

DISTANCE LEARNING GRANT PROGRAM

PART V – CHECKLIST

This checklist is provided to ensure that a complete application is submitted to POST.

- PROPOSAL COVER SHEET – Please complete and attach to the front of the proposal.
- GRANT AWARD FACE SHEET – Signed by the official authorized to enter into the Grant Award.
- PROJECT CONTACT INFORMATION
- SIGNATURE AUTHORIZATION
- CERTIFICATION OF ASSURANCE OF COMPLIANCE
- BUDGET PAGES (EXCEL SPREADSHEET FORMAT)
- BUDGET NARRATIVE
- PROJECT NARRATIVE (MUST INCLUDE THE FOLLOWING HEADINGS)
 - Problem Statement
 - Plan
 - Capabilities
- PROJECT SUMMARY
- PROJECT SERVICE AREA INFORMATION
- RECIPIENT GRANTS MANAGEMENT ASSESSMENT



GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

Proposal Cover Sheet

RFP Process

DISTANCE LEARNING GRANT PROGRAM

Submitted by:
San Bernardino County Sheriff's Department
655 East Third Street
San Bernardino, CA 92415
909 387-3648

(POST Use Only)	POST #	Award #
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**CALIFORNIA COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
GRANT AWARD FACE SHEET**

The California Commission on Peace Officer Standards and Training (POST) makes a Grant Award of funds set forth to the following.

1 - Recipient	County of San Bernardino			
2 - Implementing Entity	San Bernardino County Sheriff's Department			
3 - Implementing Entity Address	Street	City	County	Zip + 4
	655 E. 3rd Street	San Bernardino	San Bernardino	92415-0061
4 - Project Location	Street	City	County	Zip + 4
	18901 Institution Road	San Bernardino	San Bernardino	92407-1864
5 - Program Title	Distance Learning Grant Program - Use of Force and De-escalation			
6 - Performance Period	Start to End: mm/dd/yyyy to mm/dd/yyyy	10/15/2020 to 06/30/2021		

Provide grant fund allocation and total project cost using the table below.

	Grant Year	Grant Amount
7	07/01/2020 - 06/30/2021	\$71,227.20
8	TOTAL	\$71,227.20

9. Certification - This Grant Award 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 Award and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Recipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Award. The Recipient accepts this Grant Award and agrees to administer the grant project in accordance with the Grant Award as well as all applicable state laws, audit requirements, program guidelines, and POST policy and program guidance. The Recipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.
10. 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.

11. Official Authorized to Sign for Recipient:

12. Federal Employer ID Number:

95-6002748

Name: Shannon Dicus

Title: Undersheriff

Telephone: (909) 387-3648

FAX: (909) 387-3444

Email: sdicus@sbcasd.org

(area code)

(area code)

Payment Mailing Address: 655 East Third St.

City: San Bernardino, CA

Zip+4: 92415-0061

Signature: 

Date: 8/3/20

[FOR POST USE ONLY]

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

POST Fiscal Officer

Date

POST Director (or designee)

Date

POST GRANT AWARD FACE SHEET INSTRUCTIONS

NOTE: POST Section - The top portion of the form contains blocks for POST assigned numbers. Please do not enter information in these blocks. These numbers will be entered by POST.

1. Recipient

The Recipient is the unit of government or community-based organization (CBO) that will have legal responsibility for these grant funds (e.g. County of Alameda, City of Fresno or Women's Place of Merced). Enter the legal title of the Recipient.

2. Implementing Agency

Enter the complete name of the agency responsible for the day-to-day operation of the grant (e.g. Sheriff, Police Department, or Department of Public Works). If the Implementing Agency is the same as the Recipient, enter the same title again.

3. Implementing Agency Address

Enter the address of the Implementing Agency. Provide the complete nine digit zip code (Zip+4).

4. Location of Project

Enter the City and County/Operational Area where the project is located. Provide the complete nine digit zip code (Zip+4).

5. Program Title

Enter the name of the Program providing the funds for this Grant Award. Program titles should be complete without the use of acronyms.

6. Performance Period

Enter beginning and ending dates of the performance period for the Grant Award. (mm/dd/yyyy)

7 - 8. Fund Allocations and Total Project Cost

For each fund source used in the program, select the correct grant year, the amount of funds requested, supplemental funds and the resulting totals. Block 12G should correspond to the total project cost specified in the budget.

9. Certification Paragraph

Please review the certification paragraph.

10. Public Records Act

Please review and, if applicable, provide the necessary documentation.

11. Official Authorized to sign for the Recipient

Enter the name, title, telephone number, and e-mail address of the official authorized to enter into the Grant Award for the Recipient as stated in Block 1 of the Grant Award Face Sheet. Enter the Payment Mailing Address where grant funds should be sent.

12. Federal Employer ID Number

Enter the 9-digit Federal Employer Identification Number for the entity.

Provide an original signature of the authorized official. The use of white out or tape is prohibited and will invalidate the signature on the Grant Award Face Sheet.

POST DLGP PROJECT CONTACT INFORMATION

(POST Use Only)	POST #	Award #	
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Recipient:	County of San Bernardino
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Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. **NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.**

1 - Project Director				
Name	Timothy Nichols	Title	Lieutenant	
Telephone	(909) 473-2532	FAX	(909) 473-2568	Email Address tnichols@sbcasd.org
Address/City/Zip	18901 Institution Road, San Bernardino, CA 92407-1864			

2 – Financial Officer				
Name	Vicki Dela Cruz	Title	Administrative Manager	
Telephone	(909) 387-3762	FAX	(909) 387-3444	Email Address vdelacruz@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061			

3 – Person having Routine Programmatic Responsibility				
Name	Julius McChristian	Title	Sergeant	
Telephone	(909) 473-2532	FAX	(909) 473-2568	Email Address jmcchristian@sbcasd.org
Address/City/Zip	18901 Institution Road, San Bernardino, CA 92407-1864			

4 – Person having Routine Fiscal Responsibility				
Name	Yvonne Perez	Title	Staff Analyst II	
Telephone	(909) 387-3445	FAX	(909) 387-3444	Email Address yperez@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061			

5 – CBO Executive Director or Chief Executive Officer of Implementing Agency				
Name	Shannon Dicus	Title	Undersheriff	
Telephone	(909) 387-3687	FAX	(909) 387-3444	Email Address sdicus@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061			

6 – Governing Board Official to enter Grant Award for City/County or CBO				
Name	Gary McBride	Title	Chief Executive Officer	
Telephone	(909) 387-5417	FAX	(909) 387-3444	Email Address gmcbride@cao.sbcounty.gov
Address/City/Zip	385 North Arrowhead Ave. 5th Floor, San Bernardino, CA 92415-0120			

7 – Chair of the Governing Body of the Recipient				
Name	Curt Hagman	Title	Chairman - Board of Supervisors	
Telephone	(909) 387-4866	FAX	9093873444	Email Address curt.hagman.bos.sbcounty.gov
Address/City/Zip	385 North Arrowhead Ave. 5th Floor, San Bernardino, CA 92415-0110			

POST DLGP PROJECT CONTACT INSTRUCTIONS

NOTE: POST Section - The top portion of the form contains blocks for POST assigned numbers. Please do not enter information in these blocks. These numbers will be entered by POST.




1. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Project Director** for the project.
2. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Financial Officer** for the project.
3. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** having **routine programmatic responsibility** for the project.
4. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** having **routine fiscal responsibility** for the project.
5. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Executive Director** of a Community-Based Organization or the **Chief Executive Officer** (e.g. chief of police, superintendent of schools) for the implementing agency.
6. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** who is the **Official Authorized** to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 13 of the Grant Award Face Sheet.
7. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Chair** of the **governing body** of the subrecipient.

SIGNATURE AUTHORIZATION

Recipient	County of San Bernardino
Award Number	
Implementing Agency	San Bernardino County Sheriff's Department

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

Project Director	Timothy Nichols	Financial Officer	Vicki Dela Cruz
Signature		Signature	
Date	8/7/20	Date	7/31/20

The following persons are authorized to sign for the Project Director.		The following persons are authorized to sign for the Financial Officer.	
Signature		Signature	
Print Name	John Ades, Captain	Print Name	Tiffany Escosio
Signature		Signature	
Print Name	Robert Trostle, Lieutenant	Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	

SIGNATURE AUTHORIZATION INSTRUCTIONS

The Project Director and Financial Officer are **REQUIRED** to sign this form and submit it with the POST Grant Award Forms package. The Recipient may request signature authority in addition to the designated Project Director and/or Financial Officer. Space is provided for the addition of up to five (5) additional authorizations for the Project Director or Financial Officer.

No single individual may be authorized to sign for both the Project Director and the Financial Officer. **The Project Director and/or Financial Officer authorize the person(s) identified on the form to sign on their behalf all grant-related matters.**

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance which includes details regarding Equal Employment Opportunity Program, Drug Free Workplace Compliance, Lobbying, Proof of Authority from City Council/Governing Board, and Civil Rights Compliance. In signing the Grant Award Face Sheet, the Applicant formally notifies POST that the Applicant will comply with all pertinent requirements.

I, Shannon Dicus, Undersheriff hereby certify that
(official authorized to sign Grant Award Face Sheet)

RECIPIENT: County of San Bernardino
IMPLEMENTING AGENCY: San Bernardino County Sheriff's Department
PROJECT TITLE: Distance Learning Grant Program - Use of Force and De-escalation

is responsible for adhering to the following:

I. Equal Employment Opportunity

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of ancestry, age (over 40), color, disability (physical and mental, including HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, medical condition (genetic characteristics, cancer or a record or history of cancer), military, veteran status, national origin, race, religion (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions) sexual orientation, or request for family medical leave. **POST-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Kenneth Lutz, Captain
Title: Co-Chair, Department Diversity Committee
Address: 655 East Third Street, San Bernardino CA 92415-0061
Phone: (760) 530-9368
Email: klutz@sbcasd.org

II. Drug-Free Workplace Act of 1990

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

III. Lobbying

POST grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

IV. Proof of Authority from City Council/Governing Board



The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The Applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of POST, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Award, including civil court actions for damages, shall be the responsibility of the grant Recipient and the authorizing agency. The State of California and POST disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from POST shall not be used to supplant expenditures controlled by the city council/governing board.

The Applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The Applicant is also required to maintain said written authorization on file and readily available upon demand.

V. Civil Rights Compliance

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

All appropriate documentation must be maintained on file by the project and available for POST or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Recipient may be ineligible for award of any future grants if POST determines that any of the following has occurred: (1) the Recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION	
I, the official named below, am the same individual authorized to sign the Award, and hereby swear that I am duly authorized legally to bind the contractor or grant Recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.	
Authorized Official's Signature:	
Authorized Official's Typed Name:	Shannon Dicus
Authorized Official's Title:	Undersheriff
Date Executed:	8/3/20
Executed in the City/County of:	San Bernardino
AUTHORIZED BY: (not applicable to State agencies)	
<input type="checkbox"/> City Financial Officer	<input type="checkbox"/> County Financial Officer
<input type="checkbox"/> City Manager	<input checked="" type="checkbox"/> County Manager
<input type="checkbox"/> Governing Board Chair	
Signature:	
Typed Name:	Gary McBride
Title:	Chief Executive Officer

Recipient:

A. PART 1- Personal Services (Salaries and Employee Benefits)	FY 20-21	TOTAL COST
\$ 2,182.00	\$	2,182.00

B. PART 1- Operating Expenses	FY 20-21	TOTAL COST
\$ 1,750.00	\$	1,750.00

C. PART 1- Equipment	FY 20-21	TOTAL COST
\$ 7,400.00	\$	7,400.00

D. PART 2- Course Certification	FY 20-21	TOTAL COST
\$ 64,555.20	\$	64,555.20

Grant Total by FY	FY 20-21	GRAND TOTAL
\$ 71,227.20	\$	71,227.20

Course Presentation Costs Calculator	No. of Students Trained*	Cost per Student*	Total Yearly Cost
FY 20-21	390	175.32 \$	64,555.20

*Enter the total number of students expected to be trained each Fiscal Year
 * Cost per student information is drawn from the Part 2- Course Certification Budget, Line E52

BUDGET CATEGORY AND LINE ITEM DETAIL

Recipient:		Award #:	
A. PART I- Personal Services (Salaries and Employee Benefits)		FY 20-21	COST
Salary			\$0
Benefits			\$0
Overtime			\$0
MUST BE IN THE FOLLOWING FORMAT:			\$0
Sheriff's Sergeant			\$0
\$11,515/monthx12months=138,180 /2080hrs \$66.43hr x12hrs		\$ 797.00	\$797
<i>Project Director, provides general administrative authority for implementing project</i>			\$0
BENEFITS			\$0
158,799 / 2080 = 76.35 x 12 hrs		\$ 916.00	\$916
<i>(Must include a description if Other is included)</i>			\$0
Accountant			\$0
6,309/monthx12months=75,712 x50% =37,856 \$18.20hr x 12hrs		\$ 218.00	\$218
<i>Financial Officer, oversees the actual receipt and payment of grant monies.</i>			\$0
BENEFITS			\$0
43,438 / 2080 = 20.86 x 12		\$ 251.00	\$251
<i>(Must include a description if Other is included)</i>			\$0
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Personal Services Section FY Totals		\$ 2,182.00	\$2,182
PERSONAL SERVICES SECTION GRAND TOTAL			\$2,182

BUDGET CATEGORY AND LINE ITEM DETAIL

Recipient:		Award #:		
B. PART I- Operating Expenses		FY 19-20	FY 20-21	COST
				\$0
				\$0
	<i>Articulate 360 LMS</i>		\$ 1,300.00	\$1,300
	Zoom subscription per year \$150 x 3		\$ 450.00	\$450
				\$0
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Operating Section FY Totals		\$ -	\$ 1,750.00	\$1,750
OPERATING SECTION GRAND TOTAL				\$1,750

BUDGET CATEGORY AND LINE ITEM DETAIL

Recipient:		Award #:	
C. PART I- Equipment		FY 20-21	COST
			\$0
	Headphones x2	\$ 300.00	\$ 300.00
	Microphones x2	\$ 150.00	\$ 150.00
	Copier/Printer/Scanner	\$ 1,000.00	\$ 1,000.00
	WEBCAM x2	\$ 65.00	\$ 65.00
	Laptop	\$ 1,225.00	\$ 1,225.00
			\$0
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Equipment Section FY Totals		\$ 2,740.00	\$2,740
EQUIPMENT SECTION GRAND TOTAL			\$2,740

Recipient: San Bernardino County Sheriff's Department Award #:

Course Title: Use of Force and De-escalation

PART II- POST Course Certification Budget		COST
(A) Services-		
	(1) Instruction	\$0
		\$0
	Sheriff Sergeant (SME) \$66.43 hr x 8	\$531
	Benefits 76.35 x 8	\$611
	Sheriff Deputy (SME) \$51.00 hr x 8	\$408
	Benefits 56.34 x 8 hrs	\$451
	(2) Coordination	\$0
	General - Sheriff Corporal	\$275
	Presentation - Sheriff's Training Specialist	\$1,200
	(3) Clerical	
	Office Assistant III	\$300
(B) Travel-		
	(1) Coordinators	\$0
	(2) Instructors	\$0
(C) Indirect Costs (not to exceed 10%)-		\$265
(D) Supplies and Equipment-		
	(1) Books/Pamphlets/Handouts	\$60
	(2) Certificates	\$25
	(3) Notebooks	\$0
	(4) Paper/Office Supplies	\$197
	(5) Printing/Reproduction	\$0
	(6) Equipment Cost per Presentation*	\$0
(E) Support Costs-		
	Course Facility Costs	\$160
	Miscellaneous (Room rental, telephone, postage)	\$0
Course Certification Totals		
COURSE CERTIFICATION SECTION TOTAL		\$4,483
EXPECTED NUMBER OF STUDENTS PER PRESENTATION		25
TUITION COST PER STUDENT (Total costs divided by students)		\$179

*Actual cost of equipment / divided by number of years (useful life) / divided by number of presentations per year = PER PRESENTATION COST

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Use of Force and De-escalation

Budget Narrative:

Distance learning is necessary and more important than ever before, especially when given the need for social distancing and decreased funding due to a variety of factors including a global pandemic. The San Bernardino County Sheriff's Department (SBCSD) is committed to meeting the challenges faced today with innovative solutions to reach our law enforcement partners across the state. In order to provide quality distance learning, current capabilities need to be enhanced and updated to meet the ongoing needs of our regional and state partners. Distance learning requires more student engagement and requires the ability to connect and continue the concepts of student-led learning in an online or web-based platform. Currently, the funding is not readily available to make the immediate and necessary improvements to technology for distance learning. The proposed budget will bring the training center to the next level and create a distance learning environment that promotes learning and innovation combined with professional instruction and facilitation. Grant funds will allow for upgrades to set up virtual classrooms that are digitally connected and ready for the future which is now in front of us.

The SBCSD and its Frank Bland Regional Training Center will work to ensure it exceeds its responsibility to serve the needs of law enforcement throughout the state well into the future. The addition of powerful laptop computers with webcams and microphone options will provide quality video and audio performance over the internet on video-transmission platforms. The addition of Smart Boards coupled with the laptops will create a robust virtual classroom with additional tools and resources available to the instructor. Internet connectivity and a video-transmission platform are necessary for distance learning and the equipment used is just as important to carry out the objectives of the project. A subscription for video transmission platforms is required for this project to reach law enforcement across the state. Once these pieces are in place they will provide solutions which will allow us to provide even better service.

The SBCSD currently uses Pathlore by SumTotal for its Learning Management System (LMS). During a feasibility study into the use of the LMS, it was discovered that the system has additional capabilities that would further enhance SBCSD's ability to enroll, assign, track and submit student data to POST. These items represent objectives and requirements for reporting and tracking requirements. The vendor provided a statement of work that would allow for the training of division personnel on the use of the system. Grant funding would enable the training to occur which in turn would allow for further sustainment of training after the grant performance period. Funding for training on the LMS will minimize administrative costs by reducing the amount of time spent generating rosters, excel tracking sheets and identifying who completed training. Robust tracking and reporting capabilities exist, however training needs to be provided. The personnel trained will also be responsible for assisting with grant reporting and will need to be able to access the information efficiently.

The proposed budget would enable the purchase of new, updated software that is used to build computer-based training courses that engage students, check their understanding and enable interactivity with the training. This type of content can be used in the video transmission portion or as a follow-up training and even as a whole training class. The existing application is no longer being supported and we were notified of this prior to the grant being released. The updated version, Articulate 360, allows the division to create innovative evaluation and assessment tools for use in grant activities. Engagement is an important factor in distance learning as it brings the student into the learning. This is a powerful tool and resource to have available however it is expensive. Funding from the grant would enable the purchase and would also provide for the use of the application after grant activities have been completed. Numerous trainings can be created from this application for future use.

Project-funded staff will be assigned to design course content based on existing material. The course will need to be updated to meet the requirements for webinar class certification by POST as well as adjusted to

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Use of Force and De-escalation

provide a more advanced information for current law enforcement. Staff will need to develop presentation materials electronically, create documentation for POST EDI entry and submission. Staff will convene to identify learning activities and methods of evaluating learning. Staff will speak with subject matter experts (SMEs) to ensure accurate information is provided.

Staff will identify steps and actions to be taken for the remainder of the grant period. They will develop the course evaluation survey to measure performance and evaluate learning activities and instructor engagement.

Staff will also create a checklist and provide training for using Zoom, our chosen video transmission platform. The training is necessary to show instructors the various menu items and how to share their screen and get used to the environment.

Project staff will also be teaching/facilitating the instruction of the course. The course will be presented approximately sixteen times and will require at least two instructors with one monitoring chats and engagement and the other one teaching.

LMS training is the only foreseeable subcontract or unusual expenditure.

The purchases highlighted and identified for grant funding will allow for self-sufficiency. The training division will have access and training to provide additional presentations of the project class as well as provide the framework to streamline the creation and approval of additional courses to continue meeting the needs of our law enforcement partners well into the future. Project staff will have the expertise to quickly train new distance learning instructors on the setup of the virtual classroom. They will be able to address future needs and develop courses for web-based learning in a much faster manner.

