

Title	Kamini Kumar	07/06/2023
	by Kamini Kumar in Organized Retail Theft Prevention Grant Program	id. 41327806
	kamini.kumar@newark.org	

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., **Kamini Kumar** Police Department, Sheriff's Department, or Probation 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 **City of Newark-Police Department**

Applicant's Physical Address	37077 Newark Blvd Newark California 94560 US
Applicant's Mailing Address (if different than the physical address)	n/a
Mailing Address for Payment	37077 Newark Blvd Newark California 94560 US
Tax Identification Number	94-6027360
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	Jolie Macias
Project Director's Title with Agency/Department/Organization	Police Captain
Project Director's Physical Address	37077 Newark Blvd Newark California 94560 US
Project Director's Email Address	jolie.macias@newark.org
Project Director's Phone Number	+15105784921
Financial Officer	Krysten Lee
Financial Officer's Title with Agency/Department/Organization	Director of Finance
Financial Officer's Physical Address	37101 Newark Blvd Newark California 94560 US
Financial Officer's Email Address	krystenl@newark.org
Financial Officer's Phone Number	+15105784288

Day-To-Day Program Contact	Jolie Macias
Day-To-Day Program Contact's Title	Police Captain
Day-To-Day Program Contact's Physical Address	37077 Newark Blvd Newark California 94560 US
Day-To-Day Program Contact's Email Address	jolie.macias@newark.org
Day-To-Day Program Contact's Phone Number	+15105784921
Day-To-Day Fiscal Contact	Kamini Kumar
Day-To-Day Fiscal Contact's Title	Administrative Analyst
Day-To-Day Fiscal Contact's Physical Address	37077 Newark Blvd Newark California 94560 US
Day-To-Day Fiscal Contact's Email Address	kamini.kumar@newark.org
Day-To-Day Fiscal Contact's Phone Number	+15105784351
Name of Authorized Officer	David Benoun
Authorized Officer's Title	City Manager
Authorized Officer's Physical Address	37101 Newark Blvd Newark California 94560 US
Authorized Officer's Email Address	david.benoun@newark.org
Authorized Officer's Phone Number	+15105784200
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

Newark Vehicle and Accessory Theft Prevention Program

Proposal Summary

The Newark Vehicle and Accessory Theft Prevention Program will leverage technology and community partnerships to provide comprehensive, evidence-based public safety services to prevent vehicle and accessory theft. Efforts will include an increased use of community cameras and automated license plate readers, District Attorney's Office collaboration, a catalytic converter identification system with outreach prioritized to victims, and a social media campaign to raise program awareness. The program aims to increase the number of cases sent for prosecution, reduce vehicle and accessory theft, and improve community satisfaction of public safety services

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 2: Motor Vehicle or Motor Vehicle Accessory 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 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 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 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 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

Located in the San Francisco Bay Area, the City of Newark is situated at the east end of the Dumbarton Bridge, between Oakland and San Jose, on the edge of Silicon Valley. With a population of just under 50,000, Newark keeps a hometown charm despite expanding residential and retail developments (About Newark, n.d.). The Newark Police Department (NPD) is authorized to employ 58 sworn officers. Like many law enforcement agencies in the nation, it is currently experiencing staffing struggles as crime rates have exponentially increased. Police agencies are losing officers faster than they can hire with declining sworn staffing numbers (PERF, 2023). NPD has experienced this challenge through officers moving out of the area, lateraling to higher-paying agencies, retiring, and leaving public safety altogether. The department has had to make difficult decisions to maintain minimum patrol safety numbers. Officers that work specialty assignments have been incorporated into patrol staffing to ensure that the streets have a safe number of officers available to handle calls for service. Bay Area agencies are competing for the few interested and qualified candidates, so the option of hiring more officers to combat crime is not a possibility. It is essential for departments to actively seek solutions to provide outstanding public safety services considering the limitations of available personnel, which NPD has already initiated. Last year the department leveraged technology solutions to support the staff's ability to conduct public safety services. NPD launched a multi-pronged crime prevention plan that included the installation of 20 Automated License Plate Readers (ALPR) cameras at city entrances, added investigative time-saving software, and hired the department's first Crime Analyst. These added tools have contributed to officer efficiencies in both response to in-progress calls and investigative follow-up. The ALPR system has been instrumental in providing investigative leads on various cases, including identifying multiple suspects in a high-end auto theft crime ring. The investigation took several months and involved numerous jurisdictions resulting in the recovery of 17 stolen vehicles, 12 firearms, ballistic vests, thousands of rounds of ammunition, and auto theft

technology equipment.

Despite the program's successes, contributing challenges leave plenty of room for improvement. One major hurdle that has occurred since the activation of the Flock Safety ALPR system in October of 2022 is the ability to store data beyond 30 days, as Flock ALPRs can only store data for one month. When NPD received City Council approval for ALPRs in 2022, Northern California Regional Intelligence Center (NCRIC) was building new data storage servers to gather, store, and share information for public safety agencies. NCRIC is a multi-jurisdiction public safety program created to assist agencies in collecting, analyzing, and disseminating criminal threat information (NCRIC, 2023). New NCRIC data repositories were meant to allow agencies to upload and store data for up to one year, per California Government Code §34090.6 retention recommendation (CLI, 2010). Unfortunately, due to the increased popularity of the Flock ALPR systems, NCRIC cannot handle the massive data storage increase. A short retention period of only 30 days can severely limit the identification of suspects, corroboration of victim accounts, and the identification of exculpatory evidence, especially when crimes are reported late. The residents of Newark are frustrated with the massive uptick in stolen vehicle and catalytic converter (CC) thefts and have repeatedly asked the City Council to address these issues. Vehicle accessory theft, such as license plates, wheels, and fuel, have been ongoing problems, but nothing has come close to the extraordinary increases in CC theft. There was a 326% increase in reported CC thefts across the United States from 2019 to 2020 (NICB, 2021). Newark experienced a 1225% increase in CC thefts during the same period, with eight in 2019 and 106 in 2020. There was an additional 144% increase from 2020 to 2021 and 22% increase from 2021 to 2022. CC thefts for 2023 are on trend to continue to rise.

The California Department of Justice 2021 Crime in California reported an 8.2% increase in motor vehicle theft. NPD reported a 28% increase in 2021, but even more shockingly reported a 90% increase the year prior. There was an additional 13% increase in motor vehicle theft in 2022 and is trending upward for the first half of 2023. Both crime types occur in residential and commercial areas. From 2019 to 2022, 45% of CC thefts occurred in commercial/industrial areas and 55% in residential areas, with an increase to 78% in residential areas for the first half of 2023. From 2019 to 2021, stolen vehicle thefts occurred primarily in commercial/ industrial areas but shifted to 55% in residential areas in 2022. The city borders two major freeways, a bridge, and the San Francisco Bay. All commercial shopping centers are adjacent to major arterial roadways, allowing prospective offenders to enter an area, engage in criminal activities, and leave the area quickly (Wuschke et al., 2021). NPD has seen these issues, plus the use of vehicles without license plates, paper plates, or cold-plated vehicles. The cold plated vehicles use a stolen plate to camouflage a stolen vehicle, are often used in the commission of a crime, and bypass automated license plate reader technology (Scoville, 2007).

