Title	# Irvine Police Department	07/06/2023
	by **Jade Mazzio** in **Organized Retail Theft Prevention Grant Program**	id. 41328306
	jmazzio@cityofirvine.org	

Original Submission   07/06/2023

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

SECTION I - BACKGROUND INFORMATION	This section requests information about the applicant's name, location, mailing address, and tax identification number.
Name of Applicant (i.e., Police Department, Sheriff's Department, or Probation Department)	**Irvine 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	**Irvine Police Department**
Applicant's Physical Address	**1 Civic Center Plaza** **Irvine** **CA** **92606** **US**
Applicant's Mailing Address (if different than the physical address)	**1 Civic Center Plaza** **Irvine** **CA** **92606** **US**
Mailing Address for Payment	**PO BOX 19575** **Irvine** **CA** **92623-9575** **US**
Tax Identification Number	**95-2759391**
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	**Jade** **Mazzio**
Project Director's Title with Agency/Department/Organization	**Business Services Manager**
Project Director's Physical Address	**1 Civic Center Plaza** **Irvine** **CA** **92606** **US**
Project Director's Email Address	**jmazzio@cityofirvine.org**

Project Director's Phone Number	**+19497247111**
Financial Officer	**Peter Hong**
Financial Officer's Title with Agency/Department/Organization	**Senior Management Analyst**
Financial Officer's Physical Address	**1 Civic Center Plaza Irvine CA 92606 US**
Financial Officer's Email Address	**phong@cityofirvine.org**
Financial Officer's Phone Number	**+19497247468**
Day-To-Day Program Contact	**Darcy Jones**
Day-To-Day Program Contact's Title	**Business Services Administrator**
Day-To-Day Program Contact's Physical Address	**1 Civic Center Plaza Irvine CA 92606 US**
Day-To-Day Program Contact's Email Address	**djones@cityofirvine.org**
Day-To-Day Program Contact's Phone Number	**+19497247158**
Day-To-Day Fiscal Contact	**Peter Hong**
Day-To-Day Fiscal Contact's Title	**Senior Management Analyst**
Day-To-Day Fiscal Contact's Physical Address	**1 Civic Center Plaza Irvine CA 92606 US**

Day-To-Day Fiscal Contact's Email Address	**phong@cityofirvine.org**
Day-To-Day Fiscal Contact's Phone Number	**+19497247468**
Name of Authorized Officer	**Dave Klug**
Authorized Officer's Title	**Commander**
Authorized Officer's Physical Address	**1 Civic Center Plaza** **Irvine** **CA** **92606** **US**
Authorized Officer's Email Address	**dklug@cityofirvine.org**
Authorized Officer's Phone Number	**+19497247125**
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	**Utilizing a Real-Time Crime Center to reduce and prevent crime**
Proposal Summary	**The Irvine Police Department (IPD) requests funding to establish a Real-Time Crime Center (RTCC). A RTCC has numerous benefits to law enforcement and community safety. They have shown to increase apprehension of criminal suspects and reduce the occurrence of future criminal activity. The RTCC will be dedicated to reducing and preventing crime with a focus on current crime trends including Organized Retail Theft (ORT), motor vehicle and motor vehicle accessory theft. RTCCs combine state-of-the-art technology, historical data, real-time data, crime series intelligence, analysis, and collaboration to make a substantial impact on these pressing issues.**
PROGRAM PURPOSE AREAS	**Applicants must propose activities, strategies, or programs that address the Program Purpose Areas (PPAs) as defined on pages 5 - 8 in the ORT Prevention Grant Proposal Instruction Packet. A minimum of one (1) PPA must be selected; applicants are not required to address all three (3) PPAs. All proposed activities, strategies, or programs must have a link to the ORT Prevention Grant Program as described in the authorizing legislation and the ORT Prevention Grant Proposal Instruction Packet.**

