

File No. 201398

Committee Item No. 12

Board Item No. 20

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date January 27, 2021

Board of Supervisors Meeting

Date February 2, 2021

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Grant Application
- Public Correspondence

OTHER (Use back side if additional space is needed)

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Completed by: Linda Wong Date January 19, 2021

Completed by: Linda Wong Date January 29, 2021

1 [Accept and Expend Grant - Retroactive - California Commission on Peace Officer Standards
and Training (POST) - Distance Learning Grant Program - \$185,424]

2

3 **Resolution retroactively authorizing the Police Department to accept and expend a**
4 **grant in the amount of \$185,424 from the California Commission on Peace Officer**
5 **Standards and Training (POST) for the Distance Learning Grant Program for the project**
6 **period of October 15, 2020, through June 30, 2021.**

7

8 WHEREAS, The San Francisco Police Department (SFPD) applied for funding from the
9 California Commission on Peace Officer Standards and Training; and

10 WHEREAS, The California Commission on Peace Officer Standards and Training
11 awarded SFPD \$185,424 to support the development and Peace Officer Standards & Training
12 (POST) certification of a Limited English Proficiency Training course under a distance learning
13 environment for law enforcement personnel for the project period beginning October 15, 2020,
14 and ending on June 30, 2021; and

15 WHEREAS, The grant does not require an Annual Salary Ordinance Amendment; and

16 WHEREAS, The grant budget includes provision for indirect costs of \$265; now,
17 therefore, be it

18 RESOLVED, That the Board of Supervisors authorizes SFPD to accept and expend the
19 grant of \$185,424 the California Commission on Peace Officer Standards and Training to
20 support the development and Peace Officer Standards and Training (POST) certification of a
21 Limited English Proficiency Training course under a distance learning environment for law
22 enforcement personnel; and, be it

23 FURTHER RESOLVED, That the Board of Supervisors authorizes the Chief of Police,
24 or his designee, to enter into the agreement on behalf of the City and County of San
25 Francisco; and, be it

File Number: _____

(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form

(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Distance Learning Grant Program - FY 2020/21**
2. Department: **San Francisco Police Department**
3. Contact Person: **Katherine Chiu** Telephone: **415-837-7211**
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$185,424**
6. a. Matching Funds Required: **\$0**
b. Source(s) of matching funds (if applicable):
7. a. Grant Source Agency: **California Commission on Peace Officer Standards and Training (POST)**
b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant Project Summary: **Funds from the grant will be used to support the development and Peace Officer Standards & Training (POST) certification of a Limited English Proficiency Training course under a distance learning environment for law enforcement personnel.**
9. Grant Project Schedule, as allowed in approval documents, or as proposed:

The anticipated terms of this grant are as follows:

Project Period - Start-Date: October 15, 2020 End-Date: June 30, 2021

10. a. Amount budgeted for contractual services: **\$0**
b. Will contractual services be put out to bid? **N/A**
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **N/A**
d. Is this likely to be a one-time or ongoing request for contracting out? **N/A**
11. a. Does the budget include indirect costs?
 Yes No
b. 1. If yes, how much? **\$265**
b. 2. How was the amount calculated? **10% x \$2,646**
c. 1. If no, why are indirect costs not included?
 Not allowed by granting agency To maximize use of grant funds on direct services
 Other (please explain):
c. 2. If no indirect costs are included, what would have been the indirect costs?

12. Any other significant grant requirements or comments:

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|--|
| <input type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s) | <input type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input checked="" type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:


Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Penny Si
(Name)

Departmental ADA Coordinator
(Title)

Date Reviewed: 10/20/2020


(Signature Required)

Department Head or Designee Approval of Grant Information Form:

William Scott
(Name)

Chief of Police
(Title)

Date Reviewed: 10/28/2020


(Signature Required)

Recipient: San Francisco Police Department

A. PART I- Personal Services (Salaries and Employee Benefits)	FY 20-21	TOTAL COST
	\$ -	\$ -

B. PART I- Operating Expenses	FY 20-21	TOTAL COST
	\$ 72,227.00	\$ 72,227.00

C. PART I- Equipment	FY 20-21	TOTAL COST
	\$ 71,787.00	\$ 71,787.00

D. PART 2- Course Certification	FY 20-21	TOTAL COST
	\$ 41,410.00	\$ 41,410.00

	FY 20-21	GRAND TOTAL
Grand Total by FY	\$ 185,424.00	\$ 185,424.00

Course Presentation Costs Calculator	No. of Students Trained*	Cost per Student^	Total Yearly Cost
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FY 20-21	250	\$ 165.64	\$ 41,410.00
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COMMISSION ON
PEACE OFFICER STANDARDS AND TRAINING



POST

GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

August 19, 2020

Chief William Scott
San Francisco Police Department
1245 3rd Street
San Francisco, CA 94131-1630

Re: DLGP-FY20/21-017 Community Policing

Dear Chief Scott,

Your proposal has been selected to receive funding through the Distance Learning Grant Program of the Commission on Peace Officer Standards and Training (POST). Provided that there are no successful appeals, and pending completion and/or revision of all required application forms, your agency may be awarded up to a maximum amount of \$185,424.00 for the grant award performance period beginning October 15, 2020 and ending June 30, 2021.

Law Enforcement Consultant Jackie Nelson will be the program manager assigned to your grant and will be contacting you within the next few weeks to assist in finalizing this process. Additional information can be found in the DLGP Recipient Handbook on the POST website at post.ca.gov.

Awardees are cautioned to not begin any grant activities until a signed grant award has been executed by both parties.

We look forward to the successful implementation of this project. If you have any questions concerning this process, please contact Jackie Nelson at (916) 227-3932 or via email at jackie.nelson@post.ca.gov.

Sincerely,

MANUEL ALVAREZ JR.
Executive Director

COMMISSION ON
PEACE OFFICER STANDARDS AND TRAINING



Proposal Cover Sheet

RFP Process

GAVIN NEWSOM
GOVERNOR

XAVIER BECERRA
ATTORNEY GENERAL

DISTANCE LEARNING GRANT PROGRAM

Submitted by:
San Francisco Police Department
1245 3rd Street
San Francisco, CA 94158
(415) 837-7210

(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	San Francisco Police Department			
2 - Implementing Entity	San Francisco Police Department			
3 - Implementing Entity Address	Street	City	County	Zip + 4
	1245 3rd Street	San Francisco	San Francisco	94158-2134
4 - Project Location	Street	City	County	Zip + 4
	350 Amber Drive	San Francisco	San Francisco	94131-1630
5 - Program Title	Distance Learning Grant - Community Policing			
6 - Performance Period	Start to End: mm/dd/yyyy to mm/dd/yyyy	10/15/2020 - 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	\$ 185,424
8	TOTAL	\$ 185,424

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:

946000417

Name: William Scott Title: Chief of Police
 Telephone: (415) 837-7000 (area code) FAX: (415) 837-7003 (area code) Email: sfpdchief@sfgov.org
 Payment Mailing Address: 1245 3rd Street, 6th Floor - Accounting City: San Francisco Zip+4: 94158-2134
 Signature:  Date: 8/3/2020

[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
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POST DLGP PROJECT CONTACT INFORMATION

(POST Use Only)	POST #		Award #	
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Recipient:	San Francisco Police Department
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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	William Scott			Title	Chief of Police	
Telephone	(415) 837-7000	FAX	(415) 837-7003	Email Address	Jack.Hart@sfgov.org	
Address/City/Zip	350 Amber Dr., San Francisco, CA 94131					

2 – Financial Officer						
Name	Patrick Leung			Title	Chief Financial Officer	
Telephone	(415) 837-7213	FAX		Email Address	patrick.n.leung@sfgov.org	
Address/City/Zip	1245 3rd Street, 6th Floor, San Francisco CA 94158-2134					

3 – Person having Routine Programmatic Responsibility						
Name	Rochelle Sy			Title	Management Assisstant	
Telephone	(415) 401-4657	FAX		Email Address	rochelle.sy@sfgov.org	
Address/City/Zip	350 Amber Dr., San Francisco, CA 94131					

4 – Person having Routine Fiscal Responsibility						
Name	Fannie Yeung			Title	Fiscal Analyst	
Telephone	(415) 837-7212	FAX		Email Address	fannie.w.yeung@sfgov.org	
Address/City/Zip	1245 3rd Street, 6th Floor, San Francisco CA 94158-2134					

5 – CBO Executive Director or Chief Executive Officer of Implementing Agency						
Name	William Scott			Title	Chief of Police	
Telephone	(415) 837-7000	FAX		Email Address	SFPDchief@sfgov.org	
Address/City/Zip	1245 3rd Street, 6th Floor, San Francisco CA 94158-2134					

6 – Governing Board Officiant to enter Grant Award for City/County or CBO						
Name	William Scott			Title	Chief of Police	
Telephone	(415) 837-7000	FAX		Email Address	SFPDchief@sfgov.org	
Address/City/Zip	1245 3rd Street, 6th Floor, San Francisco CA 94158-2134					

7 – Chair of the Governing Body of the Recipient						
Name	Norman Yee			Title	President, San Francisco Board of Supervisors	
Telephone	(415) 554-6516	FAX		Email Address	norman.yee@sfgov.org	
Address/City/Zip	1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102					

SIGNATURE AUTHORIZATION

Recipient	San Francisco Police Department
Award Number	
Implementing Agency	San Francisco Police Department

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

Project Director	Captain Jack Hart	Financial Officer	Patrick Leung
Signature	Captain Jack Hart # 596 	Signature	
Date	8/3/2020	Date	8/3/2020

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		Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	

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, William Scott hereby certify that
(official authorized to sign Grant Award Face Sheet)

RECIPIENT: San Francisco Police Department

IMPLEMENTING AGENCY: San Francisco Police Department

PROJECT TITLE: Distance Learning Grant Program

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: Lloyd Lew

Title: Equal Employment Opportunity Inspector

Address: 1245 3rd Street, San Francisco, CA 94158

Phone: (415) 837-7178

Email: lloyd.lew@sfgov.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:	<u>William Scott</u>
Authorized Official's Typed Name:	William Scott
Authorized Official's Title:	Chief of Police
Date Executed:	<u>3/3/2020</u>
Executed in the City/County of:	San Francisco
AUTHORIZED BY: (not applicable to State agencies)	
<input checked="" type="checkbox"/> City Financial Officer	<input checked="" type="checkbox"/> County Financial Officer
<input type="checkbox"/> City Manager	<input type="checkbox"/> County Manager
<input type="checkbox"/> Governing Board Chair	
Signature:	<u>Ben Rosenfield</u>
Typed Name:	Ben Rosenfield
Title:	Controller

Recipient: San Francisco Police Department

A. PART I- Personal Services (Salaries and Employee Benefits)	FY 20-21	TOTAL COST
	\$ -	\$ -

B. PART I- Operating Expenses	FY 20-21	TOTAL COST
	\$ 72,227.00	\$ 72,227.00

C. PART I- Equipment	FY 20-21	TOTAL COST
	\$ 71,787.00	\$ 71,787.00

D. PART 2- Course Certification	FY 20-21	TOTAL COST
	\$ 41,410.00	\$ 41,410.00

	FY 20-21	GRAND TOTAL
Grand Total by FY	\$ 185,424.00	\$ 185,424.00

Course Presentation Costs Calculator	No. of Students Trained*	Cost per Student^	Total Yearly Cost
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FY 20-21	250	\$ 165.64	\$ 41,410.00
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Recipient: San Francisco Police Department	Award #:
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Course Title: Limited English Proficiency

PART II- POST Course Certification Budget	COST
(A) Services-	
(1) Instruction	
Officer Paramjit Kaur, \$90.00hr, 10 hours.	\$900
Officer tbd, \$90.00hr, 10 hours.	\$900
(2) Coordination	\$0
Officer Brian Conway (\$55/hr per 8 hours not to exceed \$440/presentation)	\$440
Presentation - Officer Julia Little (\$15/hr x 10)	\$150
(3) Clerical	
May Huang (\$25/hr x 10 hr)	\$250
(B) Travel-	
(1) Coordinators	\$0
(2) Instructors	\$0
(C) Indirect Costs (not to exceed 10%) x \$2646	\$265
(D) Supplies and Equipment-	
(1) Books/Pamphlets/Handouts	\$0
(2) Certificates	\$35
(3) Notebooks	\$0
(4) Paper/Office Supplies	\$0
(5) Printing/Reproduction	\$0
(6) Equipment Cost per Presentation*	\$1
(E) Support Costs-	
Course Facility Costs	
Academy Classroom	\$1,200

Course Certification Totals	
COURSE CERTIFICATION SECTION TOTAL	\$4,141

EXPECTED NUMBER OF STUDENTS PER PRESENTATION	25
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TUITION COST PER STUDENT (Total costs divided by students)	\$166
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2. BUDGET NARRATIVE

SFPD's proposed budget has been developed to support the distance learning plan. Staff members in SFPD's Professional Development Unit (PDU) provide program support to all POST course offerings. PDU staff will also offer troubleshooting and technical support for instructors and training attendees who may experience difficulties with registration, pre-course work, access to virtual content, and other issues that may arise during the course instruction. PDU staff will also follow-up with both instructors and attendees with surveys to evaluate effectiveness of program.