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Use of Force and De-escalation

Project Narrative

Problem Statement:

Use of Force and De-escalation training is one of the most important topics in law enforcement, especially given current events world-wide. Law enforcement personnel are continuously under the microscope. Their decisions are constantly evaluated, and their actions are recorded. Protests across the country surrounding law enforcement have thrust de-escalation and the use of force to the forefront of issues. Add to that, protests have caused overtime to skyrocket and associated costs heavily impact department budgets. A global pandemic has decimated federal, state, county and city government budgets and is forcing cutbacks. These issues combined with social distancing make in person training difficult and cost prohibitive.

Uses of force is a high liability category. Ensuring adherence to laws and policies are of the utmost priority for line officers and deputies as well as supervisory and command staff. De-escalation training has many misnomers and poor perceptions. It is perceived to have led to hesitation by officers across the country. De-escalation training is costly and not always available. Agencies cannot afford to send multiple officers to training due to travel costs, overtime and the costs of the course. There is a need to provide California law enforcement with the tools to be safe and professional while also building rapport and positive impacts on the communities.

The San Bernardino County Sheriff's Frank Bland Regional Training Center is poised to meet the challenge faced by our law enforcement partners across the state. As a regional training center, we are responsible for providing exceptional law enforcement training. Providing a distance learning Use of Force and De-escalation course that is available to law enforcement personnel across the state allows for continued learning and training even during tough economic times and factors outside our control. We know that even during a pandemic, law enforcement must still serve the community. There are no updated de-escalation online courses widely available and accessible. As a regional training center, we can close the gap. This would enable officers to login and take training from anywhere in the state without incurring travel costs while receiving invaluable training, remotely and maintaining adherence to social distancing to keep the spread of the virus from reaching additional law enforcement officers.

This course will be geared for all sworn law enforcement, no matter their assignment or time on the job. Law enforcement training is crucial, however suffers at the hands of decreased budgets. Training is also impacted by staffing and time. Distance learning will help overcome some of these barriers by making training available from anywhere with computer and internet access in the state.

Plan:

We will use existing curriculum included in POST Learning Domain (LD) 20 and the existing De-escalation and Tactical Communication course under POST course control number (CCN) 20799. The foundational principles taught in LD 20 during the academy provide a framework that has the ability to develop new and seasoned law enforcement officers. The objectives of this course will be:

To provide law enforcement officers with the knowledge and skills to become effective communicators by using case studies and discussion on how to de-escalate various situations.

The student learning objectives of this course are:

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Use of Force and De-escalation

- 1) Provide students with skills to effectively practice the four concepts of de-escalation.
- 2) Enhance student's communication skills through small group activities and observed case studies.
- 3) Place students in a critical thinking mindset to analyze situations and determine the appropriate action and level of force to be used.

Additionally, students will be able to understand the concept of slowing things down without hesitating to take appropriate action by learning the four core concepts of de-escalation. The course will include discussions on the misconceptions of de-escalation as well as its benefits and emphasis how de-escalation occurs regularly through evolution of ideas and concepts including Tactical Communication and Verbal Judo. Students will learn de-escalation does not mean they lose the right to defend themselves or others. In situations where force is the only option to contain the suspect or protect the officer, there cannot be hesitation. In addition to understanding de-escalation and communication, officers must use self-control, assess and manage the scene and determine what force options are available throughout the incident. Due to the potential use of force, the course will review existing constitutional, federal and state laws and general policies relating to the use of force. The course will reinforce the seriousness of using force and the sanctity of human life while addressing the need for communication between officers.

In order to provide this training, the San Bernardino County Sheriff's Department (SBCSD) Training Division, through its Advanced Officer Training (AOT) unit, will identify subject matter experts (SMEs) in use of force and de-escalation within the department. In conjunction with those SMEs, AOT will also work with the SMEs to identify training materials, content and appropriate case studies that will be introduced to the students. The training material will be vetted in coordination with the SMEs as well as the determination of course content and length of the course.

In collaboration, the SMEs and AOT will present the course via a videoconference/interactive web-based platform like Zoom©. Using a web-based videoconferencing platform will enable students from across the state to enroll and login into the class. Instructors will have the capabilities to screen share their PowerPoint presentation or other materials with all students. Instructors can conduct small group learning activities using breakout rooms where the group can be divided into small groups in a secondary break out room. Students in these “rooms” can interact and discuss the learning activity and collaborate with each other and the instructor can enter the room to listen and answer questions if needed. Once the time limit for the learning activity has been reached, the instructor will bring everyone back to the main room for discussion. Enabling a “show video” function is mandatory for all students as a method of ensuring attendance and ongoing participation in the class. Roll call will be conducted at the start of the class and compared to the roster generated in the Pathlore Learning Management System (LMS).

Several studies have been undertaken by colleges and universities regarding online class size. The research pointed to a variety of factors including level of instructor participation and types of learning activities conducted. Considering the research combined with existing course enrollment maximum numbers, class size will be 40 students initially with fluctuation adjusted based on student course evaluations and feedback. The determination to start at 40 students per class allows for access to the course as well as more perspectives and experience to be carried into learning activities and case study discussion. We anticipate being able to train 400 law enforcement officers over the course of ten to twelve presentations during the fiscal year.

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Use of Force and De-escalation

As a regional training center, we provide training to San Bernardino, Riverside, Orange, Los Angeles, Inyo and Kern counties on a regular basis. Students from across the state have attended training at AOT, the range and our Emergency Vehicle Operations Center (EVOC). Using web-based training we are making the training accessible to all local and regional partners. The ability to provide a presentation to one agency as a whole is an option, however to meet that need, we would require additional instructors to present on a weekly basis.

Using our existing LMS, we create a “class” in the system which enables us to assign the instructor, enter class dates and times, set enrollment restrictions and limit access to make changes. The class generates a roster based on registration/enrollment requests received via email, through our training division webpage or telephonically. Each person who takes a class with our department is entered into the LMS and receives a unique student ID. The student ID creates a training record for the individual and their POST ID number with their agency and contact information. That person, either already in the system or newly entered, can then be assigned to the class and onto the roster. Our LMS is linked to POST's Electronic Data Interchange (EDI) and rosters for POST classes are submitted electronically.

To meet POST Regulation 1052(e)(1)(A), once a student is registered for a web-based class, they will receive an email with the Zoom conference number and associated login requirements and instructions. Students will be required to activate their video so they can be seen “live” and must also have audio capabilities.

Course objectives and goals will be explained at the beginning of the class for an understanding of the course objectives, student learning activities, presented course content and case studies. Throughout the class, instructors will ask questions related to the content being discussed and taught. Instructors will evaluate student's responses to questions as well as their participation and ideas presented in student learning activities. Instructors will also monitor students' attentiveness via the required enabled video option. Instructors will monitor small groups to ensure understanding and answer questions that arise. The SEE-I (State, Elaborate, Exemplify and Illustrate) method, taught through during POST-approved Academy Instructor Certification Course (AICC) will be used to evaluate student performance and verify learning is taking place to meet POST Regulation 1052(e)(1)(c). The instructors will observe the above metrics based on video transmission on the Zoom platform.

To enable students the opportunity to provide feedback on their experience in the course, AOT will use an online survey tool with written responses to questions regarding:

- the course content,
- ease of accessing the course,
- ability to communicate and interact with the instructors
- technical difficulties
- areas for improvement
- what went well

In addition to written responses several questions will require a rating on a defined increasing numeric scale addressing:

- quality of instruction
- quality of content
- quality of presentation

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Use of Force and De-escalation

- quality of video/audio streaming
- quality of overall online learning experience

The online survey will be tracked by the instructor as a method of assessing the class and content.

Capabilities:

The SBCSD's Frank Bland Regional Training Center utilizes SMEs from within the SBCSD as well as from outside regional agencies and partners. Instructors meet and consistently exceed required training as well as have operational experience to provide high quality, professional instruction to all our students and stakeholders. Our instructors for this course have worked numerous assignments from corrections to patrol and traffic to narcotics. One is currently a sergeant with 24 years of experience and the other is deputy with five years of experience. This combination of experience and assignments allows for them engage a wide variety of students from brand new officers and deputies to seasoned veterans.

The SBCSD has developed a De-escalation and Tactical Communication course that is POST-approved under CCN 20799. This course was postponed due to the current pandemic however it is ready for presentation with a class scheduled for August 2020. The instructors, content, rosters and students are enrolled.

We have provided law enforcement training to the region since 1971. In 2021 the training center will enjoy its 50th year of service. We are currently presenting our 220th session of our POST Basic Academy. Our Advanced Officer Training unit presents 60 classes throughout the calendar year including a full range of traffic collision investigation classes, leadership and supervisory development classes including the 80hr POST Supervisory course, AICC, homicide investigations and numerous other courses designed and presented by SMEs, training specialists and assigned sworn personnel. The Range presents 34 courses including eight recently developed and POST-approved courses. Our EVOC presents 16 classes including providing Basic Driver Training to 9 POST Basic Academies in the region, including our own. EVOC presented training to personnel from 60 different law enforcement agencies in fiscal year 2020. We also present 12 courses for dispatchers which brings the total number of POST-approved classes that have been developed and delivered to law enforcement personnel across the state to 125 classes.

Currently CCN 20799 is an approved course for SBCSD in POST's EDI. We have course content and material to present as well have an expanded course outline (ECO), hourly breakdown, training needs assessment and instructors already approved. We have four classrooms to seat anywhere from 20-40 students each and now during social distancing we have increased spacing in the event we needed to present in-person. Currently we have set up Zoom as the platform for teaching web-based classes, live.

Using a database of regional and state partners, we send out training flyers for classes presented at AOT, the Range and EVOC. Our classes are posted on POST's website in the course catalog as well on our department website: <https://wp.sbcounty.gov/sheriff/divisions/training/advanced-officer-courses/>. Anyone wishing to register for a class may email directly or complete the training request form on the page and click the "Registration Request" button to send the request to our AOT staff. We also utilize our regional training group which is comprised of agencies from the region who meet to discuss training needs.

Over the years, SBCSD has been awarded grants from varying entities for a variety of programs. We have performed the grant activities, administered the funds effectively and efficiently over the course of the grant. Funds have been distributed over the length of the grant period.

PROJECT SUMMARY

1. Award #:

3. PERFORMANCE PERIOD

2. PROJECT TITLE Use of Force and De-escalation

10/15/2020 to 06/30/2021

4. RECIPIENT

Name: Shannon Dicus, Undersheriff Phone: (909) 387-3648
Address: 655 East Third St Fax #: (909) 387-3444
City: San Bernardino Zip: 92415

5. GRANT AMOUNT

(this is the same amount as 12G of the Grant Award Face Sheet)

\$ 71,227.20

6. IMPLEMENTING AGENCY

Name: San Bernardino County Sheriff's Department Phone: (909) 473-2604 Fax #: (909) 473-2568
Address: 18901 Institution Road City: San Bernardino Zip: 92407

7. PROGRAM DESCRIPTION

The Frank Bland Regional Training Center provides training to regional and state of California law enforcement agencies.

8. PROBLEM STATEMENT

The San Bernardino County Sheriff's Frank Bland Regional Training Center is poised to meet the challenge faced by our law enforcement partners across the state. As a regional training center, we are responsible for providing exceptional law enforcement training. Providing a distance learning Community Policing course that is available to law enforcement personnel across the state allows for continued learning and training, even during tough economic times and factors outside our control. We realize during a pandemic, law enforcement must still serve the community. There are no updated community policing online courses widely available and accessible. As a regional training center, we can close the gap. This would enable officers to login and take training from anywhere in the state without incurring travel costs. The officers would have the ability to receive invaluable training remotely while adhering to social distancing

9. OBJECTIVES

The project objectives are to develop distance learning course to be presented via a live video transmission service (such as Zoom). The course will be developed based on current curriculum certified by POST. Law enforcement from across the state can register with our agency and be entered onto a roster. Students will be emailed a confirmation and instructions to login to the class on the assigned date and time using a login credential that was included in the confirmation email.

Instructors will present and screen share so presentations can be seen by all students. Roll call and visual confirmation (video function is required to be enabled)

10. ACTIVITIES

Development of course materials, contract for video transmission (web video conferencing platform), instruction, facilitation, grant reporting, set up of instructor location with proctor (computer, microphone, camera), access to presentations.

11. EVALUATION (if applicable)

Project staff will evaluate performance and activities

12. NUMBER OF STUDENTS

(if applicable)

25

13. PROJECT BUDGET

(these are the same amounts as on Budget Pages)

	Personal Services	Operating Expenses	Equipment	Course Certification
	2182.00	1750.00	2740.00	64555.20
Totals:	2182.00	1750.00	2740.00	64555.20

POST DLGP PROJECT SERVICE AREA INFORMATION

1. **COUNTY OR COUNTIES SERVED:** Enter the name(s) of the county or counties served by the project. Put an asterisk where the project's principal office is located.

*San Bernardino County
Riverside County
Los Angeles County
Orange County
Inyo County
Kern County

2. **U.S. CONGRESSIONAL DISTRICT(S):** Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

8, *31, 35, 39, 41, 42, 45, 46, 48

3. **STATE ASSEMBLY DISTRICT(S):** Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, *40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80

4. **STATE SENATE DISTRICT(S):** Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, *23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40

5. **POPULATION OF SERVICE AREA:** Enter the total population of the area served by the project.

39.51 million

**CALIFORNIA PEACE OFFICER STANDARDS AND TRAINING
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

Subrecipient: County of San Bernardino	
Grant Disaster/Program Title: Distance Learning Grant Program - Use of Force and De-escalation	
Performance Period: 10/15/2020 to 06/30/2021	Subaward Amount Requested: \$ 71,227
Type of Entity (Check Box)	<input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe


Per Title 2 CFR § 200.331, California POST 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 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 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 4,726,936
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?	Select
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, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	N/A

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) 	Date: 8/3/20
Print Name and Title: Shannon Dicus, Undersheriff	Phone Number: 909 387-3648
<i>Program Specialist Only: SUBAWARD #</i>	



**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)
NEGATIVE DECLARATION**

GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

To Whom It May Concern:

In accordance with the procedures for the preparation of environmental impact statements, an environmental assessment is not necessary for the proposed agency action below:

San Bernardino County Sheriff's Department - Use of Force and De-escalation

(Name of Organization and Title of the project)

The project will not involve any of the following:

- a. New construction projects.
- b. The renovation or modification of a facility which leads to an increased occupancy of more than 25 persons.
- c. The implementation of programs involving the use of pesticides and other harmful chemicals.
- d. The implementation of programs involving microwaves or radiation.
- e. Research and technology, the anticipated or intended future applications of which could be expected to have a potential effect on the environment.

Consequently, an environmental impact statement will not be prepared.

Shannon Dicus, Undersheriff

Print Name and Title of Authorized Agent

A handwritten signature in blue ink, appearing to read "S. Dicus", written over a horizontal line.

Signature of Authorized Agent

8/3/20

Date

DISTANCE LEARNING GRANT PROGRAM

PART V – CHECKLIST

This checklist is provided to ensure that a complete application is submitted to POST.

- PROPOSAL COVER SHEET – Please complete and attach to the front of the proposal.
- GRANT AWARD FACE SHEET – Signed by the official authorized to enter into the Grant Award.
- PROJECT CONTACT INFORMATION
- SIGNATURE AUTHORIZATION
- CERTIFICATION OF ASSURANCE OF COMPLIANCE
- BUDGET PAGES (EXCEL SPREADSHEET FORMAT)
- BUDGET NARRATIVE
- PROJECT NARRATIVE (MUST INCLUDE THE FOLLOWING HEADINGS)
 - Problem Statement
 - Plan
 - Capabilities
- PROJECT SUMMARY
- PROJECT SERVICE AREA INFORMATION
- RECIPIENT GRANTS MANAGEMENT ASSESSMENT

COMMISSION ON
PEACE OFFICER STANDARDS AND TRAINING



GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

Proposal Cover Sheet

RFP Process

DISTANCE LEARNING GRANT PROGRAM

Submitted by:

**San Bernardino County Sheriff's Department
655 East 3rd Street
San Bernardino, CA 92415
(909) 387-3648**

(POST Use Only)	POST #	Award #
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CALIFORNIA COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING GRANT AWARD FACE SHEET

The California Commission on Peace Officer Standards and Training (POST) makes a Grant Award of funds set forth to the following.

1 - Recipient	County of San Bernardino			
2 - Implementing Entity	San Bernardino County Sheriff's Department			
3 - Implementing Entity Address	Street	City	County	Zip + 4
	655 E. 3rd Street	San Bernardino	San Bernardino	92415-0061
4 - Project Location	Street	City	County	Zip + 4
	18901 Institution Road	San Bernardino	San Bernardino	92407-1864
5 - Program Title	Distance Learning Grant Program - Implicit Bias and Racial Profiling			
6 - Performance Period	Start to End: mm/dd/yyyy to mm/dd/yyyy	10/15/2020 to 06/30/2021		

Provide grant fund allocation and total project cost using the table below.


	Grant Year	Grant Amount
7	07/01/2020 – 06/30/2021	\$71,227.20
8	TOTAL	\$71,227.20

9. **Certification** - This Grant Award 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 Award and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Recipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Award. The Recipient accepts this Grant Award and agrees to administer the grant project in accordance with the Grant Award as well as all applicable state laws, audit requirements, program guidelines, and POST policy and program guidance. The Recipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.
10. **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.

11. Official Authorized to Sign for Recipient:

12. Federal Employer ID Number:

95-6002748

Name: Shannon Dicus Title: Undersheriff
 Telephone: (909) 387-3648 (area code) FAX: (909) 387-3444 (area code) Email: sdicus@sbcasd.org
 Payment Mailing Address: 655 East Third St. City: San Bernardino, CA Zip+4: 92415-0061
 Signature:  Date: 8/3/20

(FOR POST USE ONLY)

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

POST Fiscal Officer

Date

POST Director (or designee)

Date

POST GRANT AWARD FACE SHEET INSTRUCTIONS

NOTE: POST Section - The top portion of the form contains blocks for POST assigned numbers. Please do not enter information in these blocks. These numbers will be entered by POST.

1. Recipient

The Recipient is the unit of government or community-based organization (CBO) that will have legal responsibility for these grant funds (e.g. County of Alameda, City of Fresno or Women's Place of Merced). Enter the legal title of the Recipient.

2. Implementing Agency

Enter the complete name of the agency responsible for the day-to-day operation of the grant (e.g. Sheriff, Police Department, or Department of Public Works). If the Implementing Agency is the same as the Recipient, enter the same title again.

3. Implementing Agency Address

Enter the address of the Implementing Agency. Provide the complete nine digit zip code (Zip+4).

4. Location of Project

Enter the City and County/Operational Area where the project is located. Provide the complete nine digit zip code (Zip+4).

5. Program Title

Enter the name of the Program providing the funds for this Grant Award. Program titles should be complete without the use of acronyms.

6. Performance Period

Enter beginning and ending dates of the performance period for the Grant Award. (mm/dd/yyyy)

7 - 8. Fund Allocations and Total Project Cost

For each fund source used in the program, select the correct grant year, the amount of funds requested, supplemental funds and the resulting totals. Block 12G should correspond to the total project cost specified in the budget.

9. Certification Paragraph

Please review the certification paragraph.

10. Public Records Act

Please review and, if applicable, provide the necessary documentation.

11. Official Authorized to sign for the Recipient

Enter the name, title, telephone number, and e-mail address of the official authorized to enter into the Grant Award for the Recipient as stated in Block 1 of the Grant Award Face Sheet. Enter the Payment Mailing Address where grant funds should be sent.

12. Federal Employer ID Number

Enter the 9-digit Federal Employer Identification Number for the entity.

Provide an original signature of the authorized official. The use of white out or tape is prohibited and will invalidate the signature on the Grant Award Face Sheet.

