



April 21, 2021

Mark Powell, Crime Lab Director
San Francisco, City & County
606 Manseau Street
San Francisco, 94124

Subject: NOTIFICATION OF APPLICATION APPROVAL
Paul Coverdell Forensic Science Improvement Program
Subaward #: CQ20 16 0380, Cal OES ID: 075-00000

Dear Mr. Powell:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$61,437, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt.

This subaward is subject to the Cal OES Subrecipient Handbook. You are encouraged to read and familiarize yourself with the Cal OES Subrecipient Handbook, which can be viewed on Cal OES website at www.caloes.ca.gov.

Any funds received in excess of current needs, approved amounts, or those found owed as a result of a close-out or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal OES.

Should you have questions on your subaward please contact your Program Specialist.

VSPS Grants Processing

Enclosure

c: Subrecipient's file

(Cal OES Use Only)

Cal OES #	075-00000-04	FIPS #	075-00000	VS#		Subaward #	CQ20 16 0380 AP
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**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET**

SMC

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

- 1. **Subrecipient:** City and County of San Francisco 1a. DUNS#: 120802983
- 2. **Implementing Agency:** San Francisco Police Department 2a. DUNS#: 120802983
- 3. **Implementing Agency Address:** 1245 3rd Street, Rm 6100 San Francisco 94158-2134
(Street) (City) (Zip+4)
- 4. **Location of Project:** Building 606, 606 Manseau Street San Francisco 94124-2134
(City) (County) (Zip+4)
- 5. **Disaster/Program Title:** Paul Coverdell Forensic Science Improvement Program
- 6. **Performance Period:** 01/01/21 to 12/31/21
(Start Date) (End Date)
- 7. **Indirect Cost Rate:** N/A Federally Approved ICR (if applicable): _____ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2020	FSIA		\$61,437					\$61,437
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost		\$61,437	\$61,437				\$61,437

13. Certification - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. CA Public Records Act - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. Official Authorized to Sign for Subrecipient:

Name: William Scott Title: Chief of Police

Payment Mailing Address: 1245 3rd Street, 6th Floor - Accounting City: San Francisco Zip Code+4: 94158-2134

Signature: William Scott Date: 12/4/2020

16. Federal Employer ID Number: 946000417

(FOR Cal OES USE ONLY)

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

<u>Mary Rucker</u>	<u>4/20/2021</u>	<u>Heather Carlson</u>	<u>4/20/2021</u>
(Cal OES Special Officer)	(Date)	(Cal OES Director or Designee)	(Date)

ENY: 2020-21 Chapter: 6 SL: 18620
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 2020-CD-BX-0012 10/01/20-9/30/22
 Fund: Federal Trust AL#: 16.742
 Program: Paul Coverdell Forensic Science Improvement Program
 Match Req.: None
 Project ID: OES20FSIA000012
 SC: 2020-18620 Amount: \$61,437

DS
JH

RECEIVED
 DEC 07 2020
 BY: 724030

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

1. Cal OES Contact Information Section:

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

2. Federal Awarding Agency Section:

Fund Year	Federal Program Fund / AL#	Federal Awarding Agency	Total Federal Award Amount	Total Local Assistance Amount
2020	Forensic Sciences Improvement Act (FSIA) / 16.742	Bureau of Justice Assistance	\$2,131,122	\$1,918,010
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

3. Project Description Section:

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

4. Research & Development Section:

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

PROJECT CONTACT INFORMATION

Subrecipient: San Francisco Police Department Subaward #: CQ20160380

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below.

1. The **Project Director** for the project:

Name: Mark Powell Title: Crime Lab Director
Telephone #: 415-671-3141 Email Address: mark.powell@sfgov.org
Address/City/Zip + 4: 606 Manseau Street, San Francisco, CA 94124

2. The **Financial Officer** for the project:

Name: Patrick Leung Title: Chief Financial Officer
Telephone #: 415-837-7213 Email Address: patrick.n.leung@sfgov.org
Address/City/Zip + 4: 1245 3rd Street, 6th Floor, San Francisco, CA 94158-2134

3. The **person** having **Routine Programmatic** responsibility for the project:

Name: Tasha Smith Title: Chemical Analysis Unit Supervisor
Telephone #: 415-671-3273 Email Address: tasha.smith@sfgov.org
Address/City/Zip + 4: 1245 3rd Street, 6th Floor, San Francisco, CA 94158-2134

