

Title	Hemet Police Department	07/06/2023
	by MARTHA MARTINEZ in Organized Retail Theft Prevention Grant Program	id. 41327862
	mmartinez@hemetca.gov	

Original Submission 07/06/2023

The Organized Retail Theft (ORT) Prevention Grant Program Application is divided into five (5) sections as identified below: Background Information Contact Information Program Information Proposal Narrative and Budget Mandatory Attachments Each section has a series of questions requiring a response. Applicants will be prompted to provide written text, select options from a drop down menu, select options from a multiple choice menu, or upload attachments. Questions with a red asterisk require responses. Applicants will not be able to submit the application until all questions with a red asterisk have been completed. Applicants may reference the ORT Prevention Grant Program Proposal Instruction Packet for background information, key dates, rating factors, and other important information to aid in the completion of the ORT Prevention Grant Program Application. The ORT Prevention Grant Proposal Instruction Packet is available on the Board of State and Community Corrections (BSCC) website. NOTE: Applicants may start and stop their application but must select "Save Draft" at the bottom of the application before existing.

SECTION I - BACKGROUND INFORMATION This section requests information about the applicant's name, location, mailing address, and tax identification number.

Name of Applicant (i.e., Police Department, Sheriff's Department, or Probation Department) **Hemet Police Department**

Multi-Agency Partnerships Information (if applicable) **Applicants may apply for funding as part of a multi-agency partnership (two [2] or more agencies). The agencies and jurisdictions comprising the collaborative application are not required to be contiguous. One (1) Lead Public Agency must be identified on behalf of the partnership.**

Multi-Agency Partnerships **No: This is not a Multi-Agency Partnership Application**

Lead Public Agency Information **All applicants are required to designate a Lead Public Agency (LPA) to serve as the coordinator for all grant activities. The LPA is a governmental agency with local authority within the applicant's city or county. The applicant may choose to fill the role of LPA itself or it may designate a department, agency, or office under its jurisdiction to serve as the LPA. The role of the LPA is to coordinate with other local government agency partners and non-governmental organizations to ensure successful implementation of the grant program. The LPA is responsible for data collection and management, invoices, meeting coordination (virtual and/or in-person), and will serve as the primary point of contact with the BSCC.**

Lead Public Agency **Hemet Police Department**

Applicant's Physical Address **450 E. LATHAM AVE.
Hemet
CA
92543
US**

Applicant's Mailing Address (if different than the physical address) *n/a*

Mailing Address for Payment **450 E. LATHAM AVE.
Hemet
CA
92543
US**

Tax Identification Number **95-6000719**

SECTION II - CONTACT INFORMATION **This section requests contact information for the individuals identified as the Project Director, Financial Officer, Day-to-Day Project Contact, Day-to-Day Fiscal Contact, and the Authorized Signature.**

Project Director **Glen Brock**

Project Director's Title with Agency/Department/Organization **Captain**

Project Director's Physical Address **450 E. LATHAM AVE.
Hemet
CA
92543
US**

Project Director's Email Address **gbrock@hemetca.gov**

Project Director's
Phone Number **+19517652473**

Financial Officer **Martha
Martinez**

Financial Officer's
Title with
Agency/Department/Organization **Management Analyst**

Financial Officer's
Physical Address **450 E. LATHAM AVE.
Hemet
CA
92543
US**

Financial Officer's
Email Address **mmartinez@hemetca.gov**

Financial Officer's
Phone Number **+19517652409**

Day-To-Day Program
Contact **Glen
Brock**

Day-To-Day Program
Contact's Title **Captain**

Day-To-Day Program
Contact's Physical
Address **450 E. LATHAM AVE.
Hemet
CA
92543
US**

Day-To-Day Program
Contact's Email
Address **gbrock@hemetca.gov**

Day-To-Day Program
Contact's Phone
Number **+19517652473**

Day-To-Day Fiscal
Contact **Martha
Martinez**

Day-To-Day Fiscal
Contact's Title **Management Analyst**

Day-To-Day Fiscal
Contact's Physical
Address **450 E. LATHAM AVE.
Hemet
CA
92543
US**

Day-To-Day Fiscal Contact's Email Address	mmartinez@hemetca.gov
Day-To-Day Fiscal Contact's Phone Number	+19517652409
Name of Authorized Officer	Eddie Pust
Authorized Officer's Title	Chief
Authorized Officer's Physical Address	450 E. LATHAM AVE. Hemet CA 92543 US
Authorized Officer's Email Address	epust@hemetca.gov
Authorized Officer's Phone Number	+19517652400
Authorized Officer Assurances	checked
SECTION III - PROGRAM INFORMATION	This section requests a Project Title, Proposal Summary description, Program Purpose Area(s) selection, and Scope Funding Category selection.
Project Title	Hemet Police Department Anti-Organized Retail Theft Project
Proposal Summary	The Hemet Police Department is requesting \$2,500,065 to conduct a 4-year wholistic initiative to prevent organized retail theft (ORT). The PD will create a public education/deterrence campaign, train retailers on principles of Crime Prevention Through Environmental Design (CPTED), establish an anti-ORT task force comprised of LEO's and retailers' representatives, install 25 more community cameras in key locations, use gateway technology so the PD can view footage from retailers' private cameras, assign a full time Investigator and Crime Analyst, and provide evidence to the DA's office while pursuing pre-trial diversion solutions whenever possible.
PROGRAM PURPOSE AREAS	Applicants must propose activities, strategies, or programs that address the Program Purpose Areas (PPAs) as defined on pages 5 - 8 in the ORT Prevention Grant Proposal Instruction Packet. A minimum of one (1) PPA must be selected; applicants are not required to address all three (3) PPAs. All proposed activities, strategies, or programs must have a link to the ORT Prevention Grant Program as described in the authorizing legislation and the ORT Prevention Grant Proposal Instruction Packet.

Program Purpose
Areas (PPAs):

PPA 1: Organized Retail Theft

Funding Category
Information

Applicants may apply for funding in a Medium Scope OR Large Scope Category. The maximum an applicant may apply for is up to \$6,125,000 in the Medium Scope category OR up to \$15,650,000 in the Large Scope category. Applicants may apply for any dollar amount up to and including the maximum grant amount identified in each category. Multi-agency partnerships (determined as Medium Scope OR Large Scope) may apply for up to the maximum grant award in that category, multiplied by the number of partnering eligible applicants. For Example: Four (4) eligible applicants in the Medium Scope category may submit one (1) application for up to \$24,500,000 o \$6,125,000 (Medium Scope Max) x 4 (# of Agencies) = \$24,500,000 Two (2) eligible applicants in the Large Scope category may submit one (1) application for up to \$31,300,000 o \$15,650,000 (Large Scope Max x 2 (# of Agencies) = \$31,300,000 Please reference pages 10-12 in the ORT Prevention Grant Proposal Instruction Packet for additional information.

Funding Category

Medium Scope (Up to \$6,125,000)

SECTION IV -
PROPOSAL
NARRATIVE AND
BUDGET

This section requests responses to the Rating Factors identified in the the ORT Prevention Grant Program Application Instruction Packet.

The Proposal Narrative must address the Project Need, Project Description, Project Organizational Capacity and Coordination, and Project Evaluation and Monitoring Rating Factors as described in the ORT Prevention Grant Instruction Packet (refer to pages 20-24). A separate narrative response is required for each Rating Factor as described below: The Project Need narrative may not may not exceed 6,711 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately three (3) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Description narrative may not may not exceed 11,185 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately five (5) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Organizational Capacity and Coordination narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Evaluation and Monitoring narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. A character counter is automatically enabled that shows the number of characters used and the remaining number of characters before the limit for each response is met. If the character limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit". Applicants will be prohibited from submitting the ORT Prevention Grant Program Application until they comply with the character limit requirements. NOTE: It is up to the applicant to determine how to use the total word limit in addressing each section, however as a guide, the percent of total point value for each section is provided in the ORT Prevention Grant Proposal Instruction Packet (refer to page 15).

Project Need

It's difficult to assess to the entire scope of organized retail theft in the City of Hemet because retailers have been hesitant to report this crime. However, in 2022, the Hemet Police Department received over 477 complaints of retail theft. The City believes this to be a drastic underreporting after sampling the City's major retailers. All of them report being targeted by multiple organized retail theft crews. They make several theft related stops a day. They also indicate that internally, they are tracking various "crews" who are targeting their business. In 2022 alone, these retailers experienced a combined \$10 million in losses.

