

**Sacramento County Office of Emergency Services**  
**FY 2018 State Homeland Security Grant Program (SHSGP)**  
**PROJECT NARRATIVE APPLICATION**

**Application Deadline Friday, October 20, 2017**  
**by 5:00 p.m.**

**(Limit 1 Application Form, Per Project)**

<b>Applicant Agency Name:</b> Sacramento County Sheriff's Department	<b>Address:</b> 711 G Street, Sacramento CA 95814
<b>Federal Employer Identification Number (FEIN):</b> 94-6000529	<b>Data Universal Numbering System (DUNS) Number:</b> 613672815

**SIGNATORY CONTACT**

<b>Name:</b> Scott R. Jones	<b>Title:</b> Sheriff
<b>Address:</b> 711 G Street	<b>City:</b> Sacramento <b>State:</b> CA <b>Zip Code:</b> 95814
<b>Phone Number:</b> 916-874-7146	<b>Email Address:</b> sjones@sacsheriff.com

**PRIMARY CONTACT**

<b>Name:</b> Kyle [REDACTED]	<b>Title:</b> Sheriff Sergeant
<b>Address:</b> 711 G Street	<b>City:</b> Sacramento <b>State:</b> CA <b>Zip Code:</b> 95814
<b>Phone Number:</b> 916-606-0450	<b>Email Address:</b> [REDACTED]

**FINANCE CONTACT**

<b>Name:</b> Anita [REDACTED]	<b>Title:</b> Chief of Admin Services
<b>Address:</b> 711 G Street	<b>City:</b> Sacramento <b>State:</b> CA <b>Zip Code:</b> 95814
<b>Phone Number:</b> 916-874-6032	<b>Email Address:</b> [REDACTED]

**FUNDING REQUESTED**

<b>Training</b>	<b>\$</b>	<b>Equipment</b>	<b>\$380,000.00</b>
<b>Planning</b>	<b>\$</b>	<b>Exercise</b>	<b>\$</b>
<b>TOTAL PROJECT REQUEST</b>		<b>\$</b>	

<b>Milestones #</b>	<b>Milestone: (Description/action being taken- such as going to bid)</b>	<b>Completion Date</b>	<b>Criterion/Deliverables: (Results)</b>
1	Order Equipment		
2	Identify Installation Locations		
3	Build devices		
4	Install devices		
5			

**PROJECT Investment Justifications:** Place an "X" in the corresponding box

X	1. Strengthen Capabilities of the State Threat Assessment System
X	2. Protect Critical Infrastructure and Key Resources (includes Food and Agriculture)
	3. Enhance Cybersecurity
	4. Strengthen Communications Capabilities Through Planning, Governance, Technology and Equipment
	5. Enhance Medical and Public Health Preparedness
	6. Preventing Violent Extremism Through Multi-Jurisdictional/inter-Jurisdictional Collaboration and Coordination
	7. Enhance Community Resilience, Including Partnerships With Volunteers and Community Based Organizations and Programs

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X	8. Strengthen Information Sharing and Collaboration
	9. Enhance Multi-Jurisdictional/inter-Jurisdictional All-Hazards Incident Planning, Response & Recovery Capabilities
	10. Homeland Security Exercises, Evaluation, and Training Programs

**PROJECT DESCRIPTION.** All funding from this grant must be used within the borders of Sacramento County. *All questions must be answered.*

1. **Project Title and Description.** Include the following information when developing and describing a project: **Who** the project is for, e.g., local HazMat Team, Bomb Squad, EOC, Water Treatment Plant, Fusion Center, etc. **What** the project entails, e.g., plans, equipment, training, exercises, etc. Describe **where** the project will take place, e.g., which city, county, or region, etc. Describe **when** the project will start and end- needs to be within the period of performance of the grant. Describe **why** the project is necessary, or what the intended benefit will be. (Limit 750 words)

**Sacramento Region License Plate Reader Program**

**Who is the project for:** All Sacramento County law enforcement agencies including the Central California Intelligence Center (CCIC).

**What the project entails:** This project will deploy Automated License Plate Reader (ALPR) systems at specific locations which may contain critical infrastructure or in areas of high criminal activity throughout the County of Sacramento.

**Where:** Sacramento County / Region

**When:** This project will start immediately and conclude at the last installation. Monitoring and maintaining the program will continue

**Why:** The Sacramento region has a large number of Critical Infrastructure sites and Key Resources spanning across multiple local jurisdictions. The 16 critical infrastructure sectors whose assets, systems, and networks, whether physical or virtual, are considered so vital to the United States that their incapacitation or destruction would have a debilitating effect on security, national economic security, national public health or safety, or any combination thereof. Protection of critical infrastructure like electric/nuclear power plants, dams, reservoirs etc. are essential for homeland. In addition to these, there are key establishments like government offices and industries, Technology parks, heritage and religious sites, all of which are economic and social assets; any harm to these could significantly affect the functioning of the country. Based on the sure number of sites located in the Sacramento Region physical security of all or most of these locations is impossible which is where technology can fill the gap.