SFPD's instructors for POST certified courses are SFPD members. We also use subject matter experts, such as retired law enforcement and consultants, as additional instructors. PDU staff will work with instructors during the development phase to make sure they are comfortable with the online platform and associated technologies prior to course delivery online. PDU staff will also offer technical and moderator support during live instruction to ensure quality control and dynamic virtual classroom instruction.

Online subscriptions will be procured to present and administer courses. To host online classrooms, a Zoom Pro account will be necessary. Survey Monkey is a tested and secure platform to create surveys and quizzes for courses that will give us the capability to measure performance of services.

Equipment procured during the grant performance phase will be necessary to create a robust virtual learning environment. Upgrades to current classroom set-up to optimize distance learning will include large touch monitors, web cams, microphone set-up, lighting, backdrops, and miscellaneous equipment for connecting the various audio/video and internet systems to enable a working virtual classroom. Equipment for video and media content production include lenses and cameras with long range capabilities to promote social distancing and clarity in picture and video streaming. Video files filmed in high definition will require a large amount of disk space that a regular computer will not be able to provide. The acquisition of a server ensures content will not be lost due to a lack of hard drive space and allow for scalability.

For our instructors who may feel unsafe teaching from the Academy classrooms, we have developed a Go-kit loan system. A go-kit will contain a laptop with video conferencing capabilities, mobile hot-spot, and headset with microphone, contained in a sturdy carrying case. This will enable our instructors to deliver a dynamic learning experience in a responsible and socially distant manner, while addressing health concerns due to the unpredictability of the Covid-19 pandemic.

To minimize administrative costs, SFPD will use existing staff members and utilize as much of our existing resources to support services provided.

Shared costs are not applicable. PDU salary support of all trainings is not being requested at this time.

Project funded staff will self-track time spent working on development of content and delivery of instruction. Reports will be sent to program and fiscal managers for record keeping and accountability.

At the moment, SFPD does not foresee the necessity for subcontracts and unusual expenditures. Should the need arise, SFPD will file the necessary paperwork to request a grant award modification for POST's approval.

SFPD will monitor equipment and platforms with periodic evaluations to ensure that instructors, equipment, and online platforms are effective and meeting course objectives. For subscription costs, we will have an open dialogue with SFPD Fiscal department to ensure sustainability for optimum learning environment after grant period has ended.

1. PROJECT NARRATIVE

a. Problem Statement

The San Francisco Police Department (SFPD) is committed to creating a safe, healthy, and vibrant community. SFPD serves the fourth largest municipality in California, with an estimated population of 881,549 (2019 US Census). Through partnering and engaging with community members and organizations, SFPD uses collaboration to identify and problem-solve local challenges to increase public safety for residents, businesses, workers, visitors, and officers. SFPD is driven by values of empathy, understanding, and mutual respect. Acknowledging these values can be continuously improved in law enforcement; SFPD aims to expand its training capacity with a focus on Community Policing. The POST Distance Learning Grant Program (DLGP) funds will allow the SFPD to not only bolster its practice of these values in service to San Franciscan residents but also to expand its reach in service of diverse communities throughout California.

On May 25, 2020 a video of George Floyd's tragic passing circled the nation. The policing profession was brought to its knees. Dr. Steven R. Covey, author of *The 7 Habits of Highly Effective People*, advisor to numerous Presidents and CEO's of multi-billion dollar corporations, described policing in this way: "The actions of a police officer—in an instant—can impact a person for life and communities for generations. Given this realization, every police officer must be centered on what is important...the principles of service, justice, and fundamental fairness." Even Dr. Covey could not have envisioned how the actions of a police officer in 8 minutes and 46 seconds would impact the world.

The inability and unwillingness to both recognize and more importantly, implement deep community relationships, as outlined by Sir Robert Peel's most important of his 9 principles of modern policing ("the police are the public and the public are the police..."), has immeasurably cost our cities, states, and nation at these moments of truth, choice, and trust. How do we move from pain to growth, healing, and transformation? The answer lies in hyper-local trust and relationship building which sustains community wellness, organization, connectedness, communication, and resilience: Community Policing. We believe that these goals are attainable and achievable if we bring the right heart-set and mindset to the use of the skills and tools of our profession.

Central to Community Policing is respect for all cultures and histories of the neighborhoods and communities we work in, treating all people equally and with dignity. The United States, especially California, attracts immigrants due to the veracity of opportunities and liberties. We must bring Community Policing values to California, an international tourist destination, and home to a large immigrant population. California has a rich history of being an enclave to residents from all over the globe because of its geographical coastal location, its reputation as a major port, and its diverse population. California is a natural hub for immigrants from all over the world. This brings a mix of cultures and languages that is unique to California. There are over 220 languages spoken in the state of California, which is roughly 44% of the population.

Immigrant families and their future generations often have Limited English Proficiency (LEP). Many immigrant families are monolingual, meaning only use of native language(s) is used in the household acting to preserve their connection to their roots. With LEP individuals, language barriers are a serious dilemma for effective communication. The American Community Survey (ACS) estimated 22.58% (176,336 of 780,888 population that were age 5 years and over) of San Francisco residents have LEP in 2013.¹ Statewide, ACS estimated 19.35% (6,799,270 of 35,131,429 population that were age 5 years and over) have LEP and this demonstrates a need for LEP awareness and training. Law enforcement plays a vital role in communities; by helping to connect community members with essential resources. Marginalized immigrants tend to have language barrier issues, which in turn, negatively and disproportionately impact their quality of life. Rather than exacerbate these inequities, SFPD strives to use its position in the community to mitigate the negative impacts of inequitable resource distribution.

Law enforcement must be equipped and educated on how to identify and address these barriers. The ability to communicate is important, especially during a pandemic, and is essential for community members' livelihood. Every community member deserves to have access to a voice and to feel heard. DLGP funds will help bilingual certified officers throughout California receive training they need to address the complexity of investigative work. This requires use of bilingual skills. A common misconception in bilingual abilities is that it automatically qualifies you to be an interpreter. This is not the case. LEP training offers skills to both bilingual and monolingual members of law enforcement. LEP training teaches modes of interpretation while adhering to officer safety protocols. For example, it takes 24 motor skills when one is engaged in active interpretation. According to the interpreter ethics, officers who are utilized as interpreters should not be the investigator in the case. Interpreters are merely a conduit for effective communication and must remain neutral. Investigators who also act as interpreters have been challenged in court due to their inability to separate these roles. This course would address these challenges, along with other factors to ensure the preservation of civil rights and overall garner the public's trust, especially when dealing with the vulnerable LEP population.

In 2017, the SFPD Community Engagement Division convened an Executive Sponsor Working Group (ESWG) comprised of SFPD and community stakeholders to create the Department's first Community Policing Strategic Plan. The Plan was developed in response to the 2016 United States Department of Justice (DOJ) Collaborative Reform Initiative (CRI) which provided an assessment of SFPD policies and practices.² The review recommended a strategic plan that identifies goals, objectives, and measurable outcomes related to community policing for all units (Recommendation 40.1).

¹ Census Data 2009-2013 for Counties. <https://www.census.gov/data/tables/2013/demo/2009-2013-lang-tables.html>

² COPS Collaborative Reform Initiative – An Assessment of the San Francisco Police Department (2006). https://www.sanfranciscopolice.org/sites/default/files/2018-11/DOJ_COPS%20CRI_SFPD%20OCT%202016%20Assessment%20%281%29.pdf

Between Fall 2017 and Spring 2018, the ESWG developed the vision and values that define community policing for San Francisco, and the goals, objectives, and metrics to implement that vision. SF is well equipped to build and share training material since community policing transcends the context of San Francisco. They are shared goals that California law enforcement agencies can benefit from. The ESWG supplemented their own experiences as officers and community members by reviewing national community policing best practices and obtaining feedback through surveys of SFPD members and community-based organizations. The San Francisco Controller's Office supported this important effort by designing the planning process, facilitating planning meetings, conducting research and analysis, and summarizing each phase of the planning process into the components of the Strategic Plan. We are grateful to everyone who has participated in creating our blueprint to better police-community relations.

SFPD's Community Policing Strategic plan is accessible 24/7 to the public and law enforcement agencies online.³ Law enforcement members interested in training at SFPD can email the SFPD Training division for additional information and enrollment procedures.

The target audience for these trainings is active law enforcement members. Law enforcement agencies can improve trust and relationships between law enforcement and their communities by using Community Policing principles to evaluate their policies, procedures and trainings within their departments. Marginalized immigrant communities may harbor suspicion and distrust of law enforcement from previous interactions in their country of origin. The perception and lack of empathy, understanding, socio-economic, language, and cultural barriers are hindering the trust between the community and law enforcement. Providing law enforcement members LEP training through DLGP funds, will better serve historically disenfranchised communities throughout California by bridging the gap in communication and garner healthier community relationships to strengthen the pillar of community policing.

The onset of the Covid-19 pandemic in March 2020 brought with it many challenges. The duration of the pandemic remains unclear and the transmission rate of the virus continues to fluctuate. The Covid-19 pandemic has changed the setting for which law enforcement educational institutions provide instruction to students. Administering appropriate physical distancing measures limit the number of students that can be accommodated for a given classroom. Distance learning offers a safer environment for everyone involved and provides a greater opportunity for interested students to participate than would otherwise be possible. DLGP funds would be used to purchase materials and equipment to help the SFPD create the capacity to offer courses online and allow for distance learning of course material.

³ SFPD Community Policing Strategic Plan (2018). <https://www.sanfranciscopolice.org/sites/default/files/2019-12/SFPDCommunityPolicingStrategicPlan.pdf>

b. Plan

Much of SFPD's POST curriculum has been developed and implemented in an engaging classroom environment with hands-on training and instructor led discussions. As the COVID-19 pandemic progresses, it is clear that socially distanced trainings must be implemented to reduce the spread of COVID-19. SFPD's Professional Development Unit (PDU) immediately identified this need and began research and implementation of an online learning equivalent, with our POST certified Advanced Officer's (AO) course.

The AO course has evolved into a hybrid of in-class and online training. It is continuously being monitored for efficacy in order to meet both POST and SFPD policies and legal mandates. During the online development of the Advanced Officer course, we have encountered some difficulties, including technological and platform limitations that would be resolved through DLGP funds. SFPD has identified the following POST certified courses to transition to an online platform: Booking & Detention, Detective School, AB392 Use of Force, and Principled Policing.

With DLGP funding, the SFPD will pursue POST certification for a Limited English Proficiency (LEP) course and will make the course available to law enforcement personnel statewide. LEP is a multifaceted aspect of policing which is currently underrepresented in California. Community Policing is embedded into the framework of SFPD's values and emphasized in all our trainings which strive to earn the community's trust, support, and confidence.

SFPD works with active duty members, retired law enforcement, community based organizations, independent consultants and other government departments to ensure we can deliver the most comprehensive and quality driven trainings possible. SFPD utilizes subject matter experts in all course trainings. Our instructors meet and exceed the criteria to teach POST certified courses. Our instructors have successfully completed courses such as Instructor Development, Train the Trainer, Supervisory, Management, Leadership Development, Interpersonal Communication, Principled Policing, Cultural Diversity, Tactics and more in order to ensure learners are equipped with invaluable tools they deploy in their day-to-day duties.

In order to ensure SFPD has the tools and infrastructure to support online distance learning, we will need the proper equipment. Much of our equipment, from computers to internet speeds, are failing to meet the most minimal criteria needed to deliver a valuable distance learning experience. Many of our instructors are active duty members and will need a space to deliver lectures, in which, we will need to optimize our physical classroom equipment to allow for a seamless presentation delivery. In order for the instructors to be effective and engaging, they will need the ability to create a virtual classroom that mimics the same benefits if they were able to attend in person. By updating the equipment in the current classroom set-up, it will allow our regional training facility the means to deliver a robust online learning experience.

