Title	# City of Redding Police Department	07/07/2023
	by **Michele Davis** in **Organized Retail Theft Prevention Grant Program**	id. 41334393
	mdavis@reddingpolice.org	

Original Submission   07/07/2023

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

SECTION I - BACKGROUND INFORMATION	This section requests information about the applicant's name, location, mailing address, and tax identification number.
Name of Applicant (i.e., Police Department, Sheriff's Department, or Probation Department)	**City of Redding Police Department**
Multi-Agency Partnerships Information (if applicable)	**Applicants may apply for funding as part of a multi-agency partnership (two [2] or more agencies). The agencies and jurisdictions comprising the collaborative application are not required to be contiguous. One (1) Lead Public Agency must be identified on behalf of the partnership.**
Multi-Agency Partnerships	**No: This is not a Multi-Agency Partnership Application**
Lead Public Agency Information	**All applicants are required to designate a Lead Public Agency (LPA) to serve as the coordinator for all grant activities. The LPA is a governmental agency with local authority within the applicant's city or county. The applicant may choose to fill the role of LPA itself or it may designate a department, agency, or office under its jurisdiction to serve as the LPA. The role of the LPA is to coordinate with other local government agency partners and non-governmental organizations to ensure successful implementation of the grant program. The LPA is responsible for data collection and management, invoices, meeting coordination (virtual and/or in-person), and will serve as the primary point of contact with the BSCC.**
Lead Public Agency	**City of Redding Police Department**
Applicant's Physical Address	**777 Cypress Ave** **Redding** **CA** **96001** **US**

Applicant's Mailing Address (if different than the physical address)	n/a
Mailing Address for Payment	**777 Cypress Ave** **Redding** **CA** **96001** **US**
Tax Identification Number	**94-6000401**
SECTION II - CONTACT INFORMATION	**This section requests contact information for the individuals identified as the Project Director, Financial Officer, Day-to-Day Project Contact, Day-to-Day Fiscal Contact, and the Authorized Signature.**
Project Director	**Ron** **Icely**
Project Director's Title with Agency/Department/Organization	**Police Captain**
Project Director's Physical Address	**777 Cypress Ave** **Redding** **CA** **96001** **US**
Project Director's Email Address	**ricely@reddingpolice.org**
Project Director's Phone Number	**+15302254297**
Financial Officer	**Michele** **Davis**
Financial Officer's Title with Agency/Department/Organization	**Management Analyst II**
Financial Officer's Physical Address	**777 Cypress Ave** **Redding** **CA** **96001** **US**
Financial Officer's Email Address	**mdavis@reddingpolice.org**
Financial Officer's Phone Number	**+15302457145**
Day-To-Day Program Contact	**Ron** **Icely**
Day-To-Day Program Contact's Title	**Police Captain**
Day-To-Day Program Contact's Physical Address	**777 Cypress Ave** **Redding** **CA** **96001** **US**

Day-To-Day Program Contact's Email Address	**ricely@reddingpolic.org**
Day-To-Day Program Contact's Phone Number	**+15302254297**
Day-To-Day Fiscal Contact	**Michele Davis**
Day-To-Day Fiscal Contact's Title	**Management Analyst II**
Day-To-Day Fiscal Contact's Physical Address	**777 Cypress Ave Redding CA 96001 US**
Day-To-Day Fiscal Contact's Email Address	**mdavis@reddingpolice.org**
Day-To-Day Fiscal Contact's Phone Number	**+15302457157**
Name of Authorized Officer	**Barry Tippin**
Authorized Officer's Title	**City Manager**
Authorized Officer's Physical Address	**777 Cypress Ave Redding CA 96001 US**
Authorized Officer's Email Address	**btippin@cityofredding.org**
Authorized Officer's Phone Number	**+15302254060**
Authorized Officer Assurances	**checked**
SECTION III - PROGRAM INFORAMTION	**This section requests a Project Title, Proposal Summary description, Program Purpose Area(s) selection, and Scope Funding Category selection.**
Project Title	**The Redding Police Department Motor Vehicle Theft Investigations and Prevention Unit.**
Proposal Summary	**The Redding Police Department (RPD) proposes the creation of a motor vehicle theft prevention and investigations unit comprised of sworn staff and support staff to address the problem of motor vehicle and motor vehicle accessory theft that effects our community. This proposal is a three-prong approach consisting of dedicated motor vehicle theft detectives, technology to locate stolen motor vehicles, and crime prevention measures as it relates to motor vehicle and motor vehicle accessory theft.**
PROGRAM PURPOSE AREAS	**Applicants must propose activities, strategies, or programs that address the Program Purpose Areas (PPAs) as defined on pages 5 - 8 in the ORT Prevention Grant Proposal Instruction Packet. A minimum of one (1) PPA must be selected; applicants are not required to address all three (3) PPAs. All proposed activities, strategies, or programs must have a link to the ORT Prevention Grant Program as described in the authorizing legislation and the ORT Prevention Grant Proposal Instruction Packet.**