Target: \$1.7 million representing 6.82% of gross sales
Ulta: \$216k in loses. They are currently tracking approximately 10 ORC crews targeting their location.
Lowe's: \$431k in lost
Home Depot: \$4.2 million tracking multiple crews
Walmart: \$3.55 million tracking multiple crews

Recent Hemet Incident of ORC:

On 4/23/2023, at approximately 1932 hours, three males entered Target and walked around. At 1952 hours, all three males entered the "Employee Only" rear area. The suspects loaded trash bags with an unknown amount of Apple products and Play Station 5's and exited through the rear doors at 1953 hours, with the stolen merchandise at an estimated value of over \$5,000.

On 5/1/2023, at approximately 1347 hours, the three suspects entered Wal-Mart through the garden area and proceeded to the electronics area, asking an associate to see a cell phone. After the locked case was opened, the associate was pushed away. Suspect #3 uses a trash bag to steal approximately \$9,000 worth of iPhones.

On 5/6/2023 at approximately 1650 hours, three suspects entered Wal-Mart and proceeded to the electronics area. The female suspect #3 asked an associate for an item from the locked area. Once open, male suspect #1 grabs the victim from behind and pulls him away from the electronics locker. Males suspect #2 grabs the electronics and loads them into a black laundry basket. Suspect #3 then walks behind the counter, grabs the victim by the work vest, and forces him away from the electronics locker. Then Suspects #1 and #3 force the victim to the ground and run toward the exit.

Organized retail theft as defined in California Penal Code 490.4 specifically calls out these types of crimes as being eligible under Program Purpose Area (PPA 1). If the City is unable to get retail theft under control, it could have a disastrous effect on the City's entire local economy and the local government's ability to function. According to California City Finance, the average city gets 30% of its general fund from sales tax revenue. The City of Hemet, on the other hand, gets 50% of its annual operating budget from sales tax revenue. This means that every retail theft directly affects the City's ability to deliver services to City residents.

If retail theft causes one of the City's major retailers to leave, not only would it cause an increase in unemployment, but it could also hamper the police department's ability to manage public safety overall. Nearly 60% of the city's operating budget is dedicated to police services. The City's police force of 78 sworn officers represents .8 officers per thousand residents which is already lower than the recommended 1.1 officers per 1000 residents for the region as reported by the FBI in 2019 (Federal Bureau of Investigations, 2023).

If retailers leave, it could become a vicious cycle where the police department is forced to shrink the number of officers, and that leads to more retail theft, which leads more retailers to exit, hinders the police department even further and prevents our ability to deploy resources that could prevent even more serious crimes which could put the public at risk. This could be catastrophic considering the number of crimes per square mile is already 10 points higher than the

California average.

Many of the City's retailers have reached out to the police department requesting assistance in addressing theft at their locations. The Hemet Police Department has responded by organizing special enforcement details upon the request of local merchants. The first enforcement detail resulted in seven total arrests in a six-hour period with \$1,500 in merchandise recovered. Due to staffing restraints, these enforcement details are difficult to organize, and the Hemet Police Department has not been able to hold another one. A solution would be to offer operate these details on an overtime basis, however the current overtime budget is strained and cannot accommodate these additional operations.

In addition, the Hemet Police Department recognizes that an arrest alone is unlikely to prevent future incidents or decrease recidivism because the current penalties are low and so prosecution is less likely to invest resources in these cases which leads to a bigger issue of retailers and the citizenry losing faith in the law enforcement and justice system, which leads to a failure to report future incidents.

The City of Hemet has a population of approximately 90,000 people with a median age of 38.5 and a median household income of \$53,833. The 5 largest ethnic groups in Hemet, CA are White (Non-Hispanic) (38.9%), White (Hispanic) (29.9%), Other (Hispanic) (10.4%), Black or African American (Non-Hispanic) (8.14%), and Two+ (Hispanic) (5.3%). Hemet has a poverty rate of 22.41% which is among the highest in the state and twice as high as the average poverty rate in California.

Project Description

The target area for this grant will be all merchants in the City. The goals below take into account statistical analysis and qualitative interviews with local retailers. The 4-year plan proposed by the Hemet Police Department is a wholistic approach where everyone involved in organized retail theft takes responsibility to make improvements to decrease future incidents.

GOAL ONE: DETER INCIDENCES OF RETAIL THEFT

OBJECTIVE 1A. Launch and maintain city wide anti-organized retail theft educational campaigns.

ACTIVITIES: Working with a professional advertising agency, the PD will develop a print and social media advertising campaign to make the public (and potential theft rings) aware of the negative consequences of organized retail theft (ORT). This educational campaign will emphasize the close relationship between local retailers and the police department.

EVIDENCE BASED RATIONALE FOR THESE ACTIVITIES: In the article by the Rand Corporation entitled "Educational Campaigns and Clinical Interventions for Promoting Safe Storage" behavioral change campaigns coupled with an enforcement strategy are shown to be effective at inducing compliance.

OBJECTIVE 1B: Promote / advertise partnerships between police department and local retailers.

ACTIVITIES: Uniformed police officers will conduct monthly on-site visits to retailers and distribute educational material to customers on our public / private partnerships and our commitment to reducing ORT. The PD will also promote our retailer partnerships through signage & social media campaigns.

EVIDENCE BASED RATIONALE: These practices are consistent with Pillars 1, 3, and 4 of the 21st Century Policing Final Report

OBJECTIVE 1C: Train businesses to reduce theft through Crime Prevention Through Environmental Design (CPTED) principles.

ACTIVITIES: Five police volunteers will be trained to conduct Crime Prevention Through Environment Design (CPTED) evaluations of retail locations in Hemet. CPTED is a crime reduction approach that aims to prevent crime through the design (pre-build) or manipulation (post-build) of the built environment. CPTED is based upon a set of principles that include movement control, surveillance, defensible space and physical security, and research. These non-armed volunteers will work with retailers and retail property owners to provide information on how they can employ physical strategies that will make their locations less attractive for stealing.

EVIDENCE BASED RATIONALE: Studies such as “Crime Prevention Through Environmental Design (CPTED) and Retail Crime: Exploring Offender Perspectives on Risk and Protective Factors in the Design and Layout of Retail Environments” demonstrate that environmental design principles can reduce retail theft. Researchers looked at two large markets and evaluated how environmental factors impacted the number of theft related incidents at each location. The study found that CPTED principles are most effective when the methods employed lead to immediate (as opposed to delayed) detection.

GOAL TWO: IDENTIFY AND APPREHEND SUBJECTS INVOLVED IN ORGANIZED RETAIL THEFT

OBJECTIVE 2A: Assign an Investigator to handle all cases involving organized retail theft.

ACTIVITIES: The PD will hire an Investigator who will investigate all criminal offenses related to organized retail theft and prepare them for filing with the Riverside County District Attorney’s Office. In preparing these cases, the investigator will conduct a review of the involved subject(s) to include current life circumstances and relevant past criminal history. This review will help determine whether diversion may be the most appropriate course of action.

Furthermore, the investigator will follow-up with anyone assigned diversion to ensure they complete the program and have all necessary resources to be successful after the diversion program is completed.

OBJECTIVE 2B: Assign Crime Analyst to operate real time crime center and assist with organized retail theft investigations.

ACTIVITIES: Hire a Crime Analyst to assist police employees to investigate cases related to organized retail theft. Beyond investigating known criminal offenses, the Crime Analyst will work to identify organized retail theft “rings” or “crews” that might not be

known to law enforcement at the time. The Crime Analyst will work in the PD's real time crime center where they will have access to all community cameras. Constant monitoring raises the probability that those responsible will be apprehended.

EVIDENCE BASED RATIONALE FOR OBJECTIVES 2A AND 2B: "Five Things About Deterrence" is an educational piece published by the Department of Justice, the National Institute of Justice. It reports that for a deterrence program to be effective, there must be a perception among those participating in criminal activity that they will be caught. This is why the PD needs to deploy investigative resources that lead to suspects being apprehended.

OBJECTIVE 2C: Expand city's community camera program and focus on vulnerable business areas.