In addition to these sites the number of highway/interstates providing arterial traffic feeds into and through Sacramento County increase the likelihood of criminal activity or terrorism related events occurring in Sacramento. While the local LE agencies have deployed ALPR equipment based on crime statistics, areas of Critical Infrastructure and Key Resources have not been a deciding factor for equipment deployment. In addition to the lack of deployment in these locations the arterial feeds into the region have also not been considered.

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This project is necessary to bolster the effectiveness of the current ALPR program with an emphasis on Critical Infrastructure sites and Key Resources. Additionally these added systems will directly benefit the investigatory reach for the Central California Intelligence Center (CCIC) intelligence analysts by providing real time and historical license plate data.

The primary law enforcement (LE) agencies in Sacramento County participate in a cloud based Automated License Plate Reader (ALPR) program. Each agency has deployed both mobile and fixed ALPR equipment. This program allows all participating agency's data to be shared not only with each other but with any other agency subscribing to the same program whether they have deployed equipment or not. Seventeen 17 LE agencies within Sacramento County and over 1200 LE agencies nationwide have access to this data.

2. Explain the **terrorism nexus** for this project? Give specific terrorism related potential incidences and explain how your projects (equipment, training, exercise, and plans) prevent such events? How does your project relate to the mission of Homeland Security "to ensure a homeland that is safe, secure, and resilient against terrorism and other hazards"?

This project has a direct nexus to terrorism in two prongs, proactive and investigative. When scanned, these systems allow for instantaneous alerting of license plates contained on the Terrorist Screening Center (TSC) list. Over the past 12 months 465 of these alerts from Sacramento County and another 200 alerts from the remainder of the CCIC area of operation have been forwarded to the CCIC analysts. These alerts are directly sent to the CCIC duty desk for immediate vetting and then forwarded to the FBI TSC and/or case agent if appropriate. In addition to the license plates contained in the TSC ALPR list additional plates discovered through the course of investigations or from Suspicious Activity Reports (SAR) may be added to the notification system.

As investigations or SAR's involving the use of vehicles are generated, this additional equipment will provide an immediate means to proactively notify first responders of the presence of identified vehicles. For example; the CCIC receives a SAR on a suspicious vehicle which has been seen the Folsom Lake Dam and Nimbus Dam where the occupants are taking very detailed photos of the infrastructure. The occupants are not only taking photographs but are also taking measurements with a laser range finder. This license plate can be added to send immediate notification to the CCIC duty desk if the plate is scanned in the future to identify if it is close to another Critical Infrastructure or Key Resource.

The CCIC forwards informational bulletins to local LE agencies when an out of area investigation or person who present an officer safety issue has a nexus to the Sacramento Area. When these bulletins contain vehicle license plate data the additional ALPR equipment will provide a more robust database to be queried.

Historical license plate data may

3. **NEW:** The President's Proposed Budget for 2018 is to establish a **25% non-Federal cost match** for FEMA grant awards going forward. If this is implemented, your projects will require a 25% cost match. If your project is selected for funding, will your agency be able to cover the 25% cost match for your project? Will you be able to identify the specific cost match by the deadline required by Cal OES? (As of now, the deadline has not been established).

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4. Is this a **regional project** or agency specific? If regional – what agencies will participate or be positively affected? How will this project benefit the region? If a multi-agency project – which agency will take the lead?

This will be a regional program but its effects will be seen nationally. As the proposed systems feed into a cloud based solution every agency who subscribes to the data would be positively affected. The positive effects would be seen in the way of active alert notification on hotlisted vehicles and also having access to the historical data when conducting investigations. This data and active alert notification is available no matter which is the originating agency who scanned the license plate. Since all five California fusions centers have access to the data agencies within their areas of responsibility would have access to all information through requests for assistance.

5. If this project funds **equipment**, describe the jurisdiction's maintenance and sustainability plans for the item(s).

The Sacramento County Sheriff's Department has deployed over 24 of the requested systems over the past year. A portion of these systems were deployed in several other local jurisdictions. If the project is funded the Sheriff's Department would assign a Sheriff's Sergeant as the program manager directly responsible operation and maintenance of all systems. In preparation for a future regional program to support the Central California Intelligence Center's (CCIC) mission The Sheriff's Department has already established the backend infrastructure allowing these systems to be placed on the Sheriff's Departments operating network as long as the target location has power and internet (physical or cell/LTE)

6. If **training** is involved, how many persons will be trained and at what level? How will this training improve the general readiness of our Operational Area?