The Federal Motor Vehicle Standard requires manufacturers to stamp a car's unique Vehicle Identification Number on the engine, transmission, and a dozen other major vehicle parts to identify vehicles from which parts may have been stolen (CRS, 2021). This requirement does not apply to CCs, and serialization does not extend to the precious metals inside. There is limited research exploring how effective serialization techniques are in preventing CC theft (Fennelly, 2020), though promising practices include marking CCs as a deterrent (Kromash, 2021; WTHR, 2022).

Victims of CC and vehicle theft lose their mobility to get to work and care for others (Wheeler, 2023). These crimes cause safety dangers to both suspects and victims (KCRA, 2023; Kiszla et al., 2023). The increasing number of thefts also creates a further separation between the community and law enforcement, which is a critical area the Biden Administration is working to address (White House, 2022). The limited research on crime prevention around vehicle and CC thefts can allow NPD to also contribute to research and practices at a local, state, and national level.

The Newark Vehicle and Accessory Theft Prevention Program (NVATPP) will leverage technology and community partnerships to provide comprehensive, evidence-based public safety services to prevent motor vehicle and vehicle accessory theft. The scope of the program factors in current limitations of staffing resources, with realistic and tangible goals. Program goals include:

- Increasing the number of cases sent to the District Attorney's Office for prosecution.
- Reducing vehicle and accessory theft in the City of Newark.
- Improving community satisfaction through a Catalytic Converter Label Identification (CCLI) program.

In 2022, NPD processed 5,164 criminal cases (Anderson, 2023). Many of these cases were property crimes without significant evidence that would lead to suspect identification, despite officer efforts to speak with witnesses and locate forensic evidence. There were 799 cases where officers had enough probable cause to send to the District Attorney's Office for review. When crimes occur without prosecution, it leaves victims without justice, empowering criminals to continue victimization. Putting forward the best investigative effort requires officers to have access to quality technology resources. Newark has seen great success with the addition of ALPR cameras at ingress and egress points of the city but has since discovered significant vulnerabilities on the southern city border. Sergeants provided multiple examples of vehicles stolen where cameras did not capture images. The vehicles exited the southern border and were later recovered in other jurisdictions. The installation of six additional fixed ALPR cameras will cover the identified gaps in the current camera deployment model and serve as a much-needed evidentiary resource.

With the upward trend of vehicle and CC thefts occurring more frequently in residential areas, four different Homeowners' Associations (HOA) in the city have installed ALPR cameras. During a recent Neighborhood Watch meeting, several participants asked NPD how to get this resource into their neighborhoods. Most areas do not have HOAs. The older communities and low-income apartment complexes are comprised primarily of families of color, recognizing that Latinos and African Americans are likelier to have been victims of three or more crimes over five years (NCSC, 2014). From 2018 to 2022, there were 91 vehicle thefts involving owners experiencing their vehicles being stolen more than once over five years. Repeated victimization diminishes trust in public safety and significantly impacts the victim's health and well-being.

In addition to regular collaboration with Neighborhood Watch Programs, NPD formed a robust Merchant Watch program in early 2022 in response to a rash of commercial burglaries. Merchant Watch consists of business owners and commercial property owners throughout the city. Strong collaboration with the group encouraging Crime Prevention through Environmental Design (CPTED) principles ultimately led to the arrest, conviction, and imprisonment of the responsible party. Throughout the grant, NPD will send one employee to California Peace Officer Standards and Training (POST) approved CPTED training annually to increase available staff equipped to provide evaluations and recommendations throughout the community.

NPD will continue collaborating with charging attorneys at the Alameda County District Attorney's Office to ensure reports cover all aspects of vehicle and CC crime components and evidence to charge associated cases. Quarterly, the Detective Sergeant who serves as the District Attorney liaison, will determine if there are any charging or evidentiary changes for vehicle and component theft. NPD will ensure the required reporting components are provided to all sworn personnel via briefing training.

Both motor vehicle and accessory thefts are property crimes, limiting officers' ability to potentially pursue a suspect fleeing a crime scene. Appropriately, NPD's Vehicle Pursuit Policy does not authorize the pursuit of these crimes alone. In many cases, firearms are located on suspects or recovered inside vehicles. ALPR activations have directed officers to more frequent high risk stops where capturing unfolding evidence is incredibly valuable. In-car cameras equipped with ALPR technology are intelligent solutions that add another layer of visibility

of in-progress high risk police contact allowing for an immediate ability to apprehend suspects and recover property. The mobile ALPR provides a tool to saturate residential and commercial areas with a technology currently limited to fixed ALPRs at city entrances. In-car cameras with ALPR technology will be installed on 100% of patrol vehicles. Several vendor options include unlimited data storage that would address a portion of the previously outlined storage challenge.

To address vehicle and component thefts with merchant and resident concerns, NVATPP will deploy four mobile technology trailers with ALPR and traffic speed reading capabilities into residential neighborhoods. The units will be rotated weekly by a newly hired part-time Police Service Aid (PSA) dedicated to the NVATPP with a grant funded crime prevention vehicle. The rotation of the trailers will be determined by auto theft and CC crime data gathered by a Crime Analyst. This activity will begin when the mobile units are available throughout the grant period. Three mobile solar-powered surveillance pole camera trailers will be rotated in coordination with our community partners throughout commercial spaces to provide intelligence and potential quality evidence and act as a deterrent.

NPD prides itself on being a full-service police department where no issue is considered too small. With increased staffing challenges, there have been discussions to consider reducing services. To continue to provide outstanding public safety service, NPD knows that community partnerships are critical to serving victims. NPD recently purchased 200 Catalytic Converter Label Identification (CCLI) emblems to launch a program to mark CCs. A local car dealership and NPD collaborator agreed to install five CCLIs per week, starting in July 2023. The dealership is willing to expand their commitment for the duration of the grant and increase the number of vehicles labeled per event. NPD has identified 839 CC thefts since 2019 and has determined 43 reports of repeat victims. NPD has compiled a list of all victims and will utilize the dedicated PSA to conduct personal outreach, prioritizing repeat victims as the first to receive a CCLI. NPD forged a partnership with the Missional Valley Regional Occupation (MVRP) to expand the reach of the CCLI program. MVRP is a local career technical training center for high school students with a comprehensive automotive technician course. MVRP is willing to commit student and staff time to the CCLI program, allowing students to gain skills while contributing to valuable research to reduce victimization.

Each CCLI is applied directly onto a dry, cool CC. Idling the vehicle to heat the CC will permanently etch a serial number into the unit. Serializing the CC will assist with determining if it is stolen and tracking where it is from while assisting with prosecution (The Economist, 2022). The serial number and any other associated markings on the CC may also deter the removal of CCs (Yip, 2022). The number is recorded in an International Security Registry and a locally housed database using the vehicle's VIN and owner information. Warning decals are supplied to vehicle owners to adhere to the vehicle windows as an additional deterrent. The CCLI program will begin immediately, with anticipated learning points on how many vehicles can realistically be served within specific timeframes. The partnership with MVRP will allow for a significant increase in CCLI applications throughout each school year during the grant period. The goal is to place 200 CCLIs annually. NVATPP will support each community partner with grant funding annually to cover staff and equipment costs.