Program Purpose Areas (PPAs):	**PPA 1: Organized Retail Theft** **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	**Over the past several years, the IPD saw a rise in ORT, Vehicle Theft, and Vehicle Accessory Thefts, especially the theft of catalytic converters. These thefts caused substantial financial losses to businesses and individuals. Oftentimes, these types of crimes involve sophisticated networks of criminals who travel from city to city committing similar crimes. Traditional law enforcement methods alone are becoming less efficient in combating these continual, rapidly evolving trends.** **Over the past five years, the IPD saw a fifty-eight percent (58%) increase in ORT, an eighty-five percent (85%) increase in Vehicle Theft, and a five hundred and ninety-three percent (593%) increase in Vehicle Accessory Thefts.** **Due to the transitory nature of most ORT offenders, traditional policing techniques like increasing patrols and surveillance operations tend to be less effective in apprehending these offenders. ORT offenders typically target multiple locations in various cities within the same day, and by the time connections can be made using current technology and techniques, the offenders have moved on to other jurisdictions. The increase in the rate of vehicle parts thefts, particularly catalytic**

converters, occurred very dramatically approximately three years ago. These types of crimes occur in mere seconds, typically during evening and overnight hours in locations with minimal security. Our current law enforcement methods, staffing, and technology are not at a level where these offenders can be identified and apprehended very often.

It is imperative that the IPD leverage additional resources to supplement our current community oriented policing model with a technology-driven policing concept. Over the past five years, the City of Irvine's residential population increased eleven and a half percent (11.5%). As a result, the IPD had a three and a half percent (3.5%) decrease in sworn officers per capita (per 1,000 residents) during this same time period. Based on prior population increases and planned development in the city, the population is forecasted to increase approximately three percent (3%) every year for at least the next five years. The Department must continue to combat increasing crime trends with fewer staff resources. The challenge of increasing staffing levels at the same rate as crime trends is extremely complex and relies on many variables, including budgets, hiring practices, and the long-term fluctuations seen in crime trends. Thus, the RTCC's use of civilian staffing and new technology will help make patrol and investigations work more efficient in reducing crime and making arrests.

Over the past year, we piloted RTCC operations using existing technology and crime analysis staff on a part-time basis, between 12 and 20 hours per week. Despite limited staffing, we have already had several successes relating to ORT and vehicle theft crimes, including sharing relevant crime pattern and trend information in real time while officers were in the field responding to calls. Some examples of success stories include directing officers to a specific retailer after it was targeted at another shopping center, locating a vehicle within minutes of it being reported stolen, and assisting in locating missing persons. Analysts' knowledge of ORT offender travel behavior was shared with officers in the field after a theft in a neighboring agency. This allowed the officers to respond to a potential target location within our jurisdiction in anticipation of the offenders' predicted travel into our city. The ORT grant would allow us to staff the RTCC seven days a week with 120 hours of coverage.

Our current RTCC pilot program is limited by the lack of technology and dedicated staffing that could help us to reach its fullest potential. Currently, the department has only two stationary License Plate Readers (LPRs), both recently installed at City Hall, and eight mobile LPR units that are strategically placed to help combat specific crime series. In a two-month period this year, the eight mobile LPR cameras registered 203 "hits" from various hot lists of stolen vehicles and plates registered to suspects tied to crime series through investigations. For comparison, a nearby city with 25 LPR cameras registered 3,654 "hits" from hot lists during the same time period. Based on desired LPR camera coverage in the City of Irvine, this data indicates that improvements to LPR technology proposed in this grant would substantially increase LPR "hit" data by up to 43 times the current rate. That would mean 43 times more data available for potential suspect identification and investigation.

The RTCC pilot program also lacks recordable cameras. RTCC staff are utilizing traffic cameras, which are on a separate network for our city's traffic analysis, to view intersection video feeds. However, the cameras are not recording so there is an inability to rewind the feeds. The current RTCC staff is limited to working almost exclusively on actively occurring calls for service. Additional cameras with recording and analytic capabilities, as well as greater staffing hours, would allow the RTCC staff to expand the number of active calls they can assist with, and provide more investigative leads on recent calls from hours or days prior. With the addition of technology centered on real-time operations and dedicated staff, we anticipate the value to both the department and the community to increase exponentially.

Given the success of our pilot RTCC program, visits to other regional and national RTCCs, and supporting evidence-based research, Irvine recognizes the tremendous value a fully staffed RTCC program with proper technology advancements could add to our crime fighting capabilities. We are willing to grow and maintain programs that further our mission and hope to receive grant funding to propel the advancement of RTCC operations.

Project Description | We propose the creation of a RTCC equipped with state-of-the-art technology, including surveillance systems, LPR, video analytics, data consolidation, investigative and analytical software. The RTCC will serve as a hub for collecting, analyzing and disseminating real-time information related to criminal activity to patrol officers, detectives, law enforcement agencies, and to community stake holders. The mission of the RTCC is to effectively reduce crime and assist in the apprehension criminals while enhancing officer safety and situational awareness. This mission recognizes the need for proactive, data-driven approaches to combat sophisticated criminal activity using technology and analysts deployed in real time.