POST DLGP PROJECT CONTACT INFORMATION

(POST Use Only)	POST #	Award #	
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Recipient:	County of San Bernardino
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Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. **NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.**

1 - Project Director					
Name	Timothy Nichols	Title	Lieutenant		
Telephone	(909) 473-2532	FAX	(909) 473-2568	Email Address	tnichols@sbcasd.org
Address/City/Zip	18901 Institution Road, San Bernardino, CA 92407-1864				

2 – Financial Officer					
Name	Vicki Dela Cruz	Title	Administrative Manager		
Telephone	(909) 387-3762	FAX	(909) 387-3444	Email Address	vdelacruz@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061				

3 – Person having Routine Programmatic Responsibility					
Name	Julius McChristian	Title	Sergeant		
Telephone	(909) 473-2532	FAX	(909) 473-2568	Email Address	jmccchristian@sbcasd.org
Address/City/Zip	18901 Institution Road, San Bernardino, CA 92407-1864				

4 – Person having Routine Fiscal Responsibility					
Name	Yvonne Perez	Title	Staff Analyst II		
Telephone	(909) 387-3445	FAX	(909) 387-3444	Email Address	yperez@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061				

5 – CBO Executive Director or Chief Executive Officer of Implementing Agency					
Name	Shannon Dicus	Title	Undersheriff		
Telephone	(909) 387-3687	FAX	(909) 387-3444	Email Address	sdicus@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061				

6 – Governing Board Officiant to enter Grant Award for City/County or CBO					
Name	Gary McBride	Title	Chief Executive Officer		
Telephone	(909) 387-5417	FAX	(909) 387-3444	Email Address	gmcbride@cao.sbcounty.gov
Address/City/Zip	385 North Arrowhead Ave. 5th Floor, San Bernardino, CA 92415-0120				

7 – Chair of the Governing Body of the Recipient					
Name	Curt Hagman	Title	Chairman - Board of Supervisors		
Telephone	(909) 387-4866	FAX	9093873444	Email Address	curt.hagman.bos.sbcounty.gov
Address/City/Zip	385 North Arrowhead Ave. 5th Floor, San Bernardino, CA 92415-0110				

POST DLGP PROJECT CONTACT INSTRUCTIONS

NOTE: POST Section - The top portion of the form contains blocks for POST assigned numbers. Please do not enter information in these blocks. These numbers will be entered by POST.



1. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Project Director** for the project.
2. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Financial Officer** for the project.
3. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** having **routine programmatic responsibility** for the project.
4. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** having **routine fiscal responsibility** for the project.
5. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Executive Director** of a Community-Based Organization or the **Chief Executive Officer** (e.g. chief of police, superintendent of schools) for the implementing agency.
6. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** who is the **Official Authorized** to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 13 of the Grant Award Face Sheet.
7. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Chair** of the **governing body** of the subrecipient.

SIGNATURE AUTHORIZATION

Recipient	County of San Bernardino
Award Number	
Implementing Agency	San Bernardino County Sheriff's Department

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

Project Director	Timothy Nichols	Financial Officer	Vicki Dela Cruz
Signature		Signature	
Date	8/3/20	Date	7/31/20

The following persons are authorized to sign for the Project Director.		The following persons are authorized to sign for the Financial Officer.	
Signature		Signature	
Print Name	John Ades, Captain	Print Name	Tiffany Escosio
Signature		Signature	
Print Name	Robert Trostle, Lieutenant	Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	

SIGNATURE AUTHORIZATION INSTRUCTIONS

The Project Director and Financial Officer are **REQUIRED** to sign this form and submit it with the POST Grant Award Forms package. The Recipient may request signature authority in addition to the designated Project Director and/or Financial Officer. Space is provided for the addition of up to five (5) additional authorizations for the Project Director or Financial Officer.

No single individual may be authorized to sign for both the Project Director and the Financial Officer. **The Project Director and/or Financial Officer authorize the person(s) identified on the form to sign on their behalf all grant-related matters.**

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance which includes details regarding Equal Employment Opportunity Program, Drug Free Workplace Compliance, Lobbying, Proof of Authority from City Council/Governing Board, and Civil Rights Compliance. In signing the Grant Award Face Sheet, the Applicant formally notifies POST that the Applicant will comply with all pertinent requirements.

I, Shannon Dicus, Undersheriff hereby certify that
(official authorized to sign Grant Award Face Sheet)

RECIPIENT: County of San Bernardino
IMPLEMENTING AGENCY: San Bernardino County Sheriff's Department
PROJECT TITLE: Distance Learning Grant Program - Implicit Bias and Racial Profiling

is responsible for adhering to the following:

I. Equal Employment Opportunity

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of ancestry, age (over 40), color, disability (physical and mental, including HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, medical condition (genetic characteristics, cancer or a record or history of cancer), military, veteran status, national origin, race, religion (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions) sexual orientation, or request for family medical leave. **POST-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Kenneth Lutz, Captain
Title: Co-Chair, Department Diversity Committee
Address: 655 East Third Street, San Bernardino CA 92415-0061
Phone: (760) 530-9368
Email: klutz@sbcasd.org

II. Drug-Free Workplace Act of 1990

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

III. Lobbying

POST grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

IV. Proof of Authority from City Council/Governing Board

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The Applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of POST, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Award, including civil court actions for damages, shall be the responsibility of the grant Recipient and the authorizing agency. The State of California and POST disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from POST shall not be used to supplant expenditures controlled by the city council/governing board.

The Applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The Applicant is also required to maintain said written authorization on file and readily available upon demand.

V. Civil Rights Compliance

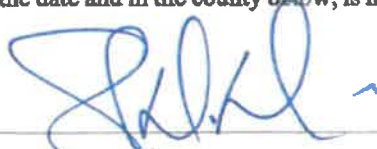
The Recipient complies with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does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

All appropriate documentation must be maintained on file by the project and available for POST or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Recipient may be ineligible for award of any future grants if POST determines that any of the following has occurred: (1) the Recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Award, and hereby swear that I am duly authorized legally to bind the contractor or grant Recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature:



Authorized Official's Typed Name:

Shannon Eicus

Authorized Official's Title:

Undersheriff

Date Executed:

8/3/20

Executed in the City/County of:

San Bernardino

AUTHORIZED BY: *(not applicable to State agencies)*

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

Signature:



Typed Name:

Gary McBride

Title:

Chief Executive Officer

Recipient:

A. PART 1- Personal Services (Salaries and Employee Benefits) \$ 2,182.00 \$ 2,182.00 **TOTAL COST** 2,182.00

B. PART 1- Operating Expenses \$ 1,750.00 \$ 1,750.00 **TOTAL COST** 1,750.00

C. PART 1- Equipment \$ 2,740.00 \$ 2,740.00 **TOTAL COST** 2,740.00

D. PART 2- Course Certification \$ 64,555.20 \$ 64,555.20 **TOTAL COST** 64,555.20

Grand Total by FY \$ 71,227.20 \$ 71,227.20 **GRAND TOTAL**

Course Presentation Costs Calculator

FY 20-21 \$ 380 \$ 179.32 \$ 64,555.20

*Enter the total number of students expected to be trained each Fiscal Year

^ Cost per student information is drawn from the Part 2- Course Certification Budget, Line E52

Recipient: San Bernardino County Sheriff's Department Award #:

Course Title: Implicit Bias and Racial Profiling

PART II- POST Course Certification Budget	COST
(A) Services-	
(1) Instruction	\$0
Sheriff Sergeant (SME) \$66.43 hr x 8	\$531
Benefits 76.35 x 8	\$611
Sheriff Deputy (SME) \$51.00 hr x 8	\$408
Benefits 56.34 x 8	\$451
(2) Coordination	\$0
General - Sheriff Corporal	\$275
Presentation - Sheriff's Training Specialist	\$1,200
(3) Clerical	
Office Assistant III	\$300
(B) Travel-	
(1) Coordinators	\$0
(2) Instructors	\$0
(C) Indirect Costs (not to exceed 10%)-	\$265
(D) Supplies and Equipment-	
(1) Books/Pamphlets/Handouts	\$60
(2) Certificates	\$25
(3) Notebooks	\$0
(4) Paper/Office Supplies	\$197
(5) Printing/Reproduction	\$0
(6) Equipment Cost per Presentation*	\$0
(E) Support Costs-	
Course Facility Costs	\$160
Miscellaneous (Room rental, telephone, postage)	\$0

Course Certification Totals

COURSE CERTIFICATION SECTION TOTAL **\$4,483**

EXPECTED NUMBER OF STUDENTS PER PRESENTATION **25**

TUITION COST PER STUDENT (Total costs divided by students) **\$179**

*Actual cost of equipment / divided by number of years (useful life) / divided by number of presentations per year = PER PRESENTATION COST

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Implicit Bias and Racial Profiling

Budget Narrative:

Distance learning is necessary and more important than ever before especially when given the need for social distancing and decreased funding due to a variety of factors including a global pandemic. The San Bernardino County Sheriff's Department (SBCSD) is committed to meeting the challenges faced today with innovative solutions to reach our law enforcement partners across the state. In order to provide quality distance learning, current capabilities need to be enhanced and updated to meet the ongoing needs of our regional and state partners. Distance learning requires more student engagement and requires the ability to connect and continue the concepts of student-led learning in an online or web-based platform. Currently, the funding is not readily available to make the immediate and necessary improvements to technology for distance learning. The proposed budget will bring the training center to the next level and create a distance learning environment that promotes learning and innovation combined with professional instruction and facilitation. Grant funds will allow for upgrades to set up virtual classrooms that are digitally connected and ready for the future which is now in front of us.

The SBCSD and its Frank Bland Regional Training Center will work to ensure it exceeds its responsibility to serve the needs of law enforcement throughout the state well into the future. The addition of powerful laptop computers with webcams and microphone options will provide quality video and audio performance over the internet on video-transmission platforms. The addition of Smart Boards coupled with the laptops will create a robust virtual classroom with additional tools and resources available to the instructor. Internet connectivity and a video-transmission platform are necessary for distance learning and the equipment used is just as important to carry out the objectives of the project. A subscription for video transmission platforms is required for this project to reach law enforcement across the state. Once these pieces are in place they will provide solutions which will allow us to provide even better service.

The SBCSD currently uses Pathlore by SumTotal for its Learning Management System (LMS). During a feasibility study into the use of the LMS, it was discovered that the system has additional capabilities that would further enhance SBCSD's ability to enroll, assign, track and submit student data to POST. These items represent objectives and requirements for reporting and tracking requirements. The vendor provided a statement of work that would allow for the training of division personnel on the use of the system. Grant funding would enable the training to occur which in turn would allow for further sustainment of training after the grant performance period. Funding for training on the LMS will minimize administrative costs by reducing the amount of time spent generating rosters, excel tracking sheets and identifying who completed training. Robust tracking and reporting capabilities exist, however, training needs to be provided. The personnel trained will also be responsible for assisting with grant reporting and will need to be able to access the information efficiently.

The proposed budget would enable the purchase of new, updated software that is used to build computer-based training courses that engage students, check their understanding and enable interactivity with the training. This type of content can be used in the video transmission portion or as a follow-up training and even as a whole training class. The existing application is no longer being supported and we were notified of this prior to the grant being released. The updated version, Articulate 360, allows the division to create innovative evaluation and assessment tools for use in grant activities. Engagement is an important factor in distance learning as it brings the student into the learning. This is a powerful tool and resource to have available, however, it is expensive. Funding from the grant would enable the purchase and would also provide for the use of the application after grant activities have been completed. Numerous trainings can be created from this application for future use.

Project-funded staff will be assigned to design course content based on existing material. The course will need to be updated to meet the requirements for webinar class certification by POST as well as adjusted to

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Implicit Bias and Racial Profiling

provide more advanced information for current law enforcement. Staff will need to develop presentation materials electronically, create documentation for POST EDI entry and submission. Staff will convene to identify learning activities and methods of evaluating learning. Staff will speak with subject matter experts (SMEs) to ensure accurate information is provided.

Staff will identify steps and actions to be taken for the remainder of the grant period. They will develop the course evaluation survey to measure performance and evaluate learning activities and instructor engagement.

Staff will also create a checklist and provide training for using Zoom, our chosen video transmission platform. The training is necessary to show instructors the various menu items and how to share their screen and get used to the environment.

Project staff will also be teaching/facilitating the instruction of the course. The course will be presented approximately sixteen times and will require at least two instructors with one monitoring chats and engagement and the other one teaching.

LMS training is the only foreseeable subcontract or unusual expenditure.

The purchases highlighted and identified for grant funding will allow for self-sufficiency. The training division will have access and training to provide additional presentations of the project class as well as provide the framework to streamline the creation and approval of additional courses to continue meeting the needs of our law enforcement partners well into the future. Project staff will have the expertise to quickly train new distance learning instructors on the setup of the virtual classroom. They will be able to address future needs and develop courses for web-based learning in a much faster manner.

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Implicit Bias and Racial Profiling

Project Narrative

Problem Statement:

Implicit Bias and Racial Profiling training is more important now than ever before, especially given current events world-wide. Law enforcement personnel across the nation have always been under the microscope and their decisions constantly reviewed and evaluated and their actions are recorded and even live-streamed. Protests across the country and sentiment surrounding law enforcement have placed additional needs on implicit bias and racial profiling training. Add to that, protests caused overtime to skyrocket and associated costs heavily impacted department budgets. A global pandemic has decimated federal, state, county and city government budgets and is forcing cutbacks not to mention we are learning to live with a virus that has no vaccine. These issues combined with social distancing make in person training difficult and cost prohibitive.

Agencies cannot afford to send multiple officers to training due to travel costs, overtime to fill positions plus costs of the course. There is a need to provide California law enforcement with the tools to be safe and professional while also building rapport and positive impacts on the communities we serve.

The San Bernardino County Sheriff's Frank Bland Regional Training Center is poised to meet the challenge faced by our law enforcement partners across the state. As a regional training center, we are responsible for providing exceptional law enforcement training. Providing a distance learning Implicit Bias and Racial Profiling class that is available to law enforcement personnel across the state allows for continued learning and training even during tough economic times and factors outside our control. We know that even during a pandemic, law enforcement must still serve the community. There are no updated implicit bias and racial profiling online courses widely available and accessible. As a regional training center, we can close the gap. This would enable officers to login and take training from anywhere in the state without incurring travel costs while receiving invaluable training, remotely and maintaining adherence to social distancing to keep the spread of the virus from reaching additional law enforcement officers.

This course will be geared for all sworn law enforcement, no matter their assignment or time on the job. Law enforcement training is crucial however suffers at the hands of decreased budgets. Training is also impacted by staffing and time. Distance learning will help overcome some of these barriers by making training available from anywhere with computer and internet access in the state.

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Implicit Bias and Racial Profiling

Plan:

We will be using existing curriculum included in POST Learning Domain (LD) 3. The foundational principles taught in LD 3 during the academy provide a framework from which to build on for new and seasoned law enforcement officers.

The student learning objectives of this course are:

- 1) Provide students with background of implicit bias.
- 2) Enhance student's understanding of the impacts of implicit bias as they perform their jobs.
- 3) Provide critical thinking discussions to aid officers in remaining impartial.

In order to provide this training, the San Bernardino County Sheriff's Department (SBCSD) Training Division, through its Advanced Officer Training (AOT) unit, will identify subject matter experts (SMEs) in implicit bias and racial profiling within the department. In conjunction with those SMEs, AOT will also work with the SMEs to identify training materials, content and appropriate case studies that will be introduced to the students. The training material will be vetted in coordination with the SMEs as well as the determination of course content and length of the course.

In collaboration the SMEs and AOT will present the course via a videoconference/interactive web-based platform like Zoom®. Using a web-based videoconferencing platform will enable students from across the state to enroll and login into the class. Instructors will have the capabilities to screen share their PowerPoint presentation or other materials with all students. Instructors can conduct small group learning activities using breakout rooms where the group can be divided into small groups in a secondary "room". Students in these "rooms" can interact and discuss the learning activity and collaborate with each other and the instructor can come into the room to listen and answer questions if needed. Once the time limit for the learning activity has been reached, the instructor will bring everyone back to the main room for discussion. Enabling a "show video" function mandatory for all students as a method of ensuring attendance and ongoing participation in the class. Roll call will be conducted at the start of the class and compared to the roster generated in the Pathlore Learning Management System (LMS).

Several studies have been undertaken by colleges and universities regarding online class size. The research pointed to a variety of factors including level of instructor participation and types of learning activities conducted. Considering the research combined with existing course enrollment maximum numbers, class size will be 40 initially with fluctuation adjusted based on student course evaluations and feedback. The determination to start at 40 students per class allows for more access to the course as well as more perspectives and experience to be carried into learning activities and case study discussion. We anticipate being able to train 400 law enforcement officers over the course of ten presentations during the fiscal year.

As a regional training center, we provide training to San Bernardino, Riverside, Orange, Los Angeles, Inyo and Kern counties on a regular basis. Students from across the state have attended training at AOT, the range and our Emergency Vehicle Operations Center (EVOC). Using web-based training we are making the training accessible to all our local and regional partners. The ability to provide a presentation entirely to one agency is an option however to meet that need, we would require additional instructors to present on a weekly basis.

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Implicit Bias and Racial Profiling

Using our existing LMS, we create a “class” in the system which enables us to assign the instructor, enter class dates and times, set enrollment restrictions and limit access to make changes. The class generates a roster based on registration/enrollment requests received via email, through our training division webpage or telephonically. Each person who takes a class with our department is entered into the LMS and receives a unique student ID. The student ID creates a training record for the person and contains their POST ID number as well as agency information and contact information. That person, either already in the system or newly entered, can then be assigned to the class and onto the roster. Our LMS is linked to POST’s Electronic Data Interchange (EDI) and rosters for POST classes are submitted electronically.

To meet POST Regulation 1052(e)(1)(A), once a student is registered for a web-based class, they will receive an email with the Zoom conference number and associated login requirements and instructions. Students will be required to activate their video so they can be seen “live” and must also have audio capabilities.

Course objectives and goals will be explained at the beginning of the class and ensure those objectives are met through student learning activities, presented course content and case studies. Throughout the class, instructors will be asking questions related to the content being discussed and taught. Instructors will be evaluating student’s responses to questions as well as their participation and ideas presented in student learning activities. Instructors will also be able to monitor students’ attentiveness via the required enabled video option. Instructors will monitor small groups to ensure understanding and answer questions that arise. The SEE-I (State, Elaborate, Exemplify and Illustrate) method, taught through and during POST-approved Academy Instructor Certification Course (AICC), for evaluation will be used to evaluate student performance and verify a learning place to meet POST Regulation 1052(e)(1)(c). To meet POST Regulation 1052(e)(1)(b) instructors will observe the above metrics based on video transmission on the Zoom platform.

To enable students the opportunity to provide feedback on their experience in the course, AOT will use an online survey tool with written responses to questions regarding:

- the course content,
- ease of accessing the course,
- ability to communicate and interact with the instructors
- technical difficulties
- areas for improvement
- what went well

In addition to written responses, several questions will require a rating on a defined increasing numeric scale addressing:

- quality of instruction
- quality of content
- quality of presentation
- quality of video/audio streaming
- quality of overall online learning experience

This online survey will be tracked by the instructor as a method of assessing the class and content. A link will be provided to the students and an instruction provided that they complete the survey prior to receiving their course certificate.

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Implicit Bias and Racial Profiling

Capabilities:

The SBCSD's Frank Bland Regional Training Center utilizes SMEs from within the SBCSD as well as from outside regional agencies and partners. Instructors meet and consistently exceed required training as well as have operational experience to provide high quality, professional instruction to all our students and stakeholders. Our instructors for this course have worked numerous assignments from corrections to patrol and traffic to narcotics. One is currently a sergeant with 24 years of experience and the other is a deputy with five years of experience. This combination of experience and assignments allows for them to engage a wide variety of students from brand new officers and deputies to seasoned veterans.

The SBCSD's Frank Bland Regional Training Center has been providing law enforcement training to the region since 1971. In 2021 the training center will enjoy its 50th year of service. We are currently presenting our 220th session of our POST Basic Academy. Our Advanced Officer Training unit presents 60 classes throughout the calendar year including a full range of traffic collision investigation classes, leadership and supervisory development classes including the 80-hour POST Supervisory course, AICC, homicide investigations and numerous other advanced officer courses designed and presented by SMEs along with training specialists and assigned sworn personnel. The Range presents 34 courses including eight recently developed and POST-approved courses. Our EVOC presents 16 classes including providing Basic Driver Training to 9 POST Basic Academies in the region, including our own. EVOC presented training to personnel from 60 different law enforcement agencies in fiscal year 2020. We also present 12 courses for dispatchers which brings the total number of POST-approved classes that have been developed and delivered to law enforcement personnel across the state to 125 classes.