Program Purpose Areas (PPAs):	**PPA 2: Motor Vehicle or Motor Vehicle Accessory Theft**
Funding Category Information	**Applicants may apply for funding in a Medium Scope OR Large Scope Category. The maximum an applicant may apply for is up to $6,125,000 in the Medium Scope category OR up to $15,650,000 in the Large Scope category. Applicants may apply for any dollar amount up to and including the maximum grant amount identified in each category. Multi-agency partnerships (determined as Medium Scope OR Large Scope) may apply for up to the maximum grant award in that category, multiplied by the number of partnering eligible applicants. For Example: Four (4) eligible applicants in the Medium Scope category may submit one (1) application for up to $24,500,000 o $6,125,000 (Medium Scope Max) x 4 (# of Agencies) = $24,500,000 Two (2) eligible applicants in the Large Scope category may submit one (1) application for up to $31,300,000 o $15,650,000 (Large Scope Max x 2 (# of Agencies) = $31,300,000 Please reference pages 10-12 in the ORT Prevention Grant Proposal Instruction Packet for additional information.**
Funding Category	**Medium Scope (Up to $6,125,000)**
SECTION IV - PROPOSAL NARRATIVE AND BUDGET	**This section requests responses to the Rating Factors identified in the the ORT Prevention Grant Program Application Instruction Packet.**
Proposal Narrative Instructions	**The Proposal Narrative must address the Project Need, Project Description, Project Organizational Capacity and Coordination, and Project Evaluation and Monitoring Rating Factors as described in the ORT Prevention Grant Instruction Packet (refer to pages 20-24). A separate narrative response is required for each Rating Factor as described below: The Project Need narrative may not may not exceed 6,711 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately three (3) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Description narrative may not may not exceed 11,185 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately five (5) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Organizational Capacity and Coordination narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Evaluation and Monitoring narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. A character counter is automatically enabled that shows the number of characters used and the remaining number of characters before the limit for each response is met. If the character limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit". Applicants will be prohibited from submitting the ORT Prevention Grant Program Application until they comply with the character limit requirements. NOTE: It is up to the applicant to determine how to use the total word limit in addressing each section, however as a guide, the percent of total point value for each section is provided in the ORT Prevention Grant Proposal Instruction Packet (refer to page 15).**
Project Need	**The City of Redding has consistently over the years experienced a high number of motor vehicle and motor vehicle accessory thefts. Per capita, this number has been inordinate over the years and the problem compounds itself year after year. As an agency, the RPD has always looked for innovative ways to address and solve problems that affect our citizens on a continual basis. The crime of motor vehicle theft in the Redding area can easily be described as prolific especially based on the size of our community. The RPD has not devoted the resources required to adequately address the issue of motor vehicle and motor vehicle accessory theft due to significant staffing reductions that took place during the 2008 recession. Higher profile criminal matters requiring investigation and coordination have always taken precedence, primarily due to a lack of staff to actively investigate systemic criminal activity such as motor vehicle and motor vehicle accessory theft.**

Some months ago, the RPD began researching the State Budget Act of 2022 (Senate Bill 154, Chapter 43, Statutes of 2022) which established the Organized Retail Theft Prevention Grant Program. Management within the RPD began having high level discussions regarding the opportunities potentially offered by the Grant and our Agency's strong desire to more effectively prevent and respond to motor vehicle and motor vehicle accessory theft in the Redding area. The management team acknowledged that much more could be done by the RPD to address the problem of motor vehicle and motor vehicle accessory theft. More importantly, it is the desire of RPD to take a more proactive and preventative approach to this type of theft in hopes that the rate of this type of crime would noticeably decrease.

Currently, in Redding and the surrounding Shasta County area, no law enforcement agency, including the RPD, can tout that they have dedicated resources whose sole mission is to address, investigate, and take preventive measures to deal with the issue of motor vehicle and motor vehicle accessory theft. The reason for this can be blamed on a number of issues that have affected agencies and the criminal justice system over the years. Funding, staffing issues, criminal justice reform, prison realignment and the reasons – or excuses, can go on and on. It is the RPD's omission that not enough has been done to address the problem of motor vehicle and motor vehicle accessory theft.

Additionally, the California Highway Patrol historically had the lead in regards to auto theft investigations here in the North State. Dedicated Detectives assigned to these types of investigations had once worked in partnership with other North State agencies to address the problem of motor vehicle theft. Due to staffing issues and increased workload to cover the North State, the California Highway Patrol has not had the impact it once had combatting this problem. This Grant would give the RPD the opportunity to take the initiative and the lead to work collaboratively with other agencies to address the problem of motor vehicle and motor vehicle accessory theft in the North State.