The technology and software proposed complement each other and enhance the investigative capabilities of the department. They will be implemented as soon as possible after the award, beginning in October of 2023, and will remain for the duration of the award period. They include:
•LPR
•Video Cameras
•Software- Video analytics, data consolidation, Investigative

LPRs drastically increase the effectiveness of RTCCs. They allow RTCC analysts to search for known suspect vehicles, identify vehicles, and track travel patterns around crime locations. RTCC analysts direct information to officers with the goal of apprehension or de-escalation. LPRs also generate investigative leads and bolster cases by identifying subjects in the vicinity of a crime or crimes. In addition, they provide alerts to assist in the identification and recovery of stolen or wanted vehicles. LPRs are widely utilized and have become recognizable by suspects; thus, acting as a deterrent.

Our Crime Analysis Unit plotted proposed LPR locations in order to

have the most significant impact on crime. 43 locations were identified across the city where permanent LPRs are recommended. 74% of our arrests are offenders that reside outside of Irvine. Accordingly, 21 of the proposed LPR locations cover all major ingress points. 22 locations were determined based on property crime density analysis, especially of vehicle and theft. In addition, 8 quick deploy LPRs will allow flexibility in placement to address specific hot spots.

Video surveillance is a highly effective tool in RTCCs. While IPD currently has access to existing traffic cameras, those cameras do not record and can only be viewed in real time. Supplementing the existing camera infrastructure with strategically placed recordable cameras will allow the RTCC to generate additional investigative leads in identifying and locating offenders. They can allow RTCC staff to view critical situations and review the activities which led up to the incident prior to officer arrival. This can increase officer safety and may prevent unnecessary investigations into non-emergency incidents.

Video analytic software is an essential tool for reviewing surveillance camera data. It is financially irresponsible and ineffective to have staff monitor all cameras. Much of the footage is not relevant and it's difficult to find video of evidentiary value. Video analytic software utilizes AI to assist in the detection of triggering events, proactively generate alerts, or quickly search through a large volume of footage for a known event or object. By analyzing video feeds in real-time, staff will be alerted when suspicious or prohibited objects or motions are detected, allowing a prompt response to preserve community safety or make an arrest.

With many different sources of information available to RTCC staff, a software application to unify and integrate the data sources allows analysts to more efficiently manage, analyze and process large volumes of data. It allows staff to utilize the tools provided in a meaningful way and quickly direct their attention to situations of highest priority. Investigative software leverages data analytics, link analysis, and pattern recognition, to identify connections, patterns and generate investigative leads. This can assist in identifying organized crime networks, tracking stolen goods, and linking suspects to multiple criminal activities. Information displayed in a geographic format can assist employees in identifying vehicles, phones, witnesses, victims, and potential suspects.

In addition to implementing the above-described technology, we will staff the RTCC with one full-time Crime Analyst, two full-time analytical Program Specialists, and one full-time Public Safety Technology Analyst.

Together, the three full-time analytical staff will work in the RTCC for 120 hours per week. The exact shift hours will be primarily driven by the peak days and times of occurrence for the specified crime trends of ORT, vehicle theft, and vehicle parts thefts. These analysts will be responsible for maintaining an awareness of the active calls coming into the dispatch center, associating those calls with crime trends, assessing the technology available at the location of crimes in

progress or just occurred, and analyzing and distributing that information. The RTCC will be supported by one full-time technology analyst. This position will be responsible for integrating and maintaining all the technology and software used by RTCC staff. This includes cameras, LPR, data sharing software, video analytics software, open-source investigative software, drone feed software, and more. RTCC staff members will be located within our dispatch center, which will allow for expeditious communication with field staff, and the consolidation of resources to reduce duplicate real-time investigative efforts.