ACTIVITIES: Add 25 cameras to the existing community camera system. These cameras will be stationed at major retail locations filling gaps not already covered by private camera systems that are owned and operated by retailers.

OBJECTIVE 2D: Deploy camera gateways to gain access to existing retailer camera systems to support investigations.

ACTIVITIES: Offer camera gateway technology to willing retailers granting the police department access to their existing camera systems. The PD will develop Memorandums of Understanding (MOU's) with these retailers that govern the use and access of their systems by police employees.

EVIDENCE BASED RATIONALE FOR OBJECTIVES 2C AND 2D: The U.S Department of Justice published a study --"Evaluating the Use of Public Surveillance Cameras for Crime Control and Prevention." This comprehensive study examined multiple community camera surveillance programs across the United States and found that in most cases, the expanded use of community cameras had a positive impact in lowering overall crime in the areas they were deployed. The authors concluded that these camera systems were more effective when they were actively monitored. Investigations will be less successful if there are not cameras at high-risk locations, or the PD is not utilizing all the available evidence, which is why it's important to collaborate with retailers on any private video evidence they might be collecting. If investigations are lacking evidence prosecutions won't be successful, and so these activities won't be an effective deterrent. We hope that simply advertising the use of these cameras will add another layer to our deterrence efforts.

OBJECTIVE 2E: Establish local anti-organized retail theft task force to facilitate sharing of information between retail loss prevention agents and the police department.

ACTIVITIES: The PD currently lack an efficient way to share information organized retail theft to local business. The PD will establish a local Anti-Organized Retail Theft Task Force which will be comprised of members of the police department, the Riverside County Sheriff's Department (who police all areas surrounding the City), the California Highway Patrol and a representative from any retailer that wishes to cooperate. This will encourage the rapid exchange of information which will increase the likelihood that ORT

rings will be identified and stopped. The task force will coordinate enforcement details and facilitate an environment where everyone can learn from one another on tactics that are proving successful in deterring and preventing organized retail theft.

OBJECTIVE 2F: Hold enforcement events in coordination with local retailers.

ACTIVITIES: Conduct monthly enforcement details, in conjunction with retailers, to catch organized retail theft crews in the act and apprehend them immediately. These enforcement details will occur at locations that are statistically experiencing high levels of ORT.

EVIDENCE BASED RATIONALE: Arizona State University's study "Response to the Problem of Shoplifting" shows that partnerships between police and retailers can lead to quick reductions in retail theft. This includes forming task forces that work to share information about theft and facilitating a fast response to in-progress crime. In addition, enforcement details, will be advertised to the public as a potential deterrent.

GOAL THREE: PROSECUTE, WHEN NECESSARY. USE DIVERSION, WHEN APPROPRIATE.

OBJECTIVE 3A: Use new Investigative resources to present ORT cases to the District Attorney's Office.

OBJECTIVE 3B: Work with District Attorney's office to identify cases that would be appropriate for pre-filing diversion.

OBJECTIVE 3C: Conduct follow-up to ensure those assigned diversion adhere to the terms of the program and have the resources to be successful.

ACTIVITIES: The PD has already consulted with the Riverside County District Attorney's Office and both parties have committed to utilizing pre-trial diversion programs. The investigator will conduct routine follow-up with anyone accepting diversion to ensure they have all resources necessary to be successful in the program. For repeat offenders or those who do not appear to be a good fit for diversion efforts, the Riverside County District Attorney's Office has committed to prosecuting offenders when appropriate.

EVIDENCE BASED RATIONALE FOR ALL THREE OBJECTIVES:

Generally, there are limited penalties for shoplifting, so prosecution, in and of itself, can simply lead to a revolving door of criminals, and a high rate of recidivism, which is not a sustainable solution for these problems. The typical retail theft arrestee in Hemet, is young, 16.9 years old on average. 33.5% are White, 36% are Hispanic, and 25% are Black. 68% are male. Considering the age of most offenders, we see pre-trial diversion as an important tool for keeping people from reoffending. Diversion allows officers to assess people arrested to find the root cause of the offense and then arrange for the delivery of appropriate resources to prevent re-occurrence. This program has shown promising results and emphasizes the need to address the social issues that affect criminal activity. Pre-trial diversion efforts have proven to be an effective method of reducing recidivism, as shown in "Experiences with the Philadelphia police assisted diversion program: A Qualitative Study."

Our racial bias and surveillance technology policies are included for your review. In the administration of this grant, we commit to

providing law enforcement services to the community with due regard for the racial, cultural, or other differences of those served. We will enforce the law equally, fairly, objectively and without discrimination toward any individual or group. Any video surveillance done in the project will be conducted in a legal and ethical manner that recognizes and protects constitutional standards of privacy.

Project
Organizational
Capacity and
Coordination

The Hemet Police Department has been providing police services to the City of Hemet since 1910. Currently, the police department is staffed by 78 sworn police officers and supported by 47 professional staff members. During FY 22/23 the police department received \$36 million dollars from the city's general fund to cover operating expenses.

PROJECT DIRECTOR ROLE: will monitor overall grant activities and provide oversight on the goals and objectives as laid out in the Work Plan Document. Director will hold regular meetings with involved staff to monitor grant activities and ensure the program is working towards achieving stated goals and objectives. **ASSIGNED STAFF:** **CAPTAIN GLEN BROCK** has 25 years' experience in law enforcement and has been a police administrator for over 6 years. Captain Brock has a Master's in Public Administration and a Bachelor's in Administration of Justice. He's a California P.O.S.T. Command College Graduate who has managed multiple grants, including several complex projects such as remodel of the police department, department radio and microwave replacement, and a Records Management System / Computer Aided Dispatch transition.

PROJECT COORDINATOR ROLE: will make day to day decisions regarding this project using the stated goals and objectives as a guide to schedule operations and assign tasks to the appropriate person(s) within the department.

ASSIGNED STAFF: COMMUNITY SERVICES LIETENANT MIKE MOUAT. Lieutenant Mouat is the Hemet Police Department's Investigations Bureau Commander. He currently supervises, The Investigations Bureau, Special Operations Unit (SOU), The Gang Task Force, Property & Evidence and crime Scene Investigation Team. Lieutenant Mouat began his law enforcement career when he enlisted into the United States Marine Corp has been with the Hemet Police Department for the past 19 years.

EDUCATION CAMPAIGN COORDINATOR ROLE will implement the public education campaign designed by the consulting partner. **ASSIGNED STAFF: PUBLIC INFORMATION OFFICER ALAN REYES.** Alan received his Bachelor's degree in Communication at Cal Poly Pomona and is attending the University of Southern California for his Master of Science in Digital Media Management. Alan creates and manages all content posted on the department's social media platforms. Additionally, Alan has a background in digital media, specializing in videography, graphic design, and photography.

The PD has letters of commitment from several local retailers, including Lowe's, Walmart, and Home Depot. Staff from these

retailers, including Store Managers and Asset Protection Directors, have agreed to participate in the Anti-Theft Task Force, data collection efforts, and the overall project.

Retailers are the primary victim in this crime and will provide valuable feedback.

We will also hire an external marketing firm to design the education campaign and we will hire an external evaluator, as described in the monitoring and evaluation section. We will create a structured RFP process to hire these partners. We will complete MOUs with retailers to access their existing surveillance systems prior to going live with all grant activities in April of 2024.

The PD plans to continue many of the proposed activities once the grant funding expires. Personnel hired with the use of grant funding will be absorbed into the general fund through attrition, re-allocating existing resources, and re-aligning department priorities over the next three years. The PD expects to experience savings in staff time by coordinating our response. This will free patrol officers to focus on other tasks. The advertising campaign will be taken over by existing staff and we will reduce the number of educational campaigns per year. The enforcement details will continue on an “as-needed” basis to be determined by current crime trends and statistics. Funding for the enforcement details will come from general fund overtime budgets and or shift to on-duty resources. Diversion programs are cost neutral, and we do not foresee the any disruption caused by the expiration of grant funding. After proving the effectiveness of the expanded community camera system, the department will add a request for additional general funds to continue the subscription for the 25 cameras acquired during the grant.

Project Evaluation
and Monitoring

All the above activities will begin no later than April 2024.

