



(510) 272-6866

July 2, 2023

Abdul D. Pridgen, Chief  
San Leandro Police Department  
901 East 14<sup>th</sup> Street  
San Leandro, California 94577

Dear Chief, Pridgen:

The Sheriff's Office intends to apply for the **FY2023 Byrne Justice Assistance Grant (JAG) Local** program on behalf of the eligible Alameda County cities and the county to recover this revenue for our respective agencies for the nineteenth (19<sup>th</sup>) consecutive year. The United States Department of Justice (USDOJ) consolidated the Byrne Memorial Grants and Local Law Enforcement Block Grants (LLEBG) in 2004 to create the Edward J. Byrne Memorial Justice Assistance Grant (JAG) Program.

The federal JAG program is divided into two allocations, a *state allocation* and a *local allocation*. The state may distribute its allocation as they see fit, but the local allocation is distributed to eligible units of local government in predetermined, suggested amounts. Our county qualifies for a total allocation of **\$746,889** in FY2023 Byrne JAG Local funds, which may only be used by agencies to fund any one or more of the following areas: local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice, as well as research and evaluation activities that will improve or enhance law enforcement programs related to criminal justice.

Favorable features of our JAG Local awards include: a four-year funding span for awards over \$25,000; no agency matching funds required; and a maximum 10% administrative fee using the reimbursement fiscal accounting method. However, the USDOJ timeline to apply for our FY2023 JAG Local grant is somewhat tight. **Our application must be submitted to the USDOJ's Bureau of Justice Assistance (BJA) by August 31, 2023, so I will need your information and signed documents by Monday August 21, 2023.** If we fail to submit our application by the deadline, funding will not be awarded.

BJA has developed joint application groups with regard to their application process that consolidate certain cities and counties. Alameda County's geographical boundary is the criteria for our particular Byrne JAG Local joint application group, pairing the eligible cities of Alameda, Berkeley, Emeryville, Fremont, Hayward, Livermore, Oakland, San Leandro, and Union City with the County of Alameda. BJA has determined the other five cities in our county (Albany, Dublin, Newark, Piedmont, and Pleasanton) are ineligible for the FY2023 JAG Local Grant because they did not fall within the federal government's predetermined population and crime rate criteria. BJA has mandated only one application can be submitted from our group and the application must represent all eligible members. For this reason, we must once again apply for this year's JAG Local Grant as a consortium.

My staff has developed a proposal to move forward with a grant application that allows all eligible members to receive their allocated share of the award. An attached, estimated equity sharing proposal has been outlined, whereby all listed members will receive their federally-predetermined allotment of available funds, less a 10% fee to fund the Sheriff's Office efforts associated with grant administration, application filing, and financial and auditing services. I am requesting your support for this proposal so that as many of our agencies as possible can continue to benefit from the Byrne JAG Local funding.

Our proposal includes the development of a necessary addendum to our annually renewed Memorandum of Understanding (MOU) plus the federal Certification of Compliance form which must both be signed by your "Chief Executive Officer" before award monies will be allocated to your agency. All eligible members must have their City Manager/City Administrator agree to and sign both the MOU addendum and the Certification of Compliance declaring their acceptance of the joint application and the terms therein. To expedite the application process, the addendum to the MOU and the Certification are attached and will be formally presented for your review and acceptance at the next Alameda County Chiefs of Police and Sheriff's Association (ACCOPSA) meeting. Our common goal is to ascertain an agreement on the addendum to our MOU and the Certification promptly to have the documents expeditiously signed by your City Manager/City Administrator, as required by BJA. Your city's signed MOU and Certification must be received, if possible, by my Grant Development Specialist no later than **Monday August 21, 2023** (color-scanned, blue-ink signatures are preferred).

I am also asking your agency to email my Grant Development Specialist, Harry Bruno, ([HBruno@acgov.org](mailto:HBruno@acgov.org)), with a paragraph-sized description of what you intend to do with your FY2023 JAG Local funds and your budget worksheet within the next six+ weeks. The final page attachment to this letter is a copy of your actual FY2022 JAG Local request and budget worksheet format. Please note BJA has discontinued the budget special condition/requirement begun in FY2018 that 3% of each agency's total grant allocation must be set aside and dedicated toward the agency achieving full compliance with the FBI's National Incident-Based Reporting System (NIBRS) data submissions requirements under the Uniform Crime Reporting Program. These requests and budget descriptions form the basis of our total request for funds. Your attention to this detail will allow my staff the time necessary to complete all the required application documentation and meet the impending deadline for submission.

Finally, this year's FY2023 JAG Local Solicitation is following last year's handling of the "sanctuary" question that had been present in the application process since the FY2017 JAG Local solicitation. The FY2022 and FY2023 Solicitations maintain the elimination of the requirement that each recipient must provide answers to a series of questions related to "sanctuary city/county/state" issues. If you have any other questions/concerns, please do not hesitate to contact my Grant Development Specialist.

Thank you!