Currently LD 3 is an approved course for SBCSD in POST's EDI. We have course content and material to present as well as an expanded course outline (ECO), hourly breakdown, training needs assessment and instructors already approved. We have four classrooms to sit anywhere from 20-40 students each and now during social distancing we have increased spacing in the event we needed to present in-person. Currently we have set up Zoom as the platform for teaching web-based classes, live.

Using a database of regional and state partners, we send out training flyers for classes presented at AOT, the Range and EVOC. Our classes are posted on POST's website in the course catalog as well as on our department website: <https://wp.sbcounty.gov/sheriff/divisions/training/advanced-officer-courses/>. Anyone wishing to register for a class may email directly or complete the training request form on the page and click the "Registration Request" button to send the request to our AOT staff. We also utilize our regional training group which is comprised of agencies from the region who meet to discuss training needs.

Over the years, SBCSD has been awarded grants from varying entities for a variety of programs. We have performed the grant activities, administered the funds effectively and efficiently over the course of the grant. Funds have been distributed over the length of the grant period.

PROJECT SUMMARY

1. Award #: _____	3. PERFORMANCE PERIOD 10/15/2020 to 06/30/2021
2. PROJECT TITLE Implicit Bias and Racial Profiling	
4. RECIPIENT Name: Shannon Dicus, Undersheriff Phone: (909) 387-3648 Address: 655 East Third St Fax #: (909) 387-3444 City: San Bernardino Zip: 92415	5. GRANT AMOUNT (this is the same amount as 12G of the Grant Award Face Sheet) \$ 71,227.20
6. IMPLEMENTING AGENCY Name: San Bernardino County Sheriff's Department Phone: (909) 473-2604 Fax #: (909) 473-2568 Address: 18901 Institution Road City: San Bernardino Zip: 92407	
7. PROGRAM DESCRIPTION The Frank Bland Regional Training Center provides training to regional and state of California law enforcement agencies.	
8. PROBLEM STATEMENT The San Bernardino County Sheriff's Frank Bland Regional Training Center is poised to meet the challenge faced by our law enforcement partners across the state. As a regional training center, we are responsible for providing exceptional law enforcement training. Providing a distance learning Community Policing course that is available to law enforcement personnel across the state allows for continued learning and training, even during tough economic times and factors outside our control. We realize during a pandemic, law enforcement must still serve the community. There are no updated community policing online courses widely available and accessible. As a regional training center, we can close the gap. This would enable officers to login and take training from anywhere in the state without incurring travel costs. The officers would have the ability to receive invaluable training remotely while adhering to social distancing	
9. OBJECTIVES The project objectives are to develop distance learning course to be presented via a live video transmission service (such as Zoom). The course will be developed based on current curriculum certified by POST. Law enforcement from across the state can register with our agency and be entered onto a roster. Students will be emailed a confirmation and instructions to login to the class on the assigned date and time using a login credential that was included in the confirmation email. Instructors will present and screen share so presentations can be seen by all students. Roll call and visual confirmation (video function is required to be enabled)	

10. ACTIVITIES

Development of course materials, contract for video transmission (web video conferencing platform), instruction, facilitation, grant reporting, set up of instructor location with proctor (computer, microphone, camera), access to presentations.

11. EVALUATION (if applicable)

Project staff will evaluate performance and activities

12. NUMBER OF STUDENTS

(if applicable)

25

13. PROJECT BUDGET

(these are the same amounts as on Budget Pages)

	Personal Services	Operating Expenses	Equipment	Course Certification
	2182.00	1750.00	2740.00	64555.20
Totals:	2182.00	1750.00	2740.00	64555.20

POST DLGP PROJECT SERVICE AREA INFORMATION

1. **COUNTY OR COUNTIES SERVED:** Enter the name(s) of the county or counties served by the project. Put an asterisk where the project's principal office is located.

*San Bernardino County
Riverside County
Los Angeles County
Orange County
Inyo County
Kern County

2. **U.S. CONGRESSIONAL DISTRICT(S):** Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

8, *31, 35, 39, 41, 42, 45, 46, 48

3. **STATE ASSEMBLY DISTRICT(S):** Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, *40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80

4. **STATE SENATE DISTRICT(S):** Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, *23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40

5. **POPULATION OF SERVICE AREA:** Enter the total population of the area served by the project.

39.51 million

**CALIFORNIA PEACE OFFICER STANDARDS AND TRAINING
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

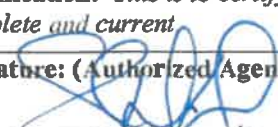
Subrecipient: County of San Bernardino	
Grant Disaster/Program Title: Distance Learning Grant Program - Implicit Bias and Racial Profiling	
Performance Period: 10/15/2020 to 06/30/2021	Subaward Amount Requested: \$ 71,227
Type of Entity (Check Box)	<input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe

Per Title 2 CFR § 200.331, California POST 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 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 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 4,726,936
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?	Select
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, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	N/A

Certification: <i>This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current</i>	
Signature: (Authorized Agent) 	Date: 8/3/20
Print Name and Title Shannon Dicus, Undersheriff	Phone Number: 909 387-3648
Program Specialist Only: SUBAWARD #	



POST

GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)
NEGATIVE DECLARATION**

To Whom It May Concern:

In accordance with the procedures for the preparation of environmental impact statements, an environmental assessment is not necessary for the proposed agency action below:

San Bernardino County Sheriff's Department - Implicit Bias and Racial Profiling

(Name of Organization and Title of the project)

The project will not involve any of the following:

- a. New construction projects.
- b. The renovation or modification of a facility which leads to an increased occupancy of more than 25 persons.
- c. The implementation of programs involving the use of pesticides and other harmful chemicals.
- d. The implementation of programs involving microwaves or radiation.
- e. Research and technology, the anticipated or intended future applications of which could be expected to have a potential effect on the environment.

Consequently, an environmental impact statement will not be prepared.

Shannon Dicus, Undersheriff

Print Name and Title of Authorized Agent



Signature of Authorized Agent

8/3/20

Date

DISTANCE LEARNING GRANT PROGRAM

PART V – CHECKLIST

This checklist is provided to ensure that a complete application is submitted to POST.

- PROPOSAL COVER SHEET – Please complete and attach to the front of the proposal.
- GRANT AWARD FACE SHEET – Signed by the official authorized to enter into the Grant Award.
- PROJECT CONTACT INFORMATION
- SIGNATURE AUTHORIZATION
- CERTIFICATION OF ASSURANCE OF COMPLIANCE
- BUDGET PAGES (EXCEL SPREADSHEET FORMAT)
- BUDGET NARRATIVE
- PROJECT NARRATIVE (MUST INCLUDE THE FOLLOWING HEADINGS)
 - Problem Statement
 - Plan
 - Capabilities
- PROJECT SUMMARY
- PROJECT SERVICE AREA INFORMATION
- RECIPIENT GRANTS MANAGEMENT ASSESSMENT

**COMMISSION ON
PEACE OFFICER STANDARDS AND TRAINING**



POST

GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

Proposal Cover Sheet

RFP Process

DISTANCE LEARNING GRANT PROGRAM

Submitted by:

**San Bernardino County Sheriff's Department
655 East 3rd Street
San Bernardino, CA 92415
(909) 387-3648**

(POST Use Only)	POST #	Award #
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**CALIFORNIA COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
GRANT AWARD FACE SHEET**

The California Commission on Peace Officer Standards and Training (POST) makes a Grant Award of funds set forth to the following.

1 - Recipient	County of San Bernardino			
2 - Implementing Entity	San Bernardino County Sheriff's Department			
3 - Implementing Entity Address	Street	City	County	Zip + 4
	655 E. 3rd Street	San Bernardino	San Bernardino	92415-0061
4 - Project Location	Street	City	County	Zip + 4
	18901 Institution Road	San Bernardino	San Bernardino	92407-1864
5 - Program Title	Distance Learning Grant Program - Community Policing			
6 - Performance Period	Start to End: mm/dd/yyyy to mm/dd/yyyy	10/15/2020 to 06/30/2021		

Provide grant fund allocation and total project cost using the table below.

	Grant Year	Grant Amount
7	07/01/2020 – 06/30/2021	\$ 71,227.20
8	TOTAL	\$ 71,227.20

9. **Certification** - This Grant Award 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 Award and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Recipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Award. The Recipient accepts this Grant Award and agrees to administer the grant project in accordance with the Grant Award as well as all applicable state laws, audit requirements, program guidelines, and POST policy and program guidance. The Recipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.
10. **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.

11. Official Authorized to Sign for Recipient:

12. Federal Employer ID Number:

95-6002748

Name: Shannon Dicus

Title: Undersheriff

Telephone: (909) 387-3648
(area code)

FAX: (909) 387-3444
(area code)

Email: sdicus@sbcasd.org

Payment Mailing Address: 655 East Third St.

City: San Bernardino, CA

Zip+4: 92415-0061

Signature: 

Date: 8/3/20

[FOR POST USE ONLY]

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

POST Fiscal Officer

Date

POST Director (or designee)

Date

POST GRANT AWARD FACE SHEET INSTRUCTIONS

NOTE: POST Section - The top portion of the form contains blocks for POST assigned numbers. Please do not enter information in these blocks. These numbers will be entered by POST.

1. Recipient

The Recipient is the unit of government or community-based organization (CBO) that will have legal responsibility for these grant funds (e.g. County of Alameda, City of Fresno or Women's Place of Merced). Enter the legal title of the Recipient.

2. Implementing Agency

Enter the complete name of the agency responsible for the day-to-day operation of the grant (e.g. Sheriff, Police Department, or Department of Public Works). If the Implementing Agency is the same as the Recipient, enter the same title again.

3. Implementing Agency Address

Enter the address of the Implementing Agency. Provide the complete nine digit zip code (Zip+4).

4. Location of Project

Enter the City and County/Operational Area where the project is located. Provide the complete nine digit zip code (Zip+4).

5. Program Title

Enter the name of the Program providing the funds for this Grant Award. Program titles should be complete without the use of acronyms.

6. Performance Period

Enter beginning and ending dates of the performance period for the Grant Award. (mm/dd/yyyy)

7 - 8. Fund Allocations and Total Project Cost

For each fund source used in the program, select the correct grant year, the amount of funds requested, supplemental funds and the resulting totals. Block 12G should correspond to the total project cost specified in the budget.

9. Certification Paragraph

Please review the certification paragraph.

10. Public Records Act

Please review and, if applicable, provide the necessary documentation.

11. Official Authorized to sign for the Recipient

Enter the name, title, telephone number, and e-mail address of the official authorized to enter into the Grant Award for the Recipient as stated in Block 1 of the Grant Award Face Sheet. Enter the Payment Mailing Address where grant funds should be sent.

12. Federal Employer ID Number

Enter the 9-digit Federal Employer Identification Number for the entity.

Provide an original signature of the authorized official. The use of white out or tape is prohibited and will invalidate the signature on the Grant Award Face Sheet.

POST DLGP PROJECT CONTACT INFORMATION

(POST Use Only)	POST #	Award #	
------------------------	---------------	----------------	--

Recipient:	County of San Bernardino
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Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. **NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.**

1 - Project Director				
Name	Timothy Nichols	Title	Lieutenant	
Telephone	(909) 473-2532	FAX	(909) 473-2568	Email Address tnichols@sbcasd.org
Address/City/Zip	18901 Institution Road, San Bernardino, CA 92407-1864			

2 - Financial Officer				
Name	Vicki Dela Cruz	Title	Administrative Manager	
Telephone	(909) 387-3762	FAX	(909) 387-3444	Email Address vdelacruz@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061			

3 - Person having Routine Programmatic Responsibility				
Name	Julius McChristian	Title	Sergeant	
Telephone	(909) 473-2532	FAX	(909) 473-2568	Email Address jmcchristian@sbcasd.org
Address/City/Zip	18901 Institution Road, San Bernardino, CA 92407-1864			

4 - Person having Routine Fiscal Responsibility				
Name	Yvonne Perez	Title	Staff Analyst II	
Telephone	(909) 387-3445	FAX	(909) 387-3444	Email Address yperez@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061			

5 - CBO Executive Director or Chief Executive Officer of Implementing Agency				
Name	Shannon Dicus	Title	Undersheriff	
Telephone	(909) 387-3687	FAX	(909) 387-3444	Email Address sdicus@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061			

6 - Governing Board Officiant to enter Grant Award for City/County or CBO				
Name	Gary McBride	Title	Chief Executive Officer	
Telephone	(909) 387-5417	FAX	(909) 387-3444	Email Address gmcbride@cao.sbcounty.gov
Address/City/Zip	385 North Arrowhead Ave. 5th Floor, San Bernardino, CA 92415-0120			

7 - Chair of the Governing Body of the Recipient				
Name	Curt Hagman	Title	Chairman - Board of Supervisors	
Telephone	(909) 387-4866	FAX	9093873444	Email Address curt.hagman.bos.sbcounty.gov
Address/City/Zip	385 North Arrowhead Ave. 5th Floor, San Bernardino, CA 92415-0110			

POST DLGP PROJECT CONTACT INSTRUCTIONS

NOTE: POST Section - The top portion of the form contains blocks for POST assigned numbers. Please do not enter information in these blocks. These numbers will be entered by POST.

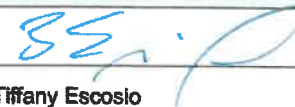

1. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Project Director** for the project.
2. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Financial Officer** for the project.
3. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** having **routine programmatic responsibility** for the project.
4. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** having **routine fiscal responsibility** for the project.
5. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Executive Director** of a Community-Based Organization or the **Chief Executive Officer** (e.g. chief of police, superintendent of schools) for the implementing agency.
6. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** who is the **Official Authorized** to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 13 of the Grant Award Face Sheet.
7. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Chair** of the **governing body** of the subrecipient.

SIGNATURE AUTHORIZATION

Recipient	County of San Bernardino
Award Number	
Implementing Agency	San Bernardino County Sheriff's Department

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

Project Director	Timothy Nichols	Financial Officer	Vicki Dela Cruz
Signature		Signature	
Date	8/3/20	Date	7/31/20

The following persons are authorized to sign for the Project Director.		The following persons are authorized to sign for the Financial Officer.	
Signature		Signature	
Print Name	John Ades, Captain	Print Name	Tiffany Escosio
Signature		Signature	
Print Name	Robert Trostle, Lieutenant	Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	

SIGNATURE AUTHORIZATION INSTRUCTIONS

The Project Director and Financial Officer are **REQUIRED** to sign this form and submit it with the POST Grant Award Forms package. The Recipient may request signature authority in addition to the designated Project Director and/or Financial Officer. Space is provided for the addition of up to five (5) additional authorizations for the Project Director or Financial Officer.

No single individual may be authorized to sign for both the Project Director and the Financial Officer. **The Project Director and/or Financial Officer authorize the person(s) identified on the form to sign on their behalf all grant-related matters.**

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance which includes details regarding Equal Employment Opportunity Program, Drug Free Workplace Compliance, Lobbying, Proof of Authority from City Council/Governing Board, and Civil Rights Compliance. In signing the Grant Award Face Sheet, the Applicant formally notifies POST that the Applicant will comply with all pertinent requirements.

I, Shannon Dicus, Undersheriff hereby certify that
(official authorized to sign Grant Award Face Sheet)

RECIPIENT: County of San Bernardino
IMPLEMENTING AGENCY: San Bernardino County Sheriff's Department
PROJECT TITLE: Distance Learning Grant Program - Community Policing

is responsible for adhering to the following:

I. Equal Employment Opportunity

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of ancestry, age (over 40), color, disability (physical and mental, including HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, medical condition (genetic characteristics, cancer or a record or history of cancer), military, veteran status, national origin, race, religion (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions) sexual orientation, or request for family medical leave. **POST-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Kenneth Lutz, Captain
Title: Co-Chair, Department Diversity Committee
Address: 655 East Third Street, San Bernardino CA 92415-0061
Phone: (760) 530-9368
Email: klutz@sbcasd.org

II. Drug-Free Workplace Act of 1990

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

III. Lobbying

POST grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

IV. Proof of Authority from City Council/Governing Board

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The Applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of POST, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Award, including civil court actions for damages, shall be the responsibility of the grant Recipient and the authorizing agency. The State of California and POST disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from POST shall not be used to supplant expenditures controlled by the city council/governing board.

The Applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The Applicant is also required to maintain said written authorization on file and readily available upon demand.

V. Civil Rights Compliance

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

All appropriate documentation must be maintained on file by the project and available for POST or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Recipient may be ineligible for award of any future grants if POST determines that any of the following has occurred: (1) the Recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Award, and hereby swear that I am duly authorized legally to bind the contractor or grant Recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature:



Authorized Official's Typed Name:

Shannon Dicus

Authorized Official's Title:

Undersheriff

Date Executed:

8/3/20

Executed in the City/County of:

San Bernardino

AUTHORIZED BY: (not applicable to State agencies)

- City Financial Officer
- City Manager
- Governing Board Chair

- County Financial Officer
- County Manager

Signature:



Typed Name:

Gary McBride

Title:

Chief Executive Officer

Recipient:

A. PART I- Personal Services (Salaries and Employee Benefits) \$ 2,182.00 \$ 2,182.00

B. PART I- Operating Expenses \$ 1,750.00 \$ 1,750.00

C. PART I- Equipment \$ 2,740.00 \$ 2,740.00

D. PART 2- Course Certification \$ 64,555.20 \$ 64,555.20

Grand Total by FY \$ 71,227.20 \$ 71,227.20

Course Presentation Costs Calculator

FY 20-21

No. of Students Trained*

360

Cost per Student^

179.32 \$

Total Yearly Cost

64,555.20

*Enter the total number of students expected to be trained each Fiscal Year

^ Cost per student information is drawn from the Part 2- Course Certification Budget, Line E52

Recipient: San Bernardino County Sheriff's Department Award #:

Course Title: Community Policing

PART II- POST Course Certification Budget		COST
(A) Services-		
	(1) Instruction	\$0
	Sheriff Sergeant (SME) \$66.43 hr x 8	\$531
	Benefits 76.35 x 8	\$611
	Sheriff Deputy (SME) \$51.00 hr x 8	\$408
	Benefits 56.34 x 8	\$451
	(2) Coordination	\$0
	General - Sheriff Corporal	\$275
	Presentation - Sheriff's Training Specialist	\$1,200
	(3) Clerical	
	Office Assistant III	\$300
(B) Travel-		
	(1) Coordinators	\$0
	(2) Instructors	\$0
(C) Indirect Costs (not to exceed 10%)-		\$265
(D) Supplies and Equipment-		
	(1) Books/Pamphlets/Handouts	\$60
	(2) Certificates	\$25
	(3) Notebooks	\$0
	(4) Paper/Office Supplies	\$197
	(5) Printing/Reproduction	\$0
	(6) Equipment Cost per Presentation*	\$0
(E) Support Costs-		
	Course Facility Costs	\$160
	Miscellaneous (Room rental, telephone, postage)	\$0
Course Certification Totals		
COURSE CERTIFICATION SECTION TOTAL		\$4,483
EXPECTED NUMBER OF STUDENTS PER PRESENTATION		25
TUITION COST PER STUDENT (Total costs divided by students)		\$179

*Actual cost of equipment / divided by number of years (useful life) /
divided by number of presentations per year = PER PRESENTATION COST

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Community Policing

Budget Narrative:

Distance learning is necessary and more important than ever before, especially when given the need for social distancing and decreased funding due to a variety of factors including a global pandemic. The San Bernardino County Sheriff's Department (SBCSD) is committed to meeting the challenges faced today with innovative solutions to reach our law enforcement partners across the state. In order to provide quality distance learning, current capabilities need to be enhanced and updated to meet the ongoing needs of our regional and state partners. Distance learning requires more student engagement and requires the ability to connect and continue the concepts of student-led learning in an online or web-based platform. Currently, the funding is not readily available to make the immediate and necessary improvements to technology for distance learning. The proposed budget will bring the training center to the next level and create a distance learning environment that promotes learning and innovation combined with professional instruction and facilitation. Grant funds will allow for upgrades to set up virtual classrooms that are digitally connected and ready for the future which is now in front of us.

