Grant Subaward is measured by the following: (1) percent reduction in the average number of days from the submission of a sample to a forensic science laboratory to the delivery of test results to a requesting office or agency (calculated by reporting the average number of days to process a sample at the beginning of the grant period versus the average number of days to process a sample at the end of the grant period); (2) percent reduction in the number of backlogged forensic cases (calculated by reporting the number of backlogged forensic cases at the beginning of the grant period versus the number of backlogged forensic cases at the end of grant period), if applicable to the Grant Subaward; and (3) the number of forensic science or medical examiner/coroner's

office personnel who completed appropriate training or educational opportunities with these Coverdell funds, if applicable to the Grant Subaward. Subrecipients (and any Second-Tier Subrecipients) are required to collect and report data relevant to these measures.

### **32. Forensic Science or Medical Examiner Services Fees**

Subrecipients (and any Second-Tier Subrecipients) understand and agree that, throughout the Grant Subaward Performance Period, it must promptly notify Cal OES if it either starts or stops charging fees for forensic science or medical examiner services, or if it revises its method of allocating fees received for such services to program income. Notice must be provided in writing to the Cal OES Program Specialist within fifteen business days of implementation of the change.

### **33. External Investigations**

Subrecipients (and any Second-Tier Subrecipients) acknowledge that, as stated in the solicitation for the Paul Coverdell Forensic Science Improvement Grants Program, BJA assumes that Subrecipients (and Second-Tier Subrecipients) of Coverdell funds will make use of the process referenced in their certification as to external investigations and will refer allegations of serious negligence or misconduct substantially affecting the integrity of forensic results to government entities with an appropriate process in place to conduct independent external investigations, such as the government entity (or entities) identified in the grant application. The Subrecipient shall submit the following information as part of its final report: (1) the number and nature of any allegations of serious negligence or misconduct substantially affecting the integrity of forensic results received during the Grant Subaward; (2) information on the referrals of such allegations (e.g., the government entity or entities to which referred, the date of referral); (3) the outcome of such referrals (if known as of the date of the report); and (4) if any such allegations were not referred, the reason(s) for the non-referral. Should the project period for this award be extended, the Subrecipient shall submit the above information as to subsequent twelve-month periods every twelve months thereafter (as part of a semi-annual progress report) until the close of the Grant Subaward, at which point the Subrecipient shall submit the required information as to any period not covered by prior reports as part of its final report. The Subrecipient understands and agrees that funds may be withheld (including funds under future awards), or other related requirements may be imposed, if the required information is not submitted on a timely basis.

### **34. Subrecipient Integrity and Performance Matters**

Subrecipients (and any Second-Tier Subrecipients) must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement

contract from the federal government. Under certain circumstances, Subrecipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIS").

The details of Subrecipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIS") within SAM are posted on the OJP website at <https://ojp.gov/funding/FAPIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIS), and are incorporated by reference here.

### **35. Gross Income**

Subrecipients (and any Second-Tier Subrecipients) understand and agree that gross income (revenues) from fees charged for forensic science or medical examiner services constitutes program income (in whole or in part), and that program income must be determined, used, and documented in accordance with the provisions of 2 C.F.R. 200.307, including as applied in the Department of Justice (DOJ) Grants Financial Guide, as it may be revised from time to time. Subrecipients (and any Second-Tier Subrecipients) further understand and agree that both program income earned during the Grant Subaward Performance Period and expenditures of such program income must be reported to Cal OES and are subject to monitoring.

Subrecipients (and any Second-Tier Subrecipients) understand and agree that program income earned during the Grant Subaward Performance Period may be expended only for permissible uses of funds specifically identified in the Request for Application for the Paul Coverdell Forensic Science Improvement Grants Program. The Subrecipient further understands and agrees that program income earned during the Grant Subaward Performance Period may not be used to supplant State or local government funds, but instead may be used only to increase the amount of funds that would, in the absence of Federal funds or program income, be available from State or local government sources for the permissible uses of funds listed in the Request for Application.

Subrecipients (and any Second-Tier Subrecipients) understand and agree that program income that is earned during the final one hundred twenty (120) days of the Grant Subaward Performance Period may, if appropriate, be obligated (as well as expended) for permissible uses during the one hundred twenty-day (120-day) period following the end of the Grant Subaward Performance Period. The Subrecipient further understands and agrees that any program income earned during the Grant Subaward Performance Period that is not obligated and expended within one hundred twenty (120) days of the end of the Grant Subaward Performance Period must be returned to Cal OES.



### **36. Federal, State and Local Environmental Laws and Regulations**

Subrecipients (and any Second-Tier Subrecipients) agree to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this Grant Subaward.

#### **a. Environmental Assessment (EA)**

The activities the Subrecipient (and any Second-Tier Subrecipient) has proposed to conduct under this Grant Subaward fall within the scope of a BJA Programmatic EA that complies with the National Environmental Policy Act (NEPA). These activities have been determined not to have a significant impact on the quality of the human environment.

#### **b. Modifications**

Throughout the term of this Grant Subaward, Subrecipients (and any Second-Tier Subrecipients) agree that for any activity that is the subject of a completed EA, it will inform Cal OES of (1) any change(s) that it is considering making to the previously assessed activity that may be relevant to environmental impact; or (2) any proposed new activities or changed circumstances that may require assessment as to environmental impact, such as new activities that involve the use of chemicals or involve construction or major renovation. Subrecipients (and any Second-Tier Subrecipients) will not implement a proposed change or new activity until BJA, with the assistance of Cal OES, has determined whether the proposed change or new activity (or changed circumstances) will require additional review under NEPA. Approval for implementation will not be unreasonably withheld as long as any requested modification(s) is consistent with eligible program purposes and found acceptable under a BJA-conducted environmental impact review process.

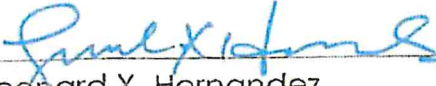
### **37. Unmanned Aircraft Systems**

The Subrecipient (and any Second-Tier Subrecipients) agrees that no funds under this Grant Subaward (including via subcontract or subaward, at any tier) may be used for unmanned aircraft systems (UAS), which includes unmanned aircraft vehicles (UAV), or for any accompanying accessories to support UAS.

38. Federal Funding Accounting and Transparency Act (FFATA)

- Yes    No
- Has the Subrecipient received \$25,000,000 or more in federal funds in the preceding fiscal year?
- If the answer is yes, does the amount of federal funds received equal 80% or more of the Subrecipient's annual gross revenue?
- If the answer is yes to the above two questions, did the Subrecipient report to the U.S. Security and Exchange Commission?

For additional information reference: [Award Condition: Reporting Subawards and Executive Compensation \(Updated as of September 2016\) | Office of Justice Programs \(ojp.gov\)](#).

CERTIFICATION	
I certify the Subrecipient identified above will comply with the requirements of the Subrecipient Handbook and the federal fund Grant Subaward assurances outlined above.	
Official Designee's Signature:	<u></u>
Official Designee's Typed Name:	<u>Leonard X. Hernandez</u>
Official Designee's Title:	<u>Chief Executive Officer</u>
Date Executed:	<u>2/13/2023</u>



## Federal Fund Grant Subaward Assurances Information and Instructions

This document is a binding affirmation that, in addition to the requirements and restrictions outlined in the Subrecipient Handbook, Subrecipients will comply with the assurances required by the federal program/fund source.

**The Official Designee (see SRH Section 3.030) 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 federal fund source is being added to the Grant Subaward, and/or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the assurances are received by Cal OES after the execution of the applicable Grant Subaward. Cal OES will notify Subrecipients when this is required.