Sincerely,

Yesenia L. Sanchez  
Sheriff – Coroner

YLS:hb

Attachments: FY2023 Byrne JAG Local Allocation for Alameda County  
 FY2023 Addendum to Memorandum of Understanding  
 FY2022 Narrative Request and Budget Worksheet

<b>FY2023 Byrne JAG Local Grant Allocation</b>			
<b>AGENCY</b>	<b>Grant Allocation</b>	<b>Less: 10% Admin Fee</b>	<b>Total Allocation</b>
City of Alameda Alameda Police Department	\$14,839.00	\$1,483.90	\$13,355.10
City of Berkeley Berkeley Police Department	\$47,931.00	\$4,793.10	\$43,137.90
City of Emeryville Emeryville Police Department	\$12,197.00	\$1,219.70	\$10,977.30
City of Fremont Fremont Police Department	\$36,038.00	\$3,603.80	\$32,434.20
City of Hayward Hayward Police Department	\$48,152.00	\$4,815.20	\$43,336.80
City of Livermore Livermore Police Department	\$14,949.00	\$1,494.90	\$13,454.10
City of Oakland Oakland Police Department	\$458,474.00	\$45,847.40	\$412,626.60
City of San Leandro San Leandro Police Department	\$38,241.00	\$3,824.10	\$34,316.90
City of Union City Union City Police Department	\$20,923.00	\$2,092.30	\$18,830.70
Sub Total	\$691,744.00	\$69,174.40	\$622,569.60
County of Alameda Alameda County Sheriff's Office	\$55,145.00	.	
<b>Total Grant</b>	<b>\$746,889.00</b>		

**ALAMEDA COUNTY NARCOTICS TASK FORCE  
ADDENDUM TO MEMORANDUM OF UNDERSTANDING  
ALAMEDA COUNTY JUSTICE ASSISTANCE GRANT CONSORTIUM  
2023 AMENDMENTS**

**Pursuant to ARTICLE FOUR: “AMENDMENTS TO THE MOU”:**


The representatives from the agencies identified in this 2023 Amendment may change any Article of this addendum to the MOU by following the Terms of Agreement/Addendum in the existing MOU.

**The Aforementioned Representatives Agree to the Following Amendments:**

- A. Article Five D. shall add the paragraph, “The ten (10) recipient jurisdictions of FY2023 Byrne Justice Assistance Grant (JAG) Local Grant funds shall upon award maintain all of the files, financial records, books, invoices, documents, payrolls and other data required to be maintained in a readily accessible location and condition for a period of not less than three (3) years after final payment under this agreement or until any final audit has been fully completed, whichever is later.
  
- B. Article Five D., Attachment A: The “Summary Statement of Expenditures” shall be amended to note that quarterly progress reports are due to the fiscal agent of Alameda County within twenty (20) days from the final date of the reporting quarter.
  
- C. Article Five B., the County of Alameda shall receive the Byrne JAG Local award allocations from the U.S. Department of Justice (USDOJ) and distribute said award funds to all the eligible member agencies based on the particular formula percentages, less a 10% administrative fee using the reimbursement fiscal accounting method. Reimbursement will occur upon the request by the member agency to the County of Alameda along with all supporting documentation related to the grant award expenditures. The County of Alameda may withhold any reimbursement until the member agency is in compliance with all grant requirements, including, but not limited to, providing all required grant documentation.
  
- D. Any recipient jurisdiction found to have breached the terms of this agreement shall return any and all previously claimed and disbursed grant funds in question.

**ALAMEDA COUNTY JUSTICE ASSISTANCE GRANT CONSORTIUM  
PARTICIPATING AGENCY OPERATIONAL AGREEMENT  
MEMORANDUM OF UNDERSTANDING  
2023 AMENDMENTS**

This document stands as evidence that the following agencies agree to participate in the Alameda County Cities and Alameda County Justice Assistance Grant Local Program and agree to the terms and conditions specified in the attached Memorandum of Understanding, and any attached Amendments and Addendums to Memorandum of Understanding, and by their duly authorized highest-ranking authorities, have executed this agreement on the respective dates listed below.

Susan S. Muranishi, County Administrator, Alameda County	Date	Jennifer Ott, City Manager, City of Alameda	Date
Dee Williams-Ridley, City Manager, City of Berkeley	Date	Paul Buddenhagen, City Manager, City of Emeryville	Date
Karena Shackelford, City Manager, City of Fremont	Date	Kelly McAdoo, City Manager City of Hayward	Date
Marianna Marysheva, City Manager, City of Livermore	Date	Jestin D. Johnson, City Administrator, City of Oakland	Date
	8/21/23	Joan Malloy, City Manager, City of Union City	Date
Fran Robustelli, City Manager, City of San Leandro	Date		

Oakland Spending Plan Total	<b>Total (Actual City of Oakland Allocation):</b>	<b>\$383,100.30</b>
Alameda County 10% Administrative Fee	<b>\$425,667.00 x 10%:</b>	<b>\$42,566.70</b>
Oakland Allocation Grand Total	<b>GRAND TOTAL:</b>	<b>\$425,667.00</b>

**City of San Leandro:**

The San Leandro Police Department will use its FY2022 Byrne JAG Local funding amount of \$31,953.60 (after the 10% Administrative Fee) to cover the purchase of upgrading the recording capabilities in the Criminal Investigations Division Interview room.

The Police Interview Room Video replacement project with Axon Enterprise, Inc. will include equipment and software related to integrate video storage into Evidence.com over five years.

Camera, camera equipment, software, and licenses

<b>Description and Use of Funds</b>	<b>Computation</b>	<b>Amount</b>
Axon Camera, Camera Equipment, Software, and licenses	\$9,894.10 Annual Fee @ 5 Years = \$49,470.50 Difference will be paid via Police Department Budget	\$31,953.60
Administrative Fee of 10%	\$35,504 x .10	\$3,550.40
	<b>GRAND TOTAL:</b>	<b>\$ 35,504.00</b>

**City of Union City:**

The Union City Police Department intends to use the \$19,426.00 in FY2022 Byrne JAG

# FY2023ByrneJAGLocal\_SheriffLetter2SanLeandroPD

Final Audit Report


2023-08-22

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