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GOVERNOR

MARK S. GHILARDUCCI
DIRECTOR



Application Cover Sheet

RFA PROCESS

2022 California Paul Coverdell Forensic Science Improvement (CQ) Program

Submitted by:
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(Cal OES Use Only)

| | | | |
|-----------|--------|-----|------------|
| Cal OES # | FIPS # | VS# | Subaward # |
|-----------|--------|-----|------------|

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET**

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

- 1. **Subrecipient:** Fresno County 1a. UEI#: 613665769
- 2. **Implementing Agency:** Fresno County Sheriff's Office 2a. UEI#: 613665769
- 3. **Implementing Agency Address:** 1256 Divisadero Fresno 93721-1111
(Street) (City) (Zip+4)
- 4. **Location of Project:** Fresno Fresno 93721-1111
(City) (County) (Zip+4)
- 5. **Disaster/Program Title:** CQ - Paul Coverdell Forensic Science Improvement Program
- 6. **Performance/Budget Period:** 4/1/2023 to 6/30/2024
(Start Date) (End Date)
- 7. **Indirect Cost Rate:** N/A Federally Approved ICR (if applicable): _____ %

| Item Number | Grant Year | Fund Source | A. State | B. Federal | C. Total | D. Cash Match | E. In-Kind Match | F. Total Match | G. Total Cost |
|--------------|---------------------|-------------|----------|------------|----------|---------------|------------------|----------------|---------------|
| 8. | 2022 | FSIA | | \$54,403 | | | | | \$54,403 |
| 9. | Select | Select | | | | | | | |
| 10. | Select | Select | | | | | | | |
| 11. | Select | Select | | | | | | | |
| 12. | Select | Select | | | | | | | |
| Total | Project Cost | | | \$54,403 | \$54,403 | | | | \$54,403 |

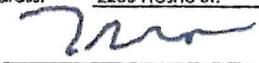
13. Certification - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County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

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

15. Official Authorized to Sign for Subrecipient:

Name: Thomas Trester Title: Administrative Services Director

Payment Mailing Address: 2200 Fresno St. City: Fresno Zip Code+4: 93721-1111

Signature:  Date: 11/16/22

16. Federal Employer ID Number: _____

(FOR Cal OES USE ONLY)

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

(Cal OES Fiscal Officer) _____ (Date) _____ (Cal OES Director or Designee) _____ (Date) _____



Grant Subaward Contact Information

Grant Subaward #: CQ21 11 0100

Subrecipient: Fresno County

1. **Grant Subaward Director:**

Name: Michael D. Koop Title: Forensic Services Coordinator
Telephone #: 559-600-8362 Email Address: michael.koop@fresnosheriff.org
Address/City/ Zip Code (9-digit): 1256 Divisadero, Fresno, CA, 93721-1111

2. **Financial Officer:**

Name: Baldomero Berber Title: Business Officie Manager
Telephone #: 559-600-8036 Email Address: Baldomero.berber@fresnosheriff.org
Address/City/ Zip Code (9-digit): 2200 Fresno Street, Fresno, CA 93721-1703

3. **Programmatic Point of Contact:**

Name: Michael D. Koop Title: Forensic Services Coordinator
Telephone #: 559-600-8362 Email Address: Michael.koop@fresnosheriff.org
Address/City/ Zip Code (9-digit): 1256 Divisadero, Fresno CA 93721-1111

4. **Financial Point of Contact:**

Name: Bruce Roberts Title: Senior Accountant
Telephone #: 559-600-8577 Email Address: Bruce.roberts@fresnosheriff.org
Address/City/ Zip Code (9-digit): 2200 Fresno Street, Fresno, CA 93721-1703

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

Name: John Zanoni Title: Sheriff - County of Fresno
Telephone #: 559-600-8800 Email Address: john.zanoni@fresnosheriff.org
Address/City/ Zip Code (9-digit): 2200 fresno Street, Fresno, CA 93721-1703

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Tohmas Trester Title: Administrative Services Director
Telephone #: 559-600-8503 Email Address: Thomas.Trester@fresnosheriff.org
Address/City/ Zip Code (9-digit): 2200 Fresno Street, Fresno, CA 93721-1703

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

Name: Sal Quintero Title: Chairman
Telephone #: 559-600-3000 Email Address: District3@fresnocountyca.gov
Address/City/ Zip Code (9-digit): 2281Tulare, Room #301 Fresno, CA 93721-1703



Grant Subaward Signature Authorization

Grant Subaward #: CQ22 12 0100

Subrecipient: Fresno County

Implementing Agency: Fresno County Sheriff's Office

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

Grant Subaward Director:

Printed Name: Michael D. Koop

Signature: *Michael D. Koop*

Date: 11-16-22

Financial Officer:

Printed Name: Baldomero Berber

Signature: *Baldomero Berber*

Date: 11-16-22

The following persons are authorized to sign for the **Grant Subaward Director**:

Signature: *Valerie Bernardi*

Printed Name: Valerie Bernardi

Signature: _____

Printed Name: _____

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

Signature: *Bruce Roberts*

Printed Name: Bruce Roberts

Signature: _____

Printed Name: _____



Cal OES

GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Grant Subaward Certification of Assurance of Compliance Information and Instructions

The Certification of Assurance of Compliance is a binding affirmation that the Subrecipient will comply with the requirements and restrictions outlined in the Subrecipient Handbook, including but not limited to:

- Proof of Authority,
- State and federal civil rights laws,
- Equal Employment Opportunity,
- Drug-Free Workplace,
- California Environmental Quality Act, and
- Lobbying.

The Official Designee (see SRH Section 3.030) and the individual granting that authority (i.e., City/County Financial Officer, City/County Manager, or Governing Board Chair) must sign this form. For State agencies, only the Official Designee must sign this form.

Complete all sections of this form and then submit:

- As part of the Grant Subaward Application,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new fund source is being added to the Grant Subaward, (applicable Certification of Assurance of Compliance would be needed), or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the Official Designee or Board Chair changes and the Resolution identifies them by name



Grant Subaward Certification of Assurance of Compliance

Subrecipient: Fresno County

| | Cal OES Program Name | Grant Subaward #: | Grant Subaward Performance Period |
|---|----------------------|-------------------|-----------------------------------|
| 1 | 2022 Paul Coverdell | CQ22 12 0100 | 4/1/2023 to 6/30/2024 |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |

I, Tom Trester (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

I. Proof of Authority – SRH 1.055

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

II. Civil Rights Compliance – SRH Section 2.020

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

III. Equal Employment Opportunity – SRH Section 2.025

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



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IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

V. California Environmental Quality Act (CEQA) – SRH Section 2.035

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a "project" pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

VI. Lobbying – SRH Sections 2.040 and 4.105

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.