**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

**Grant Subaward Budget Pages**

✓ Single Fund Source

✓

Subrecipient: San Bernardino County	Grant Subaward #: CQ22 16 0360
A. Personnel Costs - Line-item description and calculation	Total Amount Allocated
<b>PERSONNEL COSTS CATEGOTY TOTAL</b>	

✓



**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient: San Bernardino County	Grant Subaward #: CQ22 16 0360
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
<b>Travel</b>	
<b>General Criminalistics</b>	
California Association of Criminalists Seminar, Reno NV May 8-12, 2023	
Two staff members	
Airlare (\$333 x 2 = \$666)	\$666
Hotel (\$250 x 4 = \$1000 x 2 = \$2000)	\$2,000
Per Diem (\$.42 x 5 = \$210 x 2 = \$420)	\$420
Shuttle (\$.50 round trip x 2 = \$100)	\$100
Airport Parking (\$.21 x 5 = \$105 x 2 = \$210)	\$210
Luggage Fees (\$.60 round trip x 2 = \$120)	\$120
California Association of Criminalists Seminar, Los Angeles, CA, May 2024	
Two staff members	
Hotel (\$250 x 4 = \$1000 x 2 = \$2000)	\$2,000
Per Diem (\$.42 x 5 = \$210 x 2 = \$420)	\$420
Hotel Parking (\$.25 x 4 = \$100)	\$100
California Association of Crime Laboratory Directors Seminar, September/October TBD	
Three staff members	
Hotel (\$250 x 4 = \$1000 x 3 = \$3000)	\$3,000
Per Diem (\$.42 x 5 = \$210 x 3 = \$630)	\$630
Hotel Parking (\$.25 x 4 = \$100)	\$100
American Society of Crime Laboratory Directors, Birmingham, AL, April 28 May 2, 2024	
Three staff members	
Airlare (\$.700 x 3 = \$2100)	\$2,100
Hotel (\$.200 x 6 = \$1200 x 3 = \$3600)	\$3,600
Per Diem (\$.42 x 7 = \$294 x 3 = \$882)	\$882
Shuttle (\$.80 round trip x 3 = \$240)	\$240
Airport Parking (\$.21 x 6 = \$126 x 3 = \$378)	\$378
Luggage Fees (\$.60 round trip x 3 = \$180)	\$180



**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient: San Bernardino County	Grant Subaward #: CQ22 16 0360
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
Association of Forensic Quality Assurance Managers Conference, Dallas TX October 17-20, 2023	
One staff member	
Airflight (\$500)	\$500
Hotel (\$200 x 4 = \$800)	\$800
Per Diem (\$42 x 5 = \$210)	\$210
Shuttle ( \$80 round trip)	\$80
Airport Parking (\$21 x 5 = \$105)	\$105
Luggage Fees (\$60 round trip)	\$60
<b>Firearms/Toolmark</b>	
Association of Firearms and Toolmark Examiners Training Seminar, Anchorage, AK May 26-31, 2024	
Two staff members	
Airflight (\$800 x 2 = \$1600)	\$1,600
Hotel (\$300 x 6 = \$1800 x 2 = \$3600)	\$3,600
Per Diem (\$42 x 7 = \$294 x 2 = \$588 )	\$588
Shuttle (\$80 x 2 = \$160)	\$160
Airport Parking (\$21 x 7 \$147 x 2 = \$294)	\$294
Luggage Fees (\$60 round trip x 2 = \$120)	\$120
SHOT Show, Las Vegas, NV, January 16-19, 2024	
Three staff members	
Hotel (\$200 x 3 = \$600 x 3 = \$1800)	\$1,800
Per Diem (\$42 x 4 = \$168 x 3 = \$504)	\$504



**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient: San Bernardino County	Grant Subaward #: CQ22 16 0360
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
<b>Chemistry/Controlled Substances</b>	
Clandestine Laboratory Investigating Chemists Association, Salt Lake City, UT, September 5-9, 2023. (opioid-related)	
One staff member	
Airflight (\$500)	\$500
Hotel (\$250 x 5 = \$1250)	\$1,250
Per Diem (\$42 x 6 = \$252)	\$252
Shuttle (\$80 round trip)	\$80
Airport Parking (\$21 x 6 = \$126)	\$126
Luggage Fee (\$60 round trip)	\$60
Mass Spectra Theory & Interpretation, Ripon, CA 3 days, date TBD 2023-24, California Criminalistics Institute	
Airfare ( \$398)	\$398
Hotel (\$250 x 3 = \$750)	\$750
Per Diem (\$42 x 4 = \$168)	\$168
Shuttle (\$80 round trip)	\$80
Airport Parking (\$21 x 4 = \$84)	\$84
<b>TRACE</b>	
Analysis of ignitable Liquids Course, Rancho Cordova, CA, 4 days, date TBD 2023-24, California Criminalistics Institute	
Airfare (\$300)	\$300
Hotel (\$250 x 4 = \$1,000)	\$1,000
Per Diem (\$42 x 5 = \$210)	\$210
Shuttle ( \$80 round trip)	\$80
Airport Parking (\$21 x 5 = \$105)	\$105
<b>Forensic Alcohol</b>	
International Association for Chemical Testing Conference, Location TBD April 2024	
Airfare (\$600)	\$600
Hotel ( \$250 X 6 = \$1,500)	\$1,500
Per Diem (\$42 x 7 = \$294)	\$294
Shuttle (\$80 round trip)	\$80
Airport parking (\$21 x 7 = \$147)	\$147
Luggage Fees (\$60 round trip)	\$60



**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient: San Bernardino County	Grant Subaward #: CQ22 16 0360
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
<b>CSI</b>	
Forensic Fire Death Investigation Course, SLOFIST, Inc. San Luis Obispo, CA, June 26-30, 2023	
One staff member	
Hotel (\$220 x 5 = \$1100)	\$1,100
Per Diem (\$42 x 6 = \$252)	\$252
Advanced Shooting Incident Reconstruction course, Forensic Training Source, Hosting in San Bernardino October 2023 dates TBD	
Local - no hotel/per diem/expenses	
Advanced Bloodstain Pattern Analysis course, Trittech Forensic Training, Hosting in San Bernardino, February 2024 date TBD	
Local - no hotel/per diem/expenses	
Association for Crime Scene Reconstruction Annual Conference, February/March 2024 location and date TBD	
One staff member	
Airfare (\$975)	\$975
Hotel (\$150 x 4 = \$600)	\$600
Per Diem (\$42 x 5 = \$210)	\$210
Shuttle (\$100)	\$100
Airport parking (\$21 x 5 = \$105)	\$105
Luggage Fees (\$60 round trip)	\$60
International Association for Identification Conference, National Harbor, MD August 20-26, 2023	
One staff member	
Airfare(\$ 700)	\$700
Hotel (\$225 x 7 nights = \$1575)	\$1,575
Per Diem (8 days x \$42 = \$336)	\$336
Shuttle (\$100 round trip)	\$100
Luggage Fees (\$60 round trip)	\$60





**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient: San Bernardino County	Grant Subaward #: CQ22 16 0360
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
Cal ID(Ten Prints and Latent Comparisons)	
Forensic Supervisor Training Course, Redmond, WA, April 9-14, 2023	
One staff member	
Airfare(\$ 550)	\$550
Hotel (\$200 x 5 nights = \$1000)	\$1,000
Per Diem (6 days x \$42 = \$252)	\$252
Shuttle (\$90 roundtrip)	\$90
Airport Parking (\$21 x 6 = \$126)	\$126
Luggage Fee (\$60 round trip)	\$60
International Association for Identification Conference, National Harbor, MD August 20-26, 2023	
5 staff members	
Airfare(\$ 700 x 5 = \$3500)	\$3,500
Hotel (\$225 x 7 = \$1575 x 5 = \$7,875)	\$7,875
Per Diem (\$42 x 8 = \$336 x 5 = \$1,680)	\$1,680
Car Rental (\$525)	\$525
Airport Parking (\$21 x 8 = \$126 x 5 = \$,630)	\$630
Luggage Fee (\$60 round trip = \$60 x 5 = \$300)	\$300
Dataworks Interconnect Conference, Date and Location TBD 2023	
Two staff members	
Airfare(\$ 560 x 2 = \$1120)	\$1,120
Hotel (\$200 x 5 = \$1000 x 2 = \$2000)	\$2,000
Per Diem (\$42 x 6 = \$252 x 2 = \$504)	\$504
Car rental (\$425)	\$425
Airport Parking (\$21 x 6 = \$126 x 2 = \$252)	\$252
Luggage Fee (\$60 round trip = \$60 x 2 = \$120)	\$120



**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient: San Bernardino County	Grant Subaward #: CQ22 16 0360
B. Operating Costs - Line-item description and calculation	Total Amount Allocated
<b>Registration-workshop costs</b>	
CAC - Reno NV (\$650 x 2 = \$1300)	\$1,300
CAC - Los Angeles CA (\$650 x 2 = \$1300)	\$1,300
CACLD (\$450 x 3 = \$1350)	\$1,350
ASCLD (\$800 x 3 = \$2400)	\$2,400
AFQAM (\$600)	\$600
CLIC (\$800)	\$800
IACT (\$600)	\$600
Ignitable Liquids (CCI) - no registration cost	
MS Theory&Interp (CCI) - no registration cost	
AFTE (\$800 x 2 = \$1600)	\$1,600
Shotshow (\$35 x 3 = \$105)	\$105
SLOFIST (\$1700)	\$1,700
Forensic Training Source - shooting reconstruction (\$1000 x 5 = \$5000)	\$5,000
Tritech Forensic Training - bloodpattern analysis (\$800 x 5 = \$4000)	\$4,000
ACSR (\$350)	\$350
IAI (CSI)(\$650)	\$650
GAP Science Supervisor course ( \$775)	\$775
IAI (CAL ID) (\$650 x 5 = \$3250)	\$3,250
Dataworks (no registration cost)	
<b>OPERATING COSTS CATEGORY TOTAL</b>	<b>\$88,653</b>



