

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



Contract Number  
25-934

SAP Number

## District Attorney

Department Contract Representative Claudia Walker  
Telephone Number (909) 382-7689

Contractor

Insurance Commissioner of the  
California Department of Insurance

Contractor Representative Sara Marshall, Program Analyst  
Telephone Number (916) 854-5818

Contract Term July 1, 2025 – June 30, 2026

Original Contract Amount \$1,167,829

Amendment Amount NA

Total Contract Amount \$1,167,829

Cost Center 4500002670

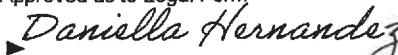
Grant Number (if applicable) N/A

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

Section 1872.8 of the California Insurance Code and California Code of Regulations, Title 10, Section 2698.65 authorizes the Insurance Commissioner of the California Department of Insurance to distribute funds assessed against insurers for investigation and prosecution of Automobile Insurance Fraud cases. These assessed funds represent a percentage of total insurance premiums collected by automobile insurance companies in the state. The Grant award in the amount of \$1,167,829 will support the Automobile Insurance Fraud Prosecution Program for 2025-26.

### FOR COUNTY USE ONLY

Approved as to Legal Form



Daniella Hernandez, Deputy County Counsel

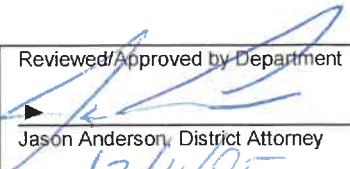
Date 12/11/2025

Reviewed for Contract Compliance



Date \_\_\_\_\_

Reviewed/Approved by Department

  
Jason Anderson, District Attorney

Date 12/11/25



**RICARDO LARA**  
CALIFORNIA INSURANCE COMMISSIONER

October 13, 2025

The Honorable Jason Anderson  
District Attorney  
San Bernardino County District Attorney's Office  
303 West Third St., Sixth Floor  
San Bernardino, CA 92415

**RE: Grant Award for Automobile Insurance Fraud Program  
Fiscal Year 2025-26**

Dear District Attorney Anderson,

Pursuant to California Insurance Code section 1872.8, the California Department of Insurance (Department) has set the Fiscal Year 2025-26 Automobile Insurance Fraud Program (Program), District Attorney grant distribution total at \$18,452,202 [\$15,259,000 base funds/\$3,193,202 additional funds (subject to the Department of Finance/Legislative approval)].

- **San Bernardino County** has been awarded a total of **\$1,167,829**.
  - \$828,675 base award.
  - \$339,154 projected additional award (subject to approval).

The appropriation for this Program is based on projected revenues, including the amount of restitution collected. Grant disbursements are contingent on actual revenues; therefore, if the amount of revenue collected is less than the projected amount, then the grant distribution will be adjusted accordingly.

Each application received for grant funding was thoroughly reviewed, with careful consideration given to the applicant's plan to achieve the goals and objectives set by the Insurance Commissioner earlier this year.

It is the Department's expectation that these funds be used effectively to pursue and investigate automobile insurance fraud across California. It is also important to focus these finite resources on combating fraud committed by individuals, businesses, providers, and others who prey upon the system. Additionally, a coordinated and aggressive outreach program to all communities by your office, including to diverse and underserved communities, with measurable outcomes remains a high priority for the Department.

In preparation for the Fiscal Year 2026-27 grant cycle, I wanted to inform you that the Department is currently reviewing the Program's grant administrative procedures with the purpose of ensuring greater accountability, heightened transparency, and effective stewardship of public funds. Any necessary changes to the Program's process and requirements will be published in the Grant

Management System and included in the grant workshops conducted next year, where the Department will address any questions.

Thank you for submitting your application for grant funding and, moreover, congratulations on your award. The Department looks forward to working together with you in our continuing pursuit against automobile insurance fraud.

Please feel free to contact the Department, via email, at [LAU@insurance.ca.gov](mailto:LAU@insurance.ca.gov) should there be any questions regarding your award. The Department will reach out to you regarding your budget.