The Hemet Police Department believe these well-established, evidence-based strategies will be effective in reducing the incidents of organized retail theft. A decrease in crime related to organized retail theft will relieve the retailers of the financial burdens associated with organized retail theft, have a positive impact on city revenue, and allow police to provide better service to the entire community by lowering the amount of time patrol officers spend responding to and investigating these crimes.

The Hemet Police Department has already created preliminary outcome and process measures.

Process Measures: Number of retailers participating in educational program, number of CPTED evaluations performed, number of cases assigned to organized retail theft investigator, number of investigations and follow-ups that crime analyst participates in, number of times community camera system is accessed in support of organized retail theft investigations, number of retailers participating in anti-organized retail theft task force, amount of evidence obtained via community camera systems, number of

educational and enforcement campaigns held, number of cases filed by the District Attorney's Office, number of subjects arrested that are offered pre-filing diversion, and number of additional resources offered to subjects arrest for organized retail theft related charges.

Outcome Measures: Reduction in shrinkage attributed to organized retail theft, reduction in organized theft related losses, decrease in organized theft related arrests by year three, increased retailer satisfaction with criminal justice system as measured by bi-annual surveys, sustainable relationships with stakeholders to continue anti-organized retail theft operations after grant period, reduction in shrinkage attributed to organized retail theft, decrease in number of Organized Retail Theft Investigations, number of physical improvements made based on CPTED evaluations, increase in successful prosecution as a result of evidence from community camera system, number of subjects that successfully complete diversion program, number of repeat offenders, reduced % of recidivism in comparison to individuals not receiving diversion or in comparison to control group. reduced criminal intent as measured by surveys and interviews with those who successfully complete the diversion program

Baseline Data will be collected in the first quarter of the project from the PD's records management system and the DA's office and diversion program(s). Data sharing agreements will be incorporated into MOU's entered into by the department with retailers, and DA's office, and diversion programs.

While we have significant experience creating and monitoring metrics for other grants, we will hire an outside evaluator for: reviewing and modifying our initial metrics as necessary, adding benchmarks, organizing data collection, conducting data analysis, conducting focus groups and interviews as a way to lessen bias (as opposed to PD staff conducting them) determining statistical significance and attribution, and writing a research paper on the effects of CPTED, camera systems and pre-trial diversion on retail theft arrests and recidivism.

Another goal of this project is to develop a publishable study to enrich the field, and for this reason we will lean toward hiring evaluators from university criminology departments and other firms that would be interested in developing a peer reviewed paper. These qualifications will be integrated in our RFP process.

Project Director will work with the external evaluator to monitor overall grant activities and provide oversight on the goals and objectives as laid out in the Work Plan Document. Meetings with the evaluator and project team will occur on a quarterly basis. Each activity will be evaluated for effectiveness on an annual basis thereafter. Those that are successful, either as originally designed or through modification, will remain in place through the grant period and beyond. Any activity deemed unsuccessful, and where there does not appear to be an appropriate modification, will be

discontinued.

Budget Instructions **Applicants are required to submit a Proposal Budget and Budget Narrative (Budget Attachment). Upon submission the Budget Attachment will become Section 5: Budget (Budget Tables & Narrative) making up part of the official proposal. The Budget Attachment must be filled out completely and accurately. Applicants are solely responsible for the accuracy and completeness of the information entered in the Proposal Budget and Budget Narrative. The Proposal Budget must cover the entire grant period. For additional guidance related to grant budgets, refer to the BSCC Grant Administration Guide. The Budget Attachment is provided as a stand-alone document on the BSCC website.**

Budget Attachment

[Organized-Retail-Theft-Prevention-Grant-Program-Budget-Attachment-Final.xlsx](#)

SECTION V -
ATTACHMENTS

This section list the attachments that are required at the time of submission, unless otherwise noted. Project Work Plan (Appendix B) - Mandatory Grantee Assurance for Non-Governmental Organizations (Appendix D) - Mandatory Local Impact Letter(s) (Appendix E) - Mandatory Letter(s) of Commitment (Appendix F) - If Applicable Policies Limiting Racial Bias - Refer to page 9 of the Proposal Instruction Packet - Mandatory Policies on Surveillance Technology - Refer to page 9 of the Proposal Instruction Packet - If Applicable Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (Appendix G) - Mandatory Governing Board Resolution (Appendix H) - Optional

Project Work Plan (Appendix B)

[Project-Work-Plan-ORT_.docx](#)

Grantee Assurance for Non-Governmental Organizations (Appendix D)

[Appendix_D_Final.pdf](#)

Local Impact Letter(s) (Appendix E)

[2023_Retail_Theft_RivcoDA_Letter_-_signed.pdf](#)

[Home_Depot_Letter_of_Committment_-_signed.pdf](#)

[Lowes_Letter_Head_-_signed.pdf](#)

[Walmart_-_signed.pdf](#)

Letter(s) of Commitment, (Appendix F)

[Home_Depot_Letter_of_Committment_-_signed.pdf](#)

[Lowes_Letter_Head_-_signed.pdf](#)

[Walmart_-_signed.pdf](#)

Policies Limiting Racial Bias

[Hemet_Anti-Bias_Based_Policing_Policy.pdf](#)

Policies on Surveillance Technology

[Hemet_Public_Safety_Video_Surveillance_System_1.pdf](#)

Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (Appendix G)

[Appendix_G_Certification_of_Compliance.pdf](#)

OPTIONAL: n/a

Governing Board
Resolution (Appendix
H)

OPTIONAL:
Bibliography

Anderson, E., Shefner, R., Koppel, R., Megerian, C., & Frassco, R. (2022). Experiences with the Philadelphia police assisted diversion program: A qualitative study. *International Journal of Drug Policy*.

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CONFIDENTIALITY
NOTICE:

All documents submitted as a part of the Organized Retail Theft Prevention Grant Program proposal are public documents and may be subject to a request pursuant to the California Public Records Act. The BSCC cannot ensure the confidentiality of any information submitted in or with this proposal. (Gov. Code, § 6250 et seq.)

Appendix B: Project Work Plan

Applicants must complete a Project Work Plan. This Project Work Plan identifies measurable goals and objectives, process and outcome measures, activities and services, responsible parties for those activities and services, data sources and estimated timelines. Completed plans should (1) identify the project’s top goals and objectives; (2) identify how the goal(s) will be achieved in terms of the activities, responsible staff/partners, and start and end dates, process and outcome measures; and (3) provide goals and objectives with a clear relationship to the need and intent of the grant. As this grant term is for three (3) years, the Project Work Plan must attempt to identify activities/services and estimate timelines for the entire grant term. A minimum of one goal and corresponding objectives, process measures, etc. must be identified.

Applicants must use the Project Work Plan provided below. You will be prompted to upload this document to the BSCC-Submittable Application.

(1) Goal:	Deter Incidents of Organized Retail Theft
Objectives (A., B., etc.)	<ul style="list-style-type: none"> A. Launch and maintain city wide anti-organized retail theft educational campaign B. Promote / advertise partnerships between police department and local retailers C. Provide training to business related to reducing theft through Crime Prevention Through Environmental Design (CPTED) principals D. Assign Community Service Officer to work as Public Safety Business Liaison to coordinate organized retail theft efforts
Process Measures and Outcome Measures:	<p>Process Measures: Number of retailers participating in educational program, Number of CPTED evaluations performed, reduction in organized theft related losses,</p> <p>Outcome Measures: Reduction in shrinkage attributed to organized retail theft, Increased retailer satisfaction with criminal justice system, sustainable relationships with stakeholders to continue anti-organized retail theft operations after grant period, decrease in organized theft related arrests by year 3, number of physical improvements made based on CPTED</p>

Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
1. Identify advertising agency to develop education campaign	HPD PISMO	10/2023	04/2024
2. Identify retailers to host on-sight educational campaign	Capt. Brock	10/2023	04/2024
3. Establish Year 1 Calendar of Events	HPD PISMO	10/2023	04/2024
4. Train five police volunteers in CPTED	Capt. Brock	10/2023	04/2024
5. Begin Offering CPTED Services	Capt. Brock	04/2024	12/2026
6. Develop stakeholder surveys	Capt. Brock	10/2023	04/2024
7. Conduct 12 educational campaign events per year	Capt. Brock	04/2024	12/2026
8. Hire Community Service Officer	Capt. Brock	10/2023	04/2024
9. Deploy Public Safety Business Liaison	Capt. Brock	04/2024	12/2026