Overall, the most important goal throughout the grant is to reduce the number of vehicle and accessory thefts in the City of Newark. A complete marketing plan will reinforce all NVATPP efforts throughout the community. Digital outreach will include advertisements on social media platforms. Social Media advertisement will span across all 36 months of the grant. NPD will participate in community partnership events as offered during the duration of the grant and after the grant period ends. NPD will engage with residents, businesses, visitors, and others at the events and share information about the NVATPP efforts. By publicizing the program's success and community commitment to reduce crime, the ideal solution is not just to solve crimes that have occurred in the city but to deter

them from occurring at all.

NPD's Community Engagement Manager (CEM) will create a dedicated webpage on the NPD website consisting of the NPD crime prevention plan and all NVATPP initiatives, including how to sign up for the CCLI program and CPTED best practices. NPD will disseminate branded merchandise and printed materials containing NVATPP information with a quick response (QR) code leading to the webpage via Neighborhood Watch, Merchant Watch, and community partnership events to raise awareness of NPD's efforts to reduce vehicle and CC theft. Lastly, the web page will contain information regarding all NPD policies associated with the NVATPP.

NPD has policies regarding ALPRs, Public Safety Camera Systems, and Portable Video Recording Devices. These policies address all relevant laws governing surveillance technology, authorized use, privacy protections, and data collection and retention. These technologies contain unalterable data collection functions and require various audit reviews of this data to ensure compliance. Since NPD does not currently have an in-car mobile camera system, a proposed policy includes directives such as personnel, supervisor, administrative responsibilities, activation requirements, review authorization, records retention, and auditing responsibilities.

NPD is committed to policing that is fair and objective. An Anti-Bias-Based Policing policy is in place to dictate the prohibition of any bias-based policing, including racial bias. An annual report is required to be submitted to the Chief of Police, which assesses the efforts of NPD to provide fair and objective policing, including public concerns and complaints. The annual report is reviewed to identify any changes in training or operations to improve service. Any complaints regarding racial bias are investigated internally and submitted to the California Department of Justice and POST as required.

NVATPP aims to reduce motor vehicle and CC theft through technology and proactive partnerships with the local community while increasing prosecution of vehicle theft and component-related crimes. The planned implementation aims to circumvent staffing limitations and expand a multi-pronged approach with visibility, police patrol, and investigative functionality.

Project Organizational
Capacity and
Coordination

3.1 – Ability to Administer: NPD is confident in its ability to administer all initiatives for NVATPP. All sworn and most professional staff will be involved in NVATPP, as there is a department-wide dedication to reducing vehicle and accessory theft. Captain Macias will be the project manager and provide oversight of the grant, though a variety of staff members will be responsible for activities to spread the workload in a manageable and sustainable manner.

3.2 – Partner Agency Coordination: NPD has draft MOUs prepared to secure partnerships immediately with California State University East Bay (CSUEB), Fremont Ford (FF), and Mission Valley Regional Occupational Program (MVROP) when grant awards are announced and later accepted by City Council. NPD reached out to local universities and research organizations seeking interest. Multiple responses were received but CSUEB's Director of Forensic Science Research, Dr. Michelle Rippey, stood out with a recent completion of a three-year BSCC grant partnership with the City of Hayward. The City of Newark's finance policy allows for consultant services selection as described.

3.3 – Timeline: The FF dealership and MVROP management both enthusiastically agreed to partnerships. FF offered to begin scheduling five vehicles per week, effective immediately. An MOU with FF would expand staff time and resource commitment for CCLI events during the grant period. The MVROP team is willing to begin CCLI events once the school year begins in August 2023. MOUs with both CCLI partners would be executed upon grant award acceptance and will work directly with the Community Engagement Manager. The MOU and data-sharing agreement with CSUEB will be implemented immediately upon grant notification.

3.4 – Management Structure: The City of Newark is a Council-Manager form of government with a City Council that provides overall policy direction and a City Manager (CM) who is responsible for implementation and operational decision-making. On June 22, 2023, the City Council adopted a resolution authorizing the

CM to submit the grant proposal on behalf of the City Council. All city department heads are appointed by and report to the CM, including the Police Chief. Under the command of the Chief, NPD consists of two divisions: Field Operations and Support Services (SS). NVATPP will be managed by the SS Division Captain. Program decision-making will follow the established NPD chain of command of the SS Division, with oversight by the Chief. Personnel assignments, including the hiring of a Public Service Aide, will occur through the structured City hiring process with final approval made by the Chief. Vendor selections for all grant activities and equipment purchases will be made following a competitive purchasing process following City purchasing rules and grantor requirements. City Council approval is required for contracts that exceed \$75,000.

3.5 – Sustainability: As the NVATPP program develops, it will become ingrained in the NPD operational process with some components continued indefinitely. Community partnerships built will be maintained with NPD personnel attending an elevated number of community events continuing past the grant duration. The major hardware purchase of in-car cameras, Crime Prevention vehicle, and mobile technology units will be sustained as long as they are operable, and the costs of maintenance and service remain in range of the operational budget. Leased Flock ALPRs will be assessed with the current City contract due to expire in 2025. The marketing campaign will continue with free postings on social media and maintaining the crime prevention website, with targeted ads utilized more sparingly for specific crime prevention-based projects. The PSA position will be hired on a three-year term mirroring the grant terms, with the option to extend based on personnel needs and budget constraints at the termination of the grant. The CCLI Program, which relies heavily on partnerships, will be assessed towards the end of the grant period to determine if partners wish to continue the relationship. The internal database housing the serial numbers of marked catalytic converters will be maintained beyond the grant period to assist with investigations and provide information to allied agencies as needed. The intent is to continue the CCLI program with reduced numbers by utilizing community engagement funds from the NPD operational budget beyond the grant period.

4.1 – Evaluation Partnership: NPD will partner with a researcher from a local university with experience in successful project evaluation, has foundational knowledge in public safety and will complete the evaluation in the outlined timeframe. The researcher will immediately begin work with NPD in the start-up phase to develop research instruments and evaluation measures, complete data-sharing agreements, and obtain Institutional Research Board (IRB) approval. IRB approval will be shared with NPD before data collection to ensure regulations and ethical standards for research participants are met. The researcher will work with NPD to collect and analyze data during the service delivery period. The researcher will attend all grant meetings and aid with quarterly progress reports. During the data evaluation period, the researcher will analyze the data over the service period and prepare the final report for the grantor. The researcher will also write at least one peer-reviewed academic publication to share the program and evaluation.

4.2 – Process and Outcome Measures: When creating the Local Evaluation Plan, the researcher will ensure that process and outcome measures are aligned with the objectives and project goals, are quantifiable, and apply to the goals of the grant. The researcher will create research instruments to determine the efficacy of the process and outcome measures. The mixed methods research will be designed to include qualitative data collection from stakeholders to maximize data received and provide additional context to the project. The data will be collected, cleaned, and analyzed for quarterly reports and the Local Evaluation Report, and an overall analysis of the ability to meet the outlined goals.

4.3 – Preliminary Plan Monitoring: NPD and researcher will work closely to develop and execute data-sharing agreements based on project components and feasibility of timeline. Regular meetings will assist with finalizing the Local Evaluation Plan to include all the listed project goals and objectives and their associated identifiable and quantifiable measures. The researcher will assist NPD by providing data-related components of the quarterly progress reports and ensuring the timelines outlined in Appendix B are on track. A regular review of data, timeline, and activity progress will aid in identifying gaps and hurdles that need to be addressed.