Redding is the most populous city in Shasta County and is the County seat. The Shasta County Sheriff's County Jail is located in the downtown area as well as a host of public/private services, and two large hospital facilities. Redding's daytime population grows significantly as residents of Anderson, Shingletown, City of Shasta Lake, and Weaverville come to Redding for work, commerce, recreation and a host of other reasons. The highest concentration of the criminal element in Shasta County is in the most populace area of Shasta Country – Redding. Criminals arrested in Shasta County, but outside of Redding city limits, are transported to the County Jail in downtown Redding. These criminals are released from the jail for low-level crimes and into our downtown community.

Historically, Redding has experienced a gradual escalation in motor vehicle theft, with a particularly noteworthy upward trend observed over the past twelve years. In 2010, the recorded incidents of motor vehicle theft amounted to 242. Since then, this figure has steadily increased, culminating in a peak of 791 thefts in 2017, marking an all-time high for the city. Following the advent of the COVID-19 pandemic, a downturn in such thefts was observed; however, as the post-pandemic period unfolds, the numbers have once again begun to climb. Notably, in 2022, Redding witnessed a total of 523 motor vehicle thefts. Collectively, between the years 2010 and 2022, there has been a staggering 116% increase in these incidents.

Furthermore, Redding has persistently ranked among the top twenty cities in the National Insurance Crime Bureau's Hot Spot Vehicle Theft Report for the last six published years. Specifically, the city held the 20th position in 2016, climbed to the 4th spot in 2017, maintained the 6th ranking in 2018, occupied the 11th place in 2019, and secured the 19th position in 2021.
This Grant poses an opportunity for the RPD to look at this problem through a new lens and provides the RPD the ability to prevent and effectively respond to motor vehicle and motor vehicle accessory theft.

RPD acknowledges that motor vehicle and motor vehicle accessory theft is a problem that is worth addressing as it effects a large number of the City's citizens. Stolen vehicles also mean stolen property inside of the vehicle which only compounds the

loss for the victim. Stolen cars are more likely to be used to commit other crimes which has a very significant impact on the community in general. As a result, smaller communities such as the Redding area may ultimately experience higher prices for commercial items as well as higher taxes. All told, alienation and fear can spread to a community and is certainly the biproduct of this type of victimization.

Project Description	RPD proposes a three-prong approach to curtail motor vehicle and motor vehicle accessory theft in the City of Redding. The agency would like to create a dedicated motor vehicle and motor vehicle accessory theft unit that would be assigned to the Department's Detective Division. This unit's specific mission would be to address, investigate, and take preventive measures with the public to address the problem. This robust unit would be comprised of sworn and support staff specifically tasked to motor vehicle and motor vehicle accessory theft. Secondly, the RPD proposes to augment technology already in place to aid in the identification of stolen vehicles. The agency would like to expand its capability to capture the digital data obtained from the use of Automated License Plate Reader (ALPR) technology. Lastly, RPD believes that the most important facet of this plan is to educate the public and create a partnership with the community as well as outside agencies to foster a collaborative approach to combatting motor vehicle and motor vehicle accessory theft.

Currently, all matters related to motor vehicle and motor vehicle accessory theft that occur in the City are handled and investigated by sworn field officers and non-sworn community service officers. Rarely does this type of investigation get referred for additional follow-up to the agency's Detective Division and when it does there is usually a nexus to a more serious criminal act. In short, the RPD triages motor vehicle and motor vehicle accessory theft at the patrol level. Cars are stolen, entered into NCIC, likely recovered and on to the next. Arrests are made when stolen vehicles are occupied which results in a booking for the offense with no additional follow-up or case work.

RPD proposes the creation of a Motor Vehicle Theft Investigations and Prevention Unit. The Detective Division currently has Detectives who investigate major crimes, high tech crimes, sexual assaults, elder abuse, and property crimes as it relates to residential and commercial burglaries. Establishing a proactive and centralized auto theft investigation team that engages in a multi-disciplinary approach to combatting motor vehicle and motor vehicle accessory theft would be one of the objectives with this Grant funding. This unit would identify local crime trends and vehicle theft through crime analysis to better address the problem of this type of theft. Just as other Detectives work closely with the District Attorney's Office on their cases, Detectives assigned to this Unit would put the same emphasis on vertical prosecution and hold motor vehicle theft suspects accountable for their crimes.
This proposed unit would consist of a Detective Sergeant who would have overall responsibility of the Unit. Detective Sergeants at RPD plan work and coordinate investigations of sworn and non-sworn personnel. The unit will include two (2) Detectives that would be responsible for investigating motor vehicle and motor vehicle accessory theft. These Detectives would provide education to the community and local businesses concerning vehicle theft crimes and insurance fraud, and implement needed prevention and deterrence program as identified.