List data and sources to be used to measure outcomes: Hemet Police Department Records Management System, stakeholder survey's, obtain internal information from participating retailers regarding losses resulting from organized retail theft

(2) Goal:	Identify and Apprehend Subjects Involved in Organized Retail Theft
Objectives (A., B., etc.)	<ul style="list-style-type: none"> A. Assign an Investigator to handle all cases involving organized retail theft B. Assign Crime Analyst to operate real time crime center and assist with organized retail theft investigations C. Expand city's community camera program and focus on business areas D. Establish local anti-organized retail theft task force consisting of members of the department and local loss prevention to facilitate sharing of information. E. Hold enforcement events in coordination with local retailers F. Deploy camera gateways to gain access to existing retailer camera systems to support investigations

Process Measures and Outcome Measures:	<p>Process Measures: Number of cases assigned to organized retail theft investigator, number of investigations and follow-ups that crime analyst participates in, Number of times community camera system is accessed in support of organized retail theft investigations, number of retailers participating in anti-organized retail theft task force.</p> <p>Outcome Measures: Reduction in shrinkage attributed to organized retail theft, decrease in number of Organized Retail Theft Investigations by year 3, Community Camera System providing evidence that supports organized retail theft prosecutions</p>		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
<ol style="list-style-type: none"> 1. Hire Organized Retail Theft Investigator 2. Hire Crime Analyst 3. Install 25 cameras to expand community camera system 4. Create Organized Retail Theft Task Force 5. Purchase and assign camera gateways to retailers 6. Conduct 12 enforcement operations per year 	<p>Capt. Arellano</p> <p>Capt. Arellano</p> <p>Capt. Brock</p> <p>Capt. Arellano</p> <p>Capt. Brock</p> <p>Capt. Brock</p>	<p>10/2023</p> <p>10/2023</p> <p>10/2023</p> <p>04/2024</p> <p>10/2023</p> <p>10/2023</p>	<p>04/2024</p> <p>04/2024</p> <p>04/2024</p> <p>12/2026</p> <p>12/2026</p> <p>12/2026</p>
List data and sources to be used to measure outcomes: Hemet Police Case Management System to gather information on cases assigned to Investigator and crime analyst, Number of cameras added to community camera system, Number of retailers involved in the anti-organized retail theft task force, Business agreeing to share access to camera systems, survey of retailers to determine shrinkage attributed to organized retail theft, number of organized retail theft related cases filed by the district attorney's office			

(3) Goal:	Prosecute when necessary, Diversion when appropriate
Objectives (A., B., etc.)	<ol style="list-style-type: none"> A. Use new Investigative resources to present organized retail theft cases to the District Attorney's Office. B. Work with District Attorney's office to identify cases that would be appropriate for pre-filing diversion. C. Conduct follow-up to ensure those assigned diversion adhere to the terms of the program and have the resources to be successful.
Process Measures and Outcome Measures:	Process Measures: Number of cases filed by the District Attorney's Office, Number of subjects arrested that are offered pre-filing diversion, Amount of additional resources offered to subjects arrest for organized retail theft related charges

	Outcome Measures: Number of subjects that successfully complete diversion program, Number of repeat offenders, reduced % of recidivism comparing diversion participants with non-participants and/or control groups, reduced criminal intent as measured by surveys and interviews with those who completed the diversion program		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
<ol style="list-style-type: none"> 1. Assign cases to Organized Retail Theft Investigator 2. Thoroughly evaluate criminal history and life circumstances of those arrested to determine if diversion is appropriate 3. Coordinate with District Attorney on offering pre-filing diversion 4. Follow-up with every subject arrested for organized retail theft related charges to offer continued assistance 5. Develop list of resources to support diversion efforts 	<p>Capt. Arellano Investigator</p> <p>Investigator</p> <p>Investigator</p> <p>Capt. Brock</p>	<p>04/2024</p> <p>04/2024</p> <p>04/2024</p> <p>04/2024</p> <p>10/2023</p>	<p>12/2026</p> <p>12/2026</p> <p>12/2026</p> <p>12/2026</p> <p>04/2024</p>
List data and sources to be used to measure outcomes: > Hemet Police Department Case Management System, Cases filed by District Attorney, Number of subjects referred to diversion pre-filing, Number of people who successfully complete diversion programs, Recidivism rate			

Organized Retail Theft Prevention Grant Program - Project Budget and Budget Narrative

Name of Applicant: *Hemet Police Department*

44-Month Budget: October 1, 2023 to June 1, 2027

Note: Rows 7-16 will auto-populate based on the information entered in the budget line items (Salaries and Benefits, Services and Supplies, etc.)

Budget Line Item	Total
1. Salaries & Benefits	\$1,417,260.00
2. Services and Supplies	\$696,000.00
3. Professional Services or Public Agencies	\$30,000.00
4. Non-Governmental Organization (NGO) Subcontracts	\$0.00
5. Data Collection and Evaluation	\$75,000.00
6. Equipment/Fixed Assets	\$132,000.00
7. Financial Audit (Up to \$25,000)	\$25,000.00
8. Other (Travel, Training, etc.)	\$14,805.00
9. Indirect Costs	\$110,000.00
TOTAL	\$2,500,065.00

1a. Salaries & Benefits

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
Crime Analyst	\$131,165 / yr fully burdened rate, X 3 years \$393,495	\$393,495.00
Police Officer Overtime Rate (for enforcement details)	\$74.83 / hr. @ 6 hrs per detail: \$448.98, With 5 officers per detail: \$2,244.90, @ 36 details (12 per year) \$80,816	\$80,816.00
Police Officer Overtime Rate (for education detail)	\$74.83 / hr. @ 6 hrs per detail: \$448.98, with 2 officers per detail: \$897.96, @ 36 details (12 per year) \$32,327	\$32,327.00
Community Service Officer	\$103,993 / yr fully burdened rate X 3 years \$311,979	\$311,979.00
Police Sergeant Overtime Rate (for enforcement detail)	\$103.98 / hr. @ 6 hrs per detail: 623.93, @ 36 details (12 per year) \$22,460	\$22,460.00
Police Investigator	\$192,061 / yr Fully Burdened rate, X 3 years \$576,183	\$576,183.00
		\$0.00
		\$0.00
TOTAL		\$1,417,260.00

1b. Salaries & Benefits Narrative:

The Hemet Police Department will use a Crime Analyst to staff the City's Real Time Crime Center 40 hours a week. This Crime Analyst will be tasked with monitoring various camera and surveillance inputs throughout the city to aid in the apprehension of those suspected of participating in organized retail theft. Additionally, the Crime Analyst will be assigned to assist police officers with their organized retail theft investigations by conducting follow-up on evidence that might lead to identifying suspects in past thefts. Police Officers will be used for both education and enforcement details. Police Officers will work one organized retail theft educational event per month. Locations for these events will be selected based on organized retail theft activity. The purpose of the educational events is to inform people frequented the location of Hemet Police Department's efforts in deterring organized retail theft, emphasis the cooperation between the business and the police department, and advertise possible penalties for those convicted of organized retail theft related crimes. Enforcement details will also be utilized as a way to deter thefts. Enforcement details will occur once every month and include (5) Police Officers, (1) Police Sergeant, and (1) Community Service Officer. These enforcement details will be held in partnership with selected merchants. Merchants will be selected based on a need analyst. Hire a Police Investigator who will be dedicated to Organized Retail Theft Investigations. This investigator will not only investigate cases of theft, but follow the cases through the judicial system and monitor diversion programs. Hire a Community Service Officer who will work as a Business Liaison to coordinate efforts to prevent retail theft.