Sincerely,



**Eric Charlick**  
Deputy Commissioner, Enforcement Branch  
California Department of Insurance

cc: William Lee, Chief Deputy District Attorney

**INSURANCE COMMISSIONER  
OF THE STATE OF CALIFORNIA**

**GRANT AWARD AGREEMENT**

**Fiscal Year 2025-26  
Automobile Insurance Fraud Program**

The Insurance Commissioner of the State of California hereby makes an award of funds to **San Bernardino County**, Office of the District Attorney, in the amount and for the purpose and duration set forth in this grant award.

This grant award consists of this agreement and the application for the grant, and is made a part hereof. By acceptance of the grant award, the grant award recipient agrees to administer the grant program in accordance with all applicable statutes, regulations, the grant application, budget instructions, grant requirements, and fact sheets.

**Duration of Grant:** The grant award is for the program period **July 1, 2025 through June 30, 2026**.

**Purpose of Grant:** This grant award is made pursuant to the provisions of California Insurance Code §1872.8 and shall be used solely for the purposes of enhanced investigation and prosecution of automobile insurance fraud and economic car theft cases.

**Amount of Grant:** The total grant award agreed to herein is in the amount of **\$1,167,829**, which is comprised of a Base Award amount of **\$828,675** and an Additional Award amount of **\$339,154**. This amount has been determined by the Insurance Commissioner. However, the actual total award amount for the county is contingent on the collection of assessments and the authorization for expenditure pursuant to the Budget Act of 2025 (Chapter 4, Statutes of 2025). The grant award shall be distributed pursuant to §1872.8 of the Insurance Code and to the California Code of Regulations Sub-Chapter 9, Article 4, §2698.65.

<b>Jason Anderson</b> District Attorney	<b>RICARDO LARA</b> Insurance Commissioner
Authorized Official	Authorized Official
Name: <b>William Lee</b> Title: Chief Deputy District Attorney	Name: <b>Crista Hill</b> Title: Division Chief, Financial and Business Management Division
Date: _____	Date: _____

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of this expenditure as stated above.

Megan Clarke, Chief Budget Officer,  
Financial and Business Management Division

\_\_\_\_\_  
Date

**FY 25-26 Award Budget**

**COUNTY NAME:** **San Bernardino**  
**PROGRAM:** **Automobile Insurance Fraud Program**

<b>Salary by Position</b>	<b>Total \$ for line item</b>	<b># of Positions</b>	<b>FTE</b>
Supervising Attorneys			
Attorneys	\$ 233,725	1	1
Supervising Investigators			
Investigators (Sworn)	\$ 341,361	2	2
Investigators (Non-Sworn)			
Investigative Assistants			
Forensic Accountant/Auditor			
Support Staff Supervisor	\$ 16,463	1	0.25
Paralegal/Analyst/Legal Assistant/etc.			
Clerical Staff	\$ 65,878	1	1
Student Assistants			
Overtime: Investigators	\$ 10,241	2	0.06
Overtime: Other Staff			
Salary by Position, other (auto-generated) *Do not use			
<b>Salary Total</b>	<b>\$ 667,668</b>	<b>5</b>	<b>4.31</b>
<b>Benefits</b>	<b>\$ 386,132</b>		
<b>Personnel Services Total</b>	<b>\$ 1,053,800</b>		

## FY 25-26 Award Budget

**COUNTY NAME:** San Bernardino

**PROGRAM:** Automobile Insurance Fraud Program

Operating Expenses, General	Total \$ for line item
Grant Indirect Costs - 10% method; plan must be on file and made available to CDI upon request ( <i>choose only 1 indirect cost method</i> )	\$ 65,743
Grant Indirect Costs - 5% method; plan must be on file and made available to CDI upon request ( <i>choose only 1 indirect cost method</i> )	\$ -
Outreach	\$ 20,000
Audit	\$ 3,245
Forensic Accounting Services	\$ -
Transcription Services, Interpreter Services, Records Requests	\$ -
Expert Consultant Fees	\$ 1,622
Witness Fees/Litigation Fees	\$ -
Undercover Operation Expenses	\$ -
Office Supplies	\$ 8,652
Office Space/Facility Fees	\$ -
IT Services	\$ -
Communications (phone, etc.)	\$ -
Membership Dues/Publications	\$ 1,509
Operating Expenses, General, other ( <i>auto-generated</i> ) *Do not use	\$ -
<b>Operating Expenses, General Sub-Total</b>	<b>\$ 100,771</b>