4.4 – Preliminary Plan for Data Collection: NPD and the researcher will identify data sources and the researcher will create a data-sharing agreement. The data-sharing and usage agreement will include all stakeholders, purpose of the agreement, duration of agreement, data provided with data flow, and a timeline with frequency. The data-sharing and usage agreement will include data confidentiality, security and retention, and the use of de-identified data. The agreement will be signed by a director or executive in each stakeholder group. Baseline data from NPD for the past 5 years will be shared with the researcher. NPD will assist in identifying data sources that can assist in measuring outcome and process measures.

4.5 – Research Design: A logic model will be created to show the relationships between stakeholders, resources, outputs, and impact to provide a transparent roadmap for planning, implementation, and evaluation. The research will be evaluation-based. With specific project components, specifically CCLI marking, a pre-experimental design can be utilized for those who receive a CCLI.

Assessment will include a process, impact, and outcome evaluation, which will require NPD to keep records on project efforts and the researcher to observe and survey/interview stakeholders about process. A mixed methods approach will measure effectiveness and explore experiences with the project, with surveys, interviews, focus groups, and observations. Impact can be measured on longer-term effects, community-wide influences, and potential negative outcomes. In measuring outcome effectiveness, the efficacy will be evaluated to determine if goals were met on budget, within the required time frame, and with intended outcomes. Performance monitoring will be completed throughout to ensure that timely feedback is received and can be provided to BSCC. Qualitative data will be coded and analyzed using thematic analysis, and quantitative data will be analyzed using inferential and descriptive statistics.

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)

[Appendix_B_-_Project-Work-Plan-ORT_Final.docx](#)

Grantee Assurance for Non-Governmental Organizations (Appendix D)

[Grantee_Assurance_for_Non-Governmental_Organizations.pdf](#)

Local Impact Letter(s) (Appendix E)

[MW_-_local_impact_letter_-_Debbie_Montes.pdf](#)

[MW_-_local_impact_letter_-_Long_V._Nguyen.pdf](#)

[MW_-_local_impact_letter_-_Steven_Mavromihalis.pdf](#)

Letter(s) of Commitment, (Appendix F)

[CSUEB_Letter_of_Support_to_NPD_-_07-2023.pdf](#)

[MVROP_Commitment_Letter.pdf](#)

[Fremont_Ford_-_Letter_of_Commitment.pdf](#)

Policies Limiting Racial Bias

[402_BiasBased_Policing.pdf](#)

Policies on Surveillance Technology

[378_-_Public_Safety_Camera_System.pdf](#)

[405-Portable_Audio_Video_Recorders.pdf](#)

[449-_Body_Worn_Camera_Policy.pdf](#)

[462_Automated_License_Plate_Readers_ALPRs.pdf](#)

[PROPOSED_POLICY_-_In-Car_Video_Recording_System.pdf](#)

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

[Certification_of_Compliance_with_BSCC_Policies_on_Debarment_Fraud_Theft_and_Embezzlement.pdf](#)

OPTIONAL: Governing Board Resolution (Appendix H)

OPTIONAL:
Bibliography

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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:	> Reduce motor vehicle and motor vehicle accessory theft		
Objectives (A., B., etc.)	<p>A. Launch a media campaign to publicize Newark Vehicle & Accessory Theft Prevention Program (NVATPP) to deter motor vehicle and vehicle accessory theft</p> <p>B. Leverage community partnerships to improve communication, raise awareness, and encourage reporting of motor vehicle and motor accessory theft</p>		
Process Measures and Outcome Measures:	<ul style="list-style-type: none"> • Create 6 new opportunities for NPD and community partners to engage regarding motor vehicle and motor accessory theft, including hosting community forums in-person and virtually to increase participation opportunities • Increase participation at Neighborhood Watch events by 25% • Increase participation at Merchant Watch events by 25% • Attend 10 community events annually 		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
1. Crime prevention web page with NVATPP initiatives	1. Capt.Macias, CEM Chiu	10/01/23	12/01/23
2. Social media advertisement contracts	2. Capt.Macias, CEM Chiu	10/01/23	12/01/23
3. Print Media and branded merchandise purchase	3. CEM Chiu, PSA	12/01/23	05/01/24

<p>4. Dissemination of printed media and branded merch through Merchant Watch and Neighborhood Watch Meetings and community events</p> <p>5. Update crime prevention website with NVATPP progress</p>	<p>4. CEM Chiu, PSA, NPD Officers, Merchant/Neighborhood Watch Captains</p> <p>5. CEM Chiu</p>	<p>05/01/24</p> <p>10/01/24</p>	<p>Ongoing</p> <p>Ongoing</p>
<p>List data and sources to be used to measure outcomes: ></p> <ul style="list-style-type: none"> • Track and evaluate the number of website and social media clicks (tracking ad insights) • Community events NPD members participate in, with differentiation between hosted events and event attendance/participation • Community events NPD participated in pre-grant (2022-2023) and number of attendees at the event(s) • Track attendance at community events 			

(2) Goal:	> Increase number of vehicle and vehicle accessory theft cases sent to District Attorney's Office for prosecution
Objectives (A., B., etc.)	<p>A. Improve the ALPR capability at City ingress and egress locations.</p> <p>B. Increase the ability to deploy ALPR technology and community cameras into residential and commercial areas.</p> <p>C. Equip police vehicles with ALPR technology and in-car cameras to obtain suspect information.</p> <p>D. Collaboration with DA's Office to ensure police report quality</p>
Process Measures and Outcome Measures:	<ul style="list-style-type: none"> • Increase use of ALPR technology and community cameras by 80% • Increase the number of vehicle/vehicle accessory theft cases sent to the DA's Office by 25% • Increase the amount of evidence available in vehicle/vehicle accessory theft cases with the inclusion of video or ALPR evidence by 25% • 100% of officers receive training on in-car camera and ALPR systems

	<ul style="list-style-type: none"> Update policies to align with new technology and best practices with 100% of sworn personnel trained on the new policies 		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
<ol style="list-style-type: none"> Finalize contracts and install fixed ALPR Finalize contracts for purchase of mobile community pole cameras and ALPR trailers Purchase Crime Prevention Vehicle for PSA use Hire and train PSA on pole camera and trailer deployments based upon Crime Analyst data Finalize contracts and install in-car camera/ALPRs Train police staff on in-camera ALPR system, policy and reporting requirements Analysis of suspect data and crime patterns DA feedback for reporting elements and briefing trainings 	<ol style="list-style-type: none"> Capt. Macias LT. Simon LT Griese, Maint. Sup. Connolly LT. Griese, LT Simon, Sgt Fredstrom Capt. Macias, LT Griese, PST Sgt PST Sgt Crime Analyst Wang Det. Sgt 	<p>10/01/23</p> <p>10/01/23</p> <p>11/01/23</p> <p>10/01/23</p> <p>10/01/24</p> <p>10/01/24</p> <p>03/01/24</p> <p>10/01/23</p> <p>01/31/24</p>	<p>02/28/24</p> <p>01/31/24</p> <p>03/01/24</p> <p>04/01/24</p> <p>04/01/24</p> <p>07/01/24</p> <p>Ongoing</p> <p>10/1/26</p>
<p>List data and sources to be used to measure outcomes: ></p> <ul style="list-style-type: none"> Number of ALPRs deployed pre-grant and during the different stages of the grant Number of pole cameras and trailers utilized pre-grant and during the different stages of the grant Policy changes pre-grant and during the different stages of the grant Analysis of vehicle and vehicle accessory theft cases sent to the DA's Office pre-grant and during different stages of the grant Evaluation of NPD reports determining suspect's residence based on zip-code Number of NPD employees trained in ALPR (pre-grant and different stages of the grant) Number of NPD employees trained on updated policies Number of PSAs hired and trained during the grant Number of finalized contracts for fixed ALPR, ALPR speed trailers, in-car cameras with ALPR, and community pole cameras Number of vehicle/CC theft cases referred to the DA resulting in guilty verdicts/pleas 			

- Number of NPD employees trained in CPTED, Crime Analysis Expanded Application, High Risk Vehicle Stops, Vehicle Theft Investigation

(3) Goal:	> Expand CC Label ID Program to improve public safety service satisfaction by Newark residents and businesses		
Objectives (A., B., etc.)	<p>A. Collaborate with community partners to expand CC Label ID program.</p> <p>B. Personal outreach to auto and CC theft victims, particularly those that have been victimized multiple times.</p>		
Process Measures and Outcome Measures:	<ul style="list-style-type: none"> • 600 vehicles to receive CC Label ID • Host 12 CCLI events at Newark car dealership and 9 events at the MVROP Center • Notify 90% of prior victims the CCLI is available and of online resources • 50% of prior victims will have CCLI placed on vehicle • 100% of CCLI vehicles added to CC ID System database, as well as tracked and hosted internally by NPD • Pre-, ante- and post-grant surveys to residents and businesses to determine satisfaction, accessible in paper and virtual formats to reach the most people – goal to have 30% response rate from residents and 30% response rate from businesses and show 20% improvements from the pre-grant survey results to the post-grant survey results. Will evaluate satisfaction, response, confidence, trust, etc. 		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
1. Schedule and Coordinate CC Label ID events	1. CEM Chiu, LT	10/01/23	12/31/26
2. Crime Analyst to identify CC theft victims. Prioritize multiple victimizations.	Sandoval, Fremont Ford, MVROP	10/01/23	Ongoing
3. Personal outreach to victims.	2. CA Wang	10/01/23	Ongoing
4. Establish a local database for CC Label ID System	3. NPD Officer, PSA	10/01/23	Ongoing
5. Conduct annual satisfaction survey to residents and businesses	4. SSM Huntley, CA Wang	10/01/23	Ongoing
	5. CSUEB Professor	10/01/23	01/31/27

<p>List data and sources to be used to measure outcomes: ></p> <ul style="list-style-type: none">• Number of CCLI events hosted by NPD• Number of prior CC victims from 2019 – June 2023• Number of prior CC victims notified of CCLI program• Number of CC victims who had CCs labeled• Number of non-victims who had CCLI labeled• Number of vehicles added to the internal CC ID System database• Evaluation of surveys in one-year intervals of residents and businesses in Newark• Number of vehicle thefts and CC thefts in the five years before the start of the grant• Number of vehicles with CCLI labels that are stolen or had CC thefts during the grant period• Number of vehicles without label IDs that are stolen or had CC thefts during the grant period			

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

Name of Applicant: *City of Newark 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	\$79,131.00
2. Services and Supplies	\$276,000.00
3. Professional Services or Public Agencies	\$59,000.00
4. Non-Governmental Organization (NGO) Subcontracts	\$15,000.00
5. Data Collection and Evaluation	\$75,000.00
6. Equipment/Fixed Assets	\$360,000.00
7. Financial Audit (Up to \$25,000)	\$25,000.00
8. Other (Travel, Training, etc.)	\$9,000.00
9. Indirect Costs	\$88,313.00
TOTAL	\$986,444.00

1a. Salaries & Benefits

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
Salary for Temporary Part-time Police Services Aide (PSA)	Hourly rate = \$26/hour with an annual max of 1,000 hours. Non-benefited annual salary = \$26,377 (amount includes the 1.45% Employer Medicare tax).	\$79,131.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$79,131.00

1b. Salaries & Benefits Narrative:

The Police Service Aide will be hired on a three-year term mirroring the grant duration. This is a Part-Time Seasonal Temporary position that is non-benefited and limited to a maximum of 1,000 hours per year or 0.48 Full-Time Equivalent (FTE). The annual cost of this position is \$26,377 = \$26.00 per hour x 1,000 hours per year plus the 1.45% Employer Medicare Tax.

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Total
In-car cameras with ALPRs for police vehicles	19 Patrol Cars, vehicle abatement, CSO, and Animal Control = 22 Vehicles for 36 months (\$9,000 X 22)	\$198,000.00
Flock Safety Cameras - identify the missing lanes and request six additional cameras	6 camera @ \$3,000 EA = \$18,000, one time installation cost = \$3,900, Subtotal year one + \$21,900, Annual recurring: \$18,000 (3 year contract), Contract Total = (\$18,000 X 3) + \$3,900 = \$57,900	\$58,000.00
Catalytic Converter Label ID Program	1000 units estimated @ \$5,000	\$5,000.00
MVROP - CCLI Program	\$5000 annually for service expenses	\$15,000.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$276,000.00

2b. Services and Supplies Narrative:

Vendor selections for all service and equipment purchases will be made following a competitive purchasing process following City purchasing rules and grantor requirements. In-car camera systems are offered both as services with a lease program or as hardware equipment purchases. An estimate was obtained for an in-car camera lease option in preparation for this proposal. The additional fixed ALPRs would supplement an existing city contract of 20 cameras with Flock Safety. Catalytic Converter Label Identification (CCLI) labels are only available from a single source vendor. \$5000 will be paid annually to MVROP for service expenses.

3a. Professional Services

Description of Professional Service(s)	Calculation for Expenditure	Total
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Social Media Advertisements	Digital Outreach (Meta Ads (Facebook & Instagram): \$200 per month x 36 months: \$7,200, WAZE: 750,000 Impressions @ \$25 CPM = \$15,000 x 3 months (1 x per year over 3 years) = \$45,000.	\$52,200.00
Print Media and Postage	Print Media - Info cards: 6,000 = \$800, Postage cost = \$1,000.	\$1,800.00
Branded Merchandise	Branded Merchandise: (i.e. notebooks, keychains with QR code, giveaways): \$4,000, Window decals for merchants: 100 8x8 static clings with Safety Info + QR code = \$1000	\$5,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$59,000.00

3b. Professional Services Narrative

Vendor selections for all service purchases will be made following a competitive purchasing process following City purchasing rules and grantor requirements. A variety of social media advertising option estimates make up the requested amount. Cost per mille (CPM) is a paid advertising option where companies pay a price for every 1,000 impressions an ad receives.

4a. Non-Governmental Organization (NGO) Subcontracts

Description of Non-Governmental Organization (NGO) Subcontracts	Calculation for Expense	Total
Fremont Ford-CCLI Program Community Partner Expense	\$5000 annually for staff time and equipment expenses	\$15,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$15,000.00

4b. Non-Governmental Organization (NGO) Subcontracts Narrative

Fremont Ford is considered a non-government organization by providing services with grant funds. CCLI labels will be purchased by NPD with grant funds. \$5000 will be paid to Fremont Ford annually to cover service expenses for this community partner.

5a. Data Collection and Evaluation

Description of Data Collection and Evaluation	Calculation for Expense	Total
CSUEB-Project Evaluation and Monitoring Research Organization Partnership	Minimum of \$75,000	\$75,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$75,000.00

5b. Data Collection and Evaluation Narrative

California State University East Bay Director of Forensic Science Research has agreed to partner and agrees to fee and deliverables, including developing a Local Evaluation Plan and a Local Evaluation Report. Consultant service selection was made through processes described in 3.2 - Partner Agency Coordination.

6a. Equipment/Fixed Assets

Description of Equipment/Fixed Assets	Calculation for Expense	Total
PSA - Crime Prevention vehicle	Estimate of one Police SUV	\$90,000.00
Mobile Community Pole Cameras (Crime Deterrent)	WCCTV Mini Dome Solar Trailer - 3 commercial units @ \$50,000 = \$150,000	\$150,000.00
Mobile Technology Speed Trailer with ALPR	4 @ \$30,000 each.	\$120,000.00

		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
	TOTALS	\$360,000.00

6b. Equipment/Fixed Assets Narrative

Estimate for one police SUV for a Crime Prevention vehicle was provided by City of Newark's Fleet Maintenance Superintendent that manages all city vehicle purchases. Cost estimate includes an exterior NVATPP branded wrap for the vehicle to be used at community events. Vendor selections for all equipment purchases will be made following a competitive purchasing process following City purchasing rules and grantor requirements.

7a. Financial Audit

Description	Calculation for Expense	Total
Audit Reimbursement	Add to City Audit Contract	\$25,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
	TOTAL	\$25,000.00

7b. Financial Audit Narrative:

Audits will be performed by the independent audit firm, Lance, Soll & Lunghard, LLP Certified Public Accountants. LSL CPAs are engaged to perform annual Financial, Compliance, and Single Audits. Each audit includes examining evidence supporting amounts and disclosures in the financial statements, understanding of the entity's environment, including internal controls, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. A risk assessment is performed as part of our audit planning to design the nature, timing, and extent of further audit procedures.

In addition, a Single Audit reporting package is submitted to the State Controller's Office. The Single Audit package includes the following contents:

- 1) INDEPENDENT AUDITORS' REPORT
- 2) BASIC FINANCIAL STATEMENTS
- 3) REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

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

Description	Calculation for Expense	Total
Crime Prevention Through Environmental Design Training (CA POST)	Tuition = \$250, Travel Expense = \$800, Lodging + Parking = \$1,500, Meals = \$450, One person cost = \$3,000 annually	\$9,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
	TOTAL	\$9,000.00

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

One police employee will attend Crime Prevention through Environmental Design Training each year of the grant duration. Basic and advanced CPTED courses are offered through the California Police Officer's Standards and Training Course Catalog. Travel and training expenses are estimates and will vary depending on course location. Basic and Advanced courses are both 40 hours, 5 days. All currently available courses within CA would require travel and lodging.

9a. Indirect Costs

For this grant program, indirect costs may be charged using only <u>one</u> 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.	\$88,313	\$88,313
<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	
<i>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.</i>		
TOTAL	\$88,313	\$88,313

9b. Indirect Costs Narrative:

The City does not have a Negotiated Indirect Cost Rate Agreement (NICRA).



Date: June 30, 2023

To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention
Grant Program

The Motor Vehicle Theft Prevention Program is a comprehensive and multi-pronged initiative designed to combat the alarming increase in vehicle theft and catalytic converter theft within the Newark area. Recognizing the urgent need for action, this program incorporates various strategies aimed at prevention, awareness, and collaboration. Through a combination of community education campaigns, enhanced technology, strategic community partnerships, and targeted programming, this initiative seeks to curtail the rising trend of theft and protect the residents and businesses of Newark. By addressing this pressing issue from multiple angles, the Motor Vehicle Theft Prevention Program aims to create a safer and more secure environment for all members of the community.

We, the Newark Chamber of Commerce, represent a diverse group of local businesses in the Newark area. As a local business community, we have witnessed the concerning impact of the rising trend of vehicle and catalytic converter thefts firsthand. This pervasive issue has not only affected our customers but has subsequently had a significant impact on our entire Newark business community. The theft of vehicles and catalytic converters has led to an increase in repair and replacement costs for our customers, causing financial strain and inconvenience. Moreover, the repeated incidents of theft have created a sense of insecurity among our customers, as they worry about the safety of their vehicles and the potential for further thefts, thus deterring their business with our merchants. This loss of confidence in the local business environment has had a ripple effect on the community, affecting customer loyalty, sales, and overall economic stability. It is imperative that we address this issue collectively and implement effective preventive measures to restore the trust and security within our business community and the City of Newark as a whole.

As the local Chamber of Commerce, we recognize that the Motor Vehicle Theft Prevention Program project may have positive impacts on retailers. We are committed to strengthening our community partnership with the Newark Police Department for this program. By collaborating on education campaigns, we can jointly raise awareness among businesses and residents about the importance of vehicle security measures. Through community outreach initiatives, we can work together to disseminate information, engage with the public and merchants, empower them with knowledge and strategies to protect their vehicles. Additionally, by implementing community programming like catalytic converter ID kits, we can provide practical tools for residents and businesses to mark their converters and deter theft. This partnership between the Chamber of Commerce and the Newark Police Department will not only enhance safety and security but also foster a sense of unity and collective responsibility within our community, strengthening the overall business environment and quality of life for all.

Signed by,

A handwritten signature in black ink, appearing to read 'Debbie Montes', written over a circular stamp or seal.

Debbie Montes, Executive Director
Newark Chamber of Commerce

Newark Chamber of Commerce 37101 Newark Blvd., Newark, CA 94560 / 510-578-4500

debbie.montes@newark.org



CALIFORNIA STATE
UNIVERSITY
E A S T B A Y

College of Letters, Arts, and Social Sciences (CLASS)

Department of Criminal Justice
Student Faculty Building, Room 402
25800 Carlos Bee Boulevard, Hayward CA 94542-3044
510.885.3590 • <http://class.csueastbay.edu/criminaljustice/>

July 3, 2023

Captain Jolie Macias
Newark Police Department
37077 Newark Boulevard
Newark, CA 94560

Dear Captain Macias,

Thank you for sharing your intent to apply for the Board of State and Community Correction's Organized Retail Theft Prevention Grant Program in July 2023. With awareness of the dramatic recent increase in vehicle and vehicle component theft in the San Francisco Bay Area, the grant program is timely and can disrupt the trends, leading to much-needed regional changes in crime prevention.

California State University East Bay's Forensic Science Research Center (FSRC) and its researchers are able to support your efforts in data collection and evaluation, as well as obtaining Institutional Review Board approval for the mixed-methods research. The FSRC is dedicated to creating a Local Evaluation Plan, designing research instruments, assisting with data-sharing agreements, collecting and analyzing data, and completing a Local Evaluation Report by the dates listed in the grant proposal. The FSRC researchers will also be available to participate in evaluation meetings with the grantor, write related academic and practitioner-based publications, and assist with sharing the data at conferences and regional symposiums.

Please reach out with any questions.

Best regards,

A handwritten signature in black ink that reads 'Michelle R. Rippey'.

Dr. Michelle Rippey
Director, Forensic Science Research Center
Associate Professor | Department of Criminal Justice
California State University East Bay
(510) 885-3171
michelle.rippy@csueastbay.edu



FREMONT FORD

To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention
Grant Program Date: 7/7/23

Re: Attachment - Local Commitment Letter

This letter is being submitted to document that Fremont Ford agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the Newark Police Department.

Newark Police Department has communicated intent to apply for grant funding to support efforts to prevent motor vehicle and motor vehicle accessory theft. Fremont Ford's Service Department is a willing to partner for the Catalytic Converter Label Identification program.

Fremont Ford understands that partnering with the Newark Police Department to mitigate the rising issue of catalytic converter theft will offer support to victims and other community members through enhanced preventative measures. To address the impact of this crime on individuals and businesses, Fremont Ford will facilitate the installation of catalytic converter ID kits, provided by the Newark Police Department, on community members' catalytic converters. Fremont Ford technicians will ensure proper placement regarding the installation in adherence to manufacturer guidelines, maximizing the effectiveness of the ID system. Fremont Ford will assist the Newark Police Department in their three-year Motor Vehicle Theft Prevention Project.

Sincerely,

Ron Jones
Service & Parts Director
Fremont Ford
(510) 651-5600

A handwritten signature in black ink, appearing to be "Ron Jones", written over a light blue background.



Mission Valley ROP

CAREER TECHNICAL TRAINING CENTER

5019 Stevenson Blvd · Fremont, CA 94538-2449

(510) 657-1865 · Fax (510) 438-0378 · www.mvrop.org

To: Board of State and Community Corrections
Re: The Organized Retail Theft

Prevention Grant Program Date: 7/7/23

This letter is being submitted to document that the Mission Valley Regional Occupation Program (MVROP) agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the Newark Police Department (NPD).

NPD has communicated its intent to apply for grant funding to support efforts to combat the rising issue of catalytic converter theft while simultaneously providing career training opportunities for students. MVROP is proud to partner with the Newark Police Department in a three-year commitment to further this effort.

Through hands-on experience installing catalytic converter ID kits, our students gain valuable skills, foster a sense of responsibility, and actively contribute to a safer community. This collaborative effort builds strong bonds between residents, students in the MVROP program, and law enforcement, fostering trust and unity. By actively engaging in community outreach and education, we empower residents and businesses with the knowledge to protect their vehicles and deter theft. The ROP program's dedication to this project demonstrates our commitment to education, community service, and creating a safer environment in Newark.

Signed by,

A handwritten signature in black ink, appearing to read "Cliff Adams-Hart".

Dr. Cliff Adams-Hart
Director of Educational Services
Mission Valley ROP
510.657.1865 x 15138

VN INVESTMENT GROUP, LLC

1256 South Abel Street, Milpitas, CA 95035

To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention
Grant Program Date: 7/7/23

Re: Attachment – Local Impact Letter

The Merchant Watch program in Newark is a joint effort between local businesses and the Newark Police Department that focuses on crime prevention within our shopping centers. Increased crime affecting our businesses over the past few years is what led to the formation of the Merchant Watch program. As a commercial property owner, I have valued the collaboration between the police department, myself, and the tenants of my shopping center. The relationship has improved communication among business owners and their customers, but many are still concerned about the impacts of crime.

The Merchant Watch recognizes the issue of motor vehicle theft and motor vehicle accessory theft that occurs within the city and is primarily concerned with the thefts that occur within our shopping centers. As a business owner and member of the Merchant Watch, I support the Newark Police Department's effort to seek grant funding to prevent and solve crime. Increased efforts will further inspire confidence from our businesses and customers. Together, we can make a positive impact and ensure a safer future for our community.

Sincerely,
VN Investment Group, LLC
d/b/a Sprouts Center



Long V. Nguyen,
Managing Partner, Property Owner
Newark Police Department Merchant Watch

To: The Board of State and Community Corrections

Regarding: The Organized Retail Theft Prevention Program

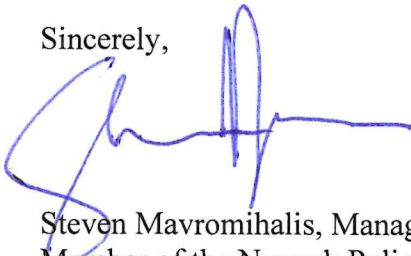
Date: July 7, 2023

Dear Board Members,

As you know, the Merchant Watch program in Newark is a joint effort between our local business community and the Newark Police Department. The focus of the program is crime prevention within our shopping centers. The increased crime over the past few years has had a negative effect on retail businesses in Newark, and all over the State. But, with the leadership and guidance of our dedicated Newark Police Department, local property owners and commercial tenants have come together to form the Merchant Watch program. As a commercial property owner, I have valued the collaboration between the police department, myself, and the tenants of my shopping center. The relationship has improved communication among business owners and their customers, but many are still concerned about the impacts of crime.

The Merchant Watch recognizes the issue of motor vehicle theft and motor vehicle accessory theft that occurs within the City of Newark and is primarily concerned with the thefts that occur within our shopping centers. As a business owner and member of the Merchant Watch, I support the Newark Police Department's effort to seek grant funding to prevent and solve crime. Increased efforts will further inspire confidence from our businesses, commercial property owners, and most importantly, from the citizens of Newark and the surrounding towns, who make up the bulk of our customer base. By all working together, we can make a positive impact and ensure a safer future for our community.

Sincerely,



Steven Mavromihalis, Manager of 6203 Jarvis, LLC, d/b/a Sprouts Center, Newark, CA, and Member of the Newark Police Department Merchant Watch

Bias-Based Policing

402.1 PURPOSE AND SCOPE

This policy provides guidance to department members that affirms the Newark 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).

402.1.1 DEFINITIONS

Definitions related to this policy include:

Bias-based policing - An inappropriate reliance on 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).

402.2 POLICY

The Newark 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.

402.3 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.

402.3.1 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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402.4 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.

402.4.1 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.

402.4.2 REPORTING OF STOPS

Unless an exception applies under 11 CCR 999.227, an officer conducting a stop of a person shall collect the data elements required by 11 CCR 999.226 for every person stopped and prepare a stop data report. When multiple officers conduct a stop, the officer with the highest level of engagement with the person shall collect the data elements and prepare the report (11 CCR 999.227).

If multiple agencies are involved in a stop and the Newark Police Department is the primary agency, the Newark Police Department officer shall collect the data elements and prepare the stop data report (11 CCR 999.227).

The stop data report should be completed by the end of the officer's shift or as soon as practicable (11 CCR 999.227).

402.5 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 Digital Computer (MDC) 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.

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Bias-Based Policing

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.

402.6 ADMINISTRATION

Each year, the Field Operations Division Commander 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.

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.

402.7 TRAINING

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

- (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)).

402.8 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

The Internal Affairs Unit 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 Unit Policy.

Supervisors should ensure that data stop reports are provided to the Records Supervisor for required annual reporting to the DOJ (Government Code § 12525.5) (See Records Bureau Policy).

Public Safety Camera System

378.1 PURPOSE AND SCOPE

The City of Newark operates a public safety camera system for the purpose of creating a safer environment for all those who live, work and visit the City. This policy explains the purpose of the cameras and provides guidelines for their operation and for the storage of captured images.

378.2 POLICY

Cameras may be placed in strategic locations throughout the City at the direction or with the approval of the Chief of Police. These cameras can be used for detecting and deterring 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.

378.3 PROCEDURE

The following procedures have been established for the effective operation of the public safety camera system.

378.3.1 MONITORING

Images from each camera will be recorded on a 24-hour basis every day of the week. These images will be transmitted to monitors installed in the Watch Commander's Office and the Dispatch Center. When activity warranting further investigation is reported or detected at any camera location, the dispatcher may selectively view the appropriate camera and relay any available information to responding units. The Watch Commander or the Dispatch Center personnel 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 camera system to be set up at a location other than the Dispatch Center for monitoring by other than police personnel when the provision of such access is in furtherance of this policy.

The cameras only record images and do not record 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. In addition, the public safety camera system may be useful for the following purposes:

- (a) To assist in identifying, apprehending and prosecuting offenders.
- (b) To assist in gathering evidence for criminal and civil court actions.
- (c) To help emergency services personnel maintain public order.
- (d) To monitor pedestrian and vehicle traffic activity.
- (e) To help improve the general environment on the public streets.

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Public Safety Camera System

- (f) To assist in providing effective public services.

378.3.2 TRAINING

Personnel involved in video monitoring will be appropriately trained and supervised.

378.3.3 PROHIBITED ACTIVITY

Video monitoring will be conducted in a professional, ethical and legal manner. The public safety camera system will not be used to invade the privacy of individuals, to look into private areas or areas where the reasonable expectation of privacy exists. All reasonable efforts will be taken to protect these rights. Video monitoring shall not be used to harass, intimidate or discriminate against any individual or group.

378.3.4 CAMERA MARKINGS

Except in the case of covert operations or confidential investigations, all public areas that are monitored by public safety cameras shall be marked in a conspicuous manner with appropriate signs to inform the public that the area is under police surveillance. Signs shall be well lit to ensure visibility.

378.4 MEDIA STORAGE

All media will be stored in a secure area with access restricted to authorized persons.

Recordings not otherwise needed for official reasons shall be retained for a period of not less than one year and thereafter should be erased with the written consent of the City Attorney. 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 (Government Code § 34090.6).

378.5 REVIEW OR RELEASE OR OF VIDEO IMAGES

The review or the release of video images shall be done only with the authorization of the Chief of Police or his/her designee and only with a properly completed written request. Video images needed for a criminal investigation or other official reason shall be collected and booked in accordance with current departmental evidence procedures.

378.5.1 PUBLIC AND OTHER AGENCY REQUESTS

Requests for recorded video images from other government agencies or by the submission of a court order or subpoena shall be promptly submitted to the Communications Manager, who will promptly research the request and submit the results of such search through the Chief of Police to the City Attorney's office for further handling. Every reasonable effort should be made to preserve the data requested until the request has been fully processed by the City Attorney's office.

Video images captured by public safety cameras that are requested by the public or media will be made available only to the extent required by law. Except as required by a valid court order or other lawful process, video images requested under the Public Records Act will generally not be

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disclosed to the public when such video images are evidence in an ongoing criminal investigation in which a disposition has not been reached.

378.6 ANNUAL REVIEW OF THE PUBLIC SAFETY CAMERA SYSTEM

The Chief of Police or his/her designee will conduct an annual review of the public safety camera system. The annual review will include an inventory of video monitoring installations, date of installation, summary of the purpose, adherence to this policy and any proposed policy changes. The results of each review will be documented and maintained by the Chief of Police or his/her designee and other applicable advisory bodies. Any concerns or deviations from this policy will be addressed promptly and effectively.

Automated License Plate Readers (ALPRs)

462.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidance for the capture, storage and use of digital data obtained through the use of Automated License Plate Reader (ALPR) technology.

462.2 ADMINISTRATION

The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates. It is used by the Newark Police Department to convert data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Administration Division Commander. The Administration Division Commander will assign members under his/her command to administer the day-to-day operation of the ALPR equipment and data.

462.2.1 ALPR ADMINISTRATOR

The Administration Division Commander shall be responsible for developing guidelines and procedures to comply with the requirements of Civil Code § 1798.90.5 et seq. This includes, but is not limited to (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

- (a) A description of the job title or other designation of the members and independent contractors who are authorized to use or access the ALPR system or to collect ALPR information.
- (b) Training requirements for authorized users.
- (c) A description of how the ALPR system will be monitored to ensure the security of the information and compliance with applicable privacy laws.
- (d) Procedures for system operators to maintain records of access in compliance with Civil Code § 1798.90.52.
- (e) The title and name of the current designee in overseeing the ALPR operation.
- (f) Working with the Custodian of Records on the retention and destruction of ALPR data.
- (g) Ensuring this policy and related procedures are conspicuously posted on the department's website.

462.3 OPERATIONS

Use of an ALPR is restricted to the purposes outlined below. Department members shall not use, or allow others to use the equipment or database records for any unauthorized purpose (Civil Code § 1798.90.51; Civil Code § 1798.90.53).

- (a) An ALPR shall only be used for official law enforcement business.

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- (b) An ALPR may be used in conjunction with any routine patrol operation or criminal investigation. Reasonable suspicion or probable cause is not required before using an ALPR.
- (c) While an ALPR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped cars to canvass areas around homicides, shootings and other major incidents. Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.
- (d) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training.
- (e) No ALPR operator may access department, state or federal data unless otherwise authorized to do so.
- (f) If practicable, the officer should verify an ALPR response through the California Law Enforcement Telecommunications System (CLETS) before taking enforcement action that is based solely on an ALPR alert.

462.4 DATA COLLECTION AND RETENTION

The Administration Division Commander is responsible for ensuring systems and processes are in place for the proper collection and retention of ALPR data. Data will be transferred from vehicles to the designated storage in accordance with department procedures.

All ALPR data downloaded to the server should be stored for a minimum of one year (Government Code § 34090.6) and in accordance with the established records retention schedule. Thereafter, ALPR data should be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a discovery request or other lawful action to produce records. In those circumstances the applicable data should be downloaded from the server onto portable media and booked into evidence.

462.5 ACCOUNTABILITY

All data will be closely safeguarded and protected by both procedural and technological means. The Newark Police Department will observe the following safeguards regarding access to and use of stored data (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

- (a) All ALPR data downloaded to the mobile workstation and in storage shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time (Civil Code § 1798.90.52).
- (b) Members approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.

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- (c) ALPR system audits should be conducted on a regular basis.

For security or data breaches, see the Records Release and Maintenance Policy.

462.6 POLICY

The policy of the Newark Police Department is to utilize ALPR technology to capture and store digital license plate data and images while recognizing the established privacy rights of the public.

All data and images gathered by the ALPR are for the official use of this department. Because such data may contain confidential information, it is not open to public review.

462.7 RELEASING ALPR DATA

The ALPR data may be shared only with other law enforcement or prosecutorial agencies for official law enforcement purposes or as otherwise permitted by law, using the following procedures:

- (a) The agency makes a written request for the ALPR data that includes:
 1. The name of the agency.
 2. The name of the person requesting.
 3. The intended purpose of obtaining the information.
- (b) The request is reviewed by the Administration Division Commander or the authorized designee and approved before the request is fulfilled.
- (c) The approved request is retained on file.

Requests for ALPR data by non-law enforcement or non-prosecutorial agencies will be processed as provided in the Records Maintenance and Release Policy (Civil Code § 1798.90.55).

462.8 TRAINING

The Training Manager should ensure that members receive department-approved training for those authorized to use or access the ALPR system (Civil Code § 1798.90.51; Civil Code § 1798.90.53).