The SBCSD and its Frank Bland Regional Training Center will work to ensure it exceeds its responsibility to serve the needs of law enforcement throughout the state well into the future. The addition of powerful laptop computers with webcams and microphone options will provide quality video and audio performance over the internet on video-transmission platforms. The addition of Smart Boards coupled with the laptops will create a robust virtual classroom with additional tools and resources available to the instructor. Internet connectivity and a video-transmission platform are necessary for distance learning and the equipment used is just as important to carry out the objectives of the project. A subscription for video transmission platforms is required for this project to reach law enforcement across the state. Once these pieces are in place, they will provide solutions which will allow us to provide even better service.

The SBCSD currently uses Pathlore by SumTotal for its Learning Management System (LMS). During a feasibility study into the use of the LMS, it was discovered that the system has additional capabilities that would further enhance SBCSD's ability to enroll, assign, track and submit student data to POST. These items represent objectives and requirements for reporting and tracking requirements. The vendor provided a statement of work that would allow for the training of division personnel on the use of the system. Grant funding would enable the training to occur which in turn would allow for further sustainment of training after the grant performance period. Funding for training on the LMS will minimize administrative costs by reducing the amount of time spent generating rosters, excel tracking sheets and identifying who completed training. Robust tracking and reporting capabilities exist, however training needs to be provided. The personnel trained will also be responsible for assisting with grant reporting and will need to be able to access the information efficiently.

The proposed budget would enable the purchase of new, updated software that is used to build computer-based training courses that engage students, check their understanding and enable interactivity with the training. This type of content can be used in the video transmission portion or as a follow-up training and even as a whole training class. The existing application is no longer being supported and we were notified of this prior to the grant being released. The updated version, Articulate 360, allows the division to create innovative evaluation and assessment tools for use in grant activities. Engagement is an important factor in distance learning as it brings the student into the learning. This is a powerful tool and resource to have available, however it is expensive. Funding from the grant would enable the purchase and would also provide for the use of the application after grant activities have been completed. Numerous trainings can be created from this application for future use.

Project-funded staff will be assigned to design course content based on existing material. The course will need to be updated to meet the requirements for webinar class certification by POST as well as adjusted to

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Community Policing

provide more advanced information for current law enforcement. Staff will need to develop presentation materials electronically, create documentation for POST EDI entry and submission. Staff will convene to identify learning activities and methods of evaluating learning. Staff will speak with subject matter experts (SMEs) to ensure accurate information is provided.

Staff will identify steps and actions to be taken for the remainder of the grant period. They will develop the course evaluation survey to measure performance and evaluate learning activities and instructor engagement.

Staff will also create a checklist and provide training for using Zoom, our chosen video transmission platform. The training is necessary to show instructors the various menu items and how to share their screen and get used to the environment.

Project staff will also be teaching/facilitating the instruction of the course. The course will be presented approximately sixteen times and will require at least two instructors with one monitoring chats and engagement and the other one teaching.

LMS training is the only foreseeable subcontract or unusual expenditure.

The purchases highlighted and identified for grant funding will allow for self-sufficiency. The training division will have access and training to provide additional presentations of the project class as well as provide the framework to streamline the creation and approval of additional courses to continue meeting the needs of our law enforcement partners well into the future. Project staff will have the expertise to quickly train new distance learning instructors on the setup of the virtual classroom. They will be able to address future needs and develop courses for web-based learning in a much faster manner.

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Community Policing
Project Narrative

Problem Statement:

Regardless of events that occur in the world, law enforcement's mission must continue. Law enforcement officers are part of the community they serve and are the vital link that brings safety and calm. Building strong, positive relationships with the community is and always should be a priority. Community policing as a training topic for all law enforcement, regardless assignments, has numerous facets. These include Public Information Officers, neighborhood watch assignments involving police chiefs, and Line Officers. All levels are responsible for understanding and carrying the concept of community policing. Community policing goals have been lost over time partially because training on other topics have been the priority and is required by legislation or policy. Our regional partners do a great job of striving to build stronger bonds with communities as well as educate and train officers with community policing. Collaboration is needed along with consistent training throughout the region and state to foster lasting relationships throughout all of California.

As the discussions on defunding the police continue and the protests for justice advance, law enforcement feels the impacts greatly. Innovation, frequency and consistency in training enables change to occur. It is not enough to simply train once, but there is a need for deliberate practice and repetitive action to build expertise and expert performance.

The San Bernardino County Sheriff's Frank Bland Regional Training Center is poised to meet the challenge faced by our law enforcement partners across the state. As a regional training center, we are responsible for providing exceptional law enforcement training. Providing a distance learning Community Policing course that is available to law enforcement personnel across the state allows for continued learning and training, even during tough economic times and factors outside of our control. We realize during a pandemic, law enforcement must still serve the community. There are no updated community policing online courses widely available and accessible. As a regional training center, we can close the gap. This would enable officers to login and take training from anywhere in the state without incurring travel costs. The officers would have the ability to receive invaluable training remotely while adhering to social distancing to avoid the spread of any virus to additional law enforcement officers.

This course will be geared for all sworn law enforcement, regardless of their assignment or amount of time on the job. Law enforcement training is crucial, however it suffers at the hands of decreased budgets. Training is also impacted by staffing and time. Distance learning will assist to overcome some of these barriers by making training available from anywhere with computer and internet access.

Plan:

The San Bernardino County Sheriff's Department will use existing curriculum included in POST Learning Domain (LD) 3. The foundational principles taught in LD 3 during the academy provide a framework from which to build on for new and seasoned law enforcement officers.

The course objectives are:

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Community Policing

- 1) Provide students with methods for engaging the community in meaningful, conversation that promotes positive relationships and builds lasting change.
- 2) Demonstrate, through case studies and learning activities, the many facets of community policing and how to overcome negative stereotypes.
- 3) Provide students with the skills to communicate and work with all members of the community, at all level.

Using PowerPoint, case studies and small group learning activities, the course will teach students how to work in the community and build positive relationships. Through lecture and instructor-facilitated discussions, students will be able to share ideas, positive impacts, negative responses and best practices.

In order to provide this training, the San Bernardino County Sheriff's Department (SBCSD) Training Division, through its Advanced Officer Training (AOT) unit, will identify subject matter experts (SMEs) in community policing within the department. In conjunction with those SMEs, AOT will also work with the SMEs to identify training materials, content and appropriate case studies that will be introduced to the students. The training material will be vetted in coordination with the SMEs as well as the determination of course content and length of the course.

In collaboration the SMEs and AOT, the course will be presented via a videoconference/interactive web-based platform like Zoom®. Using a web-based videoconferencing platform will enable students from across the state to enroll and login into the class. Instructors will have the capabilities to screen share their PowerPoint presentation or other materials with all students. Instructors can conduct small group learning activities using breakout rooms where the group can be divided into small groups in a secondary breakout room. Students in these "rooms" can interact and discuss the learning activity and collaborate with each other. The instructor will have the ability to enter the room to listen and answer questions if needed. Once the time limit for the learning activity has been reached, the instructor will bring the students back to the main room for discussion. Enabling a "show video" function is mandatory for all students as a method of ensuring attendance and ongoing participation in the class. Roll call will be conducted at the start of the class and compared to the roster generated in the Pathlore Learning Management System (LMS).

Several studies have been undertaken by colleges and universities regarding online class size. The research pointed to a variety of factors including level of instructor participation and types of learning activities conducted. Considering the research combined with existing course enrollment maximum numbers, class size will be 40 initially with fluctuation adjusted based on student course evaluations and feedback. The determination to start at 40 students per class allows for more access to the course as well as more perspectives and experience to be carried into learning activities and case study discussion. We anticipate being able to train 400 law enforcement officers over the course of ten presentations during the fiscal year.

As a regional training center, we provide training to San Bernardino, Riverside, Orange, Los Angeles, Inyo and Kern counties on a regular basis. Students from across the state have attended training at AOT, the range and our Emergency Vehicle Operations Center (EVOG). Using web-based training, we are making the training accessible to all our local and regional partners. The ability to provide a presentation to one agency as a whole is an option, however to meet that need, we would require additional instructors to present on a weekly basis.

Using our existing LMS, we create a "class" in the system which enables us to assign the instructor, enter class dates and times, set enrollment restrictions and limit access to make changes. The class generates a roster based on registration/enrollment requests received via email, through our training division webpage

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Community Policing

or telephonically. Each person who takes a class with our department is entered into the LMS and receives a unique student ID. The student ID creates a training record for the individual and their POST ID number with their agency and contact information. That person, either already in the system or newly entered, can then be assigned to the class and placed on the class roster. Our LMS is linked to POST's Electronic Data Interchange (EDI) and rosters for POST classes are submitted electronically.

To meet POST Regulation 1052(e)(1)(A), once a student is registered for a web-based class, they will receive an email with the Zoom conference number and associated login requirements and instructions. Students will be required to activate their video so they can be seen "live" and must also have audio capabilities.

Course objectives and goals will be explained at the beginning of the class for an understanding of the course objectives, student learning activities, presented course content and case studies. Throughout the class, instructors will ask questions related to the content discussed and taught. Instructors will evaluate student's responses to questions as well as their participation and ideas presented in the student learning activities. Instructors will also monitor students' attentiveness via the required enabled video option. Instructors will monitor small groups to ensure understanding and answer questions that arise. The SEE-I (State, Elaborate, Exemplify and Illustrate) method, taught during POST-approved Academy Instructor Certification Course (AICC) will be used for evaluation of student performances and to verify learning is taking place to meet POST Regulation 1052(e)(1)(c). The instructors will observe the above metrics based on video transmission on the Zoom platform.

To enable students the opportunity to provide feedback on their experience in the course, AOT will use an online survey tool with written responses to questions regarding:

- the course content,
- ease of accessing the course,
- ability to communicate and interact with the instructors
- technical difficulties
- areas for improvement
- what went well

In addition to written responses several questions will require a rating on a defined increasing numeric scale addressing:

- quality of instruction
- quality of content
- quality of presentation
- quality of video/audio streaming
- quality of overall online learning experience

This online survey will be tracked by the instructor as a method of assessing the class and content.

Capabilities:

The SBCSD's Frank Bland Regional Training Center utilizes SMEs within the department and from outside agencies and partners within our region. Instructors meet consistently with AOT staff to ensure they meet

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Community Policing

training needs and have operational experience to provide high quality, professional instruction to all our students and stakeholders. Our instructors for this course have worked numerous assignments from corrections, patrol, traffic, narcotics and numerous special assignments. This combination of experience allows instructors to relate to a variety of students ranging from new officers and deputies to seasoned veterans.

The SBCSD has developed a presentation on LD-3 that is currently presented to the Basic Academy. The ECO and subsequent content and presentation are reviewed and taught by SMEs.

We have provided law enforcement training in our region since 1971. In 2021 the training center will enjoy its 50th year of service. We are currently presenting our 220th session of our POST Basic Academy. Our Advanced Officer Training unit presents 60 courses throughout the calendar year including a full range of traffic collision investigation courses, leadership and supervisory development courses, including the 80hr POST Supervisory course, AICC, homicide investigations and numerous other courses designed and presented by SMEs, training specialists and assigned sworn personnel. The Range presents 34 courses including eight recently developed and POST-approved courses. Our EVOC presents 16 courses including Basic Driver Training to 9 POST Basic Academies in the region. EVOC presented training to personnel from 60 different law enforcement agencies in the 2020 fiscal year. We also present 12 courses for dispatchers, which brings the total number of POST-approved courses that have been developed and delivered to law enforcement personnel across the state to 125 courses.

LD-3 is an approved course for SBCSD in POST's EDI. We have course content and material to present as well as an expanded course outline (ECO), hourly breakdown, training needs assessment and instructors already approved. We have four classrooms to seat anywhere from 20-40 students each and now, during social distancing, we have increased spacing in the event we need to present in-person. Currently we have set up Zoom as the platform for teaching web-based classes, live.

Using a database of regional and state partners, we send out training flyers for courses presented at AOT, the Range and EVOC. Our courses are posted on POST's website in the course catalog as well as on our department website: <https://wp.sbcounty.gov/sheriff/divisions/training/advanced-officer-courses/>. Anyone wishing to register for a course may email directly or complete the training request form on the page and click the "Registration Request" button to send the request to our AOT staff. We also utilize our regional training group which is comprised of agencies from the region who meet to discuss training needs.

Over the years, SBCSD has been awarded grants from varying entities for a variety of programs. We have performed the grant activities, administered the funds effectively and efficiently over the course of the grant. Funds have been distributed over the length of the grant period.

PROJECT SUMMARY

1. Award #: _____

3. PERFORMANCE PERIOD

2. PROJECT TITLE Community Policing

10/15/2020 to 06/30/2021

4. RECIPIENT

Name: Shannon Dicus, Undersheriff Phone: (909) 387-3648

Address: 655 East Third St Fax #: (909) 387-3444

City: San Bernardino Zip: 92415

5. GRANT AMOUNT

(this is the same amount as 12G of the Grant Award Face Sheet)

\$ 71,227.20

6. IMPLEMENTING AGENCY

Name: San Bernardino County Sheriff's Department Phone: (909) 473-2604 Fax #: (909) 473-2568

Address: 18901 Institution Road City: San Bernardino Zip: 92407

7. PROGRAM DESCRIPTION

The Frank Bland Regional Training Center provides training to regional and state of California law enforcement agencies.

8. PROBLEM STATEMENT

The San Bernardino County Sheriff's Frank Bland Regional Training Center is poised to meet the challenge faced by our law enforcement partners across the state. As a regional training center, we are responsible for providing exceptional law enforcement training. Providing a distance learning Community Policing course that is available to law enforcement personnel across the state allows for continued learning and training, even during tough economic times and factors outside our control. We realize during a pandemic, law enforcement must still serve the community. There are no updated community policing online courses widely available and accessible. As a regional training center, we can close the gap. This would enable officers to login and take training from anywhere in the state without incurring travel costs. The officers would have the ability to receive invaluable training remotely while adhering to social distancing

9. OBJECTIVES

The project objectives are to develop distance learning course to be presented via a live video transmission service (such as Zoom). The course will be developed based on current curriculum certified by POST. Law enforcement from across the state can register with our agency and be entered onto a roster. Students will be emailed a confirmation and instructions to login to the class on the assigned date and time using a login credential that was included in the confirmation email.

Instructors will present and screen share so presentations can be seen by all students. Roll call and visual confirmation (video function is required to be enabled)

10. ACTIVITIES

Development of course materials, contract for video transmission (web video conferencing platform), instruction, facilitation, grant reporting, set up of instructor location with proctor (computer, microphone, camera), access to presentations.

11. EVALUATION (if applicable)

Project staff will evaluate performance and activities

12. NUMBER OF STUDENTS

(if applicable)

25

13. PROJECT BUDGET

(these are the same amounts as on Budget Pages)

	Personal Services	Operating Expenses	Equipment	Course Certification
	2182.00	1750.00	2740.00	64555.20
Totals:	2182.00	1750.00	2740.00	64555.20

POST DLGP PROJECT SERVICE AREA INFORMATION

1. **COUNTY OR COUNTIES SERVED:** Enter the name(s) of the county or counties served by the project. Put an asterisk where the project's principal office is located.

*San Bernardino County
Riverside County
Los Angeles County
Orange County
Inyo County
Kern County

2. **U.S. CONGRESSIONAL DISTRICT(S):** Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

8, *31, 35, 39, 41, 42, 45, 46, 48

3. **STATE ASSEMBLY DISTRICT(S):** Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, *40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80

4. **STATE SENATE DISTRICT(S):** Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, *23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40

5. **POPULATION OF SERVICE AREA:** Enter the total population of the area served by the project.

39.51 million

**CALIFORNIA PEACE OFFICER STANDARDS AND TRAINING
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

Subrecipient: County of San Bernardino	
Grant Disaster/Program Title: Distance Learning Grant Program - Community Policing	
Performance Period: 10/15/2020 to 06/30/2021	Subaward Amount Requested: \$ 71,227
Type of Entity (Check Box)	<input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe

Per Title 2 CFR § 200.331, California POST 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 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 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 4,726,936
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?	Select
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, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	N/A

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)



Date:

8/3/20

Print Name and Title

Shannon Dicus, Undersheriff

Phone Number:

909 387-3648

Program Specialist Only: SUBAWARD #

COMMISSION ON
PEACE OFFICER STANDARDS AND TRAINING



GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)
NEGATIVE DECLARATION**

To Whom It May Concern:

In accordance with the procedures for the preparation of environmental impact statements, an environmental assessment is not necessary for the proposed agency action below:

San Bernardino County Sheriff's Department - Community Policing

(Name of Organization and Title of the project)

The project will not involve any of the following:

- a. New construction projects.
- b. The renovation or modification of a facility which leads to an increased occupancy of more than 25 persons.
- c. The implementation of programs involving the use of pesticides and other harmful chemicals.
- d. The implementation of programs involving microwaves or radiation.
- e. Research and technology, the anticipated or intended future applications of which could be expected to have a potential effect on the environment.

Consequently, an environmental impact statement will not be prepared.

Shannon Dicus, Undersheriff

Print Name and Title of Authorized Agent



Signature of Authorized Agent

8/3/20

Date

DISTANCE LEARNING GRANT PROGRAM

PART V – CHECKLIST

This checklist is provided to ensure that a complete application is submitted to POST.

- PROPOSAL COVER SHEET – Please complete and attach to the front of the proposal.
- GRANT AWARD FACE SHEET – Signed by the official authorized to enter into the Grant Award.
- PROJECT CONTACT INFORMATION
- SIGNATURE AUTHORIZATION
- CERTIFICATION OF ASSURANCE OF COMPLIANCE
- BUDGET PAGES (EXCEL SPREADSHEET FORMAT)
- BUDGET NARRATIVE
- PROJECT NARRATIVE (MUST INCLUDE THE FOLLOWING HEADINGS)
 - Problem Statement
 - Plan
 - Capabilities
- PROJECT SUMMARY
- PROJECT SERVICE AREA INFORMATION
- RECIPIENT GRANTS MANAGEMENT ASSESSMENT



GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

Proposal Cover Sheet

RFP Process

DISTANCE LEARNING GRANT PROGRAM

Submitted by:

**San Bernardino County Sheriff's Department
655 East 3rd Street
San Bernardino, CA 92415
(909) 387-3648**

(POST Use Only)	POST #	Award #
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CALIFORNIA COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING GRANT AWARD FACE SHEET

The California Commission on Peace Officer Standards and Training (POST) makes a Grant Award of funds set forth to the following.

1 - Recipient	County of San Bernardino			
2 - Implementing Entity	San Bernardino County Sheriff's Department			
3 - Implementing Entity Address	Street	City	County	Zip + 4
	655 E. 3rd Street	San Bernardino	San Bernardino	92415-0061
4 - Project Location	Street	City	County	Zip + 4
	18901 Institution Road	San Bernardino	San Bernardino	92407-1864
5 - Program Title	Distance Learning Grant Program - Cultural Diversity			
6 - Performance Period	Start to End: mm/dd/yyyy to mm/dd/yyyy	10/15/2020 to 06/30/2021		

Provide grant fund allocation and total project cost using the table below.


	Grant Year	Grant Amount
7	07/01/2020 – 06/30/2021	\$71,227.20
8	TOTAL	\$71,227.20

9. **Certification** - This Grant Award 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 Award and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Recipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Award. The Recipient accepts this Grant Award and agrees to administer the grant project in accordance with the Grant Award as well as all applicable state laws, audit requirements, program guidelines, and POST policy and program guidance. The Recipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.
10. **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.

11. Official Authorized to Sign for Recipient:

12. Federal Employer ID Number:

95-6002748

Name: Shannon Dicus Title: Undersheriff
 Telephone: (909) 387-3648 (area code) FAX: (909) 387-3444 (area code) Email: sdicus@sbcasd.org
 Payment Mailing Address: 655 East Third St. City: San Bernardino, CA Zip+4: 92415-0061
 Signature:  Date: 8/3/20

[FOR POST USE ONLY]

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

POST Fiscal Officer

Date

POST Director (or designee)

Date

POST GRANT AWARD FACE SHEET INSTRUCTIONS

NOTE: POST Section - The top portion of the form contains blocks for POST assigned numbers. Please do not enter information in these blocks. These numbers will be entered by POST.