4. The **person** having **Routine Fiscal** responsibility for the project:

Name: Fannie Yeung Title: Grants Analyst
Telephone #: 415-837-7212 Email Address: fannie.yeung@sfgov.org
Address/City/Zip + 4: 1245 3rd Street, 6th Floor, San Francisco, CA 94158-2134

5. The **Executive Director** of a Community Based Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: William Scott Title: Chief of Police
Telephone #: 415-837-7000 Email Address: sfpdchief@sfgov.org
Address/City/Zip + 4: 1245 3rd Street, 6th Floor, San Francisco, CA 94158-2134

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: William Scott Title: Chief of Police
Telephone #: 415-837-7000 Email Address: sfpdchief@sfgov.org
Address/City/Zip + 4: 1245 3rd Street, 6th Floor, San Francisco, CA 94158-2134

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

Name: Norman Yee Title: President, San Francisco Board of Supervisors
Telephone #: 415-554-6516 Email Address: norman.yee@sfgov.org
Address/City/Zip + 4: 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4604

EC

SIGNATURE AUTHORIZATION

Subaward #: CQ20160380

Subrecipient: City and County of San Francisco

Implementing Agency: San Francisco Police Department

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

***Project Director:** Mark Powell

Signature: Mark Powell Digitally signed by Mark Powell
Date: 2020.12.04 08:33:08 -08'00'

Date: 12/4/2020

***Financial Officer:** Patrick Leung

Signature: Patrick Leung Digitally signed by Patrick Leung
Date: 2020.12.04 11:07:56 -08'00'

Date: 12/4/2020

The following persons are authorized to sign
for the **Project Director**

Tasha Smith Digitally signed by Tasha Smith
Date: 2020.12.04 08:37:40 -08'00'

Signature
Tasha Smith

Printed Name

Signature

Printed Name

Signature

Printed Name

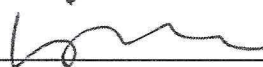
Signature

Printed Name

Signature

Printed Name

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



Signature
Li Wu

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE
Paul Coverdell Forensic Science Improvement Act (FSIA) Fund

I, William Scott hereby certify that
(official authorized to sign; same person as Section 15 on Grant Subaward Face Sheet)

Subrecipient: City and County of San Francisco

Implementing Agency: San Francisco Police Department

Project Title: Paul Coverdell Forensic Sciences Improvement Program

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the Grant Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

I. Federal Grant Funds

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the *Subrecipient Handbook* for more detail.

- The above named Subrecipient receives \$750,000 or more in federal grant funds annually.
- The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

II. Equal Employment Opportunity – (Subrecipient Handbook Section 2151)

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 race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law. **Cal OES-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: Equal Employment Opportunity and Leave Director

Address: 1 South Van Ness Avenue, 4th Floor, San Francisco, CA 94103

Phone: 415-557-4837

Email: linda.simon@sfgov.org

III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)

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

IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES-funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

V. Lobbying – (Subrecipient Handbook Section 2154)

Cal OES 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.

VI. Debarment and Suspension – (Subrecipient Handbook Section 2155)

(This applies to federally-funded grants only.)

Cal OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

VII. Proof of Authority from City Council/Governing Board – (Subrecipient Handbook Section 1350)

The above-named organization (Applicant) accepts responsibility for and must comply with the requirement to obtain a signed resolution from the City Council/Governing Board in support of this Program. The Applicant must provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Grant Subaward, including civil court actions for damages, shall be the responsibility of the grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES 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 Grant Subaward is, in fact, authorized to do so. The Applicant is also required to maintain said written authorization on file and readily available upon demand.

VIII. Civil Rights Compliance

The Subrecipient 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.

IX. Special Condition for Grant Subaward with Paul Coverdell Forensic Improvement Act Program Funds

1. Applicability of Part 200 Uniform Requirements

The Subrecipient must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2019 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2019 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2019 award.

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

Record retention and access: Records pertinent to the award that the Subrecipient must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the Subrecipient must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

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

2. Compliance with DOJ Grants Financial Guide

The Subrecipient must to comply with the DOJ Grants Financial Guide. References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The Subrecipient must comply with the DOJ Grants Financial Guide.