The RTCC will be central in developing our operations in the following areas which have proven to be effective:
•Timely Incident Response: real-time alerts based on programmed criteria within the LPR or video camera systems allow for immediate response and intervention.
•Comprehensive information: By using technology to integrate various data sources the RTCC will have access to a large information repository. This integration will enable law enforcement personnel to utilize all available resources to quickly identify stolen vehicles, or vehicles on hot lists, identify and track suspicious activities, and gather actionable intelligence to support investigations.
•Collaboration: While our Crime Analysis unit receives bulletins from other agencies, an analyst is not usually available to make the connection between previously received bulletins and active incidents in real time. RTCC analysts will assist in more timely connection of information for patrol, detectives, other law enforcement agencies, and community stakeholders. We will expand our ability to share information with other law enforcement agencies through built-in platforms in the LPR software. This collaborative model has been effective in disrupting criminal networks and apprehending repeat offenders.
•Data Driven Approach: Utilizing advanced technology and data analysis techniques, a data-driven approach helps identify patterns, trends, hotspots, potential targets and forecast potential criminal activities. These analyses will enable the strategic allocation of resources, directed enforcement in current crime hot spots and the proactive deployment of resources to prevent and deter crime.
•Enhanced investigations: RTCC analysts provide valuable investigative tools and resources to supplement traditional strategies. By utilizing surveillance footage, data analytics, LPR's, and investigative software, RTCC staff will share information with patrol officers and detectives, who can gather evidence more efficiently to identify suspects and solve cases. In addition to increasing arrests and clearance rates, the RTCC enhanced investigative capacity also acts as a deterrent to criminals, knowing that their activities are being monitored and they are being held accountable more often and sooner.

Case studies and evaluations have highlighted the positive impact of RTCCs on crime reduction and public safety. For example, RAND Corporation's study of RTCCs in Chicago published in 2019 found that RTCCs supported higher levels of awareness and decision making that was much more structured and data driven than before. Crime reduction effects were calculated and resulted in estimated reductions of average monthly crime counts in 15 models, including in motor

vehicle thefts and felony thefts.

Our primary goals and objectives for establishing a RTCC are:
1. Decrease crime rates related to ORT, motor vehicle theft, and motor vehicle parts theft by 15% over the 3-year grant period.
a) Increase proactive, data driven, police strategies and leads for sworn and civilian staff in areas identified by RTCC analysts to reduce and deter crime.
b) Increase social media posts that share current crime trends and crime prevention tactics focused on grant categories.
2. Increase arrests and crime clearance rates related to ORT, motor vehicle theft, and motor vehicle parts theft by 12% over the 3-year grant period.
a) Leverage advanced technology: Deploy LPR cameras, video surveillance cameras, video integration, video analytics, and other software authorized by the grant.
b) Utilize new technology and software to increase the number of investigative leads and identification of offenders.
c) Increase surveillance operations of suspects in order to make arrests and recover stolen property.
3. Improve collaboration with other law enforcement agencies, retailers and community stakeholders in order to impact ORT, motor vehicle, and motor vehicle parts theft.
a) Improve communication and collaboration with retailers, loss prevention and security personnel through regular meetings and training events.
b) Improve communication and collaboration with other law enforcement agencies and taskforce units dedicated to ORT.
c) Improve training for IPD staff related to ORT crime activity and best practices.

These measurable objectives will allow us to assess the effectiveness of the RTCC in reducing and preventing ORT, vehicle theft and vehicle accessory theft. Regular monitoring and evaluation will ensure that the project stays on track and adjustments can be made as necessary to achieve the desired outcomes.

We will ensure the implementation of a RTCC is conducted in a fair and unbiased manner. We will continue to incorporate policies aimed at limiting racial bias and ensuring the department's commitment to fair and objective policing. The department conducts training on implicit bias, which raises awareness about bias and its potential impact on decision making. It focuses on recognizing and addressing biases to ensure fair and equitable treatment of all individuals.

The department's video surveillance policy describes the parameters the cameras will be operated within. We will ensure compliance with applicable privacy laws and the secure handling of any data collected or stored. Data minimization principles will be implemented ensuing that only necessary and relevant data is collected and stored. We will clearly define the purpose for data collection, ensuring that data is used solely for lawful and legitimate purposes related to crime prevention and investigation.

We are committed to maintaining the safety of our community. Our

department has committed to the establishment of a RTCC to help combat the substantial increase in property crime seen over the past few years.

Given the success of our RTCC pilot program, coupled with evidence-based research, we see the tremendous value an RTCC program can add. The city has a strong financial position to fund important initiatives. If proven effective, the city will continue to fund the RTCC after grant concludes.

If the grant is awarded, the IPD will proceed quickly. We have the full support of executive staff, as well as staff in place within the crime analysis and technology units who will prioritize this project. We have relationships and quotes from third-party vendors so we can begin implementation immediately. Though each third-party vendor may have independent timelines, we will strive to begin the implementation in November 2023, after the contracts are finalized in October 2023.