The final member of this unit would be a Crime Analyst who would be responsible for identifying local trends and patterns of vehicle theft through collective analysis. The Analyst will compile comprehensive data on thefts, employ statistical analysis to identify trends and hotspots, and collaborate with other agencies and stakeholders for a broader understanding of the thefts. They will also monitor the effectiveness of prevention strategies and adjust tactics accordingly. Overall, a Crime Analyst will play a vital role in combatting motor vehicle theft through data analysis and collaboration with relevant stakeholders. The data captured would be provided to patrol officers and assist in the identification of chronic offenders allowing for the prosecution of the worst of the worst in regards to car thieves.

With a successful grant application, RPD envisions taking the lead in Shasta County concerning motor vehicle and motor vehicle theft. The goal would be to work collaboratively with partner agencies and work to implement a multi-agency approach to identifying, investigating, and successfully prosecuting these suspects.

The second-prong of this endeavor would be to bolster existing technology within RPD to capture data via automated license plate readers. Currently, RPD utilizes 39 fixed point ALPRs to collect data within the City. The ALPRs went online in 2019 and on average the system reads approximately 150,000 plates a day. The ALPRs have been extremely successful and expansion of this program would greatly benefit RPD in combatting motor vehicle theft. RPD would like to augment this capability with mobile 360-degree ALPRs in fifteen (15) of it's marked police vehicles. This will broaden the Department's data capture capability with state of the art LPR algorithm technology. The addition of these devices will give RPD robust alerts, searching, and analytics capabilities as well. The addition of ALPRs has been a game changer for RPD since they were first introduced. The consolidated dispatch center, SHASCOM, is alerted immediately when a fixed-point ALPR identifies a stolen or wanted vehicle and that information is quickly relayed to patrol officers. Since implementation ALPRs, the Department's ability to locate and arrest suspects in occupied stolen vehicles has nearly doubled. The addition of the aforementioned mobile ALPRs would increase these promising statistics and data collection.

The final aspect of the plan is to educate the public and create a partnership with the community in order to decrease the number of motor vehicle and motor vehicle accessory thefts in the City. Members of the Motor Vehicle Theft Investigations and Prevention Unit will ensure the public is aware of the problem of motor vehicle and motor vehicle accessory theft and its high rate of occurrence. They will offer ways through in-person meetings, radio, television, social media, etc. to offer ways to the general public to prevent this type of crime from happening. The greatest tool for reaching the citizens is through social media platforms. Currently, the RPD has over 46,000 Facebook followers which allows the message to get out quickly and effectively. Prevention and education will undoubtedly have a stronger impact in RPD's mission to decrease motor vehicle and motor vehicle accessory theft than simply reacting to this crime at the patrol or investigator level.

Working in partnership with second-hand dealers and metal recyclers in the City and surrounding communities would have a tremendous impact in the ability to not only investigate but also deter motor vehicle accessory theft. Having a dedicated unit to establish and grow these relationships will pay dividends in regards to combatting these thefts.

RPD also proposes creating a program for citizens that would allow them to take measures to protect the catalytic converters on their vehicles. Catalytic converter thefts increased 1,215% between 2019 and 2022, according to the National Insurance Crime Bureau. Due to the higher emissions standards in the State of California, the issue of catalytic converter theft is even more prevalent. Around 1,600 catalytic converters were reported stolen each month in the state in 2021.

Through this Grant, RPD proposes the purchase of ultra-destruct self-etching labels with unique PIN codes that can be placed on catalytic converters to be disseminated to the public. The vehicle information of the catalytic converter registered with the program will ultimately be uploaded through the NLETS Law Enforcement Database. This fairly simple process serializes a piece of equipment that is not currently serialized and is difficult to determine ownership or if stolen. Labels would be provided by RPD and can be placed on the catalytic converter by the vehicle owner or through a very simple process. Another proven method used by other municipalities is to partner with local auto repair businesses to have them affix the label free of charge to the vehicle owner.

The planning and implementation of the aforementioned plan will be conducted by the RPD Motor Vehicle Theft Investigations and Prevention Unit, but it will be ultimately the responsibility of the Detective Division Commander to oversee the unit and its subsequent performance. The delivery of these activities, services, and interventions will be continuous throughout the grant period. This will be a full-time unit working within the Detective Division. Case work and stolen motor vehicle investigations will be continuous throughout the Grant period. In regards to the mobile ALPRs described earlier, the intention would be to order the equipment as soon as funding is made available and implement the technology as soon as practical. The crime prevention

and education aspect will also occur continuously and it is the expectation that this aspect will make the most impact curbing motor vehicle and motor vehicle accessory theft in the City.

The target area of this plan is the entire City of Redding as well as the surrounding areas of Redding. Personnel within this Unit will conduct investigations happening in the City of Redding. Data collection from ALPRs will be obtained from marked police vehicles operated by RPD 24 hours a day as well as the current fixed ALPRs already in operation. The Redding population is the target for education and crime prevention.