3. Hiring Documents

The Subrecipient must keep, maintain, and preserve all documentation (such as Form I-9s or equivalents) regarding the eligibility of employees hired using the funds.

4. Requirement to report actual or imminent breach of personally identifiable information (PII)

The Subrecipient must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it – (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The Subrecipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

5. All Subawards ("Subgrants") must have specific federal authorization

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

The details of the requirement for authorization of any Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All Subawards ("Subgrants") must have specific federal authorization), and are incorporated by reference here.

6. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The Subrecipient must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of

federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a Subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at

<https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

7. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used.

a. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no Subrecipient may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

b. Monitoring

The Subrecipient's monitoring responsibilities include monitoring of compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and

allocable costs (if any) of actions designed to ensure compliance with this condition.

d. Rules of construction

- o The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor, grant Subrecipient, agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.
- o Nothing in this condition shall be understood to authorize or require any Subrecipient or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

8. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP authority to terminate award)

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

The details of the Subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by Subrecipients and Subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

9. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ, the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award is to benefit a set of individuals under 18 years of age.

The Subrecipient must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition:

Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

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

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

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

11. OJP Training Guiding Principles

Any training or training materials that the Subrecipient develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

12. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination – 28 C.F.R. Part 42

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

13. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

14. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any

applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

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

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

15. Restrictions on "Lobbying"

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

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

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

16. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2019)

The recipient, and any Subrecipient ("Subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2019, are set out at

<https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a Subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

17. Reporting Potential Fraud, Waste, & Abuse

The Subrecipient must promptly refer to DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct. Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

18. Restrictions and Certifications Regarding Non-Disclosure Agreements and Related Matters

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

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

a. In accepting this award, the Subrecipient:

- o Represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

- o Certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
- b. If the Subrecipient does or is authorized under this award to make Subawards, procurement contracts, or both:
- o It represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive award funds (whether through a Subaward, procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and
 - o It certifies that, if it learns or is notified that any Subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

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

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

The Subrecipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the Subrecipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

20. Encouragement of Policies to Ban Text Messaging while Driving

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

21. Use of Funds; No Research

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

Performance Measures

To ensure compliance with the Government Performance and Results Act (Pub. L. No. 103-62) and the GPRA Modernization Act of 2010 (Pub. L. No. 111-352), program performance under this Subaward is measured by the following:

- Percent reduction in the average number of days from the submission of a sample to a forensic science laboratory to the delivery of test results to a requesting office or agency (calculated by reporting the average number of days to process a sample at the beginning of the grant period versus the average number of days to process a sample at the end of the grant period);
- Percent reduction in the number of backlogged forensic cases (calculated by reporting the number of backlogged forensic cases at the beginning of the grant period versus the number of backlogged forensic cases at the end of grant period), if applicable to the Subaward; and
- The number of forensic science or medical examiner/coroner's office personnel who completed appropriate training or educational opportunities with these Coverdell funds, if applicable to the Subaward. Subrecipients are required to collect and report data relevant to these measures.

22. The Subrecipient understands and agrees that gross income (revenues) from fees charged for forensic science or medical examiner services constitutes program income (in whole or in part), and that program income must be determined, used, and documented in accordance with the provisions of 2 C.F.R. 200.307, including as applied in the Department of Justice (DOJ) Grants Financial Guide, as it may be revised from time to time. The recipient further understands and agrees that both program income earned during the award period and expenditures of such program income must be reported on the quarterly and final Federal Financial Reports (SF 425) and are subject to audit.

The Subrecipient understands and agrees that program income earned during the award period may be expended only for permissible uses of funds specifically identified in the solicitation for the Paul Coverdell Forensic Science Improvement Grants Program. The recipient further understands and agrees that program income earned during the award period may not be used to supplant State or local government funds, but instead may be used only to increase the amount of funds that would, in the absence of Federal funds or program income, be available from State or local government sources for the permissible uses of funds listed in the solicitation.

The Subrecipient understands and agrees that program income that is earned during the final ninety (90) days of the award period may, if appropriate, be obligated (as well as expended) for permissible uses during the ninety-day (90-day) period following the end of the award period. The recipient further understands and agrees that any program income earned during the award period that is not obligated and expended within ninety (90) days of the end of the award period must be returned to OJP.