Training for the usage of the data generated from these system is already being conducted. Since 2014 the CCIC has provided training, free of charge, to all agencies within their area of responsibility. In addition to the CCIC the Northern California Intelligence Center (NCRIC) has provided the same training and the Orange County Intelligence Assessment Center (OCIAC) has added it to their training curriculum. This training would continue with no additional funding being requested. This training educates personnel in the proper usage of License Plate Reader (LPR) data in the furtherance of criminal investigations and crime deterrence while safeguarding citizens right to privacy.

7. Explain the basis for all **costs**? Has a cost analysis been performed? Are all of the costs reasonable, necessary and allowable as defined in 2CFR 200 Subpart E? Will your agency accept **partial funding** for your project? If so, at what level?

The requested funding is for existing known and deployed technology. The Sheriff's Department designed the current deployed LPR system which has maximized cost savings. The majority of the cost is for the purchase of the LPR cameras which are proprietary to the cloud based solution which they feed into. 93% of the requested funds will go towards the purchase of the cameras. The remaining 7% will be used to build the enclosures containing power/network and also installation of equipment.

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The Sheriff's Department would accept partial funding at any level. A reduction if the requested amount would ultimately reduce the number of systems deployed.

8. Is your project **deployable**, **shareable** or both?

This project is both deployable and shareable. While these systems are typically installed at intersections they are easily redeployed to different areas based on mission needs. The data generated from these system is immediately shareable as the cloud based solution is accessible by over 2000 law enforcement agencies.

9. Will your project require an EHP, Sole Source, Performance Bond, or SAFECOM consult?

Sole Source. These cameras will feed data into an existing program that requires a particular camera which is proprietary to one vendor.

**PROJECT BUDGET: \$375755.25**

**Planning**

Full or Part Time Staff	
Contractors or Consultants	
Conferences or Meetings	
Materials or Supplies	
Travel (based on per diem)	
<b>Planning Subtotal</b>	

**Equipment**

Equipment Item	AEL Code	AEL Title	Quantity	Unit Cost	Total Cost
ALPR Camera System	03OE-01-ALPR	System, ALPR	39	8984.75	\$350405.25
Misc Electronics	04HW-01-MOBL	Mobile Data	39	\$650	\$25350.00
<b>Equipment Subtotal</b>					<b>\$375755.25</b>

**Training**

Class Title Per Catalog	Catalog From Which Class Is Listed	Course Catalog Number	Number of Students

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Full or Part Time Staff			
Contractors or Consultants			
Travel (based on per diem)			
Materials and Supplies			
		<b>Training Subtotal</b>	

<b>Exercise</b>			
Full or Part Time Staff			
Contractors or Consultants			
Travel (based on per diem)			
Materials or Supplies			
		<b>Exercise Subtotal</b>	
		<b>Total Project Request</b>	

**RISK ASSESSMENT QUESTIONS**

**A. General Information**

1. Has your organization received a federal grant award in the last 2 years?	
2. Has your organization been audited by a Certified Public Accounting firm within the past two years?	
3. Has your organization completed a recent A-133/Subpart D (Single Audit)?	
4. Does your organization have established policies for procurement, procedures, payroll, and travel?	
5. Has your organization been suspended or debarred from receiving federal grant funding?	
6. Is your organization current with all financial and programmatic reporting for previously awarded federal grants?	
7. Does your organization have new personnel administering SHSGP grants?	
8. Does your organization have new management?	

**B. Financial Management**

9. Does your agency have a new financial system?	
10. How often is the general ledger reconciled?	
11. Does the accounting system completely and accurately track the receipt and disbursement of grant funds?	
12. Are time and activity records maintained by funding source and/or project for each employee?	
13. Is your organization familiar with federal cost principles and requirements?	
14. Are time & effort distribution reports maintained for employees working fully or partially on state or federal grant programs which account for 100% of each employee's time?	
15. Is your organization's accounting system "manual", "automated", or "combination of both"?	
16. Does the accounting system provide for the recording of actual costs compared to budgeted costs for each budget line item?	

**C. Internal Controls**

17. Are duties of the bookkeeper/accountant segregated from the duties of cash receipt or cash disbursement within your organization?	
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18. Is there a procedure in place for procurement approvals and is it documented?	
19. Are all account entries and expenditures supported by appropriate documentation?	
20. Are employee timesheets supported by appropriately approved/signed documents?	
21. Are there documented procedures for complying with the cost principles and conditions of grant awards?	

**D. Procurement**

22. Does your organization maintain written codes of conduct for employees involved in awarding or administering procurement contracts?	
23. Does your organization conduct purchases in a manner that encourages open and free competition among vendors?	
24. Does your organization complete some level of cost or price analysis for every purchase?	
25. Does your organization maintain files and other source documentation sufficient to detail the history of each grant fund?	
26. Does your organization maintain a system of contract administration to ensure contractor conformance with the terms and conditions of each contract/grant?	
27. Is your organization or anyone working with this grant on the disbarred/suspended list?	