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Total
Flock Condor Cameras	Flock Condor Cameras are leased from Flock @ a rate of \$3,000 / per year. Adding 25 cameras for three years: \$225,000	\$225,000.00
Printing Services for Educational Material	\$4,500 per year for three years	\$13,500.00
Flock OS Gateways	up to 30 @ \$500 ea.	\$15,000.00
Comptuers for Investigator, CSO, Crime Analyst	\$2,500 / ea. X 3	\$7,500.00
60 inch Televisions for Real Time Crime Center	\$500 / ea. X 6	\$3,000.00
Parking Lot Camera Systems	\$3000 / month; \$36,000 / yr.; X 4 units, for 3 years; \$432,000	\$432,000.00
		\$0.00
		\$0.00
TOTAL		\$696,000.00

2b. Services and Supplies Narrative:

Flock Condor Cameras are pan, tilt, zoom cameras that can be accessed remotely for live streaming video feeds. These cameras also retain 30-days of video recording to assist with investigations after a theft occurs. Flock Condor Cameras work with the Flock OS Video Management System that will be utilized by the Hemet Police Department during FY 23/24 and beyond. These cameras will be placed in areas that are more likely to experience incidents of organized retail thefts. They can be moved to different locations if needed. The Hemet Police Department has a current relationship with Flock and will have 60 Flock ALPR cameras in place when this grant is awarded. The current camera system will work in conjunction with the additional cameras requested in this grant. To support educational efforts aimed at preventing organized retail theft before it occurs, the Hemet Police Department will use current PIO / Social media staff to generate ad campaign supported by printed material to hand out at retail locations. This printed material will include information related to the harm caused by organized retail theft and the potential penalty associated with theft related convictions. FlockOS gateways are devices that provide police access to private camera systems. Those retailers who are willing to enter into a Memorandum of Understanding granting police access to their pre-existing camera systems, will receive the necessary equipment to connect the systems at no charge. (3) computers for Investigator, crime analyst, and community service officer. (6) 60 inch televisions to monitor new Flock Cameras and integrated retail CCTV systems. Parking lot camera systems will be used at locations that are statistically experiencing increased incidents of organized retail thefts. These camera systems will not only act as a deterrent, but also provide information to help identify suspects after a theft has occurred.

3a. Professional Services		
Description of Professional Service(s)	Calculation for Expenditure	Total
Advertising Agency	\$10,000 per year	\$30,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$30,000.00

3b. Professional Services Narrative
The Hemet Police Department will contract with an Advertising Consultant to develop an Organized Retail Theft Prevention Ad Campaign that is relevant to our area but still consistent with state efforts.

4a. Non-Governmental Organization (NGO) Subcontracts		
Description of Non-Governmental Organization (NGO) Subcontracts	Calculation for Expense	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$0.00

4b. Non-Governmental Organization (NGO) Subcontracts Narrative
Enter narrative here. You may expand cell height if needed.

5a. Data Collection and Evaluation		
Description of Data Collection and Evaluation	Calculation for Expense	Total
Consultant for Local Evaluation Plan and Report		\$75,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$75,000.00

5b. Data Collection and Evaluation Narrative
The Hemet Police Department will partner with an outside agency / organization to develop a local evaluation plan and to author a final report. Based on existing city purchasing ordinances, A Request for Proposal (RFP) for consulting services will be advertised with the winning proposal selected from those submitted to the City. Because the City will use an RFP process to select the consultant, the cost and the consultant is currently unknown. We believe however, that the \$75,000 required to be set aside in this grant will be sufficient to cover expenses associated with the local evaluation plan and report.

6a. Equipment/Fixed Assets		
Description of Equipment/Fixed Assets	Calculation for Expense	Total

Vehicle for Investigator	(1) Ford Taurus or similar vehicle fully upfitted	\$55,000.00
Vehicle for Community Service Officer / Business Liaison	(1) Ford Explorer or similar vehicle fully upfitted	\$77,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$132,000.00

6b. Equipment/Fixed Assets Narrative

The Police Investigator and Community Service Officer hired in support of this grant will need vehicle

7a. Financial Audit

Description	Calculation for Expense	Total
Financial Audit	Contract with outside Audit Firm	\$25,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$25,000.00

7b. Financial Audit) Narrative:

The Hemet Police Department will contract with an outside audit firm to conduct necessary audits associated with this grant. Based on the size of this grant and the items requested we believe \$25,000 will be sufficient to complete the audits.

8a. Other (Travel, Training, etc.)

Description	Calculation for Expense	Total
Airfare to Sacramento	Airfare: \$300, X2 employees: \$600, X3 meetings: \$1,800	\$1,800.00
Loding for Sacramento	\$145 per room, X2 employees: \$290, for two nights: \$580, X3 meetings: \$1,740	\$1,740.00
Rental Car for Sacramento	\$80 per day, X3 days: \$240, X3 meetings: \$720	\$720.00
Per diem - Sacramento	\$172.50 X2 employees: \$345 X3 meetings: \$1,035	\$1,035.00
Crime Prevention Through Environmental Design Training - Southern CA	\$695 registration fee per student (5); Lodging \$160 per night for 5 days per student (5); \$407 week-long per diem per student (5).	\$9,510.00
		\$0.00
TOTAL		\$14,805.00

8b. Other (Travel, Training, etc.) Narrative:

Travel for project manager and finacial officer for required grantee meetings in Sacramento. Sending (5) police volunteers to Crime Prevention Through Environmental Design (CPTED) to work with business on things they can do to deter and prevent organized retail theft. Lodging and per diem based on U.S. General Services Administration travel rates. <https://www.gsa.gov/travel>

9a. Indirect Costs

For this grant program, indirect costs may be charged using only one of the two options below:	Grant Funds	Total
1) Indirect costs not to exceed 10 percent (10%) of the total grant award. Applicable if the organization does not have a federally approved indirect cost rate.	\$110,000	\$110,000
<i>If using Option 1) grant funds allocated to Indirect Costs may not exceed:</i>	\$0	
2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the organization has a federally approved indirect cost rate. Amount claimed may not exceed the organization's federally approved indirect cost rate.	\$0	\$0
<i>If using Option 2) grant funds allocated to Indirect Costs may not exceed:</i>	\$0	

Please see instructions tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns **red**, please adjust it to not exceed the line-item noted.

TOTAL

\$110,000

\$110,000

9b. Indirect Costs Narrative:

Indirect Costs will be used for miscellaneous office supplies and for administrative salaries (managerial, clerical, and accounting) to include related fringe benefits. Time will be tracked on time keeping software.

To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention Grant Program
Date: June 19th, 2023

A national survey of retailers regarding the effects of organized retail theft was conducted in 2020. That survey revealed that retailers report losing \$700,000 for every \$1 billion dollars in sales to organized retail theft. The City of Hemet has not been immune from this issue. Just a few local retailers within the city report millions of dollars lost to shrinkage combined in 2022 alone, with portions of that shrinkage being attributed to organized retail theft activities. Not only do these losses affect the retailers, they result in higher consumer prices, they can have a negative effect on municipal revenues and resources.

In an effort to reduce the impact of organized retail theft in the City of Hemet, the Hemet Police Department has proposed a coordinated effort to address the issue with local stakeholders utilizing funding offered through the Board of State and Community Corrections Organized Retail Theft Prevention Grant Program. This program will focus on deterrence, prevention, and rehabilitation. In terms of deterrence, the Hemet Police Department will deploy enhanced surveillance techniques to include scaling up the community camera program and partnering with local businesses to access existing systems in Hemet Police Department's Real Time Crime Center. This surveillance system will be advertised through a professionally developed public education campaign that will make everyone aware that these systems are in use and will increase the likelihood of being apprehended if they engaged in theft related activity.

To further deter organized retail theft prior to it ever occurring, Hemet Police Officers will routinely visit locations that statistically experience higher incidents of organized retail theft to greet patrons and distribute educational materials on the impact of organized retail theft. Department employees and volunteers will receive training in Crime Prevention Through Environmental Design. We will then work with retailers on changes they can make to make theft more difficult at their individual locations.

To prevent theft, grant funding will be used to create three new positions within the police department. The first is a police investigator who will be specifically tasked with investigating all incidents or organized retail theft. Second, a crime analyst will be hired to aid patrol officers with

investigative support through the real-time crime center and deploy swift follow-up investigative tools to identify and apprehend those involved in organized retail theft quickly. Lastly, the Hemet Police Department will deploy a community service officer to act as a business liaison officer. This business liaison officer will work directly with local businesses to ensure a coordinated response and ensure department resources are appropriately deployed. Monthly operations will be conducted, in conjunction with local merchants to apprehend those involved in organized retail theft as it is occurring. The Hemet Police Department will use their Public Information Social Media Officer to widely publicize these operations in an effort to prevent further thefts.