23. The Subrecipient acknowledges that, as stated in the solicitation for the Paul Coverdell Forensic Science Improvement Grants Program, NIJ assumes that Subrecipients of Coverdell funds will make use of the process referenced in their certification as to external investigations and will refer allegations of serious negligence or misconduct substantially affecting the integrity of forensic results to government entities with an appropriate process in place to conduct independent external investigations, such as the government entity (or entities) identified in the grant application. The recipient shall submit the following information as part of its final report: (1) the number and nature of any allegations of serious negligence or misconduct substantially affecting the integrity of forensic results received during the 12-month period of the award; (2) information on the referrals of such allegations (e.g., the government entity or entities to which referred, the date of referral); (3) the outcome of such referrals (if known as of the date of thereport); and (4) if any such allegations were not referred, the reason(s) for the non-referral. Should the project period for this award be extended, the recipient shall submit the above information as to the first twelve months of the award as part of the first semi-annual progress report that comes due after the conclusion of the first twelve months of the project period, and shall submit the required information as to subsequent twelve-month periods every twelve months

thereafter (as part of a semi-annual progress report) until the close of the award period, at which point the recipient shall submit the required information as to any period not covered by prior reports as part of its final report. The recipient understands and agrees that funds may be withheld (including funds under future awards), or other related requirements may be imposed, if the required information is not submitted on a timely basis.

24. To assist in information sharing, the award Subrecipient shall provide the Cal OES grant manager with a copy of publications (including those prepared for conferences and other presentations) resulting from this award, prior to or simultaneous with their public release. NIJ defines publications as any written, visual or sound material substantively based on the project, formally prepared by the award recipient for dissemination to the public. Submission of publications prior to or simultaneous with their public release aids NIJ in responding to any inquiries that may arise. Any publications - excluding press releases and newsletters - whether published at the recipient's or government's expense, shall contain the following statement: "This project was supported by Award No. _____, awarded by the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect those of the Department of Justice." This statement shall appear on the first page of written publications. For audio and video publications, it shall be included immediately after the title of the publication in the audio or video file.
25. The Subrecipient shall transmit to the Cal OES grant manager copies of all official award-related press releases at least ten (10) working days prior to public release. Advance notice permits time for coordination of release of information by Cal OES and NIJ where appropriate and to respond to press or public inquiries.
26. Copyright; Data Rights

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

The Subrecipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under a Subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227- 14 (Rights in Data - General).

It is the responsibility of the Subrecipient to ensure that this condition is included in any Subaward under this Subaward.

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

27. The Subrecipient agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this Subaward.

Environmental Assessment (EA): The Subrecipient agrees and understands that funded activities (whether conducted by the Subrecipient or contractors) may require the preparation of an EA as defined by the Council on Environmental Quality's Regulations for implementing the Procedural Provisions of the National Environmental Policy Act (NEPA), found at 40 CFR Part 1500. An EA is a concise public document that briefly provides sufficient analysis for determining whether to prepare an environmental impact statement (EIS) or a finding of no significant impact for the proposed activity. If in completing an EA for a proposed activity, potential adverse environmental impacts are identified, the EA will serve as a vehicle for developing either alternative approaches or mitigation measures for avoiding or reducing the identified adverse environmental impacts.

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

All appropriate documentation **must be maintained on file by the project and available for Cal OES 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 Subrecipient may be ineligible for Subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient 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 Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient 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: 12/4/2020

Federal Employer ID #: 946000417 Federal DUNS #: 120802983

Current System for Award Management (SAM) Expiration Date: 10/5/2021

Executed in the City/County of: San Francisco

AUTHORIZED BY: (not applicable to State agencies)

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

Signature: ben rosenfield Digitally signed by ben rosenfield
Date: 2020.12.04 14:33:26 -08'00'

Typed Name: Ben Rosenfield

Title: Controller



Grant Subaward Budget Pages
Single Fund Source

Subrecipient: City and County of San Francisco		Grant Subaward #: CQ20 16 0380
B. Operating Costs - Line-item description and calculation		Total Amount Allocated
Ammunition for Forensic Testing		\$11,310
OPERATING COSTS CATEGORY TOTAL		\$11,310