SFPD also uses outside instructors, who due to COVID-19 may have health concerns and may not feel safe instructing on location but will have their own space to deliver instruction without the equipment to do so. Our solution to this challenge is to have equipment on loan called a Go-

kit. A go-kit will contain a laptop with video conferencing capabilities, mobile hot-spot, and headset with microphone in a sturdy carrying case. A limited contact system will be implemented for instructors to borrow and return the Go-kit in order to address pandemic concerns with minimal impact to course delivery.

Delivering a dynamic learning experience online will also rely on the platform it is delivered on. We can do this by choosing an online platform that is easy to use and flexible enough to engage learners. During the pandemic, many companies have rushed to meet this need and our research has led us to the Zoom platform for its ease of use and general reliability in online delivery. Instructors will use a combination of video conferencing and the features already embedded within the platform. We will work to ensure that the most secure measures are put into place to discourage any uninvited online guests from crashing the virtual classroom.

When the Limited English Proficiency Course is developed and POST certified, the training is expected to be optimally delivered bi-weekly with maximum of 25 attendees per session. The first runs will be spaced further apart in order to make adjustments to course, if necessary. Course frequency will also be dependent on variable factors such as availability of instructors, location, equipment and student enrollment. This course will provide the tools to preserve perishable skills as well as legislative updates which include federal and state mandates and policies.

Courses that have already achieved POST certification and will be transitioning to an online platform, will be rolled out throughout the performance phase as content is optimized for online platform success. Frequency of course availability will also be dependent on schedules of room availability and instructors, equipment, and student enrollment. The course administration information will be updated on POST EDI presenter website for review by POST prior to online implementation.

These trainings would be developed to be applicable to POST guidelines and would be available to law enforcement personnel statewide. An online platform would allow accessibility as long as participant has access to a strong internet connection with video conferencing capabilities.

SFPD's Professional Development Unit (PDU), under the Training Division, will be responsible for tracking and maintaining requests for trainings and inputting course requisites into POST's EDI system. PDU staff comprises of both sworn and non-sworn professional staff members who are dedicated to ensuring that SFPD is meeting POST requirements and ensuring law enforcement members have access to the trainings SFPD offers in order to fulfill their individual and professional training goals.

Our current POST certified courses use quizzes and surveys to gauge the effectiveness of the course. Typically, this is administered through a paper survey at the conclusion of class. In order to adapt to an online platform, surveys will be delivered via email to course attendees as either a link to a web based survey or an electronic form to be filled out and returned to SFPD for manual tracking. A satisfaction scale would be used to track effectiveness of online training (e.g. scored 1-5, 5 = Highly Effective, 1= Not Effective, etc.) and learners will be given an

opportunity for written feedback. All our surveys are saved anonymously to encourage honest and constructive criticism. This feedback will help our instructors improve the trainings we provide. Upon request, PDU staff will share collected data from surveys with POST in order to assess user satisfaction with services.

c. Capabilities

SFPD's organization and staff qualifications in Community Policing:

SFPD's Training Division falls under the Administration bureau. The Training Division develops and trains our current in-service members and civilians, and prepares recruits to become proud officers of the San Francisco Police Department. The Training Division is a POST certified Regional Training Facility, known as the SFPD Academy. At the Academy, staff continually reevaluate standards and best practices in training with the Recruit Training Office, Field Training Office, Field Tactics/Force Options Unit and the Professional Development Unit. These highly skilled individuals work collaboratively to provide the highest level of training to ensure professional excellence, police legitimacy and effective policing.

SFPD's Community Engagement Division (CED) helped develop the Community Policing Strategic Plan in partnership with Federal and local community input. SFPD has one of the most progressive language Access policies to address ever changing trends and challenges. In addition, SFPD just adopted the newest policy to address the Deaf and Hard of Hearing, which deals with another aspect of Language Access. In addition to progressive policies, SFPD has a full time Language Access Liaison (LAL) officer who oversees bilingual testing, training, auditing, implementation on newest resources and training topics available. The LAL officer is assigned to CED and works with our oversight department (Department of Police Accountability, DPA). The LAL officer also partners with Domestic Violence and Sexual Assault advocates to ensure compliance, address issues and tailors training specifically addressing ongoing complaints. SFPD has had a devoted LAL position for the past 5 years. CED also hosts events throughout the year that promotes the value of Community Policing pillars. As a part of POST learning domain #42, Cultural competency covers a huge component of community policing. In support of LD #42, CED hosts cultural immersion for all SFPD members in various neighborhoods to expose them to the cultural diversity that San Francisco offers.

The SFPD Academy is the only agency in the Bay Area to administer and provide an interpreter training course, built with nationally renowned court expert, Isabel Framer, to address the complexities of Language Access as it relates to Community Policing. SFPD partners with agencies who are invaluable resources as they offer a plethora of experience. The LEP course has a built in advocate component, which is unique because it speaks to wrongful arrests, officer complaints and additional areas in which agencies can improve.

SFPD consults and attends trainings provided by agencies like API/GBV (Asian Pacific Institute and Gender Based Violence), DVC (Domestic Violence Consortium), OCEIA (Office of Civic Engagement and Immigrant Affairs), NAJIT (National Association of Judiciary Interpreters and Translators), an agency devoted to the highest level of professional standards in interpreting and translation and many more to ensure the highest level knowledge and best practices when dealing with LEP individuals and laws governing Language Access. In addition, SFPD partners with government agencies like the San Francisco District Attorney's office, San Francisco Police Commission and San Francisco Mayor's office. SFPD also works in conjunction with

community based organization such as DCARA (Deaf Counseling Advocacy & Referral Agency), Deaf Hope, SFWAR (San Francisco Women Against Rape), and Women Inc.

SFPD will publish course offerings to other law enforcement agencies on the POST course catalog website. Interested parties may reach out to SFPD's Professional Development Unit with additional questions. Upon request, interested parties will be notified of future class offerings not yet posted on the POST course catalog.

SFPD has a dedicated Grants Unit with a long history of successfully administering funding, managing the grant timeline, and collecting and reporting performance data. Evidence of SFPD's ability to successfully carry out the proposed project and to administer grant funds over the full length of the performance period can be found in its successful implementation of past and current projects funded by federal, state, and other grant making organizations. SFPD has previously administered grants from diverse funding opportunities, including federal programs such as the DNA Capacity Enhancement for Backlog Reduction (CEBR) Program offered by the Bureau of Justice Assistance (BJA) and state programs such as the Alcoholic Beverage Control (ABC) Program. As the current primary recipient for over 10 active grants, the SFPD Grants Unit uses quantitative and qualitative measures to fulfil project evaluation and reporting requirements. The Grants Unit, which consists of two grants analysts and a grants accountant, has decades of combined experience in managing grants. As such, SFPD has the resources, experience, and skills necessary to ensure the DLGP project is successful.

PROJECT SUMMARY

1. Award #: _____

2. PROJECT TITLE Distance Learning Grant Program

3. PERFORMANCE PERIOD

10/15/2020 to 06/30/2021

4. RECIPIENT

Name: William Scott Phone: (415) 557-4837
Address: 1 South Van Ness Avenue, 4th Floor Fax #:
City: San Francisco Zip: 94158

5. GRANT AMOUNT

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

\$ 185,424.00

6. IMPLEMENTING AGENCY

Name: Patrick Leung Phone: (415) 837-7000 Fax #:
Address: 1245 3rd Street City: San Francisco Zip: 94158

7. PROGRAM DESCRIPTION

The San Francisco Police Department (SFPD) is committed to creating a safe, healthy, and vibrant community through Community Policing. We partner and engage with community members and organizations to collaboratively identify and problem-solve local challenges and increase safety for residents, visitors, and officers. Law enforcement agencies can improve trust and relationships between law enforcement and their communities by using these principles to evaluate their policies, procedures and trainings within their departments. Training law enforcement will address the concerns, bridge the communication gaps and garner healthier relationships to strengthen the pillar of community policing.

8. PROBLEM STATEMENT

The core of community policing is partnerships and problem solving. Police officers cannot perform their duties if they cannot effectively communicate. There are over 220 languages spoken in the state of California, which is roughly 44% of the population. The task of communicating and developing trust with LEP individuals may seem formidable without this training. To be effective in fighting crime and protecting residents, a law enforcement agency needs to understand the changing demographics of the communities in its jurisdictions. Developing and implementing a language access plan will allow law enforcement agencies to strengthen police and community relationships, thus increase trust and be better positioned to address public safety solutions.

9. OBJECTIVES

SFPD will use data from the San Francisco Department of Police Accountability (SFDPA) to gauge if citizen complaints has decreased since introducing this training. SFDPA fairly and impartially investigate complaints against San Francisco police officers, makes policy recommendations regarding police practices and conducts periodic audits. SFPD 's Community Engagement Division (CED) is currently developing an online survey that will be accessible to the local community. This survey will also be distributed at CED community events. This data can be used to measure effectiveness of Community Policing.

10. ACTIVITIES

Activity or Milestone / Tentative Dates
 Transition to Online platform for POST certified courses / Oct. 15 - Nov. 13, 2020
 New Curriculum Development to be POST certified (LEP) / Oct. 15 - Nov. 30, 2020
 Trial runs for online deployment / Nov. 16 - Nov. 30, 2020
 Post Course Certification / Dec. 01 - 31, 2020
 Trial runs for LEP course / Jan. 01 - Jan. 07, 2021
 Course Delivery - 100 of students trained / Jan. 01 - Mar. 31, 2021
 Course Delivery - 150 of students trained / Apr. 01 - Jun. 30, 2021
 End of Performance Period / Jun. 30, 2021

11. EVALUATION (if applicable)

SFPD staff will conduct evaluations. Performance will be measured by surveys given to instructors and course attendees and reviewed by SFPD Training Division.

12. NUMBER OF STUDENTS

(if applicable)

250 (estimated)

13. PROJECT BUDGET

(these are the same amounts as on Budget Pages)

	Personal Services	Operating Expenses	Equipment	Course Certification
		72,227	71,787	41,410
Totals:	0	72,227	71,787	41,410

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.

City and County of San Francisco

San Francisco Police Department
Regional Training Center
*350 Amber Drive
San Francisco, CA 94131

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.

California's 12th congressional district

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.

*District 17
David Chiu

District 19
Phil Ting

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.

*District 11
Scott Weiner

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

San Francisco is the 16th most populous city in the United States, and the fourth most populous in California, with 881,549 residents as of 2019 US Census.