Our organization has a proven track record of successfully implementing and managing complex technology projects, including the simultaneous deployment of various resources with appropriate prioritization. We employ a team of experienced technology professionals who will establish the program initiatives while additional staff is hired. We have the necessary technological infrastructure and capacity to support project implementation, as well as robust security measures to protect the data collected and stored by the department. When new technology is acquired, we will define clear policies and procedures for data retention and disposal. If data/video from external sources is brought into the RTCC, we will establish data sharing agreements that outline the purpose, scope, and safeguards.

The organization will recruit and train personnel to operate the RTCC. RTCC staff will be trained in applicable tools, policies, and procedures, as well as privacy laws, data protection principles, and the importance of safeguarding personal information. The RTCC will continue to be staffed with existing crime analysts until the recruitments are finalized. RTCC analytical staff will report directly to the existing supervisor of the Crime Analysis Unit. The Business Services Administrator (BSA) oversees Crime Analysis, RTCC and Crime Prevention. The BSA and Senior Crime Analyst have over 35 years of law enforcement and Crime Analysis training. Both are current members of the national RTCC association and have attended training on implementing RTCCs.

The public safety technology analyst will report directly to the Business Services Manager (BSM), who oversees all public safety technology. The BSM will oversee the project implementation and will coordinate the decisions throughout the implementation in consultation with executive staff when necessary.

Our RTCC staff and Crime Analysts share crime trends information with our entire department daily, including all 253 of our sworn officers. Within our department, we have several units that will be utilized collaboratively during this project to focus efforts in reducing and deterring ORT activity. Our Echo Unit, created in 2001, patrols our

largest shopping center that is reported to have more than 17 million annual visitors. This team consists of two sworn officers and a sergeant who work with loss prevention, security, and retailers to combat and deter crime. Our Directed Enforcement Team (DET) was established in 2011 and consists of two sworn officers and a sergeant. This team has a strong track record of deterring crime and making arrests based on data driven from Crime Analysis. Our Crime Prevention Unit consists of three fulltime staff and one part-time staff. For approximately 20 years they have hosted quarterly meetings with local loss prevention and security for retailers, commercial businesses, and shopping centers in our city. Our Office of Public Relations has a lieutenant, sergeant and three fulltime multimedia specialists that have grown our social media audience by 119% over the past year. These units have staff which can increase education, enforcement, and proactive information sharing. We have asked for 300 hours of OT over the grant period to increase these efforts.

We commit to continuous improvement and will stay abreast of advancements in technology, crime prevention strategies, bias and privacy regulations and will supplement the program and policies where needed.

Project Evaluation and Monitoring	The RTCC analysts will gather statistics as outlined in the Project Work Plan. Most of the statistics are already collected monthly. Measures will be shared with management and key stakeholders regularly. We will utilize a mixed method research design to include quantitative performance measurements and qualitative process evaluation.

IPD has relationships with researchers at local universities, including University of California at Irvine and both California State Universities at Long Beach and Fullerton. Members of the Crime Analysis Unit are versed in performance measurement analyses and tests for statistical significance. If the grant is awarded, we will also reach out to our local university partners for an external evaluation partner.

Project Goal 1: Decrease Crime related to ORT categories by 15% over three-year period, 5% each year.
Objective 1: Increase proactive patrol strategies by sworn officers in the areas prescribed by RTCC analysts. By the end of Year 1, RTCC staff will have maintained monthly log communications and leads shared with patrol officers, which will establish a baseline for evaluation in Year 2 and Year 3. Objective 2: Increase social media posts that share current crime trends and prevention strategies for the community as identified by RTCC staff. Objective 3: Increase proactive crime prevention strategies in the areas prescribed by analysts in the RTCC. By the end of Year 1, crime prevention staff will have maintained monthly log communications, which will establish a baseline for evaluation in Year 2 and Year 3.