EC



Grant Subaward Budget Pages
Single Fund Source

Subrecipient: City and County of San Francisco		Grant Subaward #: CQ20 16 0380	
C. Equipment Costs - Line-item description and calculation		Total Amount Allocated	
controlled-substance hand-held Raman spectrometers (2)		\$50,127	
EQUIPMENT COSTS CATEGORY TOTAL		\$50,127	
Total Project Cost (Must match the Grant Subaward Face Sheet)		\$61,437	

EC

VSPS Budget Summary Report

CQ20 Paul Coverdell Forensic Science Improvement Program

Subaward #: CQ20 16 0380

San Francisco, City & County

Performance Period: 01/01/21 - 12/31/21

Paul Coverdell Forensic Science Improvement Program

Latest Request: , Not Final 201

A. Personal Services - Salaries/Employee Benefits

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	20FSIA	0	0	0	0	0
Total A. Personal Services - Salaries/Employee Benefits:		0	0	0	0	0

B. Operating Expenses

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	20FSIA	11,310	0	11,310	0	11,310
Total B. Operating Expenses:		11,310	0	11,310	0	11,310

C. Equipment

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	20FSIA	50,127	0	50,127	0	50,127
Total C. Equipment:		50,127	0	50,127	0	50,127

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
Total Local Match:	0	0	0	0	0
Total Funded:	61,437	0	61,437	0	61,437
Total Project Cost:	61,437	0	61,437	0	61,437

F/S/L (Funding Types): F=Federal, S=State, L=Local Match

Paid/Expended=posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule

04/21/21

Budget Narrative

The San Francisco Police Department Crime Lab has a backlog in firearm and toolmark cases that will be addressed using Coverdell grant funds.

Fifty thousand one hundred and twenty seven dollars (\$50,127) will be used to procure two (2) controlled-substance hand-held Raman spectrometers. These instruments will be used to perform the initial screening of evidence in the controlled substance laboratory once it is reestablished. The spectrometers will improve the laboratory's ability to conduct field-based as well as in-situ analysis, allowing a rapid and non-destructive identification of unknown samples. The equipment will allow the laboratory to improve the quality and timeliness of forensic science services.

Eleven thousand three hundred and ten dollars (\$11,310) of grant funds will be spent on ammunition for forensic testing which will help to get cases completed and reduce delays, further reducing the backlog of case and turn-around times.

Project Narrative

Problem Statement

The project service area is the City and County of San Francisco. San Francisco is the 4th largest city in California and the 13th largest in the country, with a population of 896,047. Its population resides within a 49 square mile peninsula and it is the 2nd most densely populated major city in the United States. The San Francisco Police Department (SFPD) Crime Lab serves an estimated population of 1.2 million persons daily.

In order to conduct analysis of suspected drug evidence in a timely and efficient manner, the SFPD Crime Lab is in need of two (2) controlled-substance hand-held Raman spectrometers. The instrumentation will allow SFPD Crime Lab criminalists, trainees, and technicians to perform field-based as well as in-situ analysis of unknown samples. Without updated instrumentation for analysis, the SFPD Crime Lab and staff will not be properly equipped for the accreditation and reopening of the Controlled Substance Unit.

The SFPD Crime Lab's Firearm and Toolmark Unit currently has a backlog of cases requiring microscopic comparisons as well as firearm only cases that need to be entered and compared to the National Integrated Ballistic Information Network (NIBIN) Database. We have three (3) bench analysts, three (3) NIBIN technicians, and two (2) analyst trainees with NIBIN functionality to perform firearm-related

Subrecipient: City and County of San Francisco Subaward #: CQ20160380

casework assigned to our unit. The Firearm and Toolmark Unit's prioritization plan is as follows: 1) homicides, 2) attempted homicides, and 3) incidents involving shots fired. Since priority during a normal work shift goes to examining rush cases, homicide cases, and officer involved shootings, the backlog and turn-around time on our routine casework, including cases that require microscopic comparisons as well as firearm only cases that need to be entered and compared to the NIBIN Database has increased.

Plan

Our project objectives include reducing backlog, improving turn-around time, addressing emerging forensic science technology needs, and maintaining accreditation.