1. Recipient

The Recipient is the unit of government or community-based organization (CBO) that will have legal responsibility for these grant funds (e.g. County of Alameda, City of Fresno or Women's Place of Merced). Enter the legal title of the Recipient.

2. Implementing Agency

Enter the complete name of the agency responsible for the day-to-day operation of the grant (e.g. Sheriff, Police Department, or Department of Public Works). If the Implementing Agency is the same as the Recipient, enter the same title again.

3. Implementing Agency Address

Enter the address of the Implementing Agency. Provide the complete nine digit zip code (Zip+4).

4. Location of Project

Enter the City and County/Operational Area where the project is located. Provide the complete nine digit zip code (Zip+4).

5. Program Title

Enter the name of the Program providing the funds for this Grant Award. Program titles should be complete without the use of acronyms.

6. Performance Period

Enter beginning and ending dates of the performance period for the Grant Award. (mm/dd/yyyy)

7 - 8. Fund Allocations and Total Project Cost

For each fund source used in the program, select the correct grant year, the amount of funds requested, supplemental funds and the resulting totals. Block 12G should correspond to the total project cost specified in the budget.

9. Certification Paragraph

Please review the certification paragraph.

10. Public Records Act

Please review and, if applicable, provide the necessary documentation.

11. Official Authorized to sign for the Recipient

Enter the name, title, telephone number, and e-mail address of the official authorized to enter into the Grant Award for the Recipient as stated in Block 1 of the Grant Award Face Sheet. Enter the Payment Mailing Address where grant funds should be sent.

12. Federal Employer ID Number

Enter the 9-digit Federal Employer Identification Number for the entity.

Provide an original signature of the authorized official. The use of white out or tape is prohibited and will invalidate the signature on the Grant Award Face Sheet.

POST DLGP PROJECT CONTACT INFORMATION

(POST Use Only)	POST #	Award #	
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Recipient:	County of San Bernardino
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Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. **NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.**

1 - Project Director				
Name	Timothy Nichols	Title	Lieutenant	
Telephone	(909) 473-2532	FAX	(909) 473-2568	Email Address tnichols@sbcasd.org
Address/City/Zip	18901 Institution Road, San Bernardino, CA 92407-1864			

2 - Financial Officer				
Name	Vicki Dela Cruz	Title	Administrative Manager	
Telephone	(909) 387-3762	FAX	(909) 387-3444	Email Address vdelacruz@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061			

3 - Person having Routine Programmatic Responsibility				
Name	Julius McChristian	Title	Sergeant	
Telephone	(909) 473-2532	FAX	(909) 473-2568	Email Address jmcchristian@sbcasd.org
Address/City/Zip	18901 Institution Road, San Bernardino, CA 92407-1864			

4 - Person having Routine Fiscal Responsibility				
Name	Yvonne Perez	Title	Staff Analyst II	
Telephone	(909) 387-3445	FAX	(909) 387-3444	Email Address yperez@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061			

5 - CBO Executive Director or Chief Executive Officer of Implementing Agency				
Name	Shannon Dicus	Title	Undersheriff	
Telephone	(909) 387-3687	FAX	(909) 387-3444	Email Address sdicus@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061			

6 - Governing Board Officiant to enter Grant Award for City/County or CBO				
Name	Gary McBride	Title	Chief Executive Officer	
Telephone	(909) 387-5417	FAX	(909) 387-3444	Email Address gmcbride@cao.sbcounty.gov
Address/City/Zip	385 North Arrowhead Ave. 5th Floor, San Bernardino, CA 92415-0120			

7 - Chair of the Governing Body of the Recipient				
Name	Curt Hagman	Title	Chairman - Board of Supervisors	
Telephone	(909) 387-4866	FAX	9093873444	Email Address curt.hagman.bos.sbcounty.gov
Address/City/Zip	385 North Arrowhead Ave. 5th Floor, San Bernardino, CA 92415-0110			

POST DLGP PROJECT CONTACT INSTRUCTIONS

NOTE: POST Section - The top portion of the form contains blocks for POST assigned numbers. Please do not enter information in these blocks. These numbers will be entered by POST.




1. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Project Director** for the project.
2. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Financial Officer** for the project.
3. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** having **routine programmatic responsibility** for the project.
4. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** having **routine fiscal responsibility** for the project.
5. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Executive Director** of a Community-Based Organization or the **Chief Executive Officer** (e.g. chief of police, superintendent of schools) for the implementing agency.
6. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** who is the **Official Authorized** to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 13 of the Grant Award Face Sheet.
7. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Chair** of the **governing body** of the subrecipient.

SIGNATURE AUTHORIZATION

Recipient	County of San Bernardino
Award Number	
Implementing Agency	San Bernardino County Sheriff's Department

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

Project Director	Timothy Nichols 	Financial Officer	Vicki Dela Cruz 
Signature		Signature	
Date	8/3/20	Date	7/31/20

The following persons are authorized to sign for the Project Director.		The following persons are authorized to sign for the Financial Officer.	
Signature		Signature	
Print Name	John Ades, Captain	Print Name	Tiffany Escosio
Signature		Signature	
Print Name	Robert Trostle, Lieutenant	Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	

SIGNATURE AUTHORIZATION INSTRUCTIONS

The Project Director and Financial Officer are **REQUIRED** to sign this form and submit it with the POST Grant Award Forms package. The Recipient may request signature authority in addition to the designated Project Director and/or Financial Officer. Space is provided for the addition of up to five (5) additional authorizations for the Project Director or Financial Officer.

No single individual may be authorized to sign for both the Project Director and the Financial Officer. **The Project Director and/or Financial Officer authorize the person(s) identified on the form to sign on their behalf all grant-related matters.**

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance which includes details regarding Equal Employment Opportunity Program, Drug Free Workplace Compliance, Lobbying, Proof of Authority from City Council/Governing Board, and Civil Rights Compliance. In signing the Grant Award Face Sheet, the Applicant formally notifies POST that the Applicant will comply with all pertinent requirements.

I, Shannon Dicus, Undersheriff hereby certify that
(official authorized to sign Grant Award Face Sheet)

RECIPIENT: County of San Bernardino
IMPLEMENTING AGENCY: San Bernardino County Sheriff's Department
PROJECT TITLE: Distance Learning Grant Program - Cultural Diversity

is responsible for adhering to the following:

I. Equal Employment Opportunity

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of ancestry, age (over 40), color, disability (physical and mental, including HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, medical condition (genetic characteristics, cancer or a record or history of cancer), military, veteran status, national origin, race, religion (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions) sexual orientation, or request for family medical leave. **POST-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Kenneth Lutz, Captain
Title: Co-Chair, Department Diversity Committee
Address: 655 East Third Street, San Bernardino CA 92415-0061
Phone: (760) 530-9368
Email: klutz@sbcscd.org

II. Drug-Free Workplace Act of 1990

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

III. Lobbying

POST grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

IV. Proof of Authority from City Council/Governing Board

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The Applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of POST, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Award, including civil court actions for damages, shall be the responsibility of the grant Recipient and the authorizing agency. The State of California and POST disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from POST shall not be used to supplant expenditures controlled by the city council/governing board.

The Applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The Applicant is also required to maintain said written authorization on file and readily available upon demand.

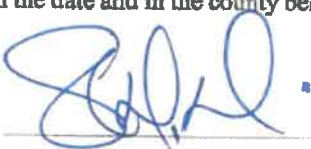
V. Civil Rights Compliance

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

All appropriate documentation must be maintained on file by the project and available for POST or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Recipient may be ineligible for award of any future grants if POST determines that any of the following has occurred: (1) the Recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Award, and hereby swear that I am duly authorized legally to bind the contractor or grant Recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature: 

Authorized Official's Typed Name: Shannon Dicus


Authorized Official's Title: Undersheriff

Date Executed: 8/3/20

Executed in the City/County of: San Bernardino

AUTHORIZED BY: *(not applicable to State agencies)*

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

Signature: 

Typed Name: Gary McBride

Title: Chief Executive Officer

Recipient:	
A. PART 1-Paratrol Services (Science and Employee Benefits)	FY 20-21 TOTAL COST
\$ 2,182.20	\$ 2,182.20
B. PART 1- Operating Expenses	FY 20-21 TOTAL COST
\$ 1,750.00	\$ 1,750.00
C. PART 1- Equipment	FY 20-21 TOTAL COST
\$ 7,740.00	\$ 7,740.00
D. PART 2- Course Certification	FY 20-21 TOTAL COST
\$ 64,555.20	\$ 64,555.20
Grand Total by FY	GRAND TOTAL
\$ 71,227.40	\$ 71,227.40

Course Presentation Costs Calculator	No. of Students Trained*	Cost per Student*	Total Yearly Cost
FY 20-21	360	179.32 \$	64,555.20

*Enter the total number of students expected to be trained each Fiscal Year

^ Cost per student information is drawn from the Part 2- Course Certification Budget, Line E52

Recipient: San Bernardino County Sheriff's Department Award #:

Course Title: Cultural Diversity

PART II- POST Course Certification Budget	COST
(A) Services-	
(1) Instruction	\$0
Sheriff Sergeant (SME) \$66.43 hr x 8	\$531
Benefits 78.35 x 8	\$611
Sheriff Deputy (SME) \$51.00 hr x 8	\$408
Benefits 56.34 x 8	\$451
(2) Coordination	\$0
General - Sheriff Corporal	\$275
Presentation - Sheriff's Training Specialist	\$1,200
(3) Clerical	
Office Assistant III	\$300
(B) Travel-	
(1) Coordinators	\$0
(2) Instructors	\$0
(C) Indirect Costs (not to exceed 10%)-	\$265
(D) Supplies and Equipment-	
(1) Books/Pamphlets/Handouts	\$60
(2) Certificates	\$25
(3) Notebooks	\$0
(4) Paper/Office Supplies	\$197
(5) Printing/Reproduction	\$0
(6) Equipment Cost per Presentation*	\$0
(E) Support Costs-	
Course Facility Costs	\$160
Miscellaneous (Room rental, telephone, postage)	\$0
Course Certification Totals	
COURSE CERTIFICATION SECTION TOTAL	\$4,483

EXPECTED NUMBER OF STUDENTS PER PRESENTATION	25
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TUITION COST PER STUDENT (Total costs divided by students)	\$179
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*Actual cost of equipment / divided by number of years (useful life) /
divided by number of presentations per year = PER PRESENTATION COST

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Cultural Diversity

Budget Narrative:

Distance learning is necessary and more important than ever before especially when given the need for social distancing and decreased funding due to a variety of factors including a global pandemic. The San Bernardino County Sheriff's Department (SBCSD) is committed to meet the challenges faced today with innovative solutions to reach our law enforcement partners across the state. In order to provide quality distance learning, current capabilities need to be enhanced and updated to meet the ongoing needs of our regional and state partners. Distance learning requires more student engagement and requires the ability to connect and continue the concepts of student-led learning in an online or web-based platform. Currently, the funding is not readily available to make the immediate and necessary improvements to technology for distance learning. The proposed budget will bring the training center to the next level and create a distance learning environment that promotes learning and innovation combined with professional instruction and facilitation. Grant funds will allow for upgrades to set up virtual classrooms that are digitally connected and ready for the future which is now in front of us.

The SBCSD and its Frank Bland Regional Training Center will work to ensure it exceeds its responsibility to serve the needs of law enforcement throughout the state well into the future. The addition of powerful laptop computers with webcams and microphone options will provide quality video and audio performance over the internet on video-transmission platforms. The addition of Smart Boards coupled with the laptops will create a robust virtual classroom with additional tools and resources available to the instructor. Internet connectivity and a video-transmission platform are necessary for distance learning and the equipment used is just as important to carry out the objectives of the project. A subscription for video transmission platforms is required for this project to reach law enforcement across the state. Once these pieces are in place they will provide solutions which will allow us to provide even better service.

The SBCSD currently uses Pathlore by SumTotal for its Learning Management System (LMS). During a feasibility study into the use of the LMS, it was discovered that the system has additional capabilities that would further enhance SBCSD's ability to enroll, assign, track and submit student data to POST. These items represent objectives and requirements for reporting and tracking requirements. The vendor provided a statement of work that would allow for the training of division personnel on the use of the system. Grant funding would enable the training to occur which in turn would allow for further sustainment of training after the grant performance period. Funding for training on the LMS will minimize administrative costs by reducing the amount of time spent generating rosters, excel tracking sheets and identifying who completed training. Robust tracking and reporting capabilities exist however training needs to be provided. The personnel trained will also be responsible for assisting with grant reporting and will need to be able to access the information efficiently.

The proposed budget would enable the purchase of new, updated software that is used to build computer-based training courses that engage students, check their understanding and enable interactivity with the training. This type of content can be used in the video transmission portion or as a follow-up training and even as a whole training class. The existing application is no longer being supported and we were notified of this prior to the grant being released. The updated version, articulate 360, allows the division to create innovative evaluation and assessment tools for use in grant activities. Engagement is an important factor in distance learning as it brings the student into the learning. This is a powerful tool and resource to have available however it is expensive. Funding from the grant would enable the purchase and would also provide for the use of the application after grant activities have been completed. Numerous trainings can be created from this application for future use.

Project-funded staff will be assigned to design course content based on existing material. The course will need to be updated to meet the requirements for webinar class certification by POST as well as adjusted to

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Cultural Diversity

provide a more advanced information for current law enforcement. Staff will need to develop presentation materials electronically, create documentation for POST EDI entry and submission. Staff will convene to identify learning activities and methods of evaluating learning. Staff will speak with subject matter experts (SMEs) to ensure accurate information is provided.

Staff will identify steps and actions to be taken for the remainder of the grant period. They will develop the course evaluation survey to measure performance and evaluate learning activities and instructor engagement.

Staff will also create a checklist and provide training for using Zoom, our chosen video transmission platform. The training is necessary to show instructors the various menu items and how to share their screen and get used to the environment.

Project staff will also be teaching/facilitating the instruction of the course. The course will be presented approximately sixteen times and will require at least two instructors with one monitoring chats and engagement and the other one teaching.

LMS training is the only foreseeable subcontract or unusual expenditure.

The purchases highlighted and identified for grant funding will allow for self-sufficiency. The training division will have access and training to provide additional presentations of the project class as well as provide the framework to streamline the creation and approval of additional courses to continue meeting the needs of our law enforcement partners well into the future. Project staff will have the expertise to quickly train new distance learning instructors on the setup of the virtual classroom. They will be able to address future needs and develop courses for web-based learning in a much faster manner.

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Cultural Diversity
Project Narrative

Problem Statement:

Regardless of events that occur in the world, law enforcement's mission must continue. Law enforcement officers are part of the community they serve and are the vital link that brings safety and calm. Building strong, positive relationships with the community is, and always should be a priority. Cultural Diversity is a training topic for all law enforcement, regardless of assignments, and has numerous facets. These include Public Information Officers and neighborhood watch assignments involving police chiefs and line officers. All levels are responsible for understanding and carrying the concept of cultural diversity. Cultural diversity training is needed on an ongoing basis and needs to be accessible without constraints due to budget, travel or personnel issues. Collaboration is needed along with consistent training throughout the region and state to foster lasting relationships throughout all of California.

As the discussions on defunding the police continue and the protests for justice advance, law enforcement feels the impacts greatly. Innovation, frequency and consistency in training enables change to occur. It is not enough to simply train once, but there is a need for deliberate practice and repetitive action to build expertise and expert performance.

The San Bernardino County Sheriff's Frank Bland Regional Training Center is poised to meet the challenge faced by our law enforcement partners across the state. As a regional training center, we are responsible for providing exceptional law enforcement training. Providing a distance learning Community Policing course that is available to law enforcement personnel across the state allows for continued learning and training, even during tough economic times and factors outside our control. We realize during a pandemic, law enforcement must still serve the community. There are no updated community policing online courses widely available and accessible. As a regional training center, we can close the gap. This would enable officers to login and take training from anywhere in the state without incurring travel costs. The officers would have the ability to receive invaluable training remotely while adhering to social distancing to avoid the spread of any virus to additional law enforcement officers.

This course will be geared for all sworn law enforcement, regardless of their assignment or amount of time on the job. Law enforcement training is crucial, however suffers at the hands of decreased budgets. Training is also impacted by staffing and time. Distance learning will assist to overcome some of these barriers by making training available from anywhere with computer and internet access.

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Cultural Diversity

Plan:

The San Bernardino County Sheriff's Department will use existing curriculum included in POST Learning Domain (LD) 42. The foundational principles taught in LD 42 during the academy provide a framework from which to build on for new and seasoned law enforcement officers.

The course objectives are:

- 1) Provide students with methods for engaging the community in meaningful, conversation that promotes positive relationships and builds lasting change.
- 2) Demonstrate, through case studies and learning activities, the many facets of cultural diversity and how to overcome negative stereotypes.
- 3) Provide students with the skills to communicate and work with all members of the community, at all level.

Using PowerPoint, case studies and small group learning activities, the course will teach students how to work in the community and build positive relationships. Through lecture and instructor-facilitated discussions, students will be able to share ideas, positive impacts, negative responses and best practices.

In order to provide this training, the San Bernardino County Sheriff's Department (SBCSD) Training Division, through its Advanced Officer Training (AOT) unit, will identify subject matter experts (SMEs) in community policing within the department. In conjunction with those SMEs, AOT will also work with the SMEs to identify training materials, content and appropriate case studies that will be introduced to the students. The training material will be vetted in coordination with the SMEs as well as the determination of course content and length of the course.

In collaboration the SMEs and AOT, the course will be presented via a videoconference/interactive web-based platform like Zoom©. Using a web-based videoconferencing platform will enable students from across the state to enroll and login into the class. Instructors will have the capabilities to screen share their PowerPoint presentation or other materials with all students. Instructors can conduct small group learning activities using breakout rooms where the group can be divided into small groups in a secondary breakout room. Students in these "rooms" can interact and discuss the learning activity and collaborate with each other. The instructor will have the ability to enter the room to listen and answer questions if needed. Once the time limit for the learning activity has been reached, the instructor will bring the students back to the main room for discussion. Enabling a "show video" function is mandatory for all students as a method of ensuring attendance and ongoing participation in the class. Roll call will be conducted at the start of the class and compared to the roster generated in the Pathlore Learning Management System (LMS).

Several studies have been undertaken by colleges and universities regarding online class size. The research pointed to a variety of factors including level of instructor participation and types of learning activities conducted. Considering the research combined with existing course enrollment maximum numbers, class size will be 40 initially with fluctuation adjusted based on student course evaluations and feedback. The determination to start at 40 students per class allows for more access to the course as well as more perspectives and experience to be carried into learning activities and case study discussion. We anticipate being able to train 400 law enforcement officers over the course of ten presentations during the fiscal year.

As a regional training center, we provide training to San Bernardino, Riverside, Orange, Los Angeles, Inyo and Kern counties on a regular basis. Students from across the state have attended training at AOT, the range and our Emergency Vehicle Operations Center (EVOC). Using web-based training, we are making

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Cultural Diversity

the training accessible to all our local and regional partners. The ability to provide a presentation to one agency as a whole is an option, however, to meet that need, we would require additional instructors to present on a weekly basis.

Using our existing LMS, we create a “class” in the system which enables us to assign the instructor, enter class dates and times, set enrollment restrictions and limit access to make changes. The class generates a roster based on registration/enrollment requests received via email, through our training division webpage or telephonically. Each person who takes a class with our department is entered into the LMS and receives a unique student ID. The student ID creates a training record for the individual and their POST ID number with their agency and contact information. That person, either already in the system or newly entered, can then be assigned to the class and placed on the class roster. Our LMS is linked to POST's Electronic Data Interchange (EDI) and rosters for POST classes are submitted electronically.

To meet POST Regulation 1052(e)(1)(A), once a student is registered for a web-based class, they will receive an email with the Zoom conference number and associated login requirements and instructions. Students will be required to activate their video so they can be seen “live” and must also have audio capabilities.