Project Goal 2: Increase Arrests and Crime Clearance Rates related to ORT categories by 12% over three-year period, 4% each year.
Objective 1: Purchase and install new hardware technology and software within three-six months of project initiation in October 2023. On-going maintenance of software and updates to technology during

grant Year 2 and Year 3. Objective 2: Hire RTCC analysts and staff to implement technology. Job descriptions for all positions are already defined and will be updated by October 1, 2023. Post job listings early October 2023. We will support the grant with existing staff until hires are made. We anticipate having several qualified subjects apply and pass necessary background processes by March 31, 2024. Objective 3: Increase identification and investigative leads for detectives in the ORT categories. By the end of Year 1 of the grant, RTCC analysts will have provided 25 new leads for detectives; increasing to 30 new leads during Year 2 and 35 new leads during Year 3. Leads tracked by call logs and spreadsheets by RTCC staff. Throughout and at the end of the grant, compare grant measurements to current baseline numbers. Objective 4: Increase undercover surveillance operations of offenders in the ORT crime categories. By the end of Year 1 of the grant, the RTCC analysts will have provided leads to allow 12 surveillance operations of identified offenders in the ORT categories; increasing to 15 operations during Year 2 and Year 3. Surveillance Operations tracked by RTCC staff. Throughout and at the end of the grant, compare grant measurements to current baseline numbers.

Project Goal 3: Improve collaboration with other law enforcement agencies and retailers in order to impact ORT categories.
Objective 1: Improve collaboration with merchants and retailers. By the end of Year 1 of the grant, host meetings with security partners and loss prevention as outlined in the Project Work Plan. Maintain attendance records, and meeting agenda for each meeting and training. Evaluate and improve content for Year 2 and Year 3. Objective 2: Improve collaboration with regional other law enforcement agencies and taskforce units.By the end of Year 1, RTCC analysts will have maintained monthly log communications and leads shared with other agencies which will establish a baseline for evaluation in Year 2 and Year 3. Objective 3: Improve training for officers, detectives and analysts related to ORT. Send 10 staff members to ORT training or annual conference in Year 1, Year 2, and Year 3. Maintain training records for comparison to previous years as well as baseline year 2022 when one detective and one analyst attended the annual ORT conference.

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

Budget Attachment

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

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

Project Work Plan (Appendix B)

Project_Work_Plan_Final.pdf

Grantee Assurance for Non-Governmental Organizations (Appendix D)

Grantee_Assurance_for_Non-Gove_Organizations-_SIgned.pdf

Local Impact Letter(s) (Appendix E)

Local_Impact_Letter-_Irvine_PD_and_Irvine_Company_June_2023-_Signed.pdf

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

Policies Limiting Racial Bias

Policy_308_-_Bias-Based_Policing.pdf

Policies on Surveillance Technology

Policy_438_-_Public_Safety_Video_Surveillance_System.pdf

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

Certification_of_Compliance_with_BSCC_policies_on_debarment_fraud_and_embezzlement-_Signed.pdf

OPTIONAL: Governing Board Resolution (Appendix H)	n/a
OPTIONAL: Bibliography	**Hollywood, John S., Kenneth N. McKay, Dulani Woods, and Denis Agniel, Real-Time Crime Centers in Chicago: Evaluation of the Chicago Police Department's Strategic Decision Support Centers, RAND Corporation, RR-3242-BJA, 2019. As of June 28, 2023: https://www.rand.org/pubs/research_reports/RR3242.html**
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.

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

(1) Goal:	> Decrease Crime Related to Organized Retail Theft, Motor Vehicle Theft and Motor Vehicle Accessory Theft by 15% over the three-year grant period.
Objectives (A., B., etc.)	> A. Increase proactive police strategies **by sworn officers** in the areas identified by the Real Time Crime Center and Crime Analysis Unit to deter crime related to organized retail theft, motor vehicle theft and motor vehicle accessory theft; i.e., directed patrol checks, calls for service, and contacts with retailers. B. Increase proactive police strategies **by civilian staffing** in the areas identified by the Real Time Crime Center and Crime Analysis Unit to prevent crime related to organized retail theft, motor vehicle theft and motor vehicle accessory theft; i.e., face-to-face contacts with retailers, merchants, victims and potential victims to discuss prevention strategies. C. Increase social media posts that share current crime trends identified by the Real Time Crime Center and Crime Analysis Unit and share crime prevention tactics to organized retail theft, motor vehicle theft and motor vehicle accessory theft.
Process Measures and Outcome Measures:	> Process: Maintain records for regular meetings with Real Time Crime Center Analysts and officers/detectives; take notes to maintain accountability and continuity. Maintain records for regular meetings with Real Time Crime Center Analysts and Crime Prevention Unit; take notes to maintain accountability and continuity. Maintain records for regular content meetings with Real Time Crime Center Analysts and Office of Public Relations; take notes to maintain accountability and continuity. Outcome: Measure the number proactive calls for service in the CAD system and call log by sworn officers at local shopping centers during the grant period and compare to prior years. Measure the number proactive contacts by civilian