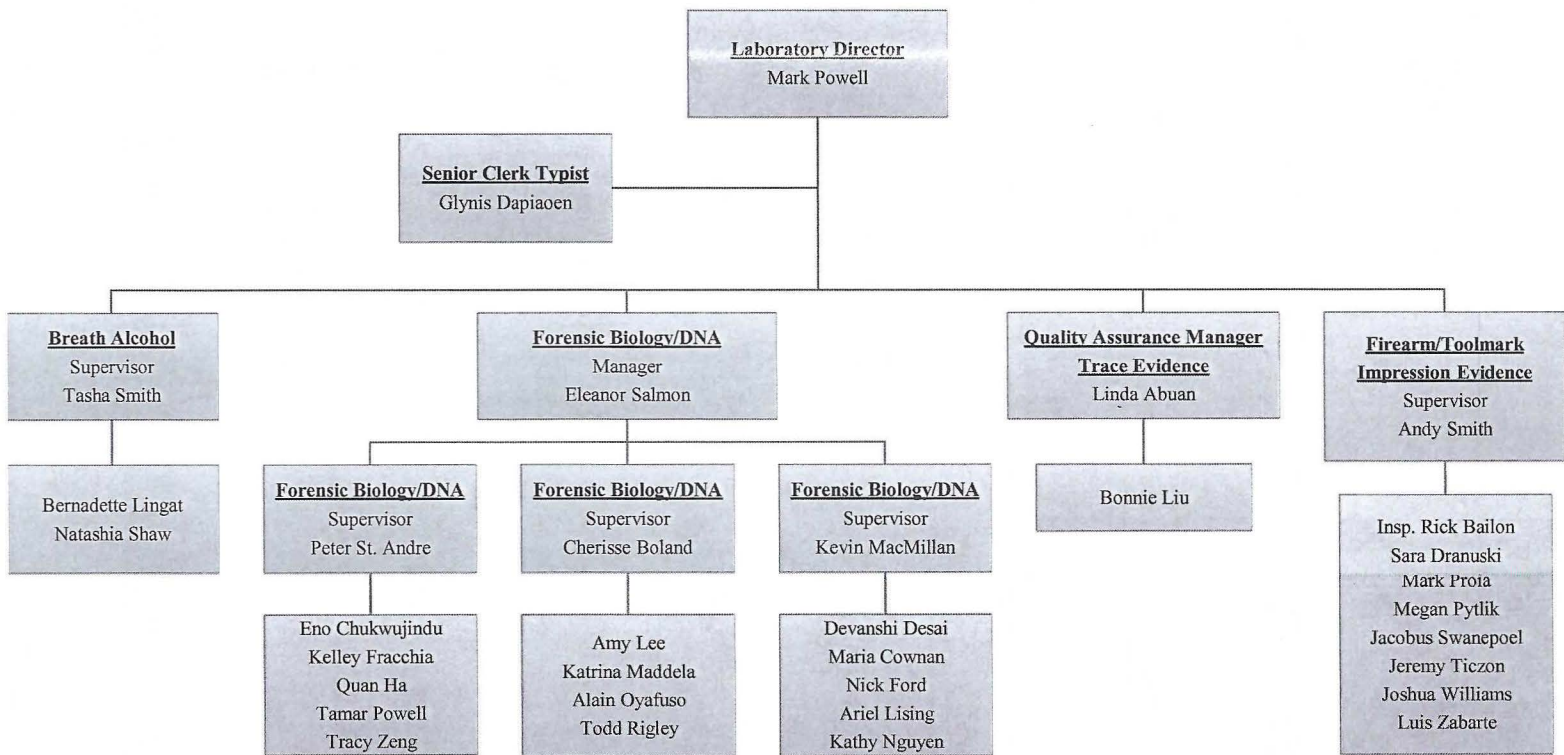
To reduce backlog and improve the timeliness and quality of our forensic science services, we plan to secure funding to: 1) procure two (2) controlled-substance hand-held Raman spectrometers, so screening of unknown substances can happen immediately in a rapid and easy manner, minimizing the need for sample preparation and reducing possibilities for delay; and 2) purchase ammunition for an exemplar library, so ammunition is readily available to test-fire and perform complete firearm examinations in a more timely manner.

Subrecipient: City and County of San Francisco Subaward #: CQ20160380

The use of Coverdell funds to meet these project objectives will benefit the City and County of San Francisco by ensuring backlog of cases are reduced, firearm cases are processed more quickly, and forensic staff are well equipped in the field. Faster case processing will have an impact on firearm-related cases and help to reduce the amount of gun crime in the community.