The third and final component of the Hemet Police Department's Organized Retail Theft Program will be rehabilitation. It is recognized that police departments cannot arrest their way out of the negative impacts of organized retail theft. To this end, the Hemet Police Department will work closely with the Riverside County District Attorney's Office to prosecute the fullest extent of the law when necessary, but offer rehabilitation through diversion efforts where appropriate. The Organized Retail Theft Investigator will work with filing Deputy District Attorney's to identify people arrested for organized retail theft related offenses who would benefit from alternatives to prosecution. Furthermore, the investigator will monitor anyone who accepts pre-filing diversion to ensure they are successfully completing all aspects of their program and offer additional resources if needed.

Based on the elements of this proposed program, the Hemet Police Department believes the Riverside District Attorney's Office will experience an increase in cases filed related to offenses related to organized retail theft. Retailers will also be impacted by an increased police presence in and around their business. The police department has already taken steps to reach out to our partners and obtained assurances that not only are they in support of our efforts, but they stand ready to assist in any way they can.

The police department has a positive working relationship with the Riverside County District Attorney's Office and this relationship will enable both agencies to work together in an effective and efficient manner to handle this increase in workload. The Hemet Police Department is also aware of and fully supports the district attorney's existing diversion efforts they may utilize in support of this program. To help manage the extra work, the Hemet Police Department is dedicating police personnel to work on organized retail theft. The Investigator, Crime Analyst, and Community Service Officer positions contained in the grant request will help alleviate some of the pressure these additional cases may place on the district attorney's office.

Both the Hemet Police Department and the Riverside County District Attorney's Office recognize there is a need to focus law enforcement resources on organized retail theft. We believe the program described above and within the grant application will have a positive effect on reducing the incidents of organized retail theft in the City of Hemet and may have a broader impact regionally.

Eddie J. Pust

[Eddie J. Pust \(Jul 6, 2023 08:49 PDT\)](#)

Eddie J. Pust
Chief of Police
Hemet Police Department



Michael Hestrin
District Attorney
Riverside County



1151 W Lugonla Ave • Redlands, CA 92374
(909) 748-0505

To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention Grant Program
Date: June 16, 2023

This letter is being submitted to document that THE HEMET, CA HOME DEPOT agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the Hemet Police Department.

As a part of this grant, THE HEMET, CA HOME DEPOT agrees to work with the Hemet Police Department in investigating organized retail theft. This could include the sharing of video evidence related to organized theft for evidentiary purposes, conducting joint enforcement operations to catch those involved in organized retail theft at our Hemet location, and allowing the Hemet Police Department to initiate education campaigns at or near our location. We understand that these efforts might result in an increased police presence around our location.

We are looking forward to the partnership!

Dannielle Riley | Multi-Unit Asset Protection Manager
Dannielle_L_Riley@Homedepot.com
District 23- PacSouth Desert
Cell: (951) 499-9822

Eddie J. Pust
Eddie J. Pust
Chief of Police
Hemet Police Department

Signature: Eddie J. Pust
Eddie J. Pust (Jul 6, 2023 10:37 PDT)
Email: epust@hemetca.gov



Lowe's of Hemet # 1556

To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention Grant Program
Date: June 20, 2023

This letter is being submitted to document that Lowe's agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the Hemet Police Department.

As a part of this grant, Jennasee Delair (Lowe's Asset Protection), agrees to work with the Hemet Police Department in investigating organized retail theft. This could include the sharing of video evidence related to organized theft for evidentiary purposes, conducting joint enforcement operations to catch those involved in organized retail theft at our Hemet location, and allowing the Hemet Police Department to initiate education campaigns at or near our location. We understand that these efforts might result in an increased police presence around our location.

Signed by Jennasee Delair,

June 20, 2023

Eddie J. Pust

Eddie J. Pust (Jul 6, 2023 11:14 PDT)

Eddie J. Pust

Chief of Police

Hemet Police Department

 | **Jennasee Delair**

Asset Protection & Safety Manager #1556 | Lowe's Companies Inc.

📞 951.492.7000



1231 S. Sanderson Ave
Hemet, CA. 92545
951-766-1164
Fax
www.walmart.com

To: Board of State and Community
Corrections

Re: The Organized Retail Theft
Prevention Grant Program

Date: June 16, 2023

This letter is being submitted to document that Walmart Store 1853 agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the Hemet Police Department.

As a part of this grant, Walmart Store 1853 agrees to work with the Hemet Police Department in investigating organized retail theft. This could include the sharing of video evidence related to organized theft for evidentiary purposes, conducting joint enforcement operations to catch those involved in organized retail theft at our Hemet location, and allowing the Hemet Police Department to initiate education campaigns at or near our location. We understand that these efforts might result in an increased police presence around our location.

Sincerely,
Amber Garcia
Frontend Coach Store #1853
Walmart Stores, Inc.

Eddie J. Pust

Eddie J. Pust (Jul 6, 2023 10:37 PDT)

Eddie J. Pust
Chief of Police
Hemet Police Department

Bias-Based Policing

401.1 PURPOSE AND SCOPE

This policy provides guidance to department members that affirms the Hemet Police Department's commitment to policing that is fair and objective.

Nothing in this policy prohibits the use of specified characteristics in law enforcement activities designed to strengthen the department's relationship with its diverse communities (e.g., cultural and ethnicity awareness training, youth programs, community group outreach, partnerships).

401.1.1 DEFINITIONS

Definitions related to this policy include:

Bias-based policing - An inappropriate reliance on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, disability, or affiliation with any non-criminal group (protected characteristics) as the basis for providing differing law enforcement service or enforcement (Penal Code § 13519.4).

401.2 POLICY

The Hemet Police Department is committed to providing law enforcement services to the community with due regard for the racial, cultural or other differences of those served. It is the policy of this department to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.

401.3 BIAS-BASED POLICING PROHIBITED

Bias-based policing is strictly prohibited.

However, nothing in this policy is intended to prohibit an officer from considering protected characteristics in combination with credible, timely and distinct information connecting a person or people of a specific characteristic to a specific unlawful incident, or to specific unlawful incidents, specific criminal patterns or specific schemes.

401.3.1 CALIFORNIA RELIGIOUS FREEDOM ACT

Members shall not collect information from a person based on religious belief, practice, affiliation, national origin or ethnicity unless permitted under state or federal law (Government Code § 8310.3).

Members shall not assist federal government authorities (Government Code § 8310.3):

- (a) In compiling personal information about a person's religious belief, practice, affiliation, national origin or ethnicity.
- (b) By investigating, enforcing or assisting with the investigation or enforcement of any requirement that a person register with the federal government based on religious belief, practice, or affiliation, or national origin or ethnicity.

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401.4 MEMBER RESPONSIBILITIES

Every member of this department shall perform his/her duties in a fair and objective manner and is responsible for promptly reporting any suspected or known instances of bias-based policing to a supervisor. Members should, when reasonable to do so, intervene to prevent any biased-based actions by another member.

401.4.1 REASON FOR CONTACT

Officers contacting a person shall be prepared to articulate sufficient reason for the contact, independent of the protected characteristics of the individual.

To the extent that written documentation would otherwise be completed (e.g., arrest report, field interview (FI) card), the involved officer should include those facts giving rise to the contact, as applicable.

Except for required data-collection forms or methods, nothing in this policy shall require any officer to document a contact that would not otherwise require reporting.

401.5 SUPERVISOR RESPONSIBILITIES

Supervisors should monitor those individuals under their command for compliance with this policy and shall handle any alleged or observed violations in accordance with the Personnel Complaints Policy.

- (a) Supervisors should discuss any issues with the involved officer and his/her supervisor in a timely manner.
 1. Supervisors should document these discussions, in the prescribed manner.
- (b) Supervisors should periodically review MAV recordings, portable audio/video recordings, Mobile Data Base (MDT) data and any other available resource used to document contact between officers and the public to ensure compliance with the policy.
 1. Supervisors should document these periodic reviews.
 2. Recordings or data that capture a potential instance of bias-based policing should be appropriately retained for administrative investigation purposes.
- (c) Supervisors shall initiate investigations of any actual or alleged violations of this policy.
- (d) Supervisors should take prompt and reasonable steps to address any retaliatory action taken against any member of this department who discloses information concerning bias-based policing.