**Cal OES**

GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

**Grant Subaward Budget Pages**

✓ Single Fund Source

<b>Subrecipient: San Bernardino County</b>		<b>Grant Subaward #: CQ22 16 0360</b>	
<b>C. Equipment Costs - Line-item description and calculation</b>		<b>Total Amount Allocated</b>	
<b>EQUIPMENT COSTS CATEGORY TOTAL</b>			
<b>Total Project Cost (Must match the Grant Subaward Face Sheet)</b>		<b>\$88,653</b> ✓	

*ew*

## Budget Summary Report

**CQ22 Paul Coverdell Forensic Science Improvement Program**      Subaward#: CQ22 16 0360  
**San Bernardino County**      Subaward Period: 04/01/23 - 06/30/24  
 Paul Coverdell Forensic Science Improvement Program      Latest Request:

**A Personnel Services - Salaries/Employee Benefits**

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	22FSIA	0	0	0	0	0
<b>Total A Personnel Services - Salaries/Employee Benefits</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**B. Operating Expenses**

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	22FSIA	88,653	0	88,653	0	88,653
<b>Total B. Operating Expenses</b>		<b>88,653</b>	<b>0</b>	<b>88,653</b>	<b>0</b>	<b>88,653</b>

**C. Equipment**

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	22FSIA	0	0	0	0	0
<b>Total C. Equipment</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
<b>Total</b>		<b>88,653</b>	<b>0</b>	<b>88,653</b>	<b>0</b>	<b>88,653</b>

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

## Budget Summary Report

<b>CQ22 Paul Coverdell Forensic Science Improvement Program</b>	<b>Subaward#: CQ22 16 0360</b>	
<b>San Bernardino County</b>	<b>Subaward Period: 04/01/23 - 06/30/24</b>	
Paul Coverdell Forensic Science Improvement Program	<b>Latest Request:</b>	
	<u>Budget Amount</u>	<u>Paid/Expended</u>
	<u>Balance</u>	<u>Pending</u>
	<u>Pending Balance</u>	
<b>Total Local Match:</b>	0	0
<b>Total Funded:</b>	88,653	0
<b>Total Project Cost:</b>	88,653	0



## Grant Subaward Budget Narrative

Grant Subaward #: CQ22 16 0360 ✓ *US*  
Subrecipient: San Bernardino County Sheriff's Department *RW*

### Budget Narrative

#### General Criminalistics Training

Two staff members will attend the California Association of Criminalists (CAC) Seminar to be held in Reno, NV, May 8-12, 2023. This seminar provides specific information to Criminalists, especially those in California. It provides a broad range of topics that are pertinent to Criminalists in every section of the laboratory and is an introduction of newer Criminalists to peers throughout California and neighboring States. The cost for this seminar is estimated at \$4816 (travel, lodging, meals, and registration for two).

Two staff members will attend the California Association of Criminalists (CAC) Seminar to be held in Los Angeles Ca, May 2024, dates to be determined. This seminar provides specific information to Criminalists, especially those in California. It provides a broad range of topics that are pertinent to Criminalists in every section of the laboratory and is an introduction of newer Criminalists to peers throughout California and neighboring States. The cost for this seminar is estimated at \$3,820 (travel, lodging, meals, and registration for two).



## Grant Subaward Budget Narrative

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *CS*

Three supervisors will attend the California Association of Crime Laboratory Directors (CACLD) Seminar to be held in Southern California at a location and date yet to be determined. This seminar provides information about proposed legislative changes that might impact the Laboratory, grant funding opportunities and restrictions, and leadership training. It will also give supervisory personnel the opportunity to network with supervisors and managers from other agencies within California and neighboring states. Cost for this seminar is estimated at \$5,080 (lodging, meals, and registration for three).

Three supervisors will attend the American Society of Crime Laboratory Directors Symposium in Birmingham, AL, April 28-May 2, 2024. This is the largest annual meeting of crime lab directors in the country and provides detailed information on grants, pending legislation and other topics of interest to the forensic science community. Cost of this symposium is estimated at \$9,780 (airfare, lodging, meals, and registration for three).

The Quality Assurance Officer will attend the Association of Forensic Quality Assurance Managers Conference in Dallas, TX, October 17-20, 2023. This conference provides up to date information regarding proposed changes to



## Grant Subaward Budget Narrative

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *ew*

laboratory accreditation programs, methods to ensure the quality of the laboratory analysis process and various sources for required proficiency tests for laboratory analysts. Cost of this training is estimated at \$2,355 (airfare, lodging, meals, and registration for one).

### Firearms/Toolmarks

Two staff members will attend the Association of Firearms and Toolmark Examiners (AFTE) Training Seminar in Anchorage, AK, May 26-31, 2024. This seminar provides information on accreditation issues, manufacturing updates, legislative initiatives and examination training specific to firearms and toolmarks. Costs are estimated at \$7,962 for two).

Three staff members will attend the SHOT Show held in Las Vegas, Nevada January 16-19, 2024. This show is the largest trade in the United States for ammunition, handguns and rifles and allows for interaction with vendor representatives regarding new products. Cost of attendance is estimated at \$2409 (lodging, meals, and registration for three).

### Chemistry/Controlled Substances





## Grant Subaward Budget Narrative

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

One staff member will attend the Clandestine Laboratory Investigating Chemists Association Meeting in Salt Lake City, UT, September 5-9, 2023. This training provides the most current information about national drug trends, legislative changes related to new and emerging drugs, analytical techniques for drug analysis and safety and synthesis information related to illicit drug labs. Cost is estimated at \$3,068 (airfare, lodging, meals, and registration for one).

One staff member will attend the Mass Spectra Theory & Interpretation at the California Criminalistics Institute (CCI) in Ripon, CA at a date yet to be determined. The class is designed for forensic scientists who use mass spectrometry in the analysis of physical evidence. Cost is estimated at \$1,480 (airfare, lodging, and meals for one).

### **Trace**

One staff member will attend the Analysis of Ignitable Liquids class at the California Criminalistics Institute in Rancho Cordova, California on a date yet to be determined. The class is designed for newer arson analysts and will demonstrate how to handle a case involving ignitable liquids and/or fire debris from start to finish including analysis and interpretation. Cost is estimated at \$1,695 (airfare, lodging, and meals for one).



## Grant Subaward Budget Narrative

Grant Subaward #: CQ22 16 0360 *CS*  
Subrecipient: San Bernardino County Sheriff's Department *RW*

### Forensic Alcohol

One staff member will attend the International Association for Chemical Testing Conference in April 2024 at a location and date yet to be determined. This conference provides valuable information regarding blood, breath and urine alcohol testing and interpretation for traffic-related purposes and covers basic alcohol chemistry, physiology, etc. Cost is estimated at \$3,281 (airfare, lodging, meals, and registration for one).

### CSI

One staff member will attend the Forensic Fire Death Investigation Course, SLOFIST, Inc. in San Luis Obispo, CA June 26-30, 2023. This specialized course covers various aspects of fire-related death investigations and approaches to process the crime scene. Cost is estimated at \$3,052 (lodging, meals, and registration for one).

Five staff members will attend the Advanced Shooting Incident Reconstruction Course offered by Forensic Training Source to be hosted in San Bernardino, CA, in October 2023. This is an advanced shooting incident reconstruction course



## Grant Subaward Budget Narrative

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *ew*

that will cover the investigation and documentation of shooting scenes. Cost is estimated at \$5,000 (registration for five).

Five staff members will attend the Advanced Bloodstain Pattern Analysis Course offered by Trittech Forensic Training to be hosted in San Bernardino, CA, in February 2024. This is an advanced bloodstain pattern analysis course for experienced individuals. This course is focused on the examination of complex bloodstains, and sequence of stains. Cost is estimated at \$4,000 (registration for five).

One staff member will attend the Association for Crime Scene Reconstruction Annual Conference, February/March 2024 at a location and date yet to be determined. This conference is a forum for exchange of information, research, and procedures related to crime scenes, physical evidence, and the reconstruction of events. Cost is estimated at \$2,400 (airfare, lodging, meals, and registration for one).