The ultimate goal of the plan is to reduce the number of stolen vehicles in the City of Redding. Much more can be done by RPD to combat this problem and the implementation of a Motor Vehicle Theft Investigations and Prevention Unit will be the catalyst for this endeavor. Actively focusing and putting staff time towards a multi-disciplinary approach to combatting these crimes will be undoubtedly impactful. The additional mobile ALPRs to complement existing fixed-point ALPRs will enhance current data collection capability and increase abilities to locate stolen vehicles. The crime prevention and educational aspect will bring the problem of motor vehicle and motor vehicle accessory to light. Working in partnership with citizens and businesses has always proved successful especially when there is the staff dedicated to addressing the issue.

RPD currently has policy in place regarding the use of surveillance technology and racial bias. Lexipol policy 425 is titled "Automated License Plate Readers (ALPRs)" and covers topics and concerns such as data collection and retention. Accountability regarding the data and who it can be released to is also covered in great detail per Lexipol policy. (See attached policy). Lexipol policy 401 is titled "Bias-Based Policing" and details that racial bias is prohibited and covers the responsibilities of members of the RPD. (See attached policy).

| Project Organizational Capacity and Coordination | RPD will administer the proposed unit comprised of two Detectives, one Crime Analyst, and one Sergeant to reduce vehicle theft through investigation, prevention and education. The Detectives will be responsible for investigating vehicle theft cases, while the Crime Analyst will be responsible for analyzing crime data related to vehicle theft and providing intelligence to the detectives. The Sergeant will provide supervision and oversight to the unit. |

The Detectives will have experience in investigating property crimes, including vehicle theft. They will also have knowledge of local and state laws related to vehicle theft. The Crime Analyst will have experience in analyzing crime date and be familiar with relevant software and tools. The Sergeant will have experience in managing and supervising law enforcement personnel.

All staff members will receive training on the latest investigative techniques and technologies related to vehicle theft, including forensic evidence collection, surveillance, and data analysis. They will also receive training on effective communication with the public, including presentations and outreach efforts to educate the public on how to prevent vehicle theft.

Existing staff resources will be utilized as necessary to support the unit's efforts. This may include other detectives, or officers with experience in investigating property crimes, collaboration with allied agencies as well as support staff to assist with administrative tasks.

The Unit's activities will be closely managed and overseen to ensure that the proposed project is implemented as intended. The Sergeant will be responsible for managing the unit's date-today activities, including assigning cases and tasks to Detectives and the Crime Analyst. The Division Commander will oversee the Sergeant and ensure all personnel are properly trained and equipped. The Sergeant under the direction of Command Staff, will provide oversight and guidance to the unit, including reviewing the units progress and providing feedback on its activities. The agency will establish performance metrics to measure the unit's effectiveness in reducing vehicle theft and improving public safety.

Coordination with partner agencies is not foreseen at this time due to not being necessary to implement the proposed project. Additionally, due to not having the need to partner with allied agencies, no memorandum of understating nor contract with partner agencies is necessary.

The Chief of Police will be the highest-ranking official in the agency and would be responsible for setting the overall strategy and priorities for the agency, including the proposed project. The Chief will also be responsible for ensuring that the agency is following all applicable laws and regulations.

It is important to point out that RPD has worked tirelessly and creatively to address staffing shortages over the years. As of July 2023, the RPD is fully staffed with both sworn police officers and non-sworn community service officers. RPD's standards of hiring experienced and qualified staff has not been jeopardized due to hiring challenges. For this reason, RPD is in the advantageous position to immediately fill for the positions proposed in this Grant. Unlike other agencies who are short-staffed, RPD does not currently have that challenge of hiring staff to not only fulfill basic law enforcement mission but also meet the staffing needs expressed in this Grant proposal.

Project Evaluation and Monitoring	**The staff assigned to the RPD Motor Vehicle Theft Investigations and Prevention Unit will fall under the command structure of the RPD Detective Division. This division is overseen by a Captain who routinely evaluates the performance of subordinate units. To maintain consistency and continuity within the division, the Detective Division Commander will conduct the project evaluation. After grant approval, the Detective Division Commander will establish a testing process consistent with current Detective selection criteria to identify and select a Sergeant, two Detectives and a Crime Analyst. As part of the ongoing evaluation of this unit's effectiveness, the Division Commander will review monthly statistics related to this unit's performance to ensure adherence to the established goals and objectives.**
	The intent of this project is to reduce vehicle and vehicle accessory theft in the City of Redding. Presently, RPD has invested in a new, state of the art, RMS system that provides statistical tracking system that allows us to identify specific criminal conduct and information subsets related to those crimes. At a fundamental level, we will identify specific criminal conduct related to vehicle thefts, vehicle tampering and theft of property from vehicles from prior years. These metrics will be used to evaluate the program's impact as investigative, educational, and preventative measures are implemented.
	This grant will be overseen by the Detective Division commander with financial tracking by our Management Analyst. The day to day supervision of the unit's operations will be overseen by the selected Sergeant.
	Presently RPD utilizes a records management system that allows us to track and analyze statistical information. At a preliminary level, the Crime Analyst assigned to the unit will utilize the records management system to collect crime specific data related to vehicle theft, vehicle accessory theft and theft of property from vehicles. RPD will evaluate this data for trends (location, time, suspect etc.) as well as historical yearly information.
	RPD will systematically collect and evaluate statistical changes in analytical information related vehicle thefts, vehicle tampering and theft of property from vehicles to determine our programs success in meeting intended outcomes.
Budget Instructions	**Applicants are required to submit a Proposal Budget and Budget Narrative (Budget Attachment). Upon submission the Budget Attachment will become Section 5: Budget (Budget Tables & Narrative) making up part of the official proposal. The Budget Attachment must be filled out completely and accurately. Applicants are solely responsible for the accuracy and completeness of the information entered in the Proposal Budget and Budget Narrative. The Proposal Budget must cover the entire grant period. For additional guidance related to grant budgets, refer to the BSCC Grant Administration Guide. The Budget Attachment is provided as a stand-alone document on the BSCC website.**