Course objectives and goals will be explained at the beginning of the class for an understanding of the course objectives, student learning activities, presented course content and case studies. Throughout the class, instructors will ask questions related to the content discussed and taught. Instructors will evaluate student's responses to questions as well as their participation and ideas presented in the student learning activities. Instructors will also monitor students' attentiveness via the required enabled video option. Instructors will monitor small groups to ensure understanding and answer questions that arise. The SEE-I (State, Elaborate, Exemplify and Illustrate) method, taught during POST-approved Academy Instructor Certification Course (AICC) will be used for evaluation of student performances and to verify learning is taking place to meet POST Regulation 1052(e)(1)(c). The instructors will observe the above metrics based on video transmission on the Zoom platform.

To enable students the opportunity to provide feedback on their experience in the course, AOT will use an online survey tool with written responses to questions regarding:

- the course content,
- ease of accessing the course,
- ability to communicate and interact with the instructors
- technical difficulties
- areas for improvement
- what went well

In addition to written responses several questions will require a rating on a defined increasing numeric scale addressing:

- quality of instruction
- quality of content
- quality of presentation
- quality of video/audio streaming
- quality of overall online learning experience

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Cultural Diversity

This online survey will be tracked by the instructor as a method of assessing the class and content.

Capabilities:

The SBCSD's Frank Bland Regional Training Center utilizes SMEs within the department and from outside agencies and partners within our region. Instructors meet consistently with AOT staff to ensure they meet training needs and have operational experience to provide high quality, professional instruction to all our students and stakeholders. Our instructors for this course have worked numerous assignments from corrections, patrol, traffic, narcotics and numerous special assignments. This combination of experience allows instructors to relate to a variety of students ranging from new officers and deputies to seasoned veterans.

The SBCSD has developed a presentation on LD-42 that is currently presented to the Basic Academy. The ECO and subsequent content and presentation are reviewed and taught by SMEs.

We have provided law enforcement training in our region since 1971. In 2021 the training center will enjoy its 50th year of service. We are currently presenting our 220th session of our POST Basic Academy. Our Advanced Officer Training unit presents 60 courses throughout the calendar year including a full range of traffic collision investigation courses, leadership and supervisory development courses, including the 80hr POST Supervisory course, AICC, homicide investigations and numerous other courses designed and presented by SMEs, training specialists and assigned sworn personnel. The Range presents 34 courses including eight recently developed and POST-approved courses. Our EVOC presents 16 courses including Basic Driver Training to 9 POST Basic Academies in the region. EVOC presented training to personnel from 60 different law enforcement agencies in the 2020 fiscal year. We also present 12 courses for dispatchers, which brings the total number of POST-approved courses that have been developed and delivered to law enforcement personnel across the state to 125 courses.

LD-3 is an approved course for SBCSD in POST's EDI. We have course content and material to present as well as an expanded course outline (ECO), hourly breakdown, training needs assessment and instructors already approved. We have four classrooms to seat anywhere from 20-40 students each and now, during social distancing, we have increased spacing in the event we need to present in-person. Currently we have set up Zoom as the platform for teaching web-based classes, live.

Using a database of regional and state partners, we send out training flyers for courses presented at AOT, the Range and EVOC. Our courses are posted on POST's website in the course catalog as well as on our department website: <https://wp.sbcounty.gov/sheriff/divisions/training/advanced-officer-courses/>. Anyone wishing to register for a course may email directly or complete the training request form on the page and click the "Registration Request" button to send the request to our AOT staff. We also utilize our regional training group which is comprised of agencies from the region who meet to discuss training needs.

Over the years, SBCSD has been awarded grants from varying entities for a variety of programs. We have performed the grant activities, administered the funds effectively and efficiently over the course of the grant. Funds have been distributed over the length of the grant period.

PROJECT SUMMARY

1. Award #:

3. PERFORMANCE PERIOD

2. PROJECT TITLE Cultural Diversity

10/15/2020 to 06/30/2021

4. RECIPIENT

Name: Shannon Dicus, Undersheriff Phone: (909) 387-3648

Address: 655 East Third St Fax #: (909) 387-3444

City: San Bernardino Zip: 92415

5. GRANT AMOUNT

(this is the same amount as 12G of the Grant Award Face Sheet)

\$ 71,227.20

6. IMPLEMENTING AGENCY

Name: San Bernardino County Sheriff's Department Phone: (909) 473-2604 Fax #: (909) 473-2568

Address: 18901 Institution Road City: San Bernardino Zip: 92407

7. PROGRAM DESCRIPTION

The Frank Bland Regional Training Center provides training to regional and state of California law enforcement agencies.

8. PROBLEM STATEMENT

The San Bernardino County Sheriff's Frank Bland Regional Training Center is poised to meet the challenge faced by our law enforcement partners across the state. As a regional training center, we are responsible for providing exceptional law enforcement training. Providing a distance learning Community Policing course that is available to law enforcement personnel across the state allows for continued learning and training, even during tough economic times and factors outside our control. We realize during a pandemic, law enforcement must still serve the community. There are no updated community policing online courses widely available and accessible. As a regional training center, we can close the gap. This would enable officers to login and take training from anywhere in the state without incurring travel costs. The officers would have the ability to receive invaluable training remotely while adhering to social distancing

9. OBJECTIVES

The project objectives are to develop distance learning course to be presented via a live video transmission service (such as Zoom). The course will be developed based on current curriculum certified by POST. Law enforcement from across the state can register with our agency and be entered onto a roster. Students will be emailed a confirmation and instructions to login to the class on the assigned date and time using a login credential that was included in the confirmation email.

Instructors will present and screen share so presentations can be seen by all students. Roll call and visual confirmation (video function is required to be enabled)

10. ACTIVITIES

Development of course materials, contract for video transmission (web video conferencing platform), instruction, facilitation, grant reporting, set up of instructor location with proctor (computer, microphone, camera), access to presentations.

11. EVALUATION (if applicable)

Project staff will evaluate performance and activities

12. NUMBER OF STUDENTS

(if applicable)

25

13. PROJECT BUDGET

(these are the same amounts as on Budget Pages)

	Personal Services	Operating Expenses	Equipment	Course Certification
	2182.00	1750.00	2740.00	64555.20
Totals:	2182.00	1750.00	2740.00	64555.20

POST DLGP PROJECT SERVICE AREA INFORMATION

1. **COUNTY OR COUNTIES SERVED:** Enter the name(s) of the county or counties served by the project. Put an asterisk where the project's principal office is located.

*San Bernardino County
Riverside County
Los Angeles County
Orange County
Inyo County
Kern County

2. **U.S. CONGRESSIONAL DISTRICT(S):** Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

8, *31, 35, 39, 41, 42, 45, 46, 48

3. **STATE ASSEMBLY DISTRICT(S):** Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, *40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80

4. **STATE SENATE DISTRICT(S):** Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, *23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40

5. **POPULATION OF SERVICE AREA:** Enter the total population of the area served by the project.

39.51 million

**CALIFORNIA PEACE OFFICER STANDARDS AND TRAINING
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

Subrecipient: County of San Bernardino	
Grant Disaster/Program Title: Distance Learning Grant Program - Cultural Diversity	
Performance Period: 10/15/2020 to 06/30/2021	Subaward Amount Requested: \$ 71,227
Type of Entity (Check Box)	<input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe

Per Title 2 CFR § 200.331, California POST 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 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 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 4,726,936
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?	Select
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, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	N/A

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)

Date:

Print Name and Title

Phone Number:

Shannon Dicus, Undersheriff

909 387-3648

Program Specialist Only: SUBAWARD #

COMMISSION ON
PEACE OFFICER STANDARDS AND TRAINING



GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)
NEGATIVE DECLARATION**

To Whom It May Concern:

In accordance with the procedures for the preparation of environmental impact statements, an environmental assessment is not necessary for the proposed agency action below:

San Bernardino County Sheriff's Department - Cultural Diversity

(Name of Organization and Title of the project)

The project will not involve any of the following:

- a. New construction projects.
- b. The renovation or modification of a facility which leads to an increased occupancy of more than 25 persons.
- c. The implementation of programs involving the use of pesticides and other harmful chemicals.
- d. The implementation of programs involving microwaves or radiation.
- e. Research and technology, the anticipated or intended future applications of which could be expected to have a potential effect on the environment.

Consequently, an environmental impact statement will not be prepared.

Shannon Dicus, Undersheriff

Print Name and Title of Authorized Agent



Signature of Authorized Agent

8/3/20

Date

DISTANCE LEARNING GRANT PROGRAM

PART V – CHECKLIST

This checklist is provided to ensure that a complete application is submitted to POST.

- PROPOSAL COVER SHEET – Please complete and attach to the front of the proposal.
- GRANT AWARD FACE SHEET – Signed by the official authorized to enter into the Grant Award.
- PROJECT CONTACT INFORMATION
- SIGNATURE AUTHORIZATION
- CERTIFICATION OF ASSURANCE OF COMPLIANCE
- BUDGET PAGES (EXCEL SPREADSHEET FORMAT)
- BUDGET NARRATIVE
- PROJECT NARRATIVE (MUST INCLUDE THE FOLLOWING HEADINGS)
 - Problem Statement
 - Plan
 - Capabilities
- PROJECT SUMMARY
- PROJECT SERVICE AREA INFORMATION
- RECIPIENT GRANTS MANAGEMENT ASSESSMENT

COMMISSION ON
PEACE OFFICER STANDARDS AND TRAINING



POST

GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

Proposal Cover Sheet

RFP Process

DISTANCE LEARNING GRANT PROGRAM

Submitted by:
San Bernardino County Sheriff's Department
655 East Third Street
San Bernardino, CA 92415
909 387-3648

(POST Use Only)	POST #	Award #
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**CALIFORNIA COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
GRANT AWARD FACE SHEET**

The California Commission on Peace Officer Standards and Training (POST) makes a Grant Award of funds set forth to the following.

1 - Recipient	County of San Bernardino			
2 - Implementing Entity	San Bernardino County Sheriff's Department			
3 - Implementing Entity Address	Street	City	County	Zip + 4
	655 E. 3rd Street	San Bernardino	San Bernardino	92415-0061
4 - Project Location	Street	City	County	Zip + 4
	18901 Institution Road	San Bernardino	San Bernardino	92407-1864
5 - Program Title	Distance Learning Grant Program - Organizational Wellness			
6 - Performance Period	Start to End: mm/dd/yyyy to mm/dd/yyyy	10/15/2020 to 06/30/2021		

Provide grant fund allocation and total project cost using the table below.

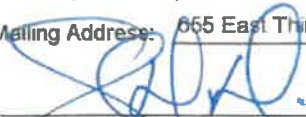
	Grant Year	Grant Amount
7	07/01/2020 - 06/30/2021	\$71,227.20
8	TOTAL	\$71,227.20

9. **Certification** - This Grant Award 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 Award and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Recipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Award. The Recipient accepts this Grant Award and agrees to administer the grant project in accordance with the Grant Award as well as all applicable state laws, audit requirements, program guidelines, and POST policy and program guidance. The Recipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.
10. **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.

11. Official Authorized to Sign for Recipient:

12. Federal Employer ID Number:

95-6002748

Name: Shannon Dicus Title: Undersheriff
 Telephone: (909) 387-3648 (area code) FAX: (909) 387-3444 (area code) Email: sdicus@sbcisd.org
 Payment Mailing Address: 655 East Third St. City: San Bernardino, CA Zip+4: 92415-0061
 Signature:  Date: 8/3/20

[FOR POST USE ONLY]

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

POST Fiscal Officer

Date

POST Director (or designee)

Date

POST GRANT AWARD FACE SHEET INSTRUCTIONS

NOTE: POST Section - The top portion of the form contains blocks for POST assigned numbers. Please do not enter information in these blocks. These numbers will be entered by POST.

1. Recipient

The Recipient is the unit of government or community-based organization (CBO) that will have legal responsibility for these grant funds (e.g. County of Alameda, City of Fresno or Women's Place of Merced). Enter the legal title of the Recipient.

2. Implementing Agency

Enter the complete name of the agency responsible for the day-to-day operation of the grant (e.g. Sheriff, Police Department, or Department of Public Works). If the Implementing Agency is the same as the Recipient, enter the same title again.

3. Implementing Agency Address

Enter the address of the Implementing Agency. Provide the complete nine digit zip code (Zip+4).

4. Location of Project

Enter the City and County/Operational Area where the project is located. Provide the complete nine digit zip code (Zip+4).

5. Program Title

Enter the name of the Program providing the funds for this Grant Award. Program titles should be complete without the use of acronyms.

6. Performance Period

Enter beginning and ending dates of the performance period for the Grant Award. (mm/dd/yyyy)

7 - 8. Fund Allocations and Total Project Cost

For each fund source used in the program, select the correct grant year, the amount of funds requested, supplemental funds and the resulting totals. Block 12G should correspond to the total project cost specified in the budget.

9. Certification Paragraph

Please review the certification paragraph.

10. Public Records Act

Please review and, if applicable, provide the necessary documentation.

11. Official Authorized to sign for the Recipient

Enter the name, title, telephone number, and e-mail address of the official authorized to enter into the Grant Award for the Recipient as stated in Block 1 of the Grant Award Face Sheet. Enter the Payment Mailing Address where grant funds should be sent.

12. Federal Employer ID Number

Enter the 9-digit Federal Employer Identification Number for the entity.

Provide an original signature of the authorized official. The use of white out or tape is prohibited and will invalidate the signature on the Grant Award Face Sheet.

POST DLGP PROJECT CONTACT INFORMATION

(POST Use Only)	POST #	Award #
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Recipient:	County of San Bernardino
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Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. **NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.**

1 - Project Director					
Name	Timothy Nichols			Title	Lieutenant
Telephone	(909) 473-2532	FAX	(909) 473-2568	Email Address	tnichols@sbcasd.org
Address/City/Zip	18901 Institution Road, San Bernardino, CA 92407-1864				

2 - Financial Officer					
Name	Vicki Dela Cruz			Title	Administrative Manager
Telephone	(909) 387-3762	FAX	(909) 387-3444	Email Address	vdelacruz@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061				

3 - Person having Routine Programmatic Responsibility					
Name	Julius McChristian			Title	Sergeant
Telephone	(909) 473-2532	FAX	(909) 473-2568	Email Address	jmccchristian@sbcasd.org
Address/City/Zip	18901 Institution Road, San Bernardino, CA 92407-1864				

4 - Person having Routine Fiscal Responsibility					
Name	Yvonne Perez			Title	Staff Analyst II
Telephone	(909) 387-3445	FAX	(909) 387-3444	Email Address	yperez@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061				

5 - CBO Executive Director or Chief Executive Officer of Implementing Agency					
Name	Shannon Dicus			Title	Undersheriff
Telephone	(909) 387-3687	FAX	(909) 387-3444	Email Address	sdicus@sbcasd.org
Address/City/Zip	655 East Third St. San Bernardino, CA 92415-0061				

6 - Governing Board Officiant to enter Grant Award for City/County or CBO					
Name	Gary McBride			Title	Chief Executive Officer
Telephone	(909) 387-5417	FAX	(909) 387-3444	Email Address	gmcbride@cao.sbcounty.gov
Address/City/Zip	385 North Arrowhead Ave. 5th Floor, San Bernardino, CA 92415-0120				

7 - Chair of the Governing Body of the Recipient					
Name	Curt Hagman			Title	Chairman - Board of Supervisors
Telephone	(909) 387-4866	FAX	9093873444	Email Address	curt.hagman.bos.sbcounty.gov
Address/City/Zip	385 North Arrowhead Ave. 5th Floor, San Bernardino, CA 92415-0110				

POST DLGP PROJECT CONTACT INSTRUCTIONS

NOTE: POST Section - The top portion of the form contains blocks for POST assigned numbers. Please do not enter information in these blocks. These numbers will be entered by POST.

1. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Project Director** for the project.
2. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Financial Officer** for the project.
3. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** having **routine programmatic responsibility** for the project.
4. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** having **routine fiscal responsibility** for the project.
5. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Executive Director** of a Community-Based Organization or the **Chief Executive Officer** (e.g. chief of police, superintendent of schools) for the implementing agency.
6. Provide the name, title, address, telephone number, fax number, and e-mail address for the **person** who is the **Official Authorized** to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 13 of the Grant Award Face Sheet.
7. Provide the name, title, address, telephone number, fax number, and e-mail address for the **Chair** of the **governing body** of the subrecipient.

SIGNATURE AUTHORIZATION

Recipient	County of San Bernardino
Award Number	
Implementing Agency	San Bernardino County Sheriff's Department

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

Project Director	Timothy Nichols	Financial Officer	Vicki Dela Cruz
Signature		Signature	
Date	8/31/20	Date	9/31/20

The following persons are authorized to sign for the Project Director.		The following persons are authorized to sign for the Financial Officer.	
Signature		Signature	
Print Name	John Ades, Captain	Print Name	Tiffany Escosio
Signature		Signature	
Print Name	Robert Trostle, Lieutenant	Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	

SIGNATURE AUTHORIZATION INSTRUCTIONS

The Project Director and Financial Officer are **REQUIRED** to sign this form and submit it with the POST Grant Award Forms package. The Recipient may request signature authority in addition to the designated Project Director and/or Financial Officer. Space is provided for the addition of up to five (5) additional authorizations for the Project Director or Financial Officer.

No single individual may be authorized to sign for both the Project Director and the Financial Officer. **The Project Director and/or Financial Officer authorize the person(s) identified on the form to sign on their behalf all grant-related matters.**

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance which includes details regarding Equal Employment Opportunity Program, Drug Free Workplace Compliance, Lobbying, Proof of Authority from City Council/Governing Board, and Civil Rights Compliance. In signing the Grant Award Face Sheet, the Applicant formally notifies POST that the Applicant will comply with all pertinent requirements.

I, Shannon Dicus, Undersheriff hereby certify that
(official authorized to sign Grant Award Face Sheet)

RECIPIENT: County of San Bernardino
IMPLEMENTING AGENCY: San Bernardino County Sheriff's Department
PROJECT TITLE: Distance Learning Grant Program - Organizational Wellness

is responsible for adhering to the following:

I. Equal Employment Opportunity

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of ancestry, age (over 40), color, disability (physical and mental, including HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, medical condition (genetic characteristics, cancer or a record or history of cancer), military, veteran status, national origin, race, religion (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions) sexual orientation, or request for family medical leave. **POST-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Kenneth Lutz, Captain
Title: Co-Chair, Department Diversity Committee
Address: 655 East Third Street, San Bernardino CA 92415-0061
Phone: (760) 530-9368
Email: klutz@sbcasd.org

II. Drug-Free Workplace Act of 1990

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

III. Lobbying

POST grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

IV. Proof of Authority from City Council/Governing Board

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The Applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of POST, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Award, including civil court actions for damages, shall be the responsibility of the grant Recipient and the authorizing agency. The State of California and POST disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from POST shall not be used to supplant expenditures controlled by the city council/governing board.

The Applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The Applicant is also required to maintain said written authorization on file and readily available upon demand.