<b>Operating Expenses, Detailed</b>		Total \$ for line item
Insurance (i.e., General Liability, etc.; <i>Identify in narrative</i> )		\$ -
<i>Narrative:</i>		
Motor Pool/Fleet Services (cannot include reserve fund for future purchases; <i>Identify number of vehicles and usage fee breakdown in narrative</i> )		
# of Vehicles: (1) Full-size sedans: \$56 per month x 1 vehicles; (1) Mid-size SUV's: \$56 per month x 1 vehicles; cost includes use of vehicle and does not include future replacement cost.	\$ 1,344	
Vehicle Fuel and Maintenance for grant purchased vehicles ( <i>Identify number of vehicles in narrative</i> )		
# of Vehicles:		
Vehicle Mileage (not to exceed federal standard mileage rate; not allowed for grant purchased or motor pool/fleet vehicles; <i>Identify number of vehicles in narrative</i> )	\$ 1,098	
# of Vehicles: Mileage for attorney travel using personal vehicle.		
Vehicle Parking ( <i>Identify number of vehicles in narrative</i> )	\$ -	
# of Vehicles:		
Software Renewal ( <i>Identify in narrative</i> )	\$ -	
<i>Narrative:</i>		
Software Purchase ( <i>Identify and provide justification in narrative</i> )	\$ -	

<b>Narrative:</b>						
<b>Minor Equipment as defined in instructions (identify in narrative IF over \$1,000 combined total)</b>	\$ -					
<b>Narrative:</b>						
<b>Equipment Lease/Maintenance (identify in narrative)</b>	\$ -					
<b>Narrative:</b>						
<b>Operating Expenses, Detailed, other (auto-generated) *Do not use</b>						
<b>Narrative:</b>						
<b>Sub-Total</b>	\$ 2,442					

Operating Expenses, Travel and Training	Total \$ for line item
Travel - In CA (Include costs such as hotel, airfare, and rental car associated with investigation and/or training. <i>In narrative identify purpose, number of staff, and FTE</i> ).	\$ 5,408
<i>Narrative: 3.75 staff members: hotel, airfare, meals, travel and other related costs for travel/training. Trainings include SCFIA and CDAA.</i>	
Travel - Out of CA (Include costs such as hotel, airfare, and rental car for out of state travel associated with investigation and/or training. <i>In narrative identify state, purpose, number of staff, and FTE</i> ).	\$ -
<i>Narrative:</i>	
Training - In CA (Include registration fees. <i>In narrative identify purpose, number of staff, and FTE</i> ).	\$ 5,408
<i>Narrative: Training registration costs for 3.75 staff to CDAA and SCFIA.</i>	
Training - Out of CA (Include registration fees. <i>In narrative identify state, purpose, number of staff, and FTE</i> ).	\$ -
<i>Narrative:</i>	
Operating Expenses, Travel and Training, other (auto-generated)	<i>*Do not use</i>

<i>Narrative:</i>		
<b>Sub-Total</b>	\$	<b>10,816</b>
<b>Operating Expense Total (General + Detailed + Travel &amp; Training)</b>	\$	<b>114,029</b>