Budget Attachment

Organized-Retail-Theft-Prevention-Grant-Program-Budget-Attachment.-Final_1.xlsx

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

Project Work Plan (Appendix B)

Project-Work-Plan-ORT_RPD.docx

Grantee Assurance for Non-Governmental Organizations (Appendix D)

NGO_Assurances.pdf

Local Impact Letter(s) (Appendix E)

Impact_Letter.pdf

Letter(s) of Commitment, (Appendix F)	n/a

Policies Limiting Racial Bias

Bias-Based_Policing.pdf

Policies on Surveillance Technology

Automated_License_Plate_Readers__ALPRs_.pdf

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

Cert_of_Compliance.pdf

OPTIONAL: Governing Board Resolution (Appendix H)

Reso_2023_-_056_Authorizing_the_Submittal_of_Grant_application_for_the_Organized_Retail_Theft_Prevention_Grant.pdf

OPTIONAL: Bibliography	n/a

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

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

(1) Goal:	Proactive approach intended to reduce MV and MV accessory theft and prevent the number of these types of crimes from increasing in the City of Redding.			
Objectives (A., B., etc.)	A. Creation of a Motor Vehicle Theft Investigations and Prevention Unit. B. Address, investigate, and take preventive measures with the public to address MV theft. C. Identify local crime trends and MV theft through crime analysis D. Emphasis on vertical prosecution E. Crime prevention and education.			
Process Measures and Outcome Measures:	A. Hiring/assigning the following personnel: • Detective Sergeant (Supervision) • Two (2) Detectives (Case work/Crime Prevention) • Crime Analyst B. Reduction in MV and MV Accessory Theft. C. Increase in number of MV theft cases actively investigated by Detectives. D. Increase community awareness regarding MV and MV accessory theft. E. Develop response to identified trends utilizing analysis and best practices.			
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline		
		Start Date	End Date	
A. Establishment of a proactive and centralized auto theft investigation team. B. Active case work. C. Targeted data specifically collected related to MV and MV accessory theft.	> Redding Police Department Detective Division	> October 1, 2023	> December 1, 2026	

D. Develop approaches to investigate and reduce MV and MV accessory theft.			

List data and sources to be used to measure outcomes: MV theft statistics reported before/after implementation of MV Theft Unit, Stolen MV recovery rates, Clearance rates – cases solved/closed – measures the effectiveness of apprehending MV theft suspects, MV theft reductions will be measured against RPD's previous statistics as well as neighboring agency and National statistics.

(2) Goal:	Broaden the RPD's data capture capability with state of the art LPR algorithm technology using 360-degree ALPRs		
Objectives (A., B., etc.)	A. Augment RPD's current ALPR program with fifteen (15) mobile ALPRs for use in patrol vehicles.		
Process Measures and Outcome Measures:	A. Increase data capture capability B. Increase the number of identified stolen vehicles being actively driven C. Increase the number of occupied stolen MV arrests		

Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
A. Source vendor B. Contract with vendor C. Purchase equipment / data storage D. Installation and implementation	Redding Police Department Detective Division	October 1, 2023	December 1, 2026

List data and sources to be used to measure outcomes: ALPR Data and how it is attributed to RPD stolen MV recovery rates and arrests.

(3) Goal:	Educate and create partnerships with the community regarding the problem of MV theft and prevent
Objectives (A., B., etc.)	A. Conduct a robust educational campaign aimed at increasing awareness in the community. B. Highlight successes and progress of the MV Theft unit to maintain/gain support of the public and to deter criminals. C. Provide tools to the public to prevent MV and MV accessory theft D. Ensure second-hand dealers and metal recyclers are operating in compliance criminal laws, business codes, and local municipal codes.
Process Measures and Outcome Measures:	A. Decrease in the number of vehicles reported stolen. B. Decrease in the number of MV accessory thefts. C. Community outreach statistics.

Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
A. In-person meetings, radio, television, social media, etc. by the MV Theft Unit to educate the public. B. Social media and press releases to highlight Unit's progress and successes. C. Introduce program that provides ultra-destruct self-etching labels with unique PIN codes that can be placed on catalytic converters to be disseminated to the public.	Redding Police Department Detective Division	January 1, 2024	December 1, 2026

List data and sources to be used to measure outcomes: Etching tags usage and associated data, quantitative data as it relates to public interaction and education related to MV theft.

Organized Retail Theft Prevention Grant Program - Project Budget and Budget Narrative	
Name of Applicant: City of Redding Police Department	
44-Month Budget: October 1, 2023 to June 1, 2027	
Note: Rows 7-16 will auto-populate based on the information entered in the budget line items (Salaries and Benefits, Services and Supplies, etc.)	
Budget Line Item	**Total**
1. Salaries & Benefits	$2,813,855.00
2. Services and Supplies	$0.00
3. Professional Services or Public Agencies	$0.00
4. Non-Governmental Organization (NGO) Subcontracts	$0.00
5. Data Collection and Evaluation	$176,287.00
6. Equipment/Fixed Assets	$543,666.00
7. Financial Audit (Up to $25,000)	$25,000.00
8. Other (Travel, Training, etc.)	$11,200.00
9. Indirect Costs	$0.00
TOTAL	**$3,570,008.00**

1a. Salaries & Benefits

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
Sergeant Salaries and Benefits	100% monthly salary of $13,845 for 39 months, 100% of monthly benefits of $10,207 for 39 months	$938,042.00
2 Detectives Salaries and Benefits	100% monthly salary of $11,059 for 36 months for 2 detectives, 100% of monthly benefits of $8,432 for 36 months for 2 detectives	$1,403,306.00
Crime Analyst Salaries and Benefits	100% monthly average salary of $9,010 for 36 months, 100% of average monthly salary of $4,115	$472,507.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
TOTAL		**$2,813,855.00**

1b. Salaries & Benefits Narrative:

The unit will consist of a Sergeant, 2 Detectives and a Crime Analyst. The Sergeant will over see the unit and provide direction to ensure goals are met. The Detectives will be the ones who do the investigations and outreach for the unit. The Crime Analyst will be responsible for all data management and analysis for the unit.

Benefit Rates for Sworn Officers
Workers Comp 10.1%
PERS: 49.4%
Medicare: 1.45%
Group Health: The City of Redding is self insured and group health is a fixed number determined by actual cost over the last several years. Currently, GH is approximately $20,000 annually. For some employees/positions it may be slightly more or less.

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Total
N/A		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
TOTAL		**$0.00**

2b. Services and Supplies Narrative:

Enter narrative here. You may expand cell height if needed.

3a. Professional Services

Description of Professional Service(s)	Calculation for Expenditure	Total
N/A		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTAL	$0.00

3b. Professional Services Narrative

Enter narrative here. You may expand cell height if needed.

4a. Non-Governmental Organization (NGO) Subcontracts

Description of Non-Governmental Organization (NGO) Subcontracts	Calculation for Expense	Total
N/A		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTALS	$0.00

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

Enter narrative here. You may expand cell height if needed.

5a. Data Collection and Evaluation

Description of Data Collection and Evaluation	Calculation for Expense	Total
Sergeant Salary and Benefits	5 month of salary and benefits	$125,986.00
Crime Analyst Salary and Benefits	4 months of salary and benefits	$50,301.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTALS	$176,287.00

5b. Data Collection and Evaluation Narrative

The Redding Police Department will use its own personnel for data collection and evaluation. It is anticipated that the Crime Analyst will be able to complete their portion within 4 months and the Sergeant will need an additional month to finalize all the reporting.

6a. Equipment/Fixed Assets

Description of Equipment/Fixed Assets	Calculation for Expense	Total
Computers for Sgt., 2 detectives and Crime Analyst	$2,000 x 4	$8,000.00
Leased vehicles	3 leased vehicles (Sgt and 2 Detectives) $550 per month for 44 months per vehicle	$63,800.00
Equipment for vehicles	average of $7,000 to outfit vehicles with radios and other necessary equipment	$2,100.00
Mobile ALPRS	cost to purchase 15 mobile ALPRs, associated software and maintenance contract	$469,766.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTALS	**$543,666.00**

6b. Equipment/Fixed Assets Narrative

Computer equipment - Computers and associated equipment are needed for the Sergeant, 2 Detectives and the Crime Analyst. It is estimated that it will cost $2,000 per set up. These are needed to access the Agency's systems.

Leased Vehicles - RPD utilizes leased vehicles for their Detective Division. On average, the cost for these vehicles is $550 per month. The Sergeant will need a vehicle for the full 44 months of the grant while the Detectives will need it for 36 months.

Equipment for Vehicles - The leased vehicles need to be equiped with radios, lights and other items for them to be used. On average, this cost $7,000.