401.6 ADMINISTRATION

Each year, the Patrol Lieutenant should review the efforts of the Department to provide fair and objective policing and submit an annual report, including public concerns and complaints, to the Chief of Police.

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The annual report should not contain any identifying information about any specific complaint, member of the public or officers. It should be reviewed by the Chief of Police to identify any changes in training or operations that should be made to improve service.

Supervisors should review the annual report and discuss the results with those they are assigned to supervise.

401.7 TRAINING

Training on fair and objective policing and review of this policy should be conducted as directed by the Training Services.

- (a) All sworn members of this department will be scheduled to attend Peace Officer Standards and Training (POST)-approved training on the subject of bias-based policing.
- (b) Pending participation in such POST-approved training and at all times, all members of this department are encouraged to familiarize themselves with and consider racial and cultural differences among members of this community.
- (c) Each sworn member of this department who received initial bias-based policing training will thereafter be required to complete an approved refresher course every five years, or sooner if deemed necessary, in order to keep current with changing racial, identity and cultural trends (Penal Code § 13519.4(i)).

401.8 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

The Professional Standards Bureau Manager shall ensure that all data required by the California Department of Justice (DOJ) regarding complaints of racial bias against officers is collected and provided to the Records Supervisor for required reporting to the DOJ (Penal Code § 13012; Penal Code § 13020). See the Records Bureau Policy.

Public Safety Video Surveillance System

339.1 PURPOSE AND SCOPE

This policy provides guidance for the placement and monitoring of department public safety video surveillance, as well as the storage and release of the captured images.

This policy only applies to overt, marked public safety video surveillance systems operated by the Department. It does not apply to mobile audio/video systems, covert audio/video systems or any other image-capturing devices used by the Department.

339.2 POLICY

Hemet Police Department operates a public safety video surveillance system to complement its anti-crime strategy, to effectively allocate and deploy personnel, and to enhance public safety and security in public areas. Cameras may be placed in strategic locations throughout the City to detect and deter crime, to help safeguard against potential threats to the public, to help manage emergency response situations during natural and man-made disasters and to assist City officials in providing services to the community.

Video surveillance in public areas will be conducted in a legal and ethical manner while recognizing and protecting constitutional standards of privacy.

339.3 OPERATIONAL GUIDELINES

Only department-approved video surveillance equipment shall be utilized. Members authorized to monitor video surveillance equipment should only monitor public areas and public activities where no reasonable expectation of privacy exists. The Chief of Police or the authorized designee shall approve all proposed locations for the use of video surveillance technology and should consult with and be guided by legal counsel as necessary in making such determinations.

339.3.1 PLACEMENT AND MONITORING

Camera placement will be guided by the underlying purpose or strategy associated with the overall video surveillance plan. As appropriate, the Chief of Police should confer with other affected City divisions and designated community groups when evaluating camera placement. Environmental factors, including lighting, location of buildings, presence of vegetation, or other obstructions, should also be evaluated when determining placement.

The cameras shall only record video images and not sound. Recorded images may be used for a variety of purposes, including criminal investigations and monitoring of activity around high-value or high-threat areas. The public video surveillance system may be useful for the following purposes:

- (a) To prevent, deter, and identify criminal activity.
- (b) To target identified areas of gang and narcotics complaints or activity.
- (c) To respond to critical incidents.

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- (d) To assist in identifying, apprehending, and prosecuting offenders.
- (e) To document officer and offender conduct during interactions to safeguard the rights of the public and officers.
- (f) To augment resources in a cost-effective manner.
- (g) To monitor pedestrian and vehicle traffic activity.

Images from each camera should be recorded in a manner consistent with the underlying purpose of the particular camera. Images should be transmitted to monitors installed in the Watch Commander's office and Dispatch. When activity warranting further investigation is reported or detected at any camera location, the available information should be provided to responding officers in a timely manner. The Watch Commander or trained personnel in Dispatch are authorized to adjust the cameras to more effectively view a particular area for any legitimate public safety purpose.

The Chief of Police may authorize video feeds from the public safety video surveillance system to be forwarded to a specified location for monitoring by other than police personnel, such as allied government agencies, road or traffic crews, or fire or emergency operations personnel.

Unauthorized recording, viewing, reproduction, dissemination, or retention is prohibited.

339.3.2 CAMERA MARKINGS

All public areas monitored by public safety surveillance equipment shall be marked in a conspicuous manner with appropriate signs to inform the public that the area is under police surveillance. Signs should be well lit, placed appropriately and without obstruction to ensure visibility.

339.3.3 INTEGRATION WITH OTHER TECHNOLOGY

The Department may elect to integrate its public safety video surveillance system with other technology to enhance available information. Systems such as gunshot detection, incident mapping, crime analysis, license plate recognition, facial recognition and other video-based analytical systems may be considered based upon availability and the nature of department strategy.

The Department should evaluate the availability and propriety of networking or otherwise collaborating with appropriate private sector entities and should evaluate whether the use of certain camera systems, such as pan-tilt-zoom systems and video enhancement or other analytical technology, requires additional safeguards.

339.4 VIDEO SUPERVISION

Supervisors should monitor video surveillance access and usage to ensure members are within department policy and applicable laws. Supervisors should ensure such use and access is appropriately documented.

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339.4.1 VIDEO LOG

A log should be maintained at all locations where video surveillance monitors are located. The log should be used to document all persons not assigned to the monitoring locations who have been given access to view or monitor images provided by the video surveillance cameras. The logs should, at a minimum, record the:

- (a) Date and time access was given.
- (b) Name and agency of the person being given access to the images.
- (c) Name of person authorizing access.
- (d) Identifiable portion of images viewed.

339.4.2 PROHIBITED ACTIVITY

Public safety video surveillance systems will not intentionally be used to invade the privacy of individuals or observe areas where a reasonable expectation of privacy exists.

Public safety video surveillance equipment shall not be used in an unequal or discriminatory manner and shall not target individuals or groups based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.

Video surveillance equipment shall not be used to harass, intimidate, or discriminate against any individual or group.

339.5 STORAGE AND RETENTION OF MEDIA

All downloaded media shall be stored in a secure area with access restricted to authorized persons. A recording needed as evidence shall be copied to a suitable medium and booked into evidence in accordance with established evidence procedures. All actions taken with respect to retention of media shall be appropriately documented.

The type of video surveillance technology employed and the manner in which recordings are used and stored will affect retention periods. The recordings should be stored and retained in accordance with the established records retention schedule and for a minimum of one year. Prior to destruction, written consent shall be obtained from the City Attorney. If recordings are evidence in any claim filed or any pending litigation, they shall be preserved until pending litigation is resolved (Government Code § 34090.6).

Any recordings needed as evidence in a criminal or civil proceeding shall be copied to a suitable medium and booked into evidence in accordance with current evidence procedures.

339.5.1 EVIDENTIARY INTEGRITY

All downloaded and retained media shall be treated in the same manner as other evidence. Media shall be accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, digital masking of innocent or uninvolved individuals to preserve anonymity, authenticity certificates and date and time stamping, shall be used as appropriate to preserve

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individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.

339.6 RELEASE OF VIDEO IMAGES

All recorded video images gathered by the public safety video surveillance equipment are for the official use of the Hemet Police Department.

Requests for recorded video images from the public or the media shall be processed in the same manner as requests for department public records.

Requests for recorded images from other law enforcement agencies shall be referred to the Watch Commander for release in accordance with a specific and legitimate law enforcement purpose.

Recorded video images that are the subject of a court order or subpoena shall be processed in accordance with the established department subpoena process.

339.7 VIDEO SURVEILLANCE AUDIT

The Chief of Police or the authorized designee will conduct an annual review of the public safety video surveillance system. The review should include an analysis of the cost, benefit and effectiveness of the system, including any public safety issues that were effectively addressed or any significant prosecutions that resulted, and any systemic operational or administrative issues that were identified, including those related to training, discipline or policy.

The results of each review shall be appropriately documented and maintained by the Chief of Police or the authorized designee and other applicable advisory bodies. Any recommendations for training or policy should be promptly addressed.

339.8 TRAINING

All department members authorized to operate or access public video surveillance systems shall receive appropriate training. Training should include guidance on the use of cameras, interaction with dispatch and patrol operations and a review regarding relevant policies and procedures, including this policy. Training should also address state and federal law related to the use of video surveillance equipment and privacy.