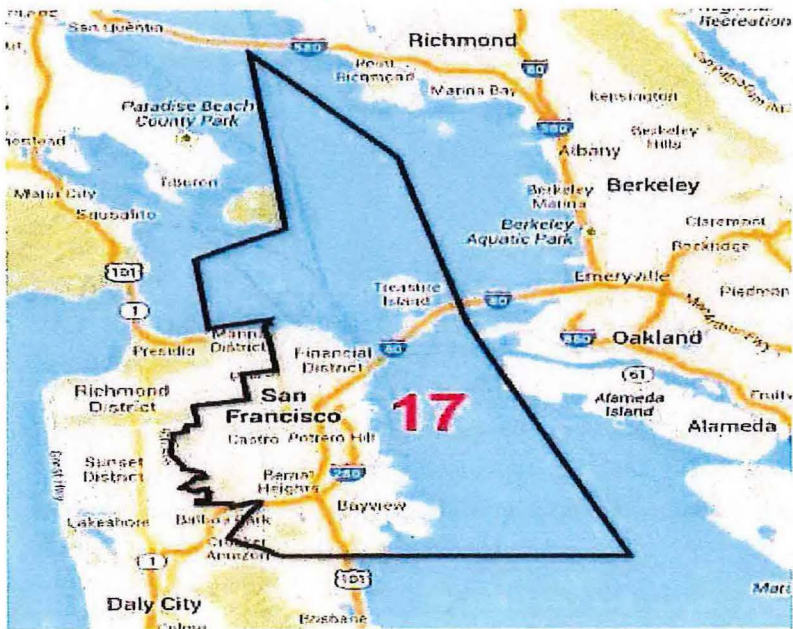


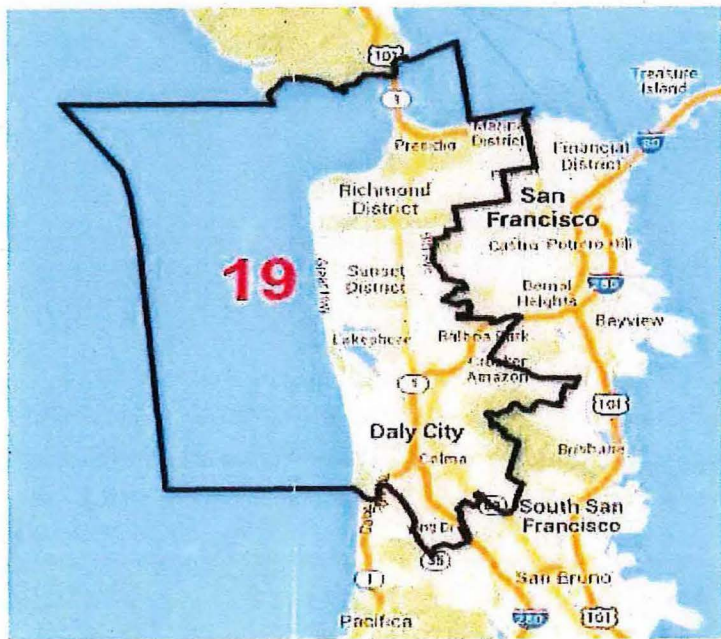


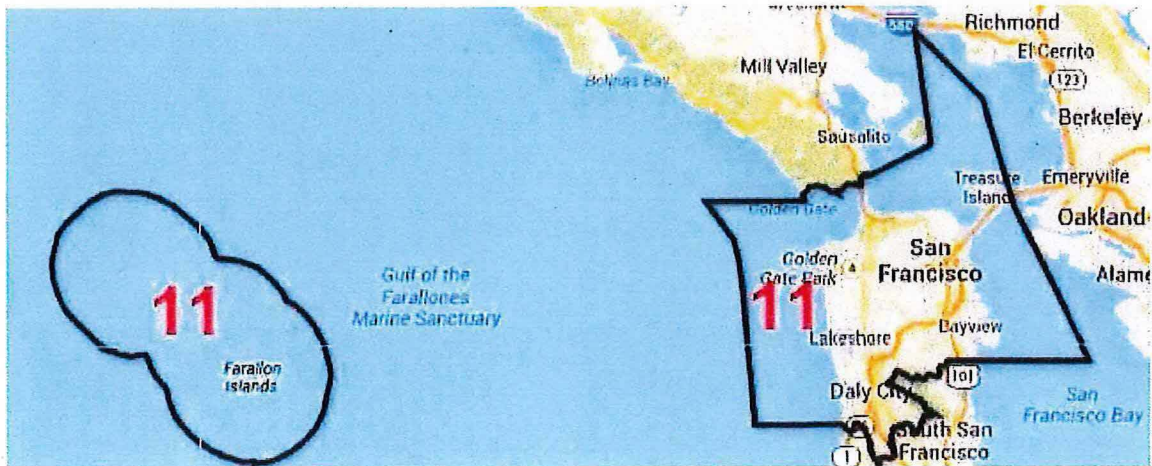
California US District 12



US Congressional districts since 2013
Source: <http://nationalatlas.gov>, 1 Million Scale project.



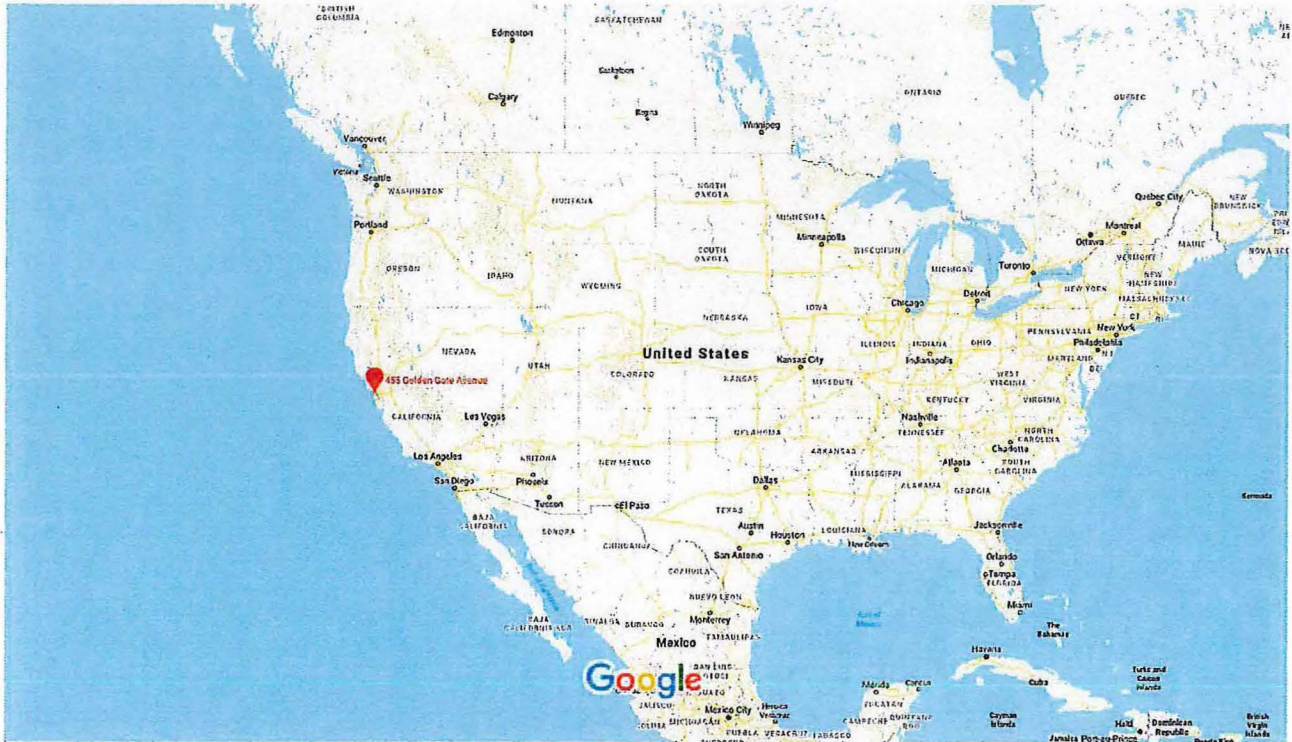




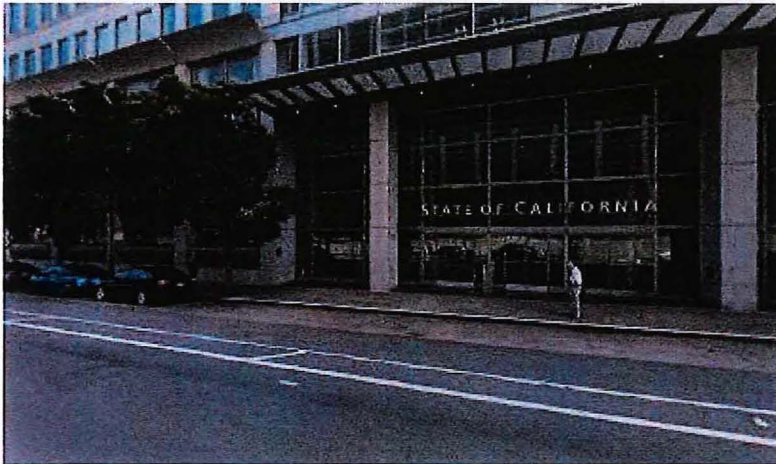


455 Golden Gate Ave

District 11,17,19 offices of CA State Assembly and CA Senate



Map data ©2020 Google, INEGI 200 mi



455 Golden Gate Ave

San Francisco, CA 94102



Directions



Save



Nearby



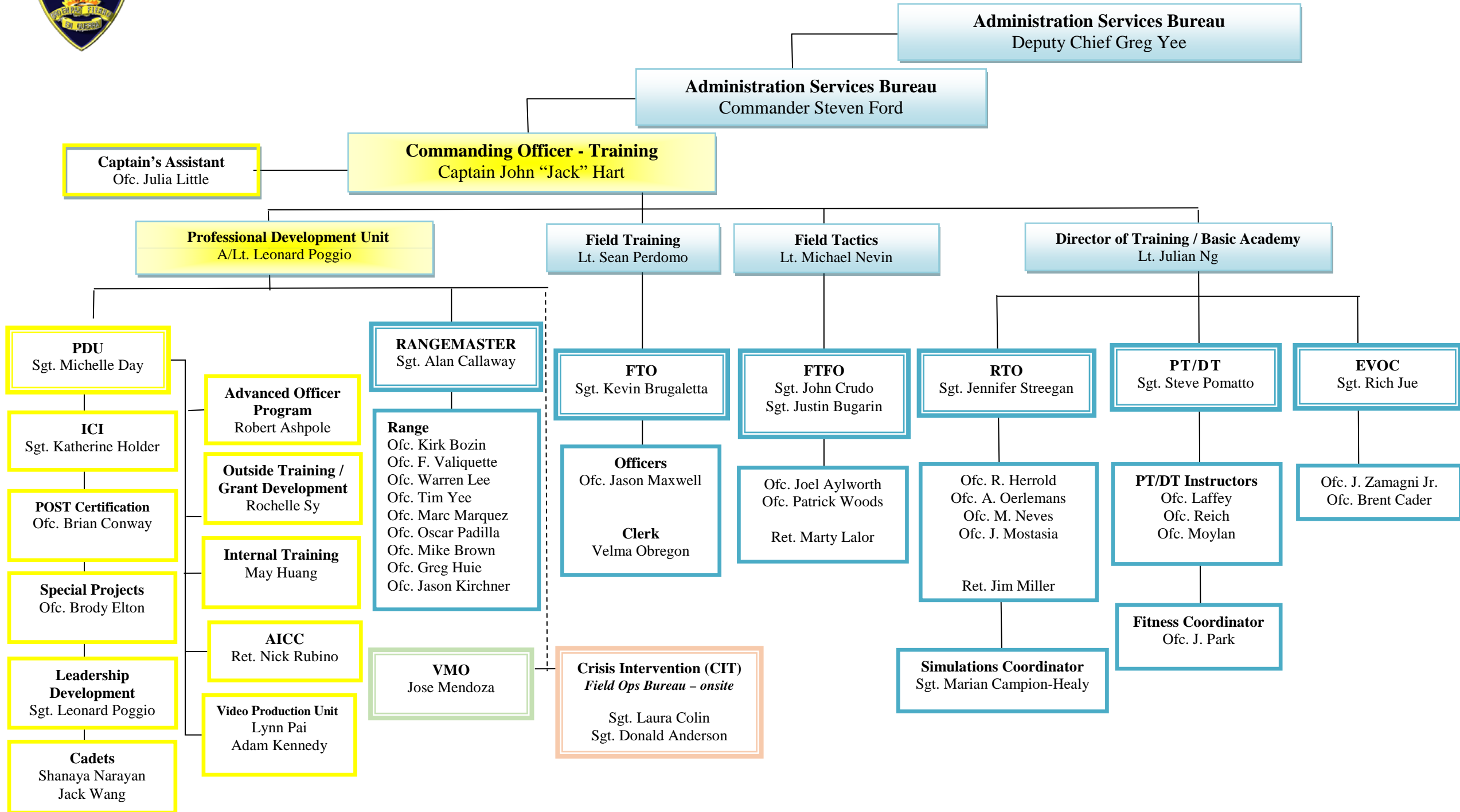
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phone