San Francisco Police Department Criminalistics Laboratory
Organizational Chart November 2020



San Francisco Police Department Criminalistics Laboratory
Organizational Chart Addendum

Special Assignments:

Health and Safety Officer*
Health and Safety Committee

Linda Abuan
Natashia Shaw
Joshua Williams
Eno Chukwujindu

CODIS Administrator
CODIS Administrator Alternate
CODIS Team

Tamar Powell
Maria Cownan
Alain Oyafuso
Peter St. Andre
Nick Ford

Technical Leaders:

Forensic Biology/DNA
Firearm/Toolmark
GSR & Impression Evidence

Eleanor Salmon
Andy Smith
Linda Abuan

*Special assignments designated by Laboratory Director

2020 CALIFORNIA COVERDELL PROGRAM

Certification as to External Investigations

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

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

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

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

I personally have read and reviewed the section entitled "Eligibility" in the FY 2020 program announcement for the California Coverdell Program. I acknowledge that a false statement in this certification or in the application that it supports may be subject to criminal prosecution, under 18 U.S.C. § 1001. I also acknowledge that the Office of Justice Programs and/or Cal OES Grant Subawards, including certifications provided in connection with such Grants Subawards, are subject to review by the Office of Justice Programs, Department of Justice, Office of the Inspector General, and Cal OES.

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

William Scott
Signature of Certifying Official

SFPD Internal Affairs Division
Name of External Investigative Agency

Chief of Police
Title of Certifying Official

Angela Wilhelm
Contact at External Investigative Agency

San Francisco Police Department
Name of Applicant Agency

Lieutenant
Title

12/4/2020
Date

415-837-7151
Phone #

2020 CALIFORNIA COVERDELL PROGRAM

BASELINE DATA SHEET

The data presented on this document will establish the baseline for the 2020 Grant Subaward progress reporting. Please complete and submit the information requested below with your application.

PLEASE NOTE: ONCE A DISCIPLINE(S) IS SELECTED, YOU MUST REPORT STATISTICS ON THAT DISCIPLINE(S) THROUGHOUT THE LIFE OF THE CQ20 GRANT SUBAWARD PERFORMANCE PERIOD. PLEASE DO NOT SWITCH THE DISCIPLINE(S) MID-GRANT SUBAWARD PERFORMANCE PERIOD.

1. Identify the number of qualifying staff related to CQ20 FSIA funds. 34

2. What are the project disciplines for the CQ20 Grant Subaward program?

PLEASE NOTE: Toxicology and Forensic Alcohol are now ONE discipline

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

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

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

Discipline	Turn-Around-Time	Back Log
Controlled Substances/Drug Chemistry		
Toxicology/Forensic Alcohol		
Trace	488	33
Firearms	316	244
Questioned Documents		
Biology/DNA		
Fire Evidence		
Crime Scene		
Latent Prints		
Digital Media		
Pathology		
NIBIN		
Impression Evidence		

4. Grant Subaward funding will **only** be used for training: Yes___ No X

Signature: Mark Powell Digitally signed by Mark Powell
Date: 2020.12.04 08:34:14
-08'00'

Date: 12/4/2020

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

Subrecipient City and County of San Francisco **Duns#** 120802983 **FIPS#** 075-00000 **AP**
Disaster/Program Title: Paul Coverdell Forensic Science Improvement Program
Performance Period: 01/01/21 to 12/31/21 **Subaward Amount Requested:** \$ 61,437
Type of Non-Federal Entity (Check Box): State Gov. Local Gov. JPA Non-Profit Tribe

Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, grant manager is the individual who has primary responsibility for day-to-day administration of the grant, bookkeeper/accounting staff means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and organization refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	>10 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) Patrick Leung <small>Digitally signed by Patrick Leung Date: 2020.12.04 11:09:09 -0800</small>	Date: 12/04/2020
Print Name and Title: Patrick Leung, Chief Financial Officer	Phone Number: 415-837-7213
<i>Cal OES Staff Only: SUBAWARD # C620160380</i> AP	

PROJECT SERVICE AREA INFORMATION

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

San Francisco

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.

AP 12th* and 14th

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.

AP 17th* and 19th

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.

AP ~~8th~~ and 11th*

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

896,047