**COUNTY NAME:** **San Bernardino**  
**PROGRAM:** **Automobile Insurance Fraud Program**

FY 25-26 Award Budget

Equipment	Total \$ for line item	% Billed to Program
Computers (provide justification and % billed to each program in narrative)	\$ -	
<i>Narrative:</i>		
Printers/Scanners (provide justification and % billed to each program in narrative)	\$ -	
<i>Narrative:</i>		
Vehicles (provide justification and % billed to each program in narrative)	\$ -	
<i>Narrative:</i>		
Vehicle Code 3 Equipment (provide number and % billed to each program in narrative)	\$ -	
<i>Narrative:</i>		
Equipment, other (auto-generated) *Do not use without speaking to LAU first	0	
<i>Narrative:</i>		
<b>Equipment Total</b>	\$ -	
<b>Program Budget Total</b>	<b>\$ 1,167,829</b>	

## White, Karen

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**From:** Local Assistance Unit <LocalAssistanceUnit@insurance.ca.gov>  
**Sent:** Monday, October 27, 2025 1:46 PM  
**To:** Lee, William  
**Cc:** Walker, Claudia; White, Karen  
**Subject:** RE: FY 25-26 Auto/DHC Grant Award Agreement Delivery & Due Date

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you suspect this is a phishing or malicious email, please contact the DA HelpDesk immediately for assistance.

Hi Bill,

Your extension for your Auto GAA until December 19, 2025 is approved. If you are unable to access them just let us know and we can reactivate it and resend them.

### *Amy Watson*

Program Analyst, LAU  
CA Department of Insurance  
Enforcement Branch Headquarters  
Ph# 916-854-5874

**From:** Lee, William <WLee@sbcda.org>  
**Sent:** Thursday, October 23, 2025 9:14 AM  
**To:** Local Assistance Unit <LocalAssistanceUnit@insurance.ca.gov>  
**Cc:** Walker, Claudia <CWalker@sbcda.org>; White, Karen <KWhite@sbcda.org>  
**Subject:** RE: FY 25-26 Auto/DHC Grant Award Agreement Delivery & Due Date

Good morning.

San Bernardino received the email to sign the GAA for the 25-26 Automobile Insurance Fraud grant award. Unfortunately, we must first obtain approval from the County Board of Supervisors (BOS) before we can sign the GAA. Due to the year-end workload on our fiscal/admin staff and the limited number of meetings held by the BOS over the next couple of months, we anticipate the matter being presented to the BOS on Tuesday, December 16, 2025.

May we please get an extension to sign the GAA to Friday, December 19, 2025?

Thank you.

William Lee  
Office of District Attorney  
San Bernardino County  
(909) 382-3690

William Lee

**From:** Local Assistance Unit <[LocalAssistanceUnit@insurance.ca.gov](mailto:LocalAssistanceUnit@insurance.ca.gov)>  
**Sent:** Tuesday, October 21, 2025 9:08 AM  
**Subject:** FY 25-26 Auto/DHC Grant Award Agreement Delivery & Due Date

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Thank you for agreeing to be the Auto and/or DHC Grant Award Agreement (GAA) signer for your county.

**You will receive your FY 2025-26 Auto/DHC GAA via DocuSign on Wednesday, October 22, 2025.** The email(s) will come from GMS Admin via DocuSign ([dse\\_NA4@docsing.net](mailto:dse_NA4@docsing.net)). Instructions for DocuSign are attached.

If you have not received the DocuSign link to the GAA(s) by the end of the day on Friday, October 24, 2025, please check your junk/spam folder. If you need assistance, send an email to LAU at [LAU@insurance.ca.gov](mailto:LAU@insurance.ca.gov) with "AUTO/DHC GAA Assistance" in the subject line.

**Please sign the AUTO/DHC GAA in DocuSign by Friday, November 21, 2025.** If you do not sign by this date, the document(s) will no longer be available and you will need to contact LAU.

After all parties have signed, you as the GAA signer will receive an email with a PDF of the fully executed GAA.

Thank you,

*Jennifer Tran*

Jennifer Tran  
Workers' Compensation Analyst  
Enforcement Branch/Local Assistance Unit  
Desk: (916) 854-5708

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