Share



TRAINING DIVISION ORGANIZATIONAL CHART





SAN FRANCISCO POLICE DEPARTMENT

★★★★
William Scott
CHIEF OF POLICE

★★★
ROBERT MOSER
ASSISTANT CHIEF
CHIEF OF STAFF

★★★
MICHAEL REDMOND
ASSISTANT CHIEF
OPERATIONS

★★
GREG YEE
DEPUTY CHIEF
ADMINISTRATION

★★
CATHERINE McGUIRE
EXECUTIVE DIRECTOR
STRATEGIC MANAGEMENT

★★
GREG McEACHERN
DEPUTY CHIEF
FIELD OPERATIONS

★★
DAVID LAZAR
DEPUTY CHIEF
INVESTIGATIONS

★★
ANN MANNIX
DEPUTY CHIEF
SPECIAL OPERATIONS

★★
MIKAIL ALI
DEPUTY CHIEF
AIRPORT

★
STEVEN FORD
ADMINISTRATION

★
MATT DORSEY
STRATEGIC COMMUNICATIONS

★
ROBERT O'SULLIVAN
RISK MANAGEMENT

★
DIANA OLIVA-AROCHE
PUBLIC & GOVERNMENTAL AFFAIRS

★
VACANT
TECHNOLOGY

★
PATRICK LEUNG
FISCAL

★
TERESA EWINS
METRO DIVISION

★
PETER WALSH
GOLDEN GATE DIVISION

★
DARYL FONG
COMMUNITY ENGAGEMENT

★
JOHN SANCHEZ
FORENSIC SERVICES

★
RAJ VASWANI
INVESTIGATIONS

★
TIFFANY SUTTON
CRIME STRATEGIES

★
DANIEL PEREA
MTA

★
DENISE FLAHERTY
AIRPORT

Alexa O'Brien
Administration

Mark Cota
Risk Management

Una Bailey
Professional Standards

Robert Yick
Central

Troy Dangerfield
Bayview

Juan Daniels
Community Engagement

Trenia Wearing
Captain
General Crimes

John Jaimerena
Captain
Tactical

Jason Cherniss
Captain
Traffic/MTA

VACANT
Administration

John Hart
Training

Mark Cota
Risk Management

Una Bailey
Professional Standards

Timothy Falvey
Southern

Renee Pagano
Park

Steven Mannina
HSOC

James Aherne
Captain
Major Crimes

Dominic Yin
Captain
UASI

Eric Vintero
Patrol

VACANT
Crime Information
Services

Mark Cota
Risk Management

Una Bailey
Professional Standards

Gaetano Caltagirone
Mission

Michelle Jean
Richmond

Steven Mannina
HSOC

Sergio Chin
Captain
Special Victims

Chris Pedrini
Captain
Homeland Security

Eric Vintero
Patrol

Paul Yep
Staff Services

Mark Cota
Risk Management

Una Bailey
Professional Standards

Joseph Engler
Northern

Christopher Woon
Ingleside

Steven Mannina
HSOC

Sergio Chin
Captain
Special Victims

Chris Pedrini
Captain
Homeland Security

Eric Vintero
Patrol

Carl Fabbri
Tenderloin

Nicholas Rainsford
Taraval

Steven Mannina
HSOC

Sergio Chin
Captain
Special Victims

Chris Pedrini
Captain
Homeland Security

Eric Vintero
Patrol

Frederick Schiff
Henry Yee
VACANT
Night Captains (3)

- ★★★Assistant Chief
- ★★Deputy Chief
- ★Commander
- Captain
- ★★★Executive Director
- ★Civilian Director

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

Subrecipient: San Francisco Police Department	
Grant Disaster/Program Title: Distance Learning Grant Program	
Performance Period: 10/15/2020 to 06/30/2020	Subaward Amount Requested:
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?	\$ 8,000,000
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	No
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Always
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

Certification: *This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.*

Signature: (Authorized Agent)



Date:

8/3/2020

Print Name and Title

William Scott

Phone Number:

Chief of Police

Program Specialist Only: SUBAWARD #



The Police Commission

CITY AND COUNTY OF SAN FRANCISCO

November 5, 2020

Honorable Board of Supervisors
City Hall, Room 244
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

DAMALI TAYLOR
Vice President

PETRA DeJESUS
Commissioner

JOHN HAMASAKI
Commissioner

CINDY ELIAS
Commissioner

DION-JAY BROOKTER
Commissioner

MALIA COHEN
Commissioner

Dear Honorable Supervisors:

Sergeant Stacy Youngblood
Secretary

At the meeting of the Police Commission on Wednesday, November 4, 2020, the following resolution was adopted:

RESOLUTION NO. 20-71

APPROVAL TO ADOPT A RESOLUTION URGING THE BOARD OF SUPERVISORS TO AUTHORIZE THE CHIEF OF POLICE TO RETROACTIVELY ACCEPT AND EXPEND A GRANT IN THE AMOUNT OF \$185,242 FROM THE CALIFORNIA COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING (POST) FOR THE PROJECT PERIOD BEGINNING ON OCTOBER 15, 2020 AND ENDING ON JUNE 30, 2021

RESOLVED, that the Police Commission hereby urge the Board of Supervisors to authorize the Chief of Police to retroactively accept and expend a grant in the amount of \$185,242 from the California Commission on Peace Officer Standards and Training (POST) for the project period beginning on October 15, 2020 and ending on June 30, 2021.

AYES: Commissioners Taylor, DeJesus, Elias, Brookter, Cohen

ABSENT: Commissioner Hamasaki

Very truly yours,

Sergeant Stacy Youngblood
Secretary
THE POLICE COMMISSION

1211/rct

cc: Grants Unit

(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	San Francisco Police Department			
2 - Implementing Entity	San Francisco Police Department			
3 - Implementing Entity Address	Street	City	County	Zip + 4
	1245 3rd Street	San Francisco	San Francisco	94158-2134
4 - Project Location	Street	City	County	Zip + 4
	350 Amber Drive	San Francisco	San Francisco	94131-1630
5 - Program Title	Distance Learning Grant - Community Policing			
6 - Performance Period	Start to End: mm/dd/yyyy to mm/dd/yyyy	10/15/2020 - 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	\$ 185,424
8	TOTAL	\$ 185,424

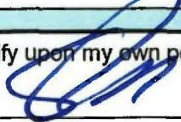
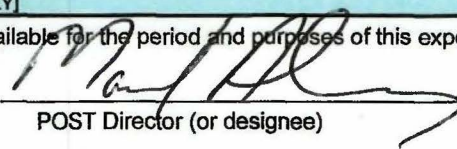
9. **Certification** - This Grant Award consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Award and have the approval of the City/County Financial 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: William Scott **Title:** Chief of Police
12. Federal Employer ID Number: 946000417

Name: William Scott Title: Chief of Police
Telephone: (415) 837-7000 FAX: (415) 837-7003 Email: sfpdchief@sfgov.org
(area code) (area code)
Payment Mailing Address: 1245 3rd Street, 6th Floor - Accounting City: San Francisco Zip+4: 94158-2134
Signature:  Date: 8/3/2020

[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.

 10/21/2020  10/21/2020
POST Fiscal Officer Date POST Director (or designee) Date

POST DLGP PROJECT CONTACT INFORMATION

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

Recipient:	San Francisco Police Department
-------------------	---------------------------------

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	William Scott	Title	Chief of Police		
Telephone	(415) 837-7000	FAX	(415) 837-7003	Email Address	Jack.Hart@sfgov.org
Address/City/Zip	350 Amber Dr., San Francisco, CA 94131				

2 - Financial Officer					
Name	Patrick Leung	Title	Chief Financial Officer		
Telephone	(415) 837-7213	FAX		Email Address	patrick.n.leung@sfgov.org
Address/City/Zip	1245 3rd Street, 6th Floor, San Francisco CA 94158-2134				

3 - Person having Routine Programmatic Responsibility					
Name	Rochelle Sy	Title	Management Assisstant		
Telephone	(415) 401-4657	FAX		Email Address	rochelle.sy@sfgov.org
Address/City/Zip	350 Amber Dr., San Francisco, CA 94131				

4 - Person having Routine Fiscal Responsibility					
Name	Fannie Yeung	Title	Fiscal Analyst		
Telephone	(415) 837-7212	FAX		Email Address	fannie.w.yeung@sfgov.org
Address/City/Zip	1245 3rd Street, 6th Floor, San Francisco CA 94158-2134				

5 - CBO Executive Director or Chief Executive Officer of Implementing Agency					
Name	William Scott	Title	Chief of Police		
Telephone	(415) 837-7000	FAX		Email Address	SFPDchief@sfgov.org
Address/City/Zip	1245 3rd Street, 6th Floor, San Francisco CA 94158-2134				


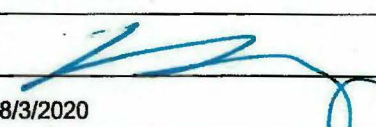
6 - Governing Board Officiant to enter Grant Award for City/County or CBO					
Name	William Scott	Title	Chief of Police		
Telephone	(415) 837-7000	FAX		Email Address	SFPDchief@sfgov.org
Address/City/Zip	1245 3rd Street, 6th Floor, San Francisco CA 94158-2134				

7 - Chair of the Governing Body of the Recipient					
Name	Norman Yee	Title	President, San Francisco Board of Supervisors		
Telephone	(415) 554-6516	FAX		Email Address	norman.yee@sfgov.org
Address/City/Zip	1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102				

SIGNATURE AUTHORIZATION

Recipient	San Francisco Police Department
Award Number	
Implementing Agency	San Francisco Police Department

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

Project Director	Captain Jack Hart	Financial Officer	Patrick Leung
Signature	Captain Jack Hart # 596 	Signature	
Date	8/3/2020	Date	8/3/2020

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		Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	
Signature		Signature	
Print Name		Print Name	

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, William Scott hereby certify that
(official authorized to sign Grant Award Face Sheet)

RECIPIENT: San Francisco Police Department

IMPLEMENTING AGENCY: San Francisco Police Department

PROJECT TITLE: Distance Learning Grant Program

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: Linda Simon
Title: Chief of Police
Address: 1 South Van Ness Avenue, 4th Floor, San Francisco, CA 94103
Phone: (415) 557-4837
Email: sfpdchief@sfgov.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: William Scott

Authorized Official's Typed Name: William Scott

Authorized Official's Title: Chief of Police

Date Executed: 8/3/2020

Executed in the City/County of: San Francisco

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

- City Financial Officer
- City Manager
- Governing Board Chair
- County Financial Officer
- County Manager

Signature: _____

Typed Name: Ben Rosenfeld

Title: Controller

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: William Scott

Authorized Official's Title: Chief of Police

Date Executed: _____

Executed in the City/County of: San Francisco

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

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

Signature:  _____

Typed Name: Ben Rosenfeld

Title: Controller

Recipient: San Francisco Police Department

A. PART I- Personal Services (Salaries and Employee Benefits)	FY 20-21	TOTAL COST
	\$ 64,908.00	\$ 64,908.00

B. PART I- Operating Expenses	FY 20-21	TOTAL COST
	\$ 14,087.00	\$ 14,087.00

C. PART I- Equipment	FY 20-21	TOTAL COST
	\$ 79,789.00	\$ 79,789.00

D. PART 2- Course Certification	FY 20-21	TOTAL COST
	\$ 26,640.00	\$ 26,640.00

	FY 20-21	GRAND TOTAL
Grand Total by FY	\$ 185,424.00	\$ 185,424.00

Course Presentation Costs Calculator	No. of Students Trained*	Cost per Student^	Total Yearly Cost
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FY 20-21	250	\$ 106.56	\$ 26,640.00
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BUDGET CATEGORY AND LINE ITEM DETAIL

Recipient: San Francisco Police Department		Award #:		
B. PART I- Operating Expenses		FY 19-20	FY 20-21	COST
				\$0
				\$0
				\$0
				\$0
				\$0
Operating Section FY Totals		\$ -	\$ 14,087.00	\$14,087
OPERATING SECTION GRAND TOTAL				\$14,087

Recipient: San Francisco Police Department		Award #:	
Course Title: Limited English Proficiency			
PART II- POST Course Certification Budget			COST
(A) Services-			
(1) Instruction			
LEP Instructor(s), \$65.00/hr, 20 hours.			\$1,300
LEP Subject Matter Expert Contractor(s), \$81.25/hr, 8 hours			\$650
(2) Coordination			\$0
Course Coordinator (\$55/hr per 8 hours not to exceed \$440/presentation)			\$440
(3) Clerical			
(B) Travel-			
(1) Coordinators			\$0
(2) Instructors			\$0
(C) Indirect Costs (not to exceed 10%) x \$2390			\$239
(D) Supplies and Equipment-			
(1) Books/Pamphlets/Handouts			\$0
(2) Certificates			\$35
(3) Notebooks			\$0
(4) Paper/Office Supplies			\$0
(5) Printing/Reproduction			\$0
(6) Equipment Cost per Presentation*			\$0
(E) Support Costs-			
Course Facility Costs			
Academy Classroom			
Course Certification Totals			
COURSE CERTIFICATION SECTION TOTAL			\$2,664
EXPECTED NUMBER OF STUDENTS PER PRESENTATION			25

TUITION COST PER STUDENT (Total costs divided by students)	\$107
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2. BUDGET NARRATIVE

SFPD's proposed budget has been developed to support the distance learning plan. Staff members in SFPD's Professional Development Unit (PDU) provide program support to all POST course offerings. PDU staff will also offer troubleshooting and technical support for instructors and training attendees who may experience difficulties with registration, pre-course work, access to virtual content, and other issues that may arise during the course instruction. PDU staff will also follow-up with both instructors and attendees with surveys to evaluate effectiveness of program.

SFPD's instructors for POST certified courses are SFPD members. We also use subject matter experts, such as retired law enforcement and consultants, as additional instructors. PDU staff will work with instructors during the development phase to make sure they are comfortable with the online platform and associated technologies prior to course delivery online. PDU staff will also offer technical and moderator support during live instruction to ensure quality control and dynamic virtual classroom instruction.