| | |
|---|---|
| CERTIFICATION | |
| I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California. | |
| Official Designee's Signature: |  |
| Official Designee's Typed Name: | Tom Trester |
| Official Designee's Title: | Administrative Services Director |
| Date Executed: | 11/16/2022 |
| AUTHORIZED BY: | |
| I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES. | |
| <input type="checkbox"/> City Financial Officer | <input type="checkbox"/> County Financial Officer |
| <input type="checkbox"/> City Manager | <input type="checkbox"/> County Manager |
| <input checked="" type="checkbox"/> Governing Board Chair | |
| Signature: |  |
| Typed Name: | Sal Quintero |
| Title: | Chairman |
| Date Executed: | 3/28/23 |
| ATTEST: BERNICE E. SEIDEL Clerk of the Board of Supervisors County of Fresno, State of California By  Deputy | |



**Federal Fund Grant Subaward Assurances
Paul Coverdell Forensic Science Improvement (FSIA) Grant Program**

Subrecipient: Fresno County

| | Cal OES Program Name | Grant Subaward # | Grant Subaward Performance Period |
|----|---|------------------|-----------------------------------|
| 1. | 2022 Coverdell Forensic Science Improvement Program | CQ22 12 0100 | 4/1/2023 to 6/30/2024 |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| 6. | | | |

Subrecipients agree to adhere to the following and ensure these assurances are passed down to Second-Tier Subrecipients.

1. Required Audits and Financial Statements (SRH Section 14.005)

Subrecipients expending \$750,000 or more in federal funds annually must comply with the single audit requirement established by the Federal Office of Management and Budget (OMB) Uniform Guidance 2 CFR Part 200, Subpart F and arrange for a single audit by an independent Certified Public Accountant (CPA) firm annually. Audits conducted under this section will be performed using the guidelines established by the American Institute of Certified Public Accountants (AICPA) for such audits.

- Subrecipient expends \$750,000 or more in federal funds annually.
- Subrecipient does not expend \$750,000 or more in federal funds annually.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this Grant Subaward.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2021 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2021 award.

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

3. Record Retention and Access

All grant records must be retained for seven years from the end of the Grant Subaward performance period. If the Subrecipient's source documentation records are retained in a database system, it must cover the entire performance period and be retrievable. If an audit, investigation, review, litigation, or any other action occurs during the Subrecipient's seven year retention period, the Subrecipient shall retain the records until the resolution of such process, or until the end of the seven year period, whichever is longer.

4. Requirement to Report Actual or Imminent Breach of Personally Identifiable Information

Subrecipients (and any Second-Tier Subrecipients) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if they:

- Create, collect, use, process, store, maintain, disseminate, disclose, or dispose of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or
- Use or operate a "Federal information system" (OMB Circular A-130).

Subrecipients (and any Second-Tier Subrecipients) must have breach procedures that must include a requirement to report actual or imminent breach of PII to Cal OES no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

5. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 38

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to Subrecipient organizations (and any Second-Tier Subrecipient organizations) that engage in or

conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients (and any Second-Tier Subrecipients) that are faith-based or religious organizations.

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

6. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 42

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

7. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 54

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 54, that relate to nondiscrimination on the basis of sex in certain "educational programs."

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

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

Subrecipients (and any Second-Tier Subrecipients) also must inform their employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

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

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ),

including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

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

10. Requirement for Data on Performance and Effectiveness under the Grant Subaward

Subrecipients (and any Second-Tier Subrecipients) must collect and maintain data that measure the performance and effectiveness of work under this Grant Subaward. Subrecipients (and any Second-Tier Subrecipients) must provide data (within the required timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

11. Determination of Suitability to Interact with Participating Minors

This condition applies to the Grant Subaward (if it is indicated) when some or all of the activities to be carried out under the Grant Subaward (whether by Subrecipients, or Second-Tier Subrecipients) is to benefit a set of individuals under 18 years of age.

Subrecipients (and any Second-Tier Subrecipients) must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

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

12. Compliance with DOJ Grants Financial Guide

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

13. Encouragement of Policies to Ban Text Messaging while Driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the DOJ encourages Subrecipients (and any Second-Tier Subrecipients) to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course

of performing work funded by this Grant Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

14. Compliance with General Appropriations-law Restrictions on the use of Federal Funds

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2021, are set out at <https://ojp.gov/funding/Explore/FY21AppropriationsRestrictions.htm>.

Should a question arise as to whether a particular use of federal funds by Subrecipients (and any Second-Tier Subrecipients) would or might fall within the scope of an appropriations or law restriction, Subrecipients are to contact Cal OES for guidance, and may not proceed without the express prior written approval of Cal OES.

15. Potential Imposition of Additional Requirements

Subrecipients (and any Second-Tier Subrecipients) agree to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this Grant Subaward, if Subrecipients are designated as "high-risk" for purposes of the DOJ high-risk grantee list.

16. Employment Eligibility Verification for Hiring under the Grant Subaward

a. Subrecipients (and any Second-Tier Subrecipients) must:

- 1) Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with Grant Subaward funds, Subrecipients (and any Second-Tier Subrecipients) properly verify the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).
- 2) Notify all persons associated with Subrecipients (or any Second-Tier Subrecipients) who are or will be involved in activities under this Grant Subaward of both:
 - a) This Grant Subaward requirement for verification of employment eligibility, and

- b) The associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.
- 3) Provide training (to the extent necessary) to those persons required by this condition to be notified of the Grant Subaward requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).
- 4) As part of the recordkeeping for the Grant Subaward (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this Grant Subaward condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

b. Monitoring

Subrecipients' monitoring responsibilities include monitoring Second-Tier Subrecipients' compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, Grant Subaward funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

d. Rules of construction

1) Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this Grant Subaward" specifically includes (without limitation) any and all Subrecipient officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with Grant Subaward funds.

2) Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, Subrecipients (and any Second-Tier Subrecipients) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the Subrecipient (and any Second-Tier Subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment

eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with Grant Subaward funds.

- 3) "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.
- 4) Nothing in this condition shall be understood to authorize or require Subrecipients (and any Second-Tier Subrecipients), or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.
- 5) Nothing in this condition, including in paragraph 4.B., shall be understood to relieve Subrecipients (and any Second-Tier Subrecipients) or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>).

17. Restrictions and Certifications Regarding Non-disclosure Agreements and Related Matters

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

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

a. In accepting this Grant Subaward, Subrecipients (and any Second-Tier Subrecipients):

- 1) Represent that they neither require, nor have required, internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

2) Certify that, if they learn, or are notified, that they have, or have been, requiring their employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

b. If Subrecipients are authorized under this award to make Second-Tier Subawards, procurement contracts, or both:

1) Subrecipients represent that:

a) No other entity (whether through a Second-Tier Subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) that they pass funds to either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b) Appropriate inquiry has been made, or otherwise Subrecipients have an adequate factual basis, to support this representation; and

2) If learned or notified that any Second-Tier Subrecipient, contractor, or subcontractor entity that receives funds under this Grant Subaward is, or has been, requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds to or by that entity, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

18. Reclassification of Various Statutory Provisions to a New Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to

be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

19. OJP Training Guiding Principles

Subrecipients (and any Second-Tier Subrecipients) agree that they will adhere to the OJP Training Guiding Principle for Grantee and Subgrantees (available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>) for all training or training materials developed or delivered with these funds.

20. Federal Authorization

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

The details of the requirement for authorization of any Grant Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm>.

21. Requirements Related to System for Award Management and Universal Identifier Requirements

Subrecipients (and any Second-Tier Subrecipients) must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

Subrecipients also must comply with applicable restrictions for Second-Tier Subawards, including restrictions on Grant Subawards to entities that do not acquire and provide (to Subrecipients) the unique entity identifier required for SAM registration.

The details of the Subrecipients' obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm>.

This condition does not apply to a Grant Subaward to an individual who received the Grant Subaward as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

22. Restrictions on "lobbying"

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

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

23. Specific Post-award Approval Required to Use a Noncompetitive Approach in any Procurement Contract that would Exceed \$250,000

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that – for purposes of federal grants administrative requirements – OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm>.

24. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (Including reporting requirements and OJP Authority to Terminate Grant Subaward)

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

The details of the Subrecipients' obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>.

25. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

Subrecipients (and any Second-Tier Subrecipients) must promptly refer to Cal OES any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this Grant Subaward— (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this Grant Subaward should also be reported to Cal OES. Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

26. Limit on Use of Grant Funds for Grantees' Employees' Salaries

With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

27. Information and/or Data Requests

Subrecipients (and any Second-Tier Subrecipients) agree to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

28. Published Written and Web-based Materials

Subrecipients shall provide the Cal OES Program Specialist with a copy of any curricula, training materials, proposed publications, reports, or any other written materials that will be published, including web-based materials and website content, resulting from this Subaward at least forty-five working days prior to the targeted dissemination date. Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. _____, awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of

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Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."

29. Press Releases

Subrecipients (and any Second-Tier Subrecipients) shall transmit to the Cal OES Program Specialist copies of all official award-related press releases at least fifteen working days prior to public release. Advance notice permits time for coordination of release of information by Cal OES where appropriate and to respond to press or public inquiries.

30. Copyright; Data rights

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

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

It is the responsibility of the Subrecipient (and any Second-Tier Subrecipient) to ensure that the provisions of this condition are included in any Subaward under this Subaward.

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

31. Generally Accepted Laboratory Practices

Subrecipients (and any Second-Tier Subrecipients) shall ensure that any forensic laboratory, forensic laboratory system, medical examiner's office, or coroner's office

that will receive any portion of the Subaward uses generally accepted laboratory practices and procedures as established by accrediting organizations or appropriate certifying bodies.

a. External Investigations

Subrecipients (and any Second-Tier Subrecipients) shall ensure that requirements associated with 34 U.S.C. section 10562(4) (which relate to processes in place to conduct independent external investigations into allegations of serious negligence or misconduct by employees or contractors) are satisfied with respect to any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility in the State that will receive a portion of the grant amount.

b. Accreditation

Subrecipients (and any Second-Tier Subrecipients) shall ensure that any forensic laboratory or forensic laboratory system (not including any medical examiner's office or coroner's office) that will receive any portion of the award either is accredited, or will use a portion of this award to prepare and apply for accreditation by not more than two years from the award date of this award.

Additionally, with respect to accreditation, the Subrecipient (and any Second-Tier Subrecipient) shall ensure that for any Subaward it makes under this award, it will require in a legally-binding and enforceable writing, such as the Subaward documentation (for example, Subaward terms and conditions), that its Subrecipient: (1) if accredited, must continue to demonstrate such accreditation as a condition of receiving or using the Subaward funds; or (2) if not accredited, must use the Subaward funds to prepare and apply for accreditation.

The Coverdell statute (see 34 U.S.C. section 10562(2)) and the Paul Coverdell Forensic Science Improvement Grants Program solicitation state certain requirements and guidance associated with proper accreditation and regarding what BJA will consider to be acceptable documentation of accreditation. The Subrecipient is to contact the Cal OES Program Specialist for clarification or guidance if it should have any question as to what constitutes proper accreditation for the purposes of the Coverdell program. Subaward funds may not be used under this Subaward by a forensic laboratory or forensic laboratory system with accreditation (or by such laboratory to obtain accreditation) that BJA determines not to be consistent with the Coverdell law and the solicitation or to be otherwise deficient.

Subrecipients (and any Second-Tier Subrecipients) agree to notify Cal OES promptly upon any change in the accreditation status of any forensic science laboratory or forensic laboratory system that receives funding under this Subaward.

32. Use of Funds; No Research

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

To ensure compliance with the Government Performance and Results Act (Pub. L. No. 103-62) and the GPRA Modernization Act of 2010 (Pub. L. No. 111-352), program performance under this Subaward is measured by the following: (1) percent reduction in the average number of days from the submission of a sample to a forensic science laboratory to the delivery of test results to a requesting office or agency (calculated by reporting the average number of days to process a sample at the beginning of the grant period versus the average number of days to process a sample at the end of the grant period); (2) percent reduction in the number of backlogged forensic cases (calculated by reporting the number of backlogged forensic cases at the beginning of the grant period versus the number of backlogged forensic cases at the end of grant period), if applicable to the Subaward; and (3) the number of forensic science or medical examiner/coroner's office personnel who completed appropriate training or educational opportunities with these Coverdell funds, if applicable to the Subaward. Subrecipients (and any Second-Tier Subrecipients) are required to collect and report data relevant to these measures.

33. Forensic Science or Medical Examiner Services Fees

Subrecipients (and any Second-Tier Subrecipients) understand and agree that, throughout the Subaward period, it must promptly notify Cal OES if it either starts or stops charging fees for forensic science or medical examiner services, or if it revises its method of allocating fees received for such services to program income. Notice must be provided in writing to the Cal OES Program Specialist within fifteen business days of implementation of the change.

34. External Investigations

Subrecipients (and any Second-Tier Subrecipients) acknowledge that, as stated in the solicitation for the Paul Coverdell Forensic Science Improvement Grants Program, BJA assumes that Subrecipients (and Second-Tier Subrecipients) of Coverdell funds will make use of the process referenced in their certification as to external investigations and will refer allegations of serious negligence or misconduct substantially affecting the integrity of forensic results to government entities with an appropriate process in place to conduct independent external investigations, such as the government entity (or entities) identified in the grant application. The

Subrecipient shall submit the following information as part of its final report: (1) the number and nature of any allegations of serious negligence or misconduct substantially affecting the integrity of forensic results received during the 12-month period of the award; (2) information on the referrals of such allegations (e.g., the government entity or entities to which referred, the date of referral); (3) the outcome of such referrals (if known as of the date of the report); and (4) if any such allegations were not referred, the reason(s) for the non-referral. Should the project period for this award be extended, the Subrecipient shall submit the above information as to subsequent twelve-month periods every twelve months thereafter (as part of a semi-annual progress report) until the close of the award period, at which point the Subrecipient shall submit the required information as to any period not covered by prior reports as part of its final report. The Subrecipient understands and agrees that funds may be withheld (including funds under future awards), or other related requirements may be imposed, if the required information is not submitted on a timely basis.

35. Subrecipient Integrity and Performance Matters

Subrecipients (and any Second-Tier Subrecipients) must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, Subrecipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIS").

The details of Subrecipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIS), and are incorporated by reference here.

36. Gross Income

Subrecipients (and any Second-Tier Subrecipients) understand and agree that gross income (revenues) from fees charged for forensic science or medical examiner services constitutes program income (in whole or in part), and that program income must be determined, used, and documented in accordance with the provisions of 2 C.F.R. 200.307, including as applied in the Department of Justice (DOJ) Grants Financial Guide, as it may be revised from time to time. Subrecipients (and any Second-Tier Subrecipients) further understand and agree that both program income earned during the Subaward period and expenditures of such program income must be reported to Cal OES and are subject to monitoring.

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

Subrecipients (and any Second-Tier Subrecipients) understand and agree that program income that is earned during the final one hundred twenty (120) days of the award period may, if appropriate, be obligated (as well as expended) for permissible uses during the one hundred twenty-day (120-day) period following the end of the award period. The Subrecipient further understands and agrees that any program income earned during the award period that is not obligated and expended within one hundred twenty (120) days of the end of the award period must be returned to Cal OES.

37. Federal, State and Local Environmental Laws and Regulations

Subrecipients (and any Second-Tier Subrecipients) agree to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this Subaward.

a. Environmental Assessment (EA)

The activities the Subrecipient (and any Second-Tier Subrecipient) has proposed to conduct under this Subaward fall within the scope of a BJA Programmatic EA that complies with the National Environmental Policy Act (NEPA). These activities have been determined not to have a significant impact on the quality of the human environment.

b. Modifications

Throughout the term of this Subaward, Subrecipients (and any Second-Tier Subrecipients) agree that for any activity that is the subject of a completed EA, it will inform Cal OES of (1) any change(s) that it is considering making to the previously assessed activity that may be relevant to environmental impact; or (2) any proposed new activities or changed circumstances that may require assessment as to environmental impact, such as new activities that involve the use of chemicals or involve construction or major renovation. Subrecipients (and any Second-Tier Subrecipients) will not implement a proposed change or new activity until BJA, with the assistance of Cal OES, has determined whether the proposed change or new activity (or changed circumstances) will require additional review under NEPA. Approval for implementation will not be

unreasonably withheld as long as any requested modification(s) is consistent with eligible program purposes and found acceptable under a BJA-conducted environmental impact review process.

CERTIFICATION

I certify the Subrecipient identified above will comply with the requirements of the Subrecipient Handbook and the federal fund Grant Subaward assurances outlined above.

Official Designee's Signature: 

Official Designee's Typed Name: Thomas Trester

Official Designee's Title: Administrative Services Director

Date Executed: 11/16/22



Grant Subaward Budget Pages
Single Fund Source

| Subrecipient: Fresno County | Grant Subaward #: CQ 22 12 0100 |
|--|---------------------------------|
| A. Personnel Costs - Line-item description and calculation | Total Amount Allocated |
| <p style="text-align: center;"><u>Travel</u></p> <p style="text-align: center;">Discipline of Firearms and Toolmark Analysis</p> <p>2023 AFTE Conference Austin, TX</p> <p>Per Diem \$74 per day x 7 days x 3 persons = \$1554</p> <p>Lodging \$161 +19% tax = \$191.59 x 7 night x 3 persons = \$4023.39</p> <p>Airfare \$550 x 3 person = &1650</p> <p>Other Costs</p> <p>AFTE training for 3 Firearms Examiners in Austin, TX</p> <p>Registration/Workshops: 3 staff members @ \$1200 = \$3600</p> <p>Car Rental = \$700</p> | <p>\$11,527</p> |
| PERSONNEL COSTS CATEGOTY TOTAL | \$11,527 |



Grant Subaward Budget Pages
Single Fund Source

| Subrecipient: Fresno County | Grant Subaward #: CQ 22 12 0100 |
|--|---------------------------------|
| C. Equipment Costs - Line-item description and calculation | Total Amount Allocated |
| High-speed camera for firearms unit. | \$38,876 |
| Lap Top Computer for Camera system | \$4,000 |
| EQUIPMENT COSTS CATEGORY TOTAL | \$42,876 |
| Total Project Cost (Must match the Grant Subaward Face Sheet) | \$54,403 |



Grant Subaward Budget Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

Budget Narrative

The Fresno County Sheriff's Office Forensic Laboratory (hereafter referred to as crime laboratory) developed a budget that supports the goal of the Coverdell 2022 Program to improve the quality, timeliness, and credibility of forensic science services for criminal justice purposes.

The Coverdell 2022 Program requires maintenance of this laboratory's accreditation status. ANAB is our accreditation provider and the ISO 17025 Guideline 5.2 Training and Development state that the training and development of employees must be emphasized to improve accuracy, increase productivity, and enable them to assume greater responsibility. Included under Guideline 5.2 are standards important to the Coverdell 2022 Program. They are standards:

5.2.1 The agency management shall ensure the competence of all who operate specific equipment, perform tests and/or calibrations, evaluate results, and sign test reports and calibration certificates. When using staff that is undergoing training, appropriate supervision shall be provided. A training



Grant Subaward Budget Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

program to develop the technical skills of employees is essential in each applicable discipline and sub discipline.

ANAB goes on further to state examiners must have mastery of the theory, procedures, and techniques necessary to produce reliable results and conclusions; and, under criteria for each functional area of expertise that examiners must have education and experience/training commensurate with the examinations and testimony they provide. A baccalaureate degree in a natural science, Criminalistics, or closely related field is required.

The crime laboratory has met or exceeded the ANAB ISO 17025 criteria delineated above by hiring qualified staff that meets the educational degree requirement. The ISO 17025 criteria is also met through the operation of the laboratory's professional development program, the training programs described in each laboratory procedures manual, and the specific training needs of the management and the individual technical units within the laboratory.

Mindful of the ANAB accreditation criteria and in accordance with the crime laboratory's Professional Development Program and Coverdell 2022 Program, the crime laboratory identified the appropriate training in technical



Grant Subaward Budget Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

and personal skills for the laboratory's qualifying forensic scientists. The training needs of this crime laboratory are extensive, they are necessary to stay abreast of the advances in forensic science, and they span the broad spectrum of forensic services offered by this crime laboratory.

Three (3) full-time qualifying forensic scientists are designated to receive training under the Coverdell 2022 Program. The qualifying forensic scientists include candidates from Forensic Laboratory Criminalist classifications. The series classification is described as follows:

The classification of Criminalist has three levels that are assigned at the crime laboratory director's discretion in accordance with budget provisions, workload, organizational needs, and the individual's expertise and skill. The criminalist must have graduated from a four-year college or university with a major in chemistry, biochemistry, physics, pharmacology, biology, microbiology, criminalistics (with an emphasis in chemistry) or a closely related scientific field. Coursework must have included successful completion of 24 semester units of chemistry including qualitative analysis.

The training program identified in this budget is intended to improve the management of the crime laboratory's caseload as well as the crime



Grant Subaward Budget Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

laboratory's turnaround time in the targeted areas of analysis by maintaining a well-trained staff of professional forensic scientists, improving the quality of forensic services, and expanding the knowledge base of forensic scientists within functional areas with appropriate skill sets to complete the work as expediently as can reasonably be expected.

This training will be identified by the Crime laboratory's director, using various Quality Assurance Guidelines and training manuals. Training will consist of paying for three Criminalists to go to the AFTE 2023 Conference for the Firearms / Toolmark unit.

The firearms section of the laboratory has added one position to assist in decreasing our turnaround time and backlog of firearms cases. We currently have two Comparison microscopes, but with three analysts we will need another microscope or we will have a created a logjam in the system as analysts will have to wait for a microscope to continue the examination of their case. Purchase of a new microscope will support the goals of the 2022 Coverdell Program by making the firearms unit more efficient and improve the quality of the work environment for the Firearms Analysts. Funding from the 2022



Grant Subaward Budget Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

Coverdell grant will be supplemented with other Sheriff's Office funding sources to complete the purchase of the microscope.

Travel Costs Associated with the Training Program

Travel costs are based on the travel policy guidelines of Fresno County, history of travel expenditures as well as projected allowable costs for travel and per diem.

| Travel from Fresno to: | Estimated Cost |
|---|--|
| Austin, TX (3 attendees) Association of Firearms and Toolmark examiners (2023 annual AFTE conference) | Airfare = \$1650 Hotel = \$4023 Meals = \$1554 Tuition/fee = \$3600 Rental Car = \$700 Total = \$11,527 |
| Attending this annual meeting provides information about new advances and efficiencies in the forensic Firearms /Toolmark discipline. Case studies, poster presentations, and new advances in analytical methodologies as well as new instrumentation are demonstrated at the meeting. This meeting serves to introduce changes that affect all aspects of Firearms/Toolmark examination. The training candidates have experience in the Firearms and Toolmark examination. | |



Grant Subaward Budget Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

The total cost for the education and training component of the Coverdell 2022 Program is **\$11,527**.

Equipment Costs

| |
|---|
| High Speed Camera System - Estimated Cost = \$38,876 |
| Lap top Computer for Camera System = \$4,000 |
| |
| |

The total cost for the equipment component of the Coverdell 2022 Program is **\$42,876**. Supplemental funding from other Sheriff's Office sources will be used to complete the purchase of the microscope.

Operating Expense (Consultant)

None

Other Costs

No other costs associated with this grant program.

Total Program Cost

The total cost for the crime laboratory's Coverdell 2021 Program is **\$54,403**.



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Grant Subaward Budget Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County



Grant Subaward Programmatic Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

Problem Statement

Training and continuing education of the staff of the Fresno County Sheriff's Office Forensic Laboratory (hereafter referred to as crime laboratory) is currently difficult to meet due to training needs that exceed the existing funds available for crime laboratory personnel. Secondly, the firearms section of the laboratory has added a new Firearms Criminalist, she has graduated from the NFEA and is currently in the final stage of completing her in house training. With the addition of this new staff member the Forensic Laboratory will need to purchase upgraded systems and equipment for the firearms unit. The addition of systems and equipment will analysts more options when performing firearms examination.

The goal of the Coverdell Forensic Sciences Improvement Program (hereafter referred to as Coverdell 2022 Program) is to improve the quality, timeliness, and credibility of forensic services over current operations of the crime laboratory.



Grant Subaward Programmatic Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

Training Problem

Providing continuing education and training to this laboratory's experienced scientists ensures that the crime laboratory delivers the highest quality, most efficient, and timely forensic services while improving the quality of forensic services to Fresno County's criminal justice community.

The training and educational needs of the scientists working the forensic cases goes to the core of the crime laboratory's efforts to provide quality, credible and timely forensic services to Fresno County. The training needs of the crime laboratory are extensive and span the areas of forensic services offered and accredited (DNA & Firearms) by this crime laboratory. The most significant impact of training forensic scientists is at the journeyman level. Journeyman level forensic scientists must stay abreast of the advances in forensic science as new technology; equipment, methods, and laboratory techniques are developed for use in the forensic laboratory.

The California State Auditor's report of *December 1998 Forensic Laboratories: Many Face Challenges beyond Accreditation to Assure the Highest Quality Services* provided an assessment of California's forensic laboratories and recommendations to address deficiencies noted during the



Grant Subaward Programmatic Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

audit. The report concluded, among other issues, that many of the state's forensic laboratories could improve efficiency by providing comprehensive training programs for their staff of professional scientists.

While training programs exist in a variety of forms, the California State Auditor's report specifically noted in their conclusions and recommendations that forensic laboratories need to develop, implement, and document formal training programs, broaden the scope of the training, build on existing resources within the state, and provide adequate funding to accomplish the goal.

In *Guidelines for Forensic Laboratory Management Practices*, the ISO 17025 guideline outlines the responsibilities of forensic laboratory managers to obtain the best performance from their professional employees. Foremost among these management responsibilities are training employees in the principles of forensic science, maintaining employee skills and competency, and fostering staff development.

In the report, *California Attorney General Bill Lockyer's 2003 Task Force on Forensic Services*, data from every forensic laboratory in California provided a snapshot of the need's relative to providing quality forensic services to police and prosecution. The report states in part, "Forensic Science is clearly not a



Grant Subaward Programmatic Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

static field. One of the implications of just about every trend in forensic science is the need for ongoing training and education of professional staff. Many of today's technologies were not in use when current practitioners of forensic science were in school. Advanced degrees will soon be required for those who wish to reach the top levels in their specialties. Beyond training for existing examiners, the ever-growing forensic community needs a pool of properly educated candidates.¹ "

The *California Crime Laboratory Review Task Force* (pursuant to AB 1079, codified as PC § 11062) is charged with a thorough review of California's state, county and local crime laboratories. The Task Force report issued in November 2009 also supports a strong education and training program for qualifying staff.

Providing training opportunities for the crime laboratory's forensic scientists is a problem that will be addressed and funded by the Coverdell 2022 Program.

Equipment Problem

The firearms section of the laboratory does not have a high-speed video/still camera system. With the addition of our new Firearms Criminalist we now can

¹ *Under the Microscope* California Attorney General Bill Lockyer's Task Force Report on Forensic Services, August 2003, pp. 17, 24-25.



Grant Subaward Programmatic Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

perform more in-depth analysis of firearms mechanisms that are associated with casework and a variety of different analysis. With the 2022 Coverdell funding the Laboratory intends to purchase a high-speed video/still camera system and lap top computer. The total cost for all the equipment components to the Coverdell 2022 Program is \$42,876.

Crime Laboratory Profile

The crime laboratory is accredited by the ANAB. The crime laboratory holds accreditation certificate number FT-0058.

The assessment of the laboratory's forensic science capabilities shows the crime laboratory has an infrastructure and experienced staff able to deliver quality forensic services to the criminal justice community in Fresno County.

The Crime Laboratory is comprised of the following staff:

- (1) Crime Laboratory Director
- (0) Supervising Criminalists
- (7) Criminalist Specialists (Advanced Journey level)
- (1) Level II Criminalists (Intermediate Journey level)



Grant Subaward Programmatic Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

(0) Level I Criminalists

(1) Non-technical Support Staff

Qualifying full-time scientists (including Supervising Criminalist and the laboratory director/project manager) comprise the technical staff that currently numbers nine (9).

The Crime Laboratory is organized into three technical units: Biology, Chemistry, and Firearms. The laboratory administration which includes the director, DNA Technical Leader, Firearms Technical Leader, Controlled Substance Technical Leader and Quality Assurance Manager.

The level of complexity of forensic casework has increased significantly in recent years as judges and juries become more sophisticated in their understanding of the capabilities of forensic science. There is an expectation on the part of the jury that a complete and thorough scientific analysis of the physical evidence must be conducted by trained and knowledgeable forensic scientists. Together with the scientific analysis of physical evidence and scientist expertise are the capabilities of the Crime Laboratory.



Grant Subaward Programmatic Narrative

Grant Subaward #: CA22 12 0100

Subrecipient: Fresno County

The Crime Laboratory is equipped with over \$1 million of modern laboratory instruments designed to analyze drugs, and biological specimens for DNA profiling, and firearms evidence.

Plan

The crime laboratory plans to provide continuing education and training in technical and professional skills to the laboratory's forensic scientists in order to improve their level of expertise, ensure that they effectively and efficiently conduct their laboratory work; and, in turn maintain quality and reduce case turnaround time.

Knowledge, training, and experience are among the most important attributes of a forensic scientist. These are often combined under the general heading of "expertise." The crime laboratory has had to seek out and provide training opportunities to qualifying scientists to develop and maintain expertise and proficiency in their current assignment or discipline.

The intent of the laboratory's Professional Development Program is to: 1) develop the knowledge, skills, and abilities of the laboratory staff in order to ensure continuous quality improvement of their work product; 2) create a



Grant Subaward Programmatic Narrative

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positive workplace environment; and 3) maintain the laboratory's prominence in the forensic science community.

Professional forensic scientists working at the bench level need to keep up to date on new developments in the forensic field through continuing education, which typically is comprised of two components: theoretical and practical.

Theoretical training focuses on the knowledge a scientist needs to understand his/her job in the forensic laboratory. Theoretical training may cover such topics as how a particular analytical method or piece of equipment works and generally consists of specialized or university-level educational courses.

Practical training provides the scientist with the skill set and an ability to successfully perform his/her job in the forensic laboratory and generally consists of external, short informational courses or workshops from a variety of sources. It was recommended in *Forensic Sciences: Review of Status and Needs*² that in addition to theoretical and practical training all forensic scientists should have formal quality assurance and expert witness training.

² *Forensic Sciences: Review of Status and Needs*, U.S. Department of Justice Office of Justice Programs National Institute of Justice, February 1999, pp. 5-15



Grant Subaward Programmatic Narrative

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Combined, these two training components – theoretical and practical – are expected to improve an analyst's quality of casework and their ability to efficiently turnaround cases in a shorter time.

Maintaining a well-trained staff of professional forensic scientists at the Crime Laboratory improves the quality of forensic services, expands the knowledge base of forensic scientists within functional areas, and reduces case turnaround times by virtue of employing well trained forensic scientists with appropriate skill sets to complete the work as expediently as can reasonably be expected.

The equipment used in the laboratory is also extremely important. The firearms section of the laboratory needs a high-speed video/still camera. This will allow more in-depth analysis of the firearms in action and speed up the analysis process and in turn decrease our turnaround time, increasing our efficiency.

The Coverdell 2022 Program will provide the crime laboratory with funds for the continuing education/training and equipment needs of the laboratory to enhance of quality of forensic services. Some of the opportunities identified by the Laboratory's Director for continuing education/training include the symposia



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of professional forensic science organizations, staff development seminars provided by government agencies, drug enforcement seminars, the California Criminalistics Institute, and courses provided by equipment manufacturers, laboratory sponsored seminars and conferences, and/or university level courses. The equipment identified as being needed for not only health and safety of the Criminalists within the lab, but also for the efficiency and quality of the services being provided by the firearms unit within the laboratory.

Implementation

ANAB accredits the crime laboratory to the ISO 17025:2017 standard. The laboratory had a reaccreditation inspection in June of 2022 and received its Certificate of Re-Accreditation, number FT-0058, which now expires on 10/31/2026. The laboratory is accredited in Firearms/Toolmark, which is the area that funds will be used to provide training. The crime laboratory uses generally accepted laboratory practices and analytical procedures to conduct the analysis of forensic evidence in accordance with accreditation guidelines.

To maintain accreditation, the Crime Laboratory must submit a new application for accreditation every four years and undergo on-site inspections. The 2022 Accreditation inspection was the crime laboratory fifth on-site



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inspection for an accreditation assessment under the ISO 17025:2017 guidelines and FBI QAS requirements.

Certification of External Investigation

The Director of the Fresno County Sheriff's Office Forensic Laboratory certifies that the Fresno County Sheriff's Office Internal Affairs Unit exists external to the crime laboratory's administration and an appropriate written process is in place to conduct independent external investigations. The crime laboratory agrees to notify Cal EMA Coverdell Program staff regarding all complaints or allegations of serious negligence or misconduct by employees or contractors substantially affecting the integrity of forensic results. At the conclusion of the investigative review process by the Sheriff's Office Internal Affairs Unit (an investigative body external to the crime laboratory) the crime laboratory director will notify Cal EMA Coverdell Program staff as to the resolution and that the matter has been resolved.

Program Objectives

There are two program objectives relative to the Coverdell 2022 Program:

- Provide educational opportunities and appropriate training for qualified forensic scientists.



Grant Subaward Programmatic Narrative

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- Purchase a high-speed video/still camera and lap top for firearms analysis.

The grant objective is the training of laboratory staff. During the grant period three (3) qualifying forensic scientists will attend training and educational programs covering the Firearms forensic discipline. Secondly, we will purchase a high-speed video/still camera for use in the firearms unit to be used for firearms examination.

The crime laboratory maintains a comprehensive training program as documented in the procedure's manuals of each discipline. In addition, the Sheriff's Office Training Unit tracks the training of all members of the Sheriff's Office. The crime laboratory's established training programs were used as references to determine the specific training and educational needs of the laboratory's qualifying forensic scientists.

The Coverdell 2022 Program will provide the laboratory with funds for the continuing education/training and equipment needs of the laboratory's forensic scientists. The forensic discipline targeted for Coverdell 2022 Program training is firearms. Refer to the Budget Narrative for specific training and equipment to be funded with Coverdell 2022 funding. The crime laboratory will report on the



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

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number of criminalists and type of training that was completed and the type of equipment that was purchased in the required progress reports.

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

| | | |
|---|--|---|
| Subrecipient: Fresno County Sheriff's Office | UEI # | FIPS #: |
| Grant Disaster/Program Title: 2022 Paul Coverdell Forensic Science Improvement Program | | |
| Performance Period: 04/01/23 | to 06/30/24 | Subaward Amount Requested: \$ 54,403 |
| Type of Non-Federal Entity (Check Applicable Box) | <input type="checkbox"/> State Govt <input checked="" type="checkbox"/> Local Govt <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe | |

Per Title 2 CFR § 200.332, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

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

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

| Assessment Factors | Response |
|---|--------------|
| 1. How many years of experience does your current grant manager have managing grants? | >5 years |
| 2. How many years of experience does your current bookkeeper/accounting staff have managing grants? | >5 years |
| 3. How many grants does your organization currently receive? | 3-10 gran |
| 4. What is the approximate total dollar amount of all grants your organization receives? | \$ 4,291,000 |
| 5. Are individual staff members assigned to work on multiple grants? | Yes |
| 6. Do you use timesheets to track the time staff spend working on specific activities/projects? | No |
| 7. How often does your organization have a financial audit? | Annually |
| 8. Has your organization received any audit findings in the last three years? | No |
| 9. Do you have a written plan to charge costs to grants? | Yes |
| 10. Do you have written procurement policies? | Yes |
| 11. Do you get multiple quotes or bids when buying items or services? | Always |
| 12. How many years do you maintain receipts, deposits, cancelled checks, invoices? | 3-5 years |
| 13. Do you have procedures to monitor grant funds passed through to other entities? | Yes |

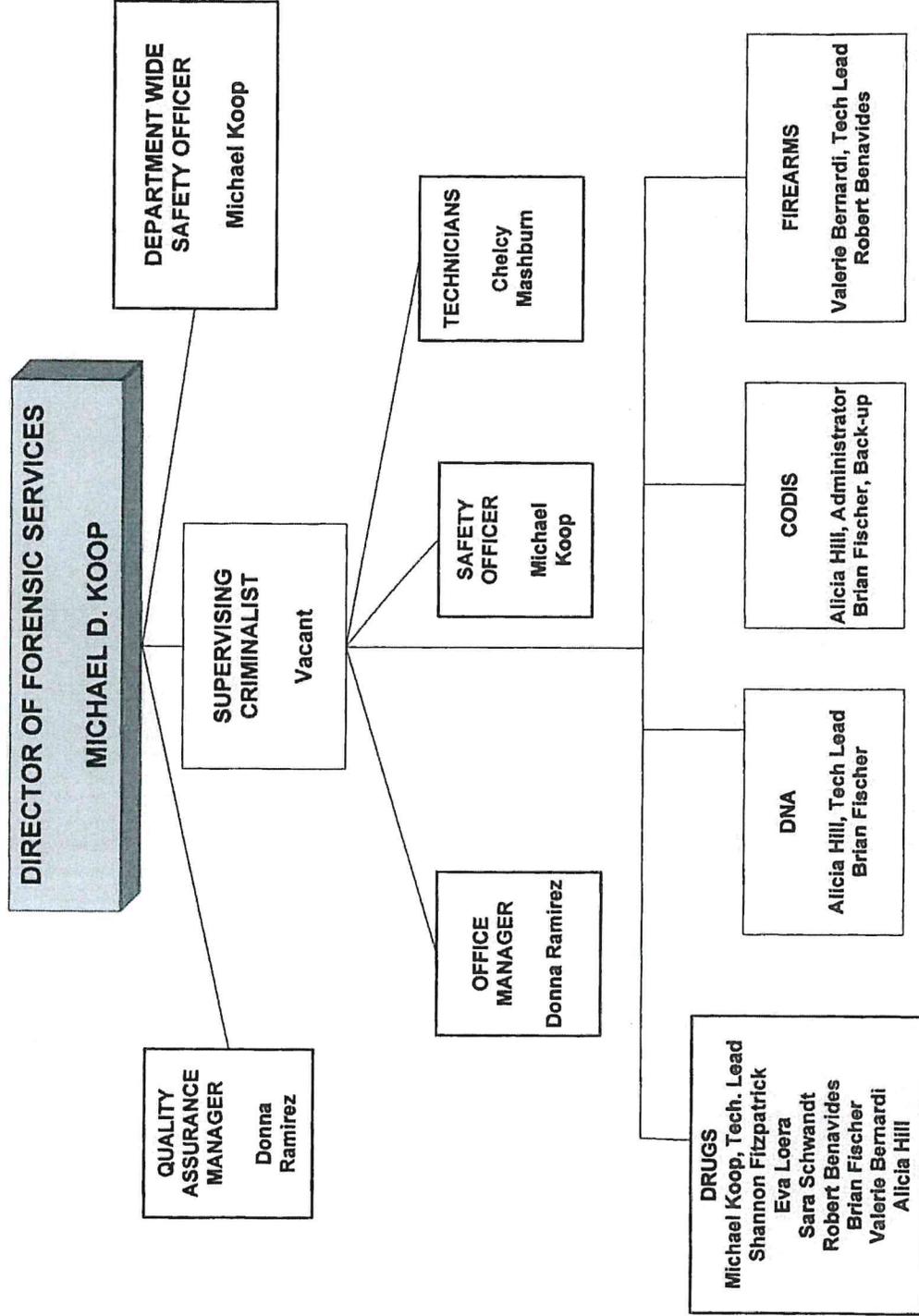
Certification: This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.

| | |
|---|---|
| Signature: (Authorized Agent)  | Date: 11/16/22 |
| Print Name and Title: Thomas Trester - Administrative Services Director | Phone Number: (559) 600- 8503 |
| Cal OES Staff Only: SUBAWARD # | |

UNCONTROLLED COPY OF A CONTROLLED DOCUMENT

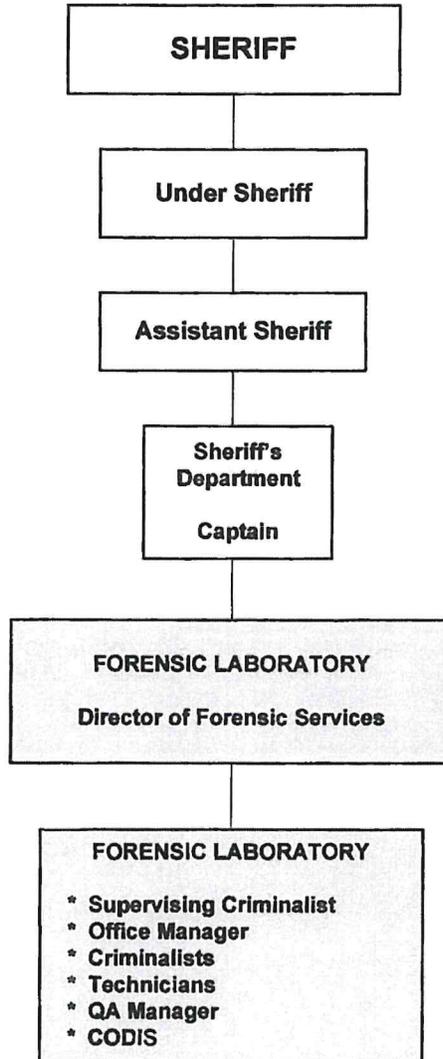
FORENSIC LABORATORY ORGANIZATIONAL CHART

April 16, 2015



FRESNO COUNTY SHERIFF'S DEPARTMENT DIVISION ORGANIZATIONAL CHART

February 24, 2016





Grant Subaward Service Area Information

Grant Subaward #: CQ21 11 0100

Subrecipient: Fresno County

1. County or Counties Served:
Fresno

County where principal office is located: Fresno

2. U.S. Congressional District(s) Served:
21*, 16

U.S. Congressional District where principal office is located: 21

3. State Assembly District(s) Served:
23, 31*, 32

State Assembly District where principal office is located: 31

4. State Senate District(s) Served:
14*, 12, 8

State Senate District where principal office is located: 14

5. Population of Service Area: 900,000



Out-of-State Travel Request

Grant Subaward #: Q22 12 0100

Subrecipient: Fresno County

Traveler(s): Valerie Bernardi, Robert Benavides and Chelcy Gaulke

Travel Dates: 05/20/2023 to 05/27/2023 Destination: Austin, TX

Purpose of Trip: Attend the 2023 AFTE Annual Training Seminar

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

Justification:

Continuing education for Forensic Scientists is essential for their development. This will improve the ability of our Lab to quickly process casework and provide timely results.

I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

Michael D. Koop
Grant Subaward Director Name

Michael D. Koop
Grant Subaward Director Signature

11-1-22
Date

Cal OES Approval

Approved Denied

Program Specialist Signature Date

Approved Denied

Unit Chief Signature Date



Out-of-State Travel Request Cost Worksheet

Grant Subaward #: Q22 12 0100

Subrecipient: Fresno County

ESTIMATED COSTS FOR ALL TRAVELERS

Airfare: $\frac{3}{\text{Travelers}} \times \frac{\$550}{\text{airfare}} = \$1650$

Rental Car: $\frac{1}{\text{Car}} \times \frac{\$100}{\text{daily rate}} \times \frac{7}{\text{days}} = \700

Mileage: $\frac{\$}{\text{Mileage rate}} / \text{mile} \times \text{miles} = \0

Parking: = \$0

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging: $\frac{3}{\text{Travelers}} \times \frac{\$191.59}{\text{daily rate}} \times \frac{7}{\text{days}} = \4023.39

Per Diem: $\frac{3}{\text{Travelers}} \times \frac{\$74}{\text{daily rate}} \times \frac{7}{\text{days}} = \1554

Other Costs: Description: Cost: = \$3600

Seminar and workshop Fees 3600

TOTAL COST NOT TO EXCEED: = \$11,527



CERTIFICATE OF ACCREDITATION

The ANSI National Accreditation Board

Hereby attests that

**Fresno County Sheriff's Office
Forensic Laboratory
1256 Divisadero, Fresno, California 93721 USA**

Fulfills the requirements of

**ISO/IEC 17025:2017
ANAB Forensic Testing & Calibration AR 3125:2019
FBI Quality Assurance Standards for Forensic DNA Testing Laboratories:2020**

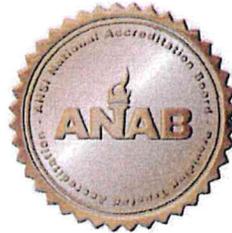
In the field of

Forensic Testing

This certificate is valid only when accompanied by a current scope of accreditation document.
The current scope of accreditation can be verified at www.anab.org.


Pamela L. Sale, Vice President, Forensics

Expiry Date: 31 October 2026
Certificate Number: FT-0058





ANSI National Accreditation Board

**SCOPE OF ACCREDITATION TO:
ISO/IEC 17025:2017
ANAB Forensic Testing & Calibration AR 3125:2019
FBI Quality Assurance Standards for Forensic DNA Testing Laboratories:2020**

**Fresno County Sheriff's Office
Forensic Laboratory
1256 Divisadero
Fresno, California 93721 USA**

FORENSIC TESTING

Expiry Date: 31 October 2026 Certificate Number: FT-0058

| Discipline: Biology | | |
|------------------------------------|-------------------------------|---|
| Component/Parameter | Item | Key Equipment/Technology |
| DNA Profile Determination | Short Tandem Repeat (STR) | Capillary Electrophoresis |
| Individual Characteristic Database | DNA Profile | National DNA Index System (NDIS) |
| Physical Comparison | DNA Profile | Software Program |
| Qualitative Determination | Body Fluid Epithelial Cell | Chemical General Microscopy Immunoassay |

| Discipline: Firearms and Toolmarks | | |
|---|-------------------------------|---|
| Component/Parameter | Item | Key Equipment/Technology |
| Physical Comparison | Ammunition Tool/Toolmark | General Microscopy Software Program Visual |
| Qualitative Determination | Ammunition Firearm Tool | General Microscopy Measuring Equipment Reference Collection |

When published on a forensic service provider's Scope of Accreditation, ANAB has confirmed the competence required to develop and validate methods and perform on-going quality assurance for accredited activities. For a listed component/parameter, the forensic service provider may add or modify methods for activities without formal notice to ANAB for items and key equipment/technology listed. Contact the forensic service provider for information on the method utilized for accredited work.





**Pamela L. Sale
Vice President, Forensics**

2022 CALIFORNIA COVERDELL PROGRAM

BASELINE DATA SHEET

The data presented on this document will establish the baseline for the 2022 Grant Subaward progress reporting. Please complete and submit the information requested below with your application.

PLEASE NOTE: ONCE A DISCIPLINE(S) IS SELECTED, YOU MUST REPORT STATISTICS ON THAT DISCIPLINE(S) THROUGHOUT THE LIFE OF THE CQ21 GRANT SUBAWARD PERFORMANCE PERIOD. PLEASE DO NOT SWITCH THE DISCIPLINE(S) MID-GRANT SUBAWARD PERFORMANCE PERIOD.

1. Identify the number of qualifying staff related to CQ22 FSIA funds. 9
2. What are the project disciplines for the CQ22 Grant Subaward program?

PLEASE NOTE: Toxicology and Forensic Alcohol are now ONE discipline

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

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

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

| Discipline | Turn-Around Time | Back Log |
|--------------------------------------|------------------|----------|
| Controlled Substances/Drug Chemistry | | |
| Toxicology/Forensic Alcohol | | |
| Trace | | |
| Firearms | 265 Days | 10 |
| Questioned Documents | | |
| Biology/DNA | | |
| Fire Evidence | | |
| Crime Scene | | |
| Latent Prints | | |
| Digital Media | | |
| Pathology | | |
| NIBIN | | |
| Impression Evidence | | |

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

Signature: 

Date: 11-28-22