V. Civil Rights Compliance

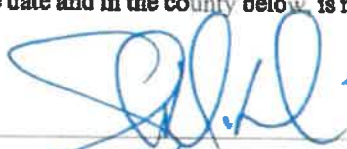
The Recipient complies with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does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

All appropriate documentation must be maintained on file by the project and available for POST or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Recipient may be ineligible for award of any future grants if POST determines that any of the following has occurred: (1) the Recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Award, and hereby swear that I am duly authorized legally to bind the contractor or grant Recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature:



Authorized Official's Typed Name:

Shannon Dicus

Authorized Official's Title:

Undersheriff

Date Executed:

8/3/20

Executed in the City/County of:

San Bernardino

AUTHORIZED BY: (not applicable to State agencies)

- City Financial Officer
- City Manager
- Governing Board Chair

- County Financial Officer
- County Manager

Signature:



Typed Name:

Gary McBride

Title:

Chief Executive Officer

Recipient:

A. PART 1- Personal Services (Salaries and Employee Benefits)	FY 20-21	TOTAL COST
\$ 2,182.00	\$	2,182.00
B. PART 1- Operating Expenses	FY 20-21	TOTAL COST
\$ 1,750.00	\$	1,750.00
C. PART 1- Equipment	FY 20-21	TOTAL COST
\$ 2,740.00	\$	2,740.00
D. PART 2- Course Certification	FY 20-21	TOTAL COST
\$ 64,555.20	\$	64,555.20
Grand Total by FY	FY 20-21	GRAND TOTAL
\$ 73,227.20	\$	73,227.20

Course Presentation Costs Calculator	No. of Students Trained*	Cost per Student*	Total Yearly Cost
FY 20-21	360	179.32	\$ 84,555.20

*Enter the total number of students expected to be trained each Fiscal Year
 ^ Cost per student information is drawn from the Part 2- Course Certification Budget, Line E52

Recipient: San Bernardino County Sheriff's Department		Award #:	
Course Title: Organizational Wellness			
PART II- POST Course Certification Budget		COST	
(A) Services-			
(1) Instruction		\$0	
Sheriff Sergeant (SME) \$66.43 hr x 8		\$531	
Benefits 76.35 x 8		\$611	
Sheriff Deputy (SME) \$51.00 hr x 8		\$408	
Benefits 56.34 x 8		\$451	
(2) Coordination		\$0	
General - Sheriff Corporal		\$275	
Presentation - Sheriff's Training Specialist		\$1,200	
(3) Clerical			
Office Assistant III		\$300	
(B) Travel-			
(1) Coordinators		\$0	
(2) Instructors		\$0	
(C) Indirect Costs (not to exceed 10%)-		\$265	
(D) Supplies and Equipment-			
(1) Books/Pamphlets/Handouts		\$60	
(2) Certificates		\$25	
(3) Notebooks		\$0	
(4) Paper/Office Supplies		\$197	
(5) Printing/Reproduction		\$0	
(6) Equipment Cost per Presentation*		\$0	
(E) Support Costs-			
Course Facility Costs		\$160	
Miscellaneous (Room rental, telephone, postage)		\$0	
Course Certification Totals			
COURSE CERTIFICATION SECTION TOTAL		\$4,483	
EXPECTED NUMBER OF STUDENTS PER PRESENTATION		25	
TUITION COST PER STUDENT (Total costs divided by students)		\$179	

*Actual cost of equipment / divided by number of years (useful life) / divided by number of presentations per year = PER PRESENTATION COST

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Organizational Wellness

Budget Narrative:

Distance learning is necessary and more important than ever before especially when given the need for social distancing and decreased funding due to a variety of factors including a global pandemic. The San Bernardino County Sheriff's Department (SBCSD) is committed to meeting the challenges faced today with innovative solutions to reach our law enforcement partners across the state. In order to provide quality distance learning, current capabilities need to be enhanced and updated to meet the ongoing needs of our regional and state partners. Distance learning requires more student engagement and requires the ability to connect and continue the concepts of student-led learning in an online or web-based platform. Currently, the funding is not readily available to make the immediate and necessary improvements to technology for distance learning. The proposed budget will bring the training center to the next level and create a distance learning environment that promotes learning and innovation combined with professional instruction and facilitation. Grant funds will allow for upgrades to set up virtual classrooms that are digitally connected and ready for the future which is now in front of us.

The SBCSD and its Frank Bland Regional Training Center will work to ensure it exceeds its responsibility to serve the needs of law enforcement throughout the state well into the future. The addition of powerful laptop computers with webcams and microphone options will provide quality video and audio performance over the internet on video-transmission platforms. The addition of Smart Boards coupled with the laptops will create a robust virtual classroom with additional tools and resources available to the instructor. Internet connectivity and a video-transmission platform are necessary for distance learning and the equipment used is just as important to carry out the objectives of the project. A subscription for video transmission platforms is required for this project to reach law enforcement across the state. Once these pieces are in place, they will provide solutions which will allow us to provide even better service.

The SBCSD currently uses Pathlore by SumTotal for its Learning Management System (LMS). During a feasibility study into the use of the LMS, it was discovered that the system has additional capabilities that would further enhance SBCSD's ability to enroll, assign, track and submit student data to POST. These items represent objectives and requirements for reporting and tracking requirements. The vendor provided a statement of work that would allow for the training of division personnel on the use of the system. Grant funding would enable the training to occur which in turn would allow for further sustainment of training after the grant performance period. Funding for training on the LMS will minimize administrative costs by reducing the amount of time spent generating rosters, excel tracking sheets and identifying who completed training. Robust tracking and reporting capabilities exist however training needs to be provided. The personnel trained will also be responsible for assisting with grant reporting and will need to be able to access the information efficiently.

The proposed budget would enable the purchase of new, updated software that is used to build computer-based training courses that engage students, check their understanding and enable interactivity with the training. This type of content can be used in the video transmission portion or as a follow-up training and even as a whole training class. The existing application is no longer being supported and we were notified of this prior to the grant being released. The updated version, Articulate 360, allows the division to create innovative evaluation and assessment tools for use in grant activities. Engagement is an important factor in distance learning as it brings the student into the learning. This is a powerful tool and resource to have available however it is expensive. Funding from the grant would enable the purchase and would also provide for the use of the application after grant activities have been completed. Numerous trainings can be created from this application for future use.

Project-funded staff will be assigned to design course content based on existing material. The course will need to be updated to meet the requirements for webinar class certification by POST as well as adjusted to

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Organizational Wellness

provide a more advanced information for current law enforcement. Staff will need to develop presentation materials electronically, create documentation for POST EDI entry and submission. Staff will convene to identify learning activities and methods of evaluating learning. Staff will speak with subject matter experts (SMEs) to ensure accurate information is provided.

Staff will identify steps and actions to be taken for the remainder of the grant period. They will develop the course evaluation survey to measure performance and evaluate learning activities and instructor engagement.

Staff will also create a checklist and provide training for using Zoom, our chosen video transmission platform. The training is necessary to show instructors the various menu items and how to share their screen and get used to the environment.

Project staff will also be teaching/facilitating the instruction of the course. The course will be presented approximately sixteen times and will require at least two instructors with one monitoring chats and engagement and the other one teaching.

LMS training is the only foreseeable subcontract or unusual expenditure.

The purchases highlighted and identified for grant funding will allow for self-sufficiency. The training division will have access and training to provide additional presentations of the project class as well as provide the framework to streamline the creation and approval of additional courses to continue meeting the needs of our law enforcement partners well into the future. Project staff will have the expertise to quickly train new distance learning instructors on the setup of the virtual classroom. They will be able to address future needs and develop courses for web-based learning in a much faster manner.

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Organizational Wellness

Project Narrative

Problem Statement:

Regardless of events that occur in the world, law enforcement's mission must continue. Law enforcement officers are part of the community they serve and are the vital link that brings safety and calm. Building strong, positive relationships with the community is, and always should be a priority. Organizational Wellness is a training topic for all law enforcement, regardless of assignments, and has numerous facets. These include Public Information Officers and neighborhood watch assignments involving police chiefs and line officers. All levels are responsible for understanding and carrying the concept of Organizational Wellness. Organizational Wellness training is needed on an ongoing basis and needs to be accessible without constraints due to budget, travel or personnel issues. Collaboration is needed along with consistent training throughout the region and state to foster lasting relationships throughout all of California.

As the discussions on defunding the police continue and the protests for justice advance, law enforcement feels the impacts greatly. Innovation, frequency and consistency in training enables change to occur. It is not enough to simply train once, but there is a need for deliberate practice and repetitive action to build expertise and expert performance.

The San Bernardino County Sheriff's Frank Bland Regional Training Center is poised to meet the challenge faced by our law enforcement partners across the state. As a regional training center, we are responsible for providing exceptional law enforcement training. Providing a distance learning Organizational Wellness course that is available to law enforcement personnel across the state allows for continued learning and training, even during tough economic times and factors outside our control. We realize during a pandemic; law enforcement must still serve the community. There are no updated community policing online courses widely available and accessible. As a regional training center, we can close the gap. This would enable officers to login and take training from anywhere in the state without incurring travel costs. The officers would have the ability to receive invaluable training remotely while adhering to social distancing to avoid the spread of any virus to additional law enforcement officers.

This course will be geared for all sworn law enforcement, and Dispatchers regardless of their assignment or amount of time on the job. Law enforcement training is crucial, however suffers at the hands of decreased budgets. Training is also impacted by staffing and time. Distance learning will assist to overcome some of these barriers by making training available from anywhere with computer and internet access.

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Organizational Wellness

Plan:

The San Bernardino County Sheriff's Department will use existing curriculum that is currently POST certified CCN: 30906 The foundational principles taught in Organizational Wellness provide a framework from which to build on for new and seasoned law enforcement officers and Dispatchers.

The course objectives are:

- 1) Provide students with a better understanding of stress relating to their roles as first responders.
- 2) Enhance knowledge about the Stress Response, also known as Fight or Flight and the associated conditions.
- 3) Identify the types of stress and common disorders associated with stress.
- 4) Develop methods for destressing and maintaining wellness

Using PowerPoint, case studies and small group learning activities, the course will teach students how to work through common stressor, methods for coping and techniques for de-stressing. Wellness will enable them to better serve the community, their partners and themselves. Through lecture and instructor-facilitated discussions, students will be able to share ideas, positive impacts, negative responses and best practices.

In order to provide this training, the San Bernardino County Sheriff's Department (SBCSD) Training Division, through its Advanced Officer Training (AOT) unit, will identify subject matter experts (SMEs) in community policing within the department. In conjunction with those SMEs, AOT will also work with the SMEs to identify training materials, content and appropriate case studies that will be introduced to the students. The training material will be vetted in coordination with the SMEs as well as the determination of course content and length of the course.

In collaboration the SMEs and AOT, the course will be presented via a videoconference/interactive web-based platform like Zoom®. Using a web-based videoconferencing platform will enable students from across the state to enroll and login into the class. Instructors will have the capabilities to screen share their PowerPoint presentation or other materials with all students. Instructors can conduct small group learning activities using breakout rooms where the group can be divided into small groups in a secondary breakout room. Students in these "rooms" can interact and discuss the learning activity and collaborate with each other. The instructor will have the ability to enter the room to listen and answer questions if needed. Once the time limit for the learning activity has been reached, the instructor will bring the students back to the main room for discussion. Enabling a "show video" function is mandatory for all students as a method of ensuring attendance and ongoing participation in the class. Roll call will be conducted at the start of the class and compared to the roster generated in the Pathlore Learning Management System (LMS).

Several studies have been undertaken by colleges and universities regarding online class size. The research pointed to a variety of factors including level of instructor participation and types of learning activities conducted. Considering the research combined with existing course enrollment maximum numbers, class size will be 25 initially with fluctuation adjusted based on student course evaluations and feedback. The determination to start at 25 students per class allows for more access to the course as well as more perspectives and experience to be carried into learning activities and case study discussion. We anticipate being able to train 300 law enforcement officers over the course of 12 presentations during the fiscal year.

As a regional training center, we provide training to San Bernardino, Riverside, Orange, Los Angeles, Inyo and Kern counties on a regular basis. Students from across the state have attended training at AOT, the

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Organizational Wellness

range and our Emergency Vehicle Operations Center (EVOC). Using web-based training, we are making the training accessible to all our local and regional partners. The ability to provide a presentation to one agency is an option, however to meet that need, we would require additional instructors to present on a weekly basis.

Using our existing LMS, we create a “class” in the system which enables us to assign the instructor, enter class dates and times, set enrollment restrictions and limit access to make changes. The class generates a roster based on registration/enrollment requests received via email, through our training division webpage or telephonically. Each person who takes a class with our department is entered in the LMS and receives a unique student ID. The student ID creates a training record for the individual and their POST ID number with their agency and contact information. That person, either already in the system or newly entered, can then be assigned to the class and placed on the class roster. Our LMS is linked to POST's Electronic Data Interchange (EDI) and rosters for POST classes are submitted electronically.

To meet POST Regulation 1052(e)(1)(A), once a student is registered for a web-based class, they will receive an email with the Zoom conference number and associated login requirements and instructions. Students will be required to activate their video so they can be seen “live” and must also have audio capabilities.

Course objectives and goals will be explained at the beginning of the class for an understanding of the course objectives, student learning activities, presented course content and case studies. Throughout the class, instructors will ask questions related to the content discussed and taught. Instructors will evaluate student's responses to questions as well as their participation and ideas presented in the student learning activities. Instructors will also monitor students' attentiveness via the required enabled video option. Instructors will monitor small groups to ensure understanding and answer questions that arise. The SEE-I (State, Elaborate, Exemplify and Illustrate) method, taught during POST-approved Academy Instructor Certification Course (AICC) will be used for evaluation of student performances and to verify learning is taking place to meet POST Regulation 1052(e)(1)(c). The instructors will observe the above metrics based on video transmission on the Zoom platform.

To enable students the opportunity to provide feedback on their experience in the course, AOT will use an online survey tool with written responses to questions regarding:

- the course content,
- ease of accessing the course,
- ability to communicate and interact with the instructors
- technical difficulties
- areas for improvement
- what went well

In addition to written responses several questions will require a rating on a defined increasing numeric scale addressing:

- quality of instruction
- quality of content
- quality of presentation
- quality of video/audio streaming
- quality of overall online learning experience

San Bernardino County Sheriff's Department – 2330
POST Distance Learning Grant Program
Organizational Wellness

This online survey will be tracked by the instructor as a method of assessing the class and content.

Capabilities:

The SBCSD's Frank Bland Regional Training Center utilizes SMEs within the department and from outside agencies and partners within our region. Instructors meet consistently with AOT staff to ensure they meet training needs and have operational experience to provide high quality, professional instruction to all our students and stakeholders. Our instructors for this course have worked numerous assignments from corrections, patrol, traffic, narcotics and numerous special assignments. This combination of experience allows instructors to relate to a variety of students ranging from new officers and deputies to seasoned veterans.

The SBCSD has developed a presentation on Organizational Wellness that is currently presented at Advanced Officer and Dispatch Training. The ECO and subsequent content and presentation are reviewed and taught by SMEs.

We have provided law enforcement training in our region since 1971. In 2021 the training center will enjoy its 50th year of service. We are currently presenting our 220th session of our POST Basic Academy. Our Advanced Officer Training unit presents 60 courses throughout the calendar year including a full range of traffic collision investigation courses, leadership and supervisory development courses, including the 80hr POST Supervisory course, AICC, homicide investigations and numerous other courses designed and presented by SMEs, training specialists and assigned sworn personnel. The Range presents 34 courses including eight recently developed and POST-approved courses. Our EVOC presents 16 courses including Basic Driver Training to 9 POST Basic Academies in the region. EVOC presented training to personnel from 60 different law enforcement agencies in the 2020 fiscal year. We also present 12 courses for dispatchers, which brings the total number of POST-approved courses that have been developed and delivered to law enforcement personnel across the state to 125 courses.

Organizational Wellness is an approved course for SBCSD in POST's EDI. We have course content and material to present as well as an expanded course outline (ECO), hourly breakdown, training needs assessment and instructors already approved. We have four classrooms to seat anywhere from 20-40 students each and now, during social distancing, we have increased spacing in the event we need to present in-person. Currently we have set up Zoom as the platform for teaching web-based classes, live.

Using a database of regional and state partners, we send out training flyers for courses presented at AOT, the Range and EVOC. Our courses are posted on POST's website in the course catalog as well as on our department website: <https://wp.sbcounty.gov/sheriff/divisions/training/advanced-officer-courses/>. Anyone wishing to register for a course may email directly or complete the training request form on the page and click the "Registration Request" button to send the request to our AOT staff. We also utilize our regional training group which is comprised of agencies from the region who meet to discuss training needs.

Over the years, SBCSD has been awarded grants from varying entities for a variety of programs. We have performed the grant activities, administered the funds effectively and efficiently over the course of the grant. Funds have been distributed over the length of the grant period.

PROJECT SUMMARY

1. Award #:

3. PERFORMANCE PERIOD

2. PROJECT TITLE Organizational Wellness

10/15/2020 to 06/30/2021

4. RECIPIENT

Name: Shannon Dicus, Undersheriff Phone: (909) 387-3648

Address: 655 East Third St Fax #: (909) 387-3444

City: San Bernardino Zip: 92415

5. GRANT AMOUNT

(this is the same amount as 12G of the Grant Award Face Sheet)

\$ 71,227.20

6. IMPLEMENTING AGENCY

Name: San Bernardino County Sheriff's Department Phone: (909) 473-2604 Fax #: (909) 473-2568

Address: 18901 Institution Road City: San Bernardino Zip: 92407

7. PROGRAM DESCRIPTION

The Frank Bland Regional Training Center provides training to regional and state of California law enforcement agencies.

8. PROBLEM STATEMENT

The San Bernardino County Sheriff's Frank Bland Regional Training Center is poised to meet the challenge faced by our law enforcement partners across the state. As a regional training center, we are responsible for providing exceptional law enforcement training. Providing a distance learning Community Policing course that is available to law enforcement personnel across the state allows for continued learning and training, even during tough economic times and factors outside our control. We realize during a pandemic, law enforcement must still serve the community. There are no updated community policing online courses widely available and accessible. As a regional training center, we can close the gap. This would enable officers to login and take training from anywhere in the state without incurring travel costs. The officers would have the ability to receive invaluable training remotely while adhering to social distancing

9. OBJECTIVES

The project objectives are to develop distance learning course to be presented via a live video transmission service (such as Zoom). The course will be developed based on current curriculum certified by POST. Law enforcement from across the state can register with our agency and be entered onto a roster. Students will be emailed a confirmation and instructions to login to the class on the assigned date and time using a login credential that was included in the confirmation email.

Instructors will present and screen share so presentations can be seen by all students. Roll call and visual confirmation (video function is required to be enabled)

10. ACTIVITIES

Development of course materials, contract for video transmission (web video conferencing platform), instruction, facilitation, grant reporting, set up of instructor location with proctor (computer, microphone, camera), access to presentations.

11. EVALUATION (if applicable)

Project staff will evaluate performance and activities

12. NUMBER OF STUDENTS

(if applicable)

25

13. PROJECT BUDGET

(these are the same amounts as on Budget Pages)

	Personal Services	Operating Expenses	Equipment	Course Certification
	2182.00	1750.00	2740.00	64555.20
Totals:	2182.00	1750.00	2740.00	64555.20

POST DLGP PROJECT SERVICE AREA INFORMATION

1. **COUNTY OR COUNTIES SERVED:** Enter the name(s) of the county or counties served by the project. Put an asterisk where the project's principal office is located.

*San Bernardino County
Riverside County
Los Angeles County
Orange County
Inyo County
Kern County

2. **U.S. CONGRESSIONAL DISTRICT(S):** Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

8, *31, 35, 39, 41, 42, 45, 46, 48

3. **STATE ASSEMBLY DISTRICT(S):** Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, *40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80

4. **STATE SENATE DISTRICT(S):** Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, *23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40

5. **POPULATION OF SERVICE AREA:** Enter the total population of the area served by the project.

39.51 million

**CALIFORNIA PEACE OFFICER STANDARDS AND TRAINING
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

Subrecipient: County of San Bernardino	
Grant Disaster/Program Title: Distance Learning Grant Program - Organizational Wellness	
Performance Period: 10/15/2020 to 06/30/2021	Subaward Amount Requested: \$ 71,227
Type of Entity (Check Box)	<input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe

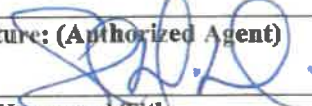
Per Title 2 CFR § 200.331, California POST is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical 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 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 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 4,726,936
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?	Select
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, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	N/A

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) 	Date: 8/3/20
Print Name and Title Shannon Dicus, Undersheriff	Phone Number: 909 387-3648
Program Specialist Only: SUBAWARD #	



**CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)
NEGATIVE DECLARATION**

GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

To Whom It May Concern:

In accordance with the procedures for the preparation of environmental impact statements, an environmental assessment is not necessary for the proposed agency action below:

San Bernardino County Sheriff's Department - Organizational Wellness

(Name of Organization and Title of the project)

The project will not involve any of the following:

- a. New construction projects.
- b. The renovation or modification of a facility which leads to an increased occupancy of more than 25 persons.
- c. The implementation of programs involving the use of pesticides and other harmful chemicals.
- d. The implementation of programs involving microwaves or radiation.
- e. Research and technology, the anticipated or intended future applications of which could be expected to have a potential effect on the environment.

Consequently, an environmental impact statement will not be prepared.

Shannon Dicus, Undersheriff

Print Name and Title of Authorized Agent

A handwritten signature in blue ink, appearing to read "Shannon Dicus".

Signature of Authorized Agent

8/3/20

Date