One staff member will attend the International Association for Identification Conference in National Harbor, MD, August 20-26, 2023. This conference is the



## Grant Subaward Budget Narrative

Grant Subaward #: CQ22 16 0360 *KS*  
Subrecipient: San Bernardino County Sheriff's Department *RW*

leading forensic group for Crime Scene Investigators and provides up-to-date training on crime scene techniques for evidence identification and collection and allows field investigators to view and try out new types of equipment. Cost is estimated at \$3,421 (airfare, lodging, meals, and registration for one).

### Latent Print Comparison/Ten Prints

One supervisor will attend the Forensic Supervisor Training Course offered by Gap Science in Redmond, WA, April 9-14, 2023. This course will assist forensic supervisors in developing leadership skills and create and lead high-performance teams. Cost is estimated at \$2,853 (airfare, lodging, meals, and registration for one).

Five staff members to attend the International Association for Identification Conference in National Harbor, MD, August 20-26, 2023. This conference is the leading forensic group for Crime Scene Investigators and provides up-to-date training on crime scene techniques for evidence identification and collection and allows field investigators to view and try out new types of equipment. Cost is estimated at \$17,760 (airfare, lodging, meals, and registration for five).



## Grant Subaward Budget Narrative

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

Two staff members to attend the Dataworks Interconnect Conference at a location and date yet to be determined in 2023. This conference provides information and training in the latest technologies in Biometric Identification. This includes mobile fingerprint identification, facial recognition, iris recognition and voice recognition. Cost is estimated at \$4,421 (airfare, lodging, and meals for two).



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ22 16 0360

*CS*

Subrecipient: San Bernardino County Sheriff's Department

*EW*

### Project Narrative

#### **Background:**

The San Bernardino County Sheriff's Department-Scientific Investigations Division (SBCSD-SID) services over eighty local agencies and Sheriff's stations in San Bernardino County, California. The County of San Bernardino is the largest county in the continental United States. There are over 2.2 million residents in San Bernardino County and the population continues to rise annually. It is the 5<sup>th</sup> most populous county in California and the 14<sup>th</sup> most populous County in the United States. In 2019 San Bernardino County was identified as one of the most dangerous cities (ranked #23). Homicides and violent crimes continue to rise thus providing increased workload from the more than 80 Agencies SBCSD-SID provides service to.

The SBCSD-SID is a forensic science laboratory accredited through ANSI National Accreditation Board (ANAB, certificate #FT-0315). The Crime Laboratory first attained the accreditation status under the legacy program in 1995 and renewed it every five years until 2016. In 2016, the Laboratory achieved accreditation



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ22 16 0360 *US*  
Subrecipient: San Bernardino County Sheriff's Department *rw*

under the ISO 17025 International Program and renewed it in 2020. The Laboratory is on a 4-year cycle for renewal with the next full assessment set to occur in 2024. Among the many disciplines covered by the certificate are Firearms, Fire Debris, Materials (Trace), Biology, Controlled Substance, Toxicology (Blood Alcohol only), Crime Scene Investigations (CSI) and Bloodstain Pattern Analysis.

The SBCSD-SID has a training budget as part of the overall operating costs of the laboratory operations. Information learned from these training classes will be disseminated at individual Section meetings.

The release of the National Academy of Science Report, titled "Strengthening Forensic Science in the United States A Path Forward", calls for, among other things, adequate funding for education Forensic Science. The report states that forensic science practitioners require continuing professional development and training and may need to complete additional training for certification purposes. Continuing professional development is the "mechanism through which a forensic scientist remains current or advances to a higher level of expertise, specialization or responsibility".



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *ew*

### Description of the Issue:

The SBCSD-SID provides forensic services for over 80 agencies in San Bernardino County in the following areas: General Criminalistics, Firearm/ National Integrated Ballistic Identification Network (NIBIN), Trace, Controlled Substance, Blood Alcohol, Crime Scene Investigations and Ten Prints/Latent Comparisons. The laboratory has experienced a significant amount of turnover in staffing due to retirements and other factors. This has resulted in many staff members being in a training program. This new staff needs training opportunities to develop their forensic expertise.

It is the goal of the laboratory to expand the level and quality of testing services to client agencies. The goal includes adding technology and efficiencies in all areas. Training to develop expertise is critical to this goal.

### Plan:

The Crime Laboratory plans to utilize 2022 Paul Coverdell Forensic Science Improvement Grant funding to improve the quality and timeliness of forensic services provided to client law enforcement agencies through education and training opportunities. Due to current budgetary conditions and the lack of





## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *CS*

currently available space for additional analysts, the only viable means of improving productivity and reducing case analysis backlogs is by enhancing the expertise of the current staff and developing processes for efficiency.

The laboratory intends to utilize funding from the Paul Coverdell Forensic Science Improvement Grant to allow members of SBCSD-SID to attend a variety of training and continuing education opportunities. Grant funding will provide opportunities for new staff to receive specialized training and existing staff to be provided on-going training and continuing education opportunities. An opportunity to attend national and international meetings and symposia in the various specialties of forensic science is imperative to staying current in the field. Forensic symposia include such topics as legal, financial, accreditation, and technical considerations as well as being a forum for sharing of ideas and novel solutions. As newer and more advanced technologies, procedures, protocols, and training techniques become available to the forensic community and the existing technologies become outdated it is imperative that Criminalists are provided with the necessary training opportunities to continue to build on their expertise and to provide the best possible service to the client agencies and stakeholders. This



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ22 16 0360 *CS*  
Subrecipient: San Bernardino County Sheriff's Department *RW*

grant funding will be utilized for improving the quality of analysis throughout the Scientific Investigations Division

### **Current Staffing and statistics:**

The Firearms/Toolmarks Section is staffed at five full-time Firearms Examiners, one staff member is in training and one position has a candidate in the background process. Twenty to thirty cases per month are submitted for bullet, fired cartridge case, firearm and toolmark comparisons. The cases are triaged through a priority assessment by the Firearms Supervisor to maximize effectiveness through a thorough and current understanding of the firearms and ammunition available, as well as the nuances associated with toolmark examinations.

In 2021 the Firearms/Toolmarks Section completed 132 firearms cases, and 451 NIBIN entry cases. Only cases with court dates, cases needing analysis for filing purposes, or high visibility cases are currently being assigned for analysis as priority one. These cases are handled as soon as possible. All other case requests are worked as time permits as priority two. Currently the number of backlogged firearms cases is 339, and the number of backlogged NIBIN cases is 2257. The current average turnaround time for firearms cases is 54 days and for NIBIN cases



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *eu*

is 32 days. The turnaround time is expected to decrease as new staff members are trained and begin to contribute to casework.

The Trace Section is staffed at one full time and one part-time examiner. Both staff members are proficient in gunshot residue analysis and fire debris analysis. The Trace Section completed 261 cases with a turnaround time of 17 days in 2021. Currently the number of backlogged cases 22 and the current turnaround time is 32 days.

The Crime Scene Investigations (CSI) Section is staff at one Sheriff's Supervising Crime Scene Specialist, two Sheriff's Lead Crime Scene Specialists and eleven Sheriff's Crime Scene Specialists who respond to crime scenes. The CSI Section processed 289 crime scenes with a turnaround time for the completion of crime scene reports of 24 days in 2021. Once the crime scene is completed, personnel must complete latent print processing and swabbing for DNA evidence on collected items. Sheriff's Crime Scene Specialists complete crime scene, autopsy, vehicle processing, trajectory, bloodstain pattern analysis, photography, and technical processing reports. Currently the backlog of CSI crime scene reports is 42 days. The current average turnaround time for the completion of reports is 37 days. To facilitate the investigation and prosecution of crimes related to these



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ22 16 0360 *AS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

scenes, it is essential that the turnaround time be kept to less than 30 days in all cases.

The Controlled Substances Section is staffed with six full-time Criminalists. The Section completed 10457 controlled substance cases with an average turnaround time of 47 days in 2021. The Controlled Substances Section classifies a case as "backlog" when it is not completed within ten days of submission. Currently the number of controlled substances backlogged cases is 2053. The current average turnaround time is 61 days. The goal is to maintain the turnaround time at less than 10 days.

The Blood Alcohol Section of the Forensic Alcohol Unit has three full-time Criminalists. These Criminalists are responsible for the calibration of the breath alcohol instruments in San Bernardino County, training officers, testing for alcohol levels in blood, and providing testimony. The Blood Alcohol Section completed 2738 cases with a turnaround time of 17 days in 2021. Currently the number of backlogged cases is 20. The current average turnaround time is 42 days. The goal is to maintain the turnaround time at less than 10 days.



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ22 16 0360

*CS*

Subrecipient: San Bernardino County Sheriff's Department

*EW*

The CAL ID Section consists of 26 staff members that conduct forensic examinations related to Ten Print Exams and Latent Print Comparison. Currently there are 131 latent comparison cases backlogged. These are property crimes, there is not a backlog of crimes against person cases. The Latent Section has received 914 cases containing 4,358 latent prints thus far in 2022. Prior to COVID the average number of cases received was 2,500 with 9,000-10,000 latent prints.

### **Project Design and Implementation:**

The SBCSD-SID intends to utilize grant funding to allow staff members to attend a variety of training and continuing education opportunities as outlined in the budget narrative. This funding will allow the laboratory to train staff members to be able to provide timely, effective, and efficient testing services to client agencies throughout San Bernardino County.

### **Capabilities and Competencies:**

The SBCSD-SID is a full-service Accredited Laboratory providing forensic services to over 80 agencies across San Bernardino County. The accreditation process covers all aspects of the laboratory to include the management system, the



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ22 16 0360 *US*

Subrecipient: San Bernardino County Sheriff's Department *rw*

training program, the policies, Procedures, work instructions, quality control, and the education and training of staff.

The laboratory utilizes several Laboratory Information Management Systems (LIMS) and other programs for tracking evidence, case information, requests for service, and reports. Statistical information is gathered from these systems to provide information regarding submitted and completed cases, turn-around-time, and backlogs. Additionally, the laboratory has a document management system that houses laboratory policies, procedures, and records.

### Plan for Collecting the Data Required for Performance Measures

#### Deliverables:

This grant will be used to provide opportunities for staff members to participate in continuing education and training. The grant funding will be utilized for improving the quality of analysis in the Forensic Science Division.

#### Performance Measures:



## Grant Subaward Programmatic Narrative

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

The SBCSD-SID will report the number of personnel attending training as outlined in the budget worksheet and narrative as well as points outlined in the grant metrics.

# CAL-ID

## SAN BERNARDINO COUNTY BIOMETRIC IDENTIFICATION NETWORK



**Lieutenant**  
**ALBERT ANDRIN**  
 01/12/20  
 4115

**Secretary**  
**WHELEBY WOLFE**  
 02/11/20  
 1530

**TENPRINTS UNIT**

**Supervising Fingerprint Examiner**  
**REBECE RICE**  
 01/02/2007  
 24654

**Office Assistant**  
**REBECE RICE**  
 01/02/2007  
 24654

**Office Assistant**  
**VACANT**

**Fingerprint Examiner**  
**EMILIA HERNANDEZ**  
 01/02/2019  
 09459

**Fingerprint Examiner**  
**ANGIE WITTE**  
 01/17/2005  
 017255

**Fingerprint Examiner**  
**ALEXIS BILLY**  
 01/11/2016  
 012509

**Fingerprint Examiner**  
**NUEDA RUIZ**  
 02/16/2004  
 14407

**LATENT PRINT UNIT**

**Supervising Latent Fingerprint Examiner**  
**ANAHUA WILKES**  
 01/27/2000  
 24666

**Office Specialist**  
**ANAHUA WILKES**  
 01/27/2000  
 24666

**Latent Examiner**  
**JESSETTE WASHINGTON**  
 01/27/2000  
 24666

**Latent Examiner**  
**REBECE RICE**  
 01/02/2007  
 24654

**Latent Examiner**  
**SHARICE SPRICE**  
 01/02/2017  
 11165

**Fingerprint Examiner**  
**EMILIA HERNANDEZ**  
 01/02/2019  
 09459

**Fingerprint Examiner**  
**VACANT**

**TECHNOLOGY UNIT**

**System Analyst III**  
**FRANK FRIED**  
 01/22/2021  
 14921

**Office Specialist**  
**LEONIE LAROCHE**  
 01/20/2007  
 45087

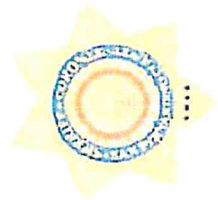
**Latent Examiner**  
**COBI DAVIS**  
 01/24/2011  
 01410

**Latent Examiner**  
**VACANT**

**Latent Examiner**  
**VACANT**




ADMINISTRATION  
 TENPRINTS UNIT  
 LATENT PRINT UNIT  
 TECHNOLOGY UNIT  
 VACANT POSITION





# Scientific Investigations Division



 **Vacant**  
 **TDY**  
 **4850**

Captain  
 DAVID  
 PHELPS  
 6/30/1990



Lieutenant  
 CRYSTAL  
 BACHMAN  
 11/21/1998



Crime Lab  
 Director  
 KERRI  
 HEWARD  
 8/15/2022



PROPERTY/EVIDENCE

Criminalist III/QAO  
 CHRISTY  
 KELLER  
 2/24/2001



Systems Support  
 Analyst II  
 CHARLES  
 SINGLETON  
 4/27/2005



Programmer Analyst  
 II  
 JOSHUA  
 CARTER  
 8/9/2014



Supervising Office  
 Assistant  
 NANCY  
 REED  
 11/8/1997



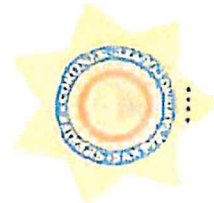
Office Assistant III  
 VACANT  
 05408

FORENSIC BIOLOGY

CHEMISTRY

CRIME SCENE INVESTIGATIONS

FIREARMS/TOOLMARKS



# Scientific Investigations Division



## FIREARMS/TOOLMARKS

-  Vacant
-  TDY
-  4850



Supervising  
Criminalist  
PAUL  
MIRRA  
4/12/1997

79517



Criminalist II  
CHRISTI  
BONAR  
7/13/2002

05899



Criminalist II  
PETER  
VINCIE  
12/1/1990

08614



Criminalist II  
JANE  
WHITWORTH  
12/19/1998

11856



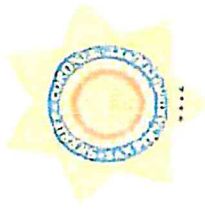
Criminalist II  
KIRK  
GARRISON  
10/5/2013

15776



Vacant

04205



 Vacant  
 TDY  
 4850

# Scientific Investigations Division



## CRIME SCENE INVESTIGATORS



Supervising Crime Scene Specialist  
**KIMBERLEY SHAPIRO**  
 4/6/2002  
**17470**



Sheriff's Lead Crime Scene Specialist  
**HEATHERLY RADELEFF**  
 4/15/1995  
**15780**



Sheriff's Lead Crime Scene Specialist  
**MICHAEL RUSS**  
 11/02/2012  
**07111**



Sheriff's Crime Scene Specialist III  
 Vacant  
**75365**



Sheriff's Crime Scene Specialist III  
 Vacant  
**09636**



Sheriff's Crime Scene Specialist II  
**KATELYN KELLY**  
 7/10/2020  
**75366**



Sheriff's Crime Scene Specialist II  
**ANDREA GUERRERO**  
 7/11/2020  
**10479**



Sheriff's Crime Scene Specialist II  
**BRANDON JETT**  
 5/7/2022  
**08627**



Sheriff's Crime Scene Specialist II  
**EMILY BENKE**  
 10/23/2021  
**10476**



Sheriff's Crime Scene Specialist III  
**SHIRA JOHNSON**  
 10/16/2014  
**75364**



Sheriff's Crime Scene Specialist I  
**MADELINE RIVERA**  
 10/24/2022  
**08907**



Sheriff's Crime Scene Specialist II  
 VACANT  
**07652**



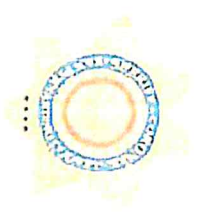
Sheriff's Crime Scene Specialist II  
**CATHERINE OLIVER**  
 10/23/2021  
**01376**

# Scientific Investigations Division



**Vacant**  
 **TDY**  
 **4850**

CHEMISTRY		CONTROLLED SUBSTANCES		ALCOHOL		TRACE	
Supervision Criminalist ELEJIA BEZEK 04/11/2008 85858	Office Assistant II MARLENE CARDEJAS 4/10/1999 08908	Office Assistant II VACANT 5/9/2022 10104	Criminalist II RANDALL REES 3/7/2016 10477	Criminalist II VICTOR ABARCA 6/23/2020 0703R	Criminalist II VACANT 10480	Criminalist II BEVERLY WHITE 12/29/1990 80292	Criminalist II JASDI MCCAULEY 3/10/2001 05874
Office Assistant II MARLENE CARDEJAS 4/10/1999 08908	Office Assistant II VACANT 5/9/2022 10104	Criminalist II DARCI FULLJER 3/29/2003 15977	Criminalist I HEESHA KARANTH 3/12/2020 07031	Criminalist II RICKY DELGADO 10/24/2020 08615	Criminalist II ROBERT RISTOV 2/27/1988 11857	Criminalist II JAMES VAUGHN 3/21/1996 15777	Criminalist II JUSTIN TROUP 3/10/2012 15781
Public Service Employee VACANT 7/17/2021 89202							



# Scientific Investigations Division



## FORENSIC BIOLOGY

**SUPERVISING CRIMINALIST**  
Susan Anderson  
1/12/1998  
05862

**Criminalist III**  
LORRAINE HEATH  
05681

**Criminalist III**  
BILL GARTSIDE  
12/15/2012  
07831

**Office Assistant IV**  
SARA GRAINGER  
5/2/2015  
05613

**Vacant**  
TDY  
4850

**Criminalist II (CODIS Admin)**  
JOSHUA FELT  
7/21/2005  
14838

**Contract Criminalist**  
VACANT  
53179

**Criminalist II**  
STEPHANIE KINOKIOTO  
2/23/2002  
07636

**Criminalist II**  
STEPHANIE KOUBE  
11/2/2013  
00291

**Criminalist II**  
JOY SQUW  
10/14/2006  
04840

**Criminalist II**  
JENNIFER STEELE  
7/9/2005  
04477

**Criminalist II**  
AUDREY DELGADO  
6/11/2005  
05667

**Criminalist II**  
MIKI PARTIDGE  
1/10/2007  
02354

**Criminalist II**  
CATHERINE CLARK  
4/18/2015  
02395

**Criminalist II**  
LUCY CAVAREHA  
1/11/2016  
07284

**Criminalist II**  
KRISTOFER MUISSON  
10/13/2007  
04080

**LAB AIDE**  
VACANT  
30655

**Criminalist II**  
ALEXIS KHODR  
6/18/2022  
04541

**Criminalist II**  
MICHELLE PIRESTINI  
4/30/2005  
15782

**Criminalist II**  
LELA PERRIELLO  
8/19/2005  
15976

**Criminalist II**  
DENNIS KEY  
11/11/1998  
80290

**Criminalist II (Back-up CODIS Admin)**  
HEZ SANCHEZ  
5/6/2001  
79192



## Grant Subaward Service Area Information Information and Instructions

This form identifies the areas served by the Grant Subaward. Complete all sections of the form using the directions below. This form must be submitted as part of the Grant Subaward Application.

1. **County or Counties Served:** Enter the name or names of the counties served by the Grant Subaward and the county where the principal office for the Grant Subaward is located.
2. **U.S Congressional District(s) Served:** Enter the number(s) of the U.S. Congressional District(s) served by the Grant Subaward and the U.S. Congressional District number for where the principal office for the Grant Subaward is located.
3. **State Assembly District(s) Served:** Enter the number(s) of the State Assembly District(s) served by the Grant Subaward and the number for where the principal office for the Grant Subaward is located.
4. **State Senate District(s) Served:** Enter the number(s) of the State Senate District(s) served by the Grant Subaward and the number for where the principal office for the Grant Subaward is located.
5. **Population of Service Area:** Enter the total population of the area served by the Grant Subaward.

**2022 CALIFORNIA COVERDELL PROGRAM**

**Certification as to External Investigations**

**On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice and to the California Governor's Office of Emergency Services (Cal OES):**

**A government entity exists and an appropriate process is in place to conduct independent external investigations into allegations of serious negligence or misconduct substantially affecting the integrity of the forensic results committed by employees or contractors of any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility in the State that will receive a portion of the Grant Subaward.**

**I agree to notify Cal OES Coverdell Program Staff regarding any, and all, complaints and/or allegations of serious negligence and/or misconduct substantially affecting the integrity of forensic results committed by employees or contractors of the forensic laboratory system.**

**At the initiation, duration of, and at the conclusion of the investigative review process and all appropriate action has been fulfilled, I will notify Cal OES Coverdell Program Staff as to the resolution and that the matter has been resolved.**

**I have personally read and reviewed the section entitled "Eligibility" in the FY 2022 program announcement for the California Coverdell Program. I acknowledge that a false statement in this certification or in the application that it supports may be subject to criminal prosecution, under 18 U.S.C. § 1001. I also acknowledge that the Office of Justice Programs and/or Cal OES Grant Subawards, including certifications provided in connection with such Grants Subawards, are subject to review by the Office of Justice Programs, Department of Justice, Office of the Inspector General, and Cal OES.**

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to Cal OES).

<u>Curt Hagman</u> Signature of Certifying Official	<u>San Bernardino County Sheriff's Department</u> Name of External Investigative Agency
<u>Chairman-Board of Supervisors</u> Title of Certifying Official	<u>David Phelps</u> Contact at External Investigative Agency
<u>San Bernardino County</u> Name of Applicant Agency	<u>Captain</u> Title
<u>12/06/2022</u> Date	<u>909-387-9906</u> Phone #



**2022 CALIFORNIA COVERDELL PROGRAM**

**BASELINE DATA SHEET**

The data presented on this document will establish the baseline for the 2022 Grant Subaward progress reporting. Please complete and submit the information requested below with your application.

**PLEASE NOTE: ONCE A DISCIPLINE(S) IS SELECTED, YOU MUST REPORT STATISTICS ON THAT DISCIPLINE(S) THROUGHOUT THE LIFE OF THE CQ21 GRANT SUBAWARD PERFORMANCE PERIOD. PLEASE DO NOT SWITCH THE DISCIPLINE(S) MID-GRANT SUBAWARD PERFORMANCE PERIOD.**

1. Identify the number of qualifying staff related to CQ22 FSIA funds. 79

2. What are the project disciplines for the CQ22 Grant Subaward program?

**PLEASE NOTE: Toxicology and Forensic Alcohol are now ONE discipline**

Please check the box(es) that are applicable for your program Grant Subaward funds.

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Controlled Substances/Drug Chemistry | <input checked="" type="checkbox"/> Crime Scene   |
| <input checked="" type="checkbox"/> Toxicology/Forensic Alcohol          | <input checked="" type="checkbox"/> Latent Prints |
| <input checked="" type="checkbox"/> Trace                                | <input type="checkbox"/> Digital Media            |
| <input checked="" type="checkbox"/> Firearms                             | <input type="checkbox"/> Pathology                |
| <input type="checkbox"/> Questioned Documents                            | <input checked="" type="checkbox"/> NIBIN         |
| <input checked="" type="checkbox"/> Biology/DNA                          | <input type="checkbox"/> Impression Evidence      |
| <input type="checkbox"/> Fire Evidence                                   |   |

3. Based on the selected disciplines above, please show the number of cases pending in the following chart.

Discipline	Turn-Around Time	Back Log
Controlled Substances/Drug Chemistry	61	2053
Toxicology/Forensic Alcohol	42	20
Trace	32	22
Firearms	54	339
Questioned Documents	---	---
Biology/DNA	217	965
Fire Evidence	---	---
Crime Scene	37	42
Latent Prints	120	131
Digital Media	---	---
Pathology	---	---
NIBIN	32	2257
Impression Evidence	---	---

4. Grant Subaward funding will only be used for training: Yes  No

Signature:     *Kerri T. Heward*    

Date:     01-10-2023

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

*rw*

Subrecipient: San Bernardino County	UEI # MLBXC2C6AEX1	FIPS #: 071-000 <i>00</i>
Grant Disaster/Program Title: 2022 Paul Coverdell Forensic Science Improvement Program		
Performance Period: 04/01/23	to 06/30/24	Subaward Amount Requested: \$ 88,653
Type of Non-Federal Entity (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?	>5 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?	\$ 6,649,155
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?	No
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.

Signature: (Authorized Agent) <i>Leonard X. Hernandez</i>	Date: <i>12/22/2022</i>
Print Name and Title: Leonard X. Hernandez, Chief Executive Officer	Phone Number: 909-387-4811
Cal OES Staff Only: SUBAWARD # CQ22 16 0360 <i>ES</i>	



### Grant Subaward Service Area Information

Grant Subaward #: CQ22 16 0360 *AS*

Subrecipient: San Bernardino County

1. County or Counties Served:  
San Bernardino, CA

County where principal office is located: San Bernardino

2. U.S. Congressional District(s) Served:  
CA08, CA27, CA31, CA33, CA35 & CA39

U.S. Congressional District where principal office is located: CA33

3. State Assembly District(s) Served:  
33,36,40,41,42,47,52,55

State Assembly District where principal office is located: CA47

4. State Senate District(s) Served:  
16,20,21,23,25,29

State Senate District where principal office is located: CA20

5. Population of Service Area: 2.2 Million





**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: CQ22 16 0360 *CB*

Subrecipient: San Bernardino County Sheriff's Department *rw*

**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{1}{\text{Travelers}} \times \$500_{\text{airfare}} = \$500$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$\frac{\text{daily rate}}{\text{daily rate}} \times \frac{\text{days}}{\text{days}} = \$0$

Mileage:  $\frac{\$}{\text{Mileage rate}} / \text{mile} \times \frac{\text{miles}}{\text{miles}} = \$0$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{1}{\text{Travelers}} \times \$250_{\text{daily rate}} \times \frac{6}{\text{days}} = \$1500$

Per Diem:  $\frac{1}{\text{Travelers}} \times \$42_{\text{daily rate}} \times \frac{7}{\text{days}} = \$294$

Other Costs: Description: Cost: = \$1112

shuttle 80

airport parking 147

luggage fees 60

registration 825

**TOTAL COST NOT TO EXCEED:** = \$3,406



Out-of-State Travel Request

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

Traveler(s): one staff member

Travel Dates: 02/01/2024 to 02/29/2024 Destination: TBD

Purpose of Trip: Association for Crime Scene Reconstruction Annual Conference

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

<u>Kerri T. Heward</u>	<u><i>Kerri T. Heward</i></u>	<u>12-22-22</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

Cal OES Approval

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Debra S. Ayres</i></u>	<u>12/28/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Berta</i></u>	<u>1/3/23</u>
		Unit Chief Signature	Date



**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County ~~Sheriff's Department~~ *EW*

**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{1}{\text{Travelers}} \times \$975 \text{ airfare} = \$975$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{ daily rate} \times \text{ days} = \$0$

Mileage:  $\frac{\$ \text{ Mileage rate}}{\text{Mileage rate}} \times \text{ miles} = \$0$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{1}{\text{Travelers}} \times \$150 \text{ daily rate} \times 4 \text{ days} = \$600$

Per Diem:  $\frac{1}{\text{Travelers}} \times \$42 \text{ daily rate} \times 5 \text{ days} = \$210$

Other Costs: Description: Cost: = \$615

shuttle 100

airport parking 105

luggage fee 60

registration 350

**TOTAL COST NOT TO EXCEED: = \$2,400**





Out-of-State Travel Request

Grant Subaward #: CQ22 16 0360 *US*

Subrecipient: San Bernardino County Sheriff's Department *RW*

Traveler(s): One staff member

Travel Dates: 10/17/2023 to 10/20/2023 Destination: Dallas Texas

Purpose of Trip: Association of Forensic Quality Assurance Managers Conference

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

-----  
I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

<u>Kerri T. Heward</u>	<u><i>Kerri T. Heward</i></u>	<u>12-22-22</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

-----  
Cal OES Approval

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Debra S. [Signature]</i></u>	<u>12/28/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Berta</i></u>	<u>1/3/23</u>
		Unit Chief Signature	Date



**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{1}{\text{Travelers}} \times \$500 \text{ airfare} = \$500$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{ daily rate} \times \text{ days} = \$0$

Mileage:  $\frac{\$ \text{ Mileage rate}}{\text{Mileage rate}} \times \text{ miles} = \$0$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{1}{\text{Travelers}} \times \$200 \text{ daily rate} \times 4 \text{ days} = \$800$

Per Diem:  $\frac{1}{\text{Travelers}} \times \$42 \text{ daily rate} \times 5 \text{ days} = \$210$

Other Costs: Description: Cost: = \$845

shuttle 80

airport parking 105

luggage fees 60

registration 600

**TOTAL COST NOT TO EXCEED: = \$2,355**



### Out-of-State Travel Request

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County ~~Sheriff's Department~~ *rw*

Traveler(s): one staff member

Travel Dates: 05/26/2024 to 05/31/2024 Destination: Anchorage AK

Purpose of Trip: Association of Firearms and Toolmark Examiners

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

-----  
I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

<u>Kerri T. Heward</u>	<u><i>Kerri T. Heward</i></u>	<u>12-22-22</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

-----  
Cal OES Approval

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Debra S. [Signature]</i></u>	<u>12/28/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Berta</i></u>	<u>1/3/23</u>
		Unit Chief Signature	Date



**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: CQ22 16 0360 *KS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{2}{\text{Travelers}} \times \$\frac{800}{\text{airfare}} = \$1600$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$\frac{\text{daily rate}}{\text{daily rate}} \times \frac{\text{days}}{\text{days}} = \$0$

Mileage:  $\frac{\$}{\text{Mileage rate}} / \text{mile} \times \frac{\text{miles}}{\text{miles}} = \$0$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{2}{\text{Travelers}} \times \$\frac{300}{\text{daily rate}} \times \frac{6}{\text{days}} = \$3600$

Per Diem:  $\frac{2}{\text{Travelers}} \times \$\frac{42}{\text{daily rate}} \times \frac{7}{\text{days}} = \$588$

Other Costs: Description: Cost: = \$2174

shuttle 160

airport parking 294

luggage fees 120

registration 1600

**TOTAL COST NOT TO EXCEED: = \$7,962**



### Out-of-State Travel Request

Grant Subaward #: CQ22 16 0360 *JS*

Subrecipient: San Bernardino County ~~Sheriff's Department~~ *RW*

Traveler(s): Three staff members

Travel Dates: 04/28/2024 to 05/02/2024 Destination: Birmingham, AL

Purpose of Trip: American Society of Crime Laboratory Directors

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

<u>Kerri T. Heward</u>	<u><i>Kerri T. Heward</i></u>	<u>11/04/2022</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

Cal OES Approval

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Debra S. Ayres</i></u>	<u>12/28/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Berta</i></u>	<u>1/3/23</u>
		Unit Chief Signature	Date



**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: CQ22 16 0360 *AS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{3}{\text{Travelers}} \times \$\frac{700}{\text{airfare}} = \$\frac{2100}{\text{_____}}$

Rental Car:  $\frac{\text{_____}}{\text{Car}} \times \$\frac{\text{_____}}{\text{daily rate}} \times \frac{\text{_____}}{\text{days}} = \$\frac{0}{\text{_____}}$

Mileage:  $\frac{\$ \text{_____}}{\text{Mileage rate}} / \text{mile} \times \frac{\text{_____}}{\text{miles}} = \$\frac{0}{\text{_____}}$

Parking: =  $\frac{\$0}{\text{_____}}$

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): =  $\frac{\$0}{\text{_____}}$

Lodging:  $\frac{3}{\text{Travelers}} \times \$\frac{200}{\text{daily rate}} \times \frac{6}{\text{days}} = \$\frac{3600}{\text{_____}}$

Per Diem:  $\frac{3}{\text{Travelers}} \times \$\frac{42}{\text{daily rate}} \times \frac{7}{\text{days}} = \$\frac{882}{\text{_____}}$

Other Costs: Description: Cost: =  $\frac{\$3198}{\text{_____}}$

shuttle 240

airport parking 378

luggage fees 180

registration 2400

**TOTAL COST NOT TO EXCEED: =  $\frac{\$9,780}{\text{_____}}$**



Out-of-State Travel Request

Grant Subaward #: CQ22 16 0360 *AS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

Traveler(s): Two staff members

Travel Dates: 05/09/2023 to 05/12/2023 Destination: Reno Nevada

Purpose of Trip: California Association of Criminalists Seminar

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

<u>Kerri T. Heward</u>	<u><i>Kerri T. Heward</i></u>	<u>11/04/2022</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

Cal OES Approval

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Debra S. ...</i></u>	<u>12/28/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Berta</i></u>	<u>1/3/23</u>
		Unit Chief Signature	Date



**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County ~~Sheriff's Department~~ *ew*

**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{2}{\text{Travelers}} \times \frac{\$333}{\text{airfare}} = \$666$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \frac{\$}{\text{daily rate}} \times \frac{\text{days}}{\text{days}} = \$0$

Mileage:  $\frac{\$}{\text{Mileage rate}} / \text{mile} \times \frac{\text{miles}}{\text{miles}} = \$0$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{2}{\text{Travelers}} \times \frac{\$250}{\text{daily rate}} \times \frac{4}{\text{days}} = \$2000$

Per Diem:  $\frac{2}{\text{Travelers}} \times \frac{\$42}{\text{daily rate}} \times \frac{5}{\text{days}} = \$420$

Other Costs: Description: Cost: = \$1730

shuttle 100

airport parking 210

luggage fees 120

registration 1300

**TOTAL COST NOT TO EXCEED: = \$4,816**





Out-of-State Travel Request

Grant Subaward #: CQ22 16 0360 *OS*

Subrecipient: San Bernardino County ~~Sheriff's Department~~ *RW*

Traveler(s): one staff member

Travel Dates: 09/05/2023 to 09/09/2023 Destination: Salt Lake City UT

Purpose of Trip: Clandestine Laboratory Investigating Chemists Association

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

<u>Kerri T. Heward</u>	<u><i>Kerri T. Heward</i></u>	<u>12-22-22</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

Cal OES Approval

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Debra S. [Signature]</i></u>	<u>12/28/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Berta</i></u>	<u>1/3/23</u>
		Unit Chief Signature	Date



**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: CQ22 16 0360 *AS*

Subrecipient: San Bernardino County ~~Sheriff's Department~~ *ew*

**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{1}{\text{Travelers}} \times \frac{\$500}{\text{airfare}} = \$500$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \frac{\$}{\text{daily rate}} \times \frac{\text{days}}{\text{days}} = \$0$

Mileage:  $\frac{\$}{\text{Mileage rate}} / \text{mile} \times \frac{\text{miles}}{\text{miles}} = \$0$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{1}{\text{Travelers}} \times \frac{\$250}{\text{daily rate}} \times \frac{5}{\text{days}} = \$1250$

Per Diem:  $\frac{1}{\text{Travelers}} \times \frac{\$42}{\text{daily rate}} \times \frac{6}{\text{days}} = \$252$

Other Costs: Description: Cost: = \$1066

shuttle 80

airport parking 126

luggage fee 60

registration 800

**TOTAL COST NOT TO EXCEED: = \$3,068**



Out-of-State Travel Request

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

Traveler(s): one staff member

Travel Dates: 04/09/2023 to 04/14/2023 Destination: Redmond WA

Purpose of Trip: GAP Science Forensic Supervisor Training Course

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

<u>Kerri T. Heward</u>	<u><i>Kerri T. Heward</i></u>	<u>11/04/2022</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

Cal OES Approval

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Debra S. [Signature]</i></u>	<u>12/28/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Berta</i></u>	<u>1/3/23</u>
		Unit Chief Signature	Date



**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County ~~Sheriff's Department~~ *RW*

**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{1}{\text{Travelers}} \times \$550_{\text{airfare}} = \$550$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$\frac{\text{daily rate}}{\text{daily rate}} \times \frac{\text{days}}{\text{days}} = \$0$

Mileage:  $\frac{\$}{\text{Mileage rate}} / \text{mile} \times \frac{\text{miles}}{\text{miles}} = \$0$

Parking: = \$126

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{1}{\text{Travelers}} \times \$200_{\text{daily rate}} \times \frac{5}{\text{days}} = \$1000$

Per Diem:  $\frac{1}{\text{Travelers}} \times \$42_{\text{daily rate}} \times \frac{6}{\text{days}} = \$252$

Other Costs: Description: Cost: = \$925

shuttle	90
luggage fee	60
registration	775

**TOTAL COST NOT TO EXCEED:** = \$2,853



Out-of-State Travel Request

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County ~~Sheriff's Department~~ *RW*

Traveler(s): one staff member

Travel Dates: 04/01/2024 to 04/30/2024 Destination: TBD

Purpose of Trip: International Association for Chemical Testing Conference

- Conference/Training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

<u>Kerri T. Heward</u>	<u><i>Kerri T. Heward</i></u>	<u>12-22-22</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

Cal OES Approval

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Debra S. [Signature]</i></u>	<u>12/28/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Berta</i></u>	<u>1/3/23</u>
		Unit Chief Signature	Date



**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County ~~Sheriff's Department~~ *rw*

**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{1}{\text{Travelers}} \times \$\frac{600}{\text{airfare}} = \$\frac{600}{\text{airfare}}$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$\frac{\text{daily rate}}{\text{daily rate}} \times \frac{\text{days}}{\text{days}} = \$\frac{0}{\text{daily rate}}$

Mileage:  $\frac{\$}{\text{Mileage rate}} / \text{mile} \times \frac{\text{miles}}{\text{miles}} = \$\frac{0}{\text{miles}}$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{1}{\text{Travelers}} \times \$\frac{250}{\text{daily rate}} \times \frac{6}{\text{days}} = \$\frac{1500}{\text{daily rate}}$

Per Diem:  $\frac{1}{\text{Travelers}} \times \$\frac{42}{\text{daily rate}} \times \frac{7}{\text{days}} = \$\frac{294}{\text{daily rate}}$

Other Costs: Description: Cost: = \$887

shuttle 80

airport parking 147

luggage fee 60

registration 600

**TOTAL COST NOT TO EXCEED: = \$3,281**



Out-of-State Travel Request

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

Traveler(s): Five staff members

Travel Dates: 08/20/2023 to 08/26/2023 Destination: National Harbor MD

Purpose of Trip: International Association for Identification Conference

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

<u>Kerri T. Heward</u>	<u><i>Kerri T. Heward</i></u>	<u>11/04/2022</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

Cal OES Approval

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Debra S. [Signature]</i></u>	<u>12/28/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Berta</i></u>	<u>1/3/23</u>
		Unit Chief Signature	Date



## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County ~~Sheriff's Department~~ *ew*

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare:  $\frac{5}{\text{Travelers}} \times \$700_{\text{airfare}} = \$3500$

Rental Car:  $\frac{1}{\text{Car}} \times \$75_{\text{daily rate}} \times 7_{\text{days}} = \$525$

Mileage:  $\$ \frac{\quad}{\text{Mileage rate}} / \text{mile} \times \frac{\quad}{\text{miles}} = \$0$

Parking: = \$630

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{5}{\text{Travelers}} \times \$225_{\text{daily rate}} \times 7_{\text{days}} = \$7875$

Per Diem:  $\frac{5}{\text{Travelers}} \times \$42_{\text{daily rate}} \times 8_{\text{days}} = \$1680$

Other Costs: Description: Cost: = \$3550

\_\_\_\_\_

\_\_\_\_\_

luggage fee 300

registration 3250

TOTAL COST NOT TO EXCEED: = \$17,760





### Out-of-State Travel Request

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County ~~Sheriff's Department~~ *RW*

Traveler(s): one staff member

Travel Dates: 08/20/2023 to 08/26/2023 Destination: National Harbor MD

Purpose of Trip: International Association for Identification Conference

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

-----  
I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

<u>Kerri T. Heward</u>	<u><i>Kerri T. Heward</i></u>	<u>12-22-22</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

-----  
Cal OES Approval

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Debra S. [Signature]</i></u>	<u>12/28/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Berta</i></u>	<u>1/3/23</u>
		Unit Chief Signature	Date



**Out-of-State Travel Request  
Cost Worksheet**

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *RW*

**ESTIMATED COSTS FOR ALL TRAVELERS**

Airfare:  $\frac{1}{\text{Travelers}} \times \$700 \text{ airfare} = \$700$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$ \text{ daily rate} \times \text{ days} = \$0$

Mileage:  $\frac{\$ \text{ Mileage rate}}{\text{Mileage rate}} \times \text{ miles} = \$0$

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{1}{\text{Travelers}} \times \$225 \text{ daily rate} \times 7 \text{ days} = \$1575$

Per Diem:  $\frac{1}{\text{Travelers}} \times \$42 \text{ daily rate} \times 8 \text{ days} = \$336$

Other Costs: Description: Cost: = \$810

shuttle 100

luggage fee 60

registration 650

**TOTAL COST NOT TO EXCEED: = \$3,421**



Out-of-State Travel Request

Grant Subaward #: CQ22 16 0360 *CS*

Subrecipient: San Bernardino County Sheriff's Department *rw*

Traveler(s): Three staff members

Travel Dates: 01/16/2024 to 01/19/2024 Destination: Las Vegas, NV

Purpose of Trip: SHOT show

- Conference/Training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

<u>Kerri T. Heward</u>	<u><i>Kerri T. Heward</i></u>	<u>12-22-22</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

Cal OES Approval

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Debra S. ...</i></u>	<u>12/28/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Cindy Berta</i></u>	<u>1/3/23</u>
		Unit Chief Signature	Date