7a.Financial Audit

Description	Calculation for Expense	Total
Financial Audit		$25,000.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTAL	**$25,000.00**

7b. Financial Audit) Narrative:

Actual cost to acquire services for the Financial Audit are unknow at this point in time. The maximum of $25,000 is being requested to ensure enough funding to perform the task.

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

Description	Calculation for Expense	Total
Travel to Team meetings	$100 per day per employee to attend 3 team meetings.	$1,200.00
Travel and Training		$10,000.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTAL	**$11,200.00**

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

Team meetings - $100 a day per employee to travel to Sacramento 3 times during the duration of the grant.

Travel and Training - While specific training has not been identified, RPD would like to have funds available to attend any training that may be available to assist with the grant. It will likely be necssary to provide some training the the new Crime Analyst to assist them in performing the necessary analysis for this grant. These funds will be used for non-POST training.

9a. Indirect Costs

For this grant program, indirect costs may be charged using only **one** of the two options below:	Grant Funds	Total
1) Indirect costs not to exceed 10 percent (10%) of the total grant award. Applicable if the organization **does not have** a federally approved indirect cost rate.	$0	$0
If using Option 1) grant funds allocated to Indirect Costs may not exceed:	*$0*	
2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the organization **has** a federally approved indirect cost rate. Amount claimed may not exceed the organization's federally approved indirect cost rate.	$0	$0
If using Option 2) grant funds allocated to Indirect Costs may not exceed:	*$0*	
Please see instructions tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns **red** *, please adjust it to not exceed the line-item noted.* TOTAL	**$0**	**$0**

9b. Indirect Costs Narrative:

Enter narrative here. You may expand cell height if needed. **If using a federally approved indirect cost rate, please include the rate in the narrative.**

CITY   OF

REDDING

C A L I F O R N I A

CITY OF REDDING
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POLICE DEPARTMENT
BILL SCHUELLER, Chief of Police
530.225.4200
530.225.4553 FAX

July 6, 2023

Board of State and Community Corrections

RE: Local Impact of the Organized Theft Prevention Grant Program

The Redding Police Department has determined that there will be no impact to other agencies related to the implementation of the proposed grant program. If the Redding Police Department is awarded the Grant, the Department will continue monitoring for any potential impacts.

Thank you!

Ron Icely
Police Captain

Bias-Based Policing

401.1 PURPOSE AND SCOPE

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

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

401.1.1 DEFINITIONS

Definitions related to this policy include:

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

401.2 POLICY

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

401.3 BIAS-BASED POLICING PROHIBITED

Bias-based policing is strictly prohibited.

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

401.3.1 CALIFORNIA RELIGIOUS FREEDOM ACT

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

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

(a) In compiling personal information about a person's religious belief, practice, affiliation, national origin or ethnicity.

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

401.4   MEMBER RESPONSIBILITIES

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

401.4.1   REPORTING OF STOPS

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

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

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

The stop data may be audited for compliance by the Redding Police Department at any time.

NOTE: This section is effective January 1, 2022.

401.5   REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

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

401.6   TRAINING

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

(a)   All sworn members of this Department will be scheduled to attend Peace Officer Standards and Training (POST)-approved training on the subject of bias-based policing.

(b)   Each sworn member of this Department who received initial bias-based policing training will thereafter be required to complete an approved refresher course every five years, or sooner if deemed necessary, in order to keep current with changing racial, identity and cultural trends (Penal Code § 13519.4(i)).

Automated License Plate Readers (ALPRs)

425.1 PURPOSE AND SCOPE

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

425.2 POLICY

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

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

425.3 ADMINISTRATION

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

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

425.3.1 ALPR ADMINISTRATOR

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

(a) A description of the job title or other designation of the members and independent contractors who are authorized to use or access the ALPR system or to collect ALPR information.

(b) Training requirements for authorized users.

(c) A description of how the ALPR system will be monitored to ensure the security of the information and compliance with applicable privacy laws.

(d) Procedures for system operators to maintain records of access in compliance with Civil Code § 1798.90.52.

(e) The title and name of the current designee in overseeing the ALPR operation.

(f) Working with the Custodian of Records on the retention and destruction of ALPR data.

> (g)   Ensuring this policy and related procedures are conspicuously posted on the department's website.

425.4   OPERATIONS

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

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

425.5   DATA COLLECTION AND RETENTION

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

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

425.6   ACCOUNTABILITY

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

(a) All ALPR data downloaded to the mobile workstation and in storage shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time (Civil Code § 1798.90.52).

(b) Members approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.

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

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

425.7   RELEASING ALPR DATA

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

(a) The agency makes a written request for the ALPR data that includes:

1. The name of the agency.

2. The name of the person requesting.

3. The intended purpose of obtaining the information.

(b) The request is reviewed by the Administration Division Commander or the authorized designee and approved before the request is fulfilled.

(c) The approved request is retained on file.

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

425.8   TRAINING

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