Online subscriptions will be procured to present and administer courses. To host online classrooms, a Zoom Pro account will be necessary. Survey Monkey is a tested and secure platform to create surveys and quizzes for courses that will give us the capability to measure performance of services.

Equipment procured during the grant performance phase will be necessary to create a robust virtual learning environment. Upgrades to current classroom set-up to optimize distance learning will include large touch monitors, web cams, microphone set-up, lighting, backdrops, and miscellaneous equipment for connecting the various audio/video and internet systems to enable a working virtual classroom. Equipment for video and media content production include lenses and cameras with long range capabilities to promote social distancing and clarity in picture and video streaming. Video files are filmed in high definition will require a large amount of disk space that a regular computer will not be able to provide. The acquisition of a server ensures content will not be lost due to a lack of hard drive space and allow for scalability. Although the upfront cost of the equipment items is significant, when considering the ability to use the equipment for other POST-related content and the extended useful life of the equipment, amortizing the assets over time makes the overall costs reasonable. The items requested are necessary to provide a platform that allows for quality production and distribution of course content that will also provide the ability for enhanced participant engagement with PDU staff during the course.

To minimize administrative costs, SFPD will use existing staff members and utilize as much of our existing resources to support services provided. Shared costs are not applicable for this project.

Project funded staff will self-track time spent working on development of content and delivery of instruction. Reports will be sent to program and fiscal managers for record keeping and accountability.

At the moment, SFPD does not foresee the necessity for subcontracts and unusual expenditures. Should the need arise, SFPD will file the necessary paperwork to request a grant award modification for POST's approval.

SFPD will monitor equipment and platforms with periodic evaluations to ensure that instructors, equipment, and online platforms are effective and meeting course objectives. For subscription costs, we will have an open dialogue with SFPD Fiscal department to ensure sustainability for optimum learning environment after grant period has ended.

1. PROJECT NARRATIVE

a. Problem Statement

The San Francisco Police Department (SFPD) is committed to creating a safe, healthy, and vibrant community. SFPD serves the fourth largest municipality in California, with an estimated population of 881,549 (2019 US Census). Through partnering and engaging with community members and organizations, SFPD uses collaboration to identify and problem-solve local challenges to increase public safety for residents, businesses, workers, visitors, and officers. SFPD is driven by values of empathy, understanding, and mutual respect. Acknowledging these values can be continuously improved in law enforcement; SFPD aims to expand its training capacity with a focus on Community Policing. The POST Distance Learning Grant Program (DLGP) funds will allow the SFPD to not only bolster its practice of these values in service to San Franciscan residents but also to expand its reach in service of diverse communities throughout California.

On May 25, 2020 a video of George Floyd's tragic passing circled the nation. The policing profession was brought to its knees. Dr. Steven R. Covey, author of *The 7 Habits of Highly Effective People*, advisor to numerous Presidents and CEO's of multi-billion dollar corporations, described policing in this way: "The actions of a police officer—in an instant—can impact a person for life and communities for generations. Given this realization, every police officer must be centered on what is important...the principles of service, justice, and fundamental fairness." Even Dr. Covey could not have envisioned how the actions of a police officer in 8 minutes and 46 seconds would impact the world.

The inability and unwillingness to both recognize and more importantly, implement deep community relationships, as outlined by Sir Robert Peel's most important of his 9 principles of modern policing ("the police are the public and the public are the police..."), has immeasurably cost our cities, states, and nation at these moments of truth, choice, and trust. How do we move from pain to growth, healing, and transformation? The answer lies in hyper-local trust and relationship building which sustains community wellness, organization, connectedness, communication, and resilience: Community Policing. We believe that these goals are attainable and achievable if we bring the right heart-set and mindset to the use of the skills and tools of our profession.

Central to Community Policing is respect for all cultures and histories of the neighborhoods and communities we work in, treating all people equally and with dignity. The United States, especially California, attracts immigrants due to the veracity of opportunities and liberties. We must bring Community Policing values to California, an international tourist destination, and home to a large immigrant population. California has a rich history of being an enclave to residents from all over the globe because of its geographical coastal location, its reputation as a major port, and its diverse population. California is a natural hub for immigrants from all over the world. This brings a mix of cultures and languages that is unique to California. There are over 220 languages spoken in the state of California, which is roughly 44% of the population.

Immigrant families and their future generations often have Limited English Proficiency (LEP). Many immigrant families are monolingual, meaning only use of native language(s) is used in the household acting to preserve their connection to their roots. With LEP individuals, language barriers are a serious dilemma for effective communication. The American Community Survey (ACS) estimated 22.58% (176,336 of 780,888 population that were age 5 years and over) of San Francisco residents have LEP in 2013.¹ Statewide, ACS estimated 19.35% (6,799,270 of 35,131,429 population that were age 5 years and over) have LEP and this demonstrates a need for LEP awareness and training. Law enforcement plays a vital role in communities; by helping to connect community members with essential resources. Marginalized immigrants tend to have language barrier issues, which in turn, negatively and disproportionately impact their quality of life. Rather than exacerbate these inequities, SFPD strives to use its position in the community to mitigate the negative impacts of inequitable resource distribution.

Law enforcement must be equipped and educated on how to identify and address these barriers. The ability to communicate is important, especially during a pandemic, and is essential for community members' livelihood. Every community member deserves to have access to a voice and to feel heard. DLGP funds will help bilingual certified officers throughout California receive training they need to address the complexity of investigative work. This requires use of bilingual skills. A common misconception in bilingual abilities is that it automatically qualifies you to be an interpreter. This is not the case. LEP training offers skills to both bilingual and monolingual members of law enforcement. LEP training teaches modes of interpretation while adhering to officer safety protocols. For example, it takes 24 motor skills when one is engaged in active interpretation. According to the interpreter ethics, officers who are utilized as interpreters should not be the investigator in the case. Interpreters are merely a conduit for effective communication and must remain neutral. Investigators who also act as interpreters have been challenged in court due to their inability to separate these roles. This course would address these challenges, along with other factors to ensure the preservation of civil rights and overall garner the public's trust, especially when dealing with the vulnerable LEP population.

In 2017, the SFPD Community Engagement Division convened an Executive Sponsor Working Group (ESWG) comprised of SFPD and community stakeholders to create the Department's first Community Policing Strategic Plan. The Plan was developed in response to the 2016 United States Department of Justice (DOJ) Collaborative Reform Initiative (CRI) which provided an assessment of SFPD policies and practices.² The review recommended a strategic plan that identifies goals, objectives, and measurable outcomes related to community policing for all units (Recommendation 40.1).

¹ Census Data 2009-2013 for Counties. <https://www.census.gov/data/tables/2013/demo/2009-2013-lang-tables.html>

² COPS Collaborative Reform Initiative – An Assessment of the San Francisco Police Department (2006). https://www.sanfranciscopolice.org/sites/default/files/2018-11/DOJ_COPS%20CRI_SFPD%20OCT%202016%20Assessment%20%281%29.pdf

Between Fall 2017 and Spring 2018, the ESWG developed the vision and values that define community policing for San Francisco, and the goals, objectives, and metrics to implement that vision. SF is well equipped to build and share training material since community policing transcends the context of San Francisco. They are shared goals that California law enforcement agencies can benefit from. The ESWG supplemented their own experiences as officers and community members by reviewing national community policing best practices and obtaining feedback through surveys of SFPD members and community-based organizations. The San Francisco Controller's Office supported this important effort by designing the planning process, facilitating planning meetings, conducting research and analysis, and summarizing each phase of the planning process into the components of the Strategic Plan. We are grateful to everyone who has participated in creating our blueprint to better police-community relations.

SFPD's Community Policing Strategic plan is accessible 24/7 to the public and law enforcement agencies online.³ Law enforcement members interested in training at SFPD can email the SFPD Training division for additional information and enrollment procedures.

The target audience for these trainings is active law enforcement members. Law enforcement agencies can improve trust and relationships between law enforcement and their communities by using Community Policing principles to evaluate their policies, procedures and trainings within their departments. Marginalized immigrant communities may harbor suspicion and distrust of law enforcement from previous interactions in their country of origin. The perception and lack of empathy, understanding, socio-economic, language, and cultural barriers are hindering the trust between the community and law enforcement. Providing law enforcement members LEP training through DLGP funds, will better serve historically disenfranchised communities throughout California by bridging the gap in communication and garner healthier community relationships to strengthen the pillar of community policing.

The onset of the Covid-19 pandemic in March 2020 brought with it many challenges. The duration of the pandemic remains unclear and the transmission rate of the virus continues to fluctuate. The Covid-19 pandemic has changed the setting for which law enforcement educational institutions provide instruction to students. Administering appropriate physical distancing measures limit the number of students that can be accommodated for a given classroom. Distance learning offers a safer environment for everyone involved and provides a greater opportunity for interested students to participate than would otherwise be possible. DLGP funds would be used to purchase materials and equipment to help the SFPD create the capacity to offer courses online and allow for distance learning of course material.

³ SFPD Community Policing Strategic Plan (2018). <https://www.sanfranciscopolice.org/sites/default/files/2019-12/SFPDCommunityPolicingStrategicPlan.pdf>

b. Plan

Much of SFPD's POST curriculum has been developed and implemented in an engaging classroom environment with hands-on training and instructor led discussions. As the COVID-19 pandemic progresses, it is clear that socially distanced trainings must be implemented to reduce the spread of COVID-19. SFPD's Professional Development Unit (PDU) immediately identified this need and began research and implementation of an online learning equivalent, with our POST certified Advanced Officer's (AO) course.

The AO course has evolved into a hybrid of in-class and online training. It is continuously being monitored for efficacy in order to meet both POST and SFPD policies and legal mandates. During the online development of the Advanced Officer course, we have encountered some difficulties, including technological and platform limitations that would be resolved through DLGP funds. SFPD has identified the following POST certified courses to transition to an online platform: Booking & Detention, Detective School, AB392 Use of Force, and Principled Policing.

With DLGP funding, the SFPD will pursue POST certification for a Limited English Proficiency (LEP) course and will make the course available to law enforcement personnel statewide. LEP is a multifaceted aspect of policing which is currently underrepresented in California. Community Policing is embedded into the framework of SFPD's values and emphasized in all our trainings which strive to earn the community's trust, support, and confidence.

SFPD works with active duty members, retired law enforcement, community based organizations, independent consultants and other government departments to ensure we can deliver the most comprehensive and quality driven trainings possible. SFPD utilizes subject matter experts in all course trainings. Our instructors meet and exceed the criteria to teach POST certified courses. Our instructors have successfully completed courses such as Instructor Development, Train the Trainer, Supervisory, Management, Leadership Development, Interpersonal Communication, Principled Policing, Cultural Diversity, Tactics and more in order to ensure learners are equipped with invaluable tools they deploy in their day-to-day duties.

In order to ensure SFPD has the tools and infrastructure to support online distance learning, we will need the proper equipment. Much of our equipment, from computers to internet speeds, are failing to meet the most minimal criteria needed to deliver a valuable distance learning experience. Many of our instructors are active duty members and will need a space to deliver lectures, in which, we will need to optimize our physical classroom equipment to allow for a seamless presentation delivery. In order for the instructors to be effective and engaging, they will need the ability to create a virtual classroom that mimics the same benefits if they were able to attend in person. By updating the equipment in the current classroom set-up, it will allow our regional training facility the means to deliver a robust online learning experience.

SFPD also uses outside instructors, who due to COVID-19 may have health concerns and may not feel safe instructing on location but will have their own space to deliver instruction without the equipment to do so. Our solution to this challenge is to have equipment on loan called a Go-

kit. A go-kit will contain a laptop with video conferencing capabilities, mobile hot-spot, and headset with microphone in a sturdy carrying case. A limited contact system will be implemented for instructors to borrow and return the Go-kit in order to address pandemic concerns with minimal impact to course delivery.

Delivering a dynamic learning experience online will also rely on the platform it is delivered on. We can do this by choosing an online platform that is easy to use and flexible enough to engage learners. During the pandemic, many companies have rushed to meet this need and our research has led us to the Zoom platform for its ease of use and general reliability in online delivery. Instructors will use a combination of video conferencing and the features already embedded within the platform. We will work to ensure that the most secure measures are put into place to discourage any uninvited online guests from crashing the virtual classroom.

When the Limited English Proficiency Course is developed and POST certified, the training is expected to be optimally delivered bi-weekly with maximum of 25 attendees per session. The first runs will be spaced further apart in order to make adjustments to course, if necessary. Course frequency will also be dependent on variable factors such as availability of instructors, location, equipment and student enrollment. This course will provide the tools to preserve perishable skills as well as legislative updates which include federal and state mandates and policies.

Courses that have already achieved POST certification and will be transitioning to an online platform, will be rolled out throughout the performance phase as content is optimized for online platform success. Frequency of course availability will also be dependent on schedules of room availability and instructors, equipment, and student enrollment. The course administration information will be updated on POST EDI presenter website for review by POST prior to online implementation.

These trainings would be developed to be applicable to POST guidelines and would be available to law enforcement personnel statewide. An online platform would allow accessibility as long as participant has access to a strong internet connection with video conferencing capabilities.

SFPD's Professional Development Unit (PDU), under the Training Division, will be responsible for tracking and maintaining requests for trainings and inputting course requisites into POST's EDI system. PDU staff comprises of both sworn and non-sworn professional staff members who are dedicated to ensuring that SFPD is meeting POST requirements and ensuring law enforcement members have access to the trainings SFPD offers in order to fulfill their individual and professional training goals.

Our current POST certified courses use quizzes and surveys to gauge the effectiveness of the course. Typically, this is administered through a paper survey at the conclusion of class. In order to adapt to an online platform, surveys will be delivered via email to course attendees as either a link to a web based survey or an electronic form to be filled out and returned to SFPD for manual tracking. A satisfaction scale would be used to track effectiveness of online training (e.g. scored 1-5, 5 = Highly Effective, 1= Not Effective, etc.) and learners will be given an

opportunity for written feedback. All our surveys are saved anonymously to encourage honest and constructive criticism. This feedback will help our instructors improve the trainings we provide. Upon request, PDU staff will share collected data from surveys with POST in order to assess user satisfaction with services.

c. Capabilities

SFPD's organization and staff qualifications in Community Policing:

SFPD's Training Division falls under the Administration bureau. The Training Division develops and trains our current in-service members and civilians, and prepares recruits to become proud officers of the San Francisco Police Department. The Training Division is a POST certified Regional Training Facility, known as the SFPD Academy. At the Academy, staff continually reevaluate standards and best practices in training with the Recruit Training Office, Field Training Office, Field Tactics/Force Options Unit and the Professional Development Unit. These highly skilled individuals work collaboratively to provide the highest level of training to ensure professional excellence, police legitimacy and effective policing.

SFPD's Community Engagement Division (CED) helped develop the Community Policing Strategic Plan in partnership with Federal and local community input. SFPD has one of the most progressive language Access policies to address ever changing trends and challenges. In addition, SFPD just adopted the newest policy to address the Deaf and Hard of Hearing, which deals with another aspect of Language Access. In addition to progressive policies, SFPD has a full time Language Access Liaison (LAL) officer who oversees bilingual testing, training, auditing, implementation on newest resources and training topics available. The LAL officer is assigned to CED and works with our oversight department (Department of Police Accountability, DPA). The LAL officer also partners with Domestic Violence and Sexual Assault advocates to ensure compliance, address issues and tailors training specifically addressing ongoing complaints. SFPD has had a devoted LAL position for the past 5 years. CED also hosts events throughout the year that promotes the value of Community Policing pillars. As a part of POST learning domain #42, Cultural competency covers a huge component of community policing. In support of LD #42, CED hosts cultural immersion for all SFPD members in various neighborhoods to expose them to the cultural diversity that San Francisco offers.

The SFPD Academy is the only agency in the Bay Area to administer and provide an interpreter training course, built with nationally renowned court expert, Isabel Framer, to address the complexities of Language Access as it relates to Community Policing. SFPD partners with agencies who are invaluable resources as they offer a plethora of experience. The LEP course has a built in advocate component, which is unique because it speaks to wrongful arrests, officer complaints and additional areas in which agencies can improve.

SFPD consults and attends trainings provided by agencies like API/GBV (Asian Pacific Institute and Gender Based Violence), DVC (Domestic Violence Consortium), OCEIA (Office of Civic Engagement and Immigrant Affairs), NAJIT (National Association of Judiciary Interpreters and Translators), an agency devoted to the highest level of professional standards in interpreting and translation and many more to ensure the highest level knowledge and best practices when dealing with LEP individuals and laws governing Language Access. In addition, SFPD partners with government agencies like the San Francisco District Attorney's office, San Francisco Police Commission and San Francisco Mayor's office. SFPD also works in conjunction with

community based organization such as DCARA (Deaf Counseling Advocacy & Referral Agency), Deaf Hope, SFWAR (San Francisco Women Against Rape), and Women Inc.

SFPD will publish course offerings to other law enforcement agencies on the POST course catalog website. Interested parties may reach out to SFPD's Professional Development Unit with additional questions. Upon request, interested parties will be notified of future class offerings not yet posted on the POST course catalog.

SFPD has a dedicated Grants Unit with a long history of successfully administering funding, managing the grant timeline, and collecting and reporting performance data. Evidence of SFPD's ability to successfully carry out the proposed project and to administer grant funds over the full length of the performance period can be found in its successful implementation of past and current projects funded by federal, state, and other grant making organizations. SFPD has previously administered grants from diverse funding opportunities, including federal programs such as the DNA Capacity Enhancement for Backlog Reduction (CEBR) Program offered by the Bureau of Justice Assistance (BJA) and state programs such as the Alcoholic Beverage Control (ABC) Program. As the current primary recipient for over 10 active grants, the SFPD Grants Unit uses quantitative and qualitative measures to fulfil project evaluation and reporting requirements. The Grants Unit, which consists of two grants analysts and a grants accountant, has decades of combined experience in managing grants. As such, SFPD has the resources, experience, and skills necessary to ensure the DLGP project is successful.

PROJECT SUMMARY

1. Award #: _____	3. PERFORMANCE PERIOD 10/15/2020 to 06/30/2021
2. PROJECT TITLE Distance Learning Grant Program	
4. RECIPIENT Name: William Scott Phone: (415) 557-4837 Address: 1 South Van Ness Avenue, 4th Floor Fax #: _____ City: San Francisco Zip: 94158	5. GRANT AMOUNT (this is the same amount as 12G of the Grant Award Face Sheet) \$ 185,424.00

6. IMPLEMENTING AGENCY

Name: Patrick Leung Phone: (415) 837-7000 Fax #: _____
Address: 1245 3rd Street City: San Francisco Zip: 94158

7. PROGRAM DESCRIPTION

The San Francisco Police Department (SFPD) is committed to creating a safe, healthy, and vibrant community through Community Policing. We partner and engage with community members and organizations to collaboratively identify and problem-solve local challenges and increase safety for residents, visitors, and officers. Law enforcement agencies can improve trust and relationships between law enforcement and their communities by using these principles to evaluate their policies, procedures and trainings within their departments. Training law enforcement will address the concerns, bridge the communication gaps and garner healthier relationships to strengthen the pillar of community policing.

8. PROBLEM STATEMENT

The core of community policing is partnerships and problem solving. Police officers cannot perform their duties if they cannot effectively communicate. There are over 220 languages spoken in the state of California, which is roughly 44% of the population. The task of communicating and developing trust with LEP individuals may seem formidable without this training. To be effective in fighting crime and protecting residents, a law enforcement agency needs to understand the changing demographics of the communities in its jurisdictions. Developing and implementing a language access plan will allow law enforcement agencies to strengthen police and community relationships, thus increase trust and be better positioned to address public safety solutions.

9. OBJECTIVES

SFPD will use data from the San Francisco Department of Police Accountability (SFDPA) to gauge if citizen complaints has decreased since introducing this training. SFDPA fairly and impartially investigate complaints against San Francisco police officers, makes policy recommendations regarding police practices and conducts periodic audits. SFPD 's Community Engagement Division (CED) is currently developing an online survey that will be accessible to the local community. This survey will also be distributed at CED community events. This data can be used to measure effectiveness of Community Policing.

10. ACTIVITIES

Activity or Milestone / Tentative Dates
 Transition to Online platform for POST certified courses / Oct. 15 - Nov. 13, 2020
 New Curriculum Development to be POST certified (LEP) / Oct. 15 - Nov. 30, 2020
 Trial runs for online deployment / Nov. 16 - Nov. 30, 2020
 Post Course Certification / Dec. 01 - 31, 2020
 Trial runs for LEP course / Jan. 01 - Jan. 07, 2021
 Course Delivery - 100 of students trained / Jan. 01 - Mar. 31, 2021
 Course Delivery - 150 of students trained / Apr. 01 - Jun. 30, 2021
 End of Performance Period / Jun. 30, 2021

11. EVALUATION (if applicable)

SFPD staff will conduct evaluations. Performance will be measured by surveys given to instructors and course attendees and reviewed by SFPD Training Division.

12. NUMBER OF STUDENTS

(if applicable)

250 (estimated)

13. PROJECT BUDGET

(these are the same amounts as on Budget Pages)

	Personal Services	Operating Expenses	Equipment	Course Certification
		72,227	71,787	41,410
Totals:	0	72,227	71,787	41,410

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.

City and County of San Francisco

San Francisco Police Department
Regional Training Center
*350 Amber Drive
San Francisco, CA 94131

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.

California's 12th congressional district

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.

*District 17
David Chiu

District 19
Phil Ting

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.

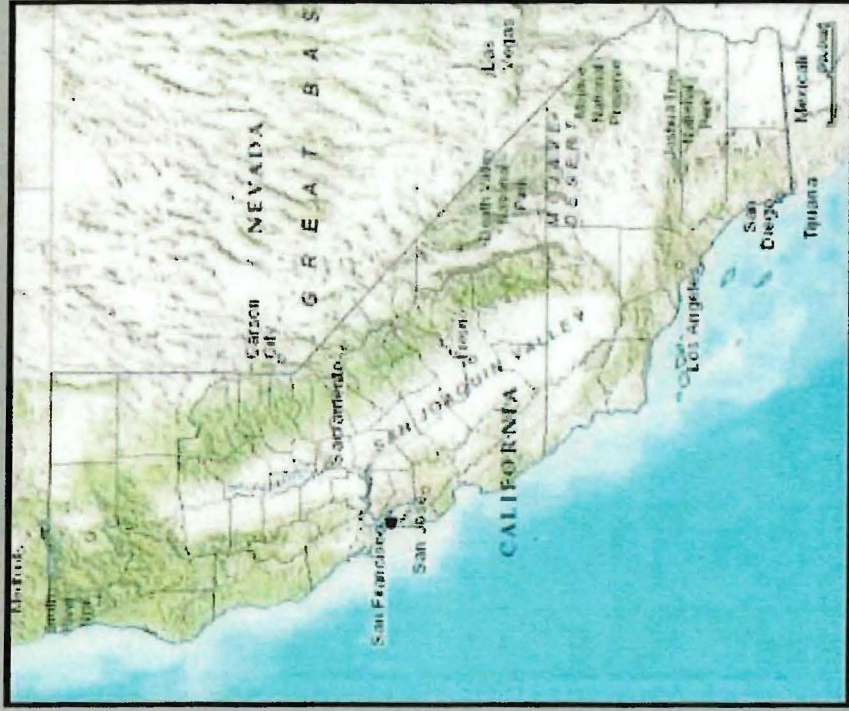
*District 11
Scott Weiner

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

San Francisco is the 16th most populous city in the United States, and the fourth most populous in California, with 881,549 residents as of 2019 US Census.

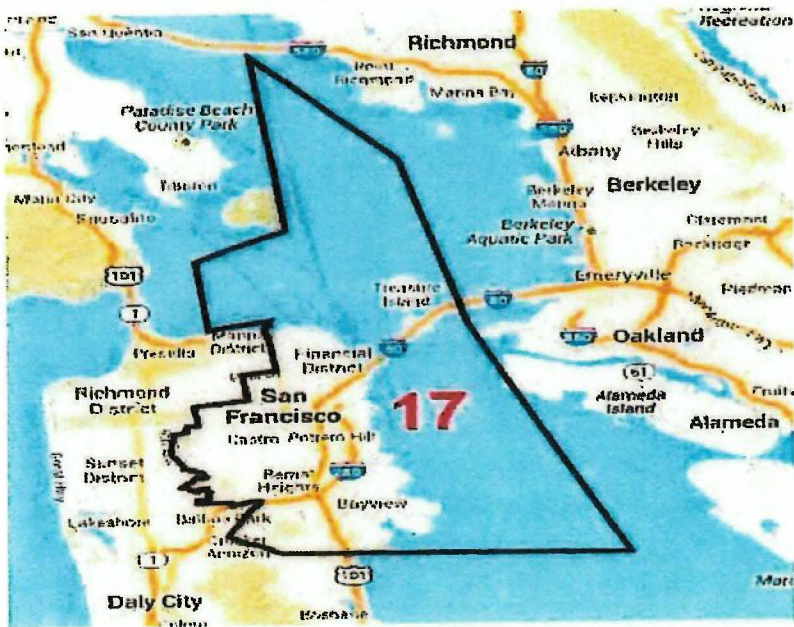


California US District 12



US Congressional districts since 2013
Source: <http://nationaldata.gov>, 1 Million Scale project.









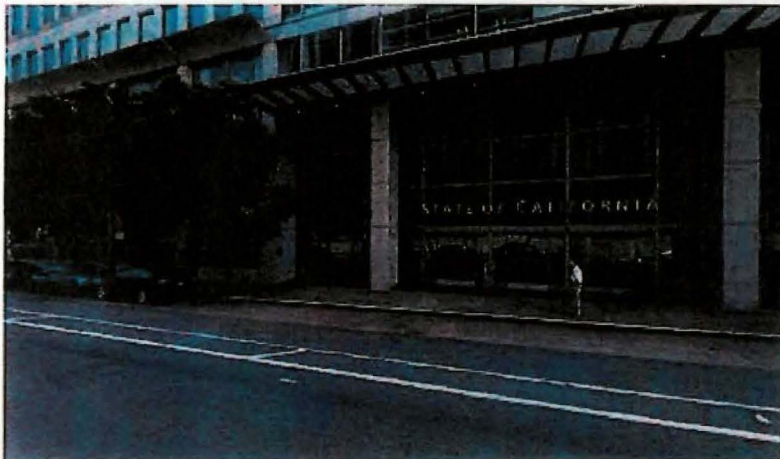


455 Golden Gate Ave

District 11,17,19 offices of CA State Assembly and CA Senate



Map data ©2020 Google, INEGI 200 mi



455 Golden Gate Ave

San Francisco, CA 94102



Directions



Save



Nearby

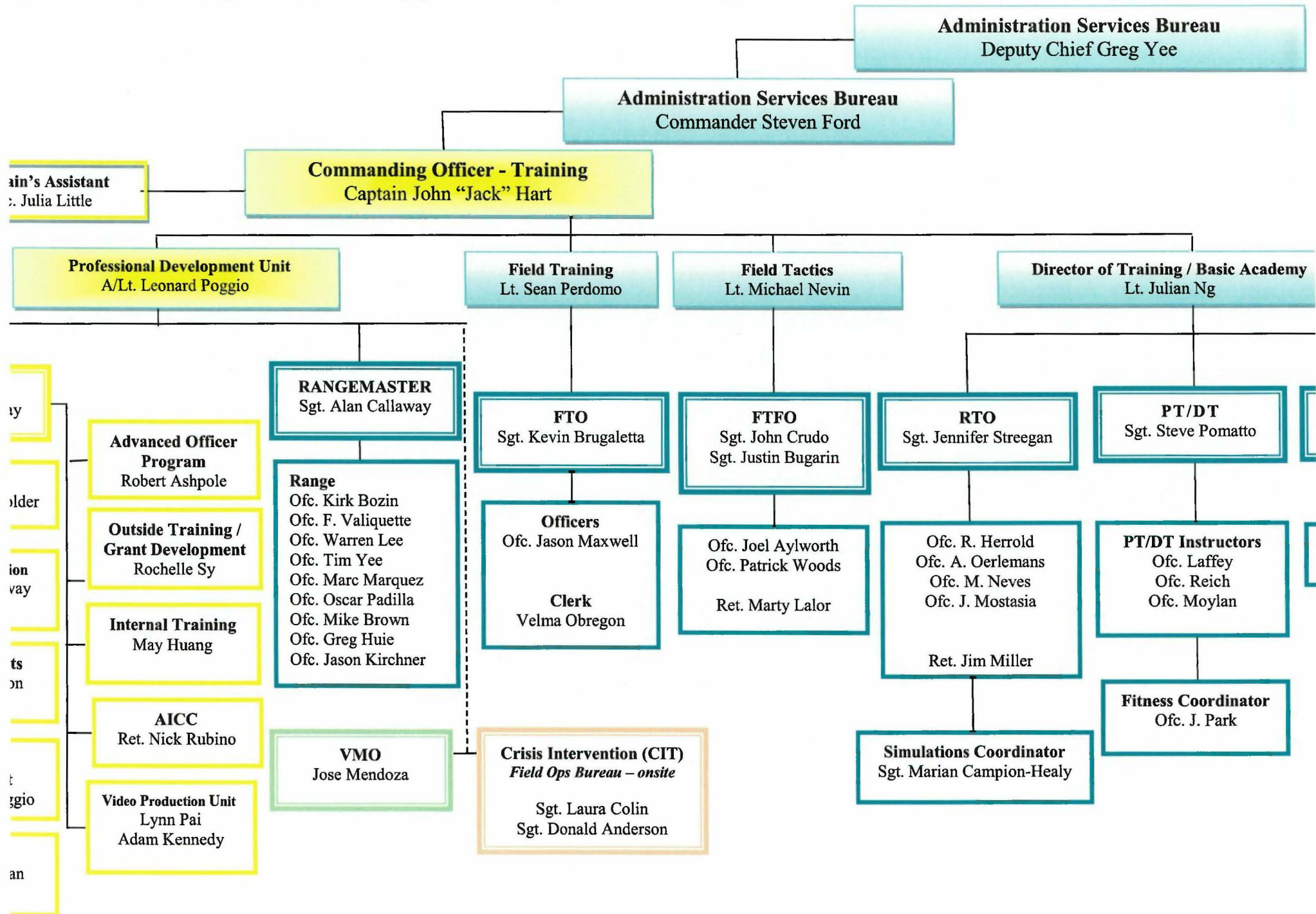


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phone



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TRAINING DIVISION ORGANIZATIONAL CHART



William Scott
CHIEF OF POLICE

★★★
MICHAEL REDMOND
ASSISTANT CHIEF
OPERATIONS

★★
CATHERINE McGUIRE
EXECUTIVE DIRECTOR
STRATEGIC MANAGEMENT

★★
GREG McEACHERN
DEPUTY CHIEF
FIELD OPERATIONS

★★
DAVID LAZAR
DEPUTY CHIEF
INVESTIGATIONS

★
VACANT
TECHNOLOGY

★
PATRICK LEUNG
FISCAL

★
TERESA EWINS
METRO DIVISION

★
PETER WALSH
GOLDEN GATE DIVISION

★
DARYL FONG
COMMUNITY ENGAGEMENT

★
JOHN SANCHEZ
FORENSIC SERVICES

★
RAJ VASWANI
INVESTIGATIONS

Una Bailey
Professional Standards

Robert Yick
Central

Troy Dangerfield
Bayview

Juan Daniels
Community Engagement

Trenia Wearing
Captain
General Crimes

Timothy Falvey
Southern

Renee Pagano
Park

Steven Mannina
HSOC

James Aherne
Captain
Major Crimes

Gaetano Caltagirone
Mission

Michelle Jean
Richmond

Joseph Engler
Northern

Christopher Woon
Ingleside

Carl Fabbri
Tenderloin

Nicholas Rainsford
Taraval

Frederick Schiff
Henry Yee
VACANT
Night Captains (3)

Sergio Chin
Captain
Special Victims

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

Subrecipient: San Francisco Police Department	
Grant Disaster/Program Title: Distance Learning Grant Program	
Performance Period: 10/15/2020 to 06/30/2020	Subaward Amount Requested:
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?	\$ 8,000,000
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	No
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Always
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

Certification: This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.

Signature: (Authorized Agent) 	Date: 8/3/2020
Print Name and Title William Scott	Phone Number: Chief of Police

Program Specialist Only: SUBAWARD #



CITY AND COUNTY OF SAN FRANCISCO
POLICE DEPARTMENT
 HEADQUARTERS
 1245 3RD Street
 San Francisco, California 94158



LONDON N. BREED
 MAYOR

WILLIAM SCOTT
 CHIEF OF POLICE

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: San Francisco Police Department
DATE: October 22, 2020
SUBJECT: Accept and Expend Resolution for Subject Grant
GRANT TITLE: Distance Learning Grant Program - FY 2020/21

Attached please find the original* and 1 copy of each of the following:

- X Proposed grant resolution; original* signed by Department, Mayor, Controller
- X Grant information form, including disability checklist
- X Grant budget
- X Grant application
- X Grant award letter from funding agency
- N/A Ethics Form 126 (if applicable)
- N/A Contracts, Leases/Agreements (if applicable)
- N/A Other (Explain):

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: **Katherine Chiu** Phone: **415-837-7211**

Interoffice Mail Address: **SFPD Fiscal Division**
1245 3rd Street, 6th Floor, SF, CA 94158

Certified copy required Yes No

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

From: [Groffenberger, Ashley \(MYR\)](#)
To: [Peacock, Rebecca \(MYR\)](#); [BOS Legislation, \(BOS\)](#)
Cc: [Kittler, Sophia \(MYR\)](#); [Chiu, Katherine \(POL\)](#); [Leung, Patrick \(POL\)](#); [Lynn, Andrea \(MYR\)](#)
Subject: RE: Mayor -- [Resolution] -- [Accept and Expend Grant – Retroactive - California Commission on Peace Officer Standards and Training (POST) Distance Learning Grant Program (DLGP) – FY 2020/21 - \$185,424]
Date: Tuesday, December 15, 2020 5:37:08 PM

Approved.

From: Peacock, Rebecca (MYR)
Sent: Tuesday, December 15, 2020 5:13 PM
To: BOS Legislation, (BOS) <bos.legislation@sfgov.org>; Groffenberger, Ashley (MYR) <ashley.groffenberger@sfgov.org>
Cc: Kittler, Sophia (MYR) <sophia.kittler@sfgov.org>; Chiu, Katherine (POL) <Katherine.Chiu@sfgov.org>; Leung, Patrick (POL) <patrick.n.leung@sfgov.org>; Lynn, Andrea (MYR) <andrea.lynn@sfgov.org>
Subject: Mayor -- [Resolution] -- [Accept and Expend Grant – Retroactive - California Commission on Peace Officer Standards and Training (POST) Distance Learning Grant Program (DLGP) – FY 2020/21 - \$185,424]

Attached for introduction to the Board of Supervisors is a **resolution retroactively authorizing the San Francisco Police Department (SFPD) to accept and expend a grant in the amount of \$185,424 from the California Commission on Peace Officer Standards and Training (POST) for the project period beginning on October 15, 2020 and ending on June 30, 2021.**

[@Groffenberger, Ashley \(MYR\)](#), can you please reply-all to indicate your approval? Thanks!

Please let me know if you have any questions.

Rebecca Peacock ([they/them](#))
(415) 554-6982 | Rebecca.Peacock@sfgov.org
Office of Mayor London N. Breed
City & County of San Francisco

FILE NO.

RESOLUTION NO.

1 [Accept and Expend Grant – Retroactive - California Commission on Peace Officer Standards
2 and Training (POST) Distance Learning Grant Program (DLGP) – FY 2020/21 - \$185,424]

3 **Resolution retroactively authorizing the San Francisco Police Department (SFPD) to**
4 **accept and expend a grant in the amount of \$185,424 from the California Commission**
5 **on Peace Officer Standards and Training (POST) for the project period beginning on**
6 **October 15, 2020 and ending on June 30, 2021.**

7
8 WHEREAS, The San Francisco Police Department applied for funding from the
9 California Commission on Peace Officer Standards and Training; and

10 WHEREAS, the California Commission on Peace Officer Standards and Training
11 awarded SFPD \$185,424 to support the development and Peace Officer Standards & Training
12 (POST) certification of a Limited English Proficiency Training course under a distance learning
13 environment for law enforcement personnel for the project period beginning October 15, 2020
14 and ending on June 30, 2021; and

15 WHEREAS, The grant does not require an Annual Salary Ordinance Amendment; and

16 WHEREAS, The grant budget includes provision for indirect costs of \$265; now,
17 therefore, be it

18 RESOLVED, That the Board of Supervisors authorizes SFPD to accept and expend the
19 grant of \$185,424 the California Commission on Peace Officer Standards and Training to
20 support the development and Peace Officer Standards & Training (POST) certification of a
21 Limited English Proficiency Training course under a distance learning environment for law
22 enforcement personnel; and, be it

23 FURTHER RESOLVED, That the Board of Supervisors authorizes the Chief of Police,
24 or his designee, to enter into the agreement on behalf of the City and County of San
25 Francisco.

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Recommended:

William Scott

Department Head

Approved: _____

Mayor

Approved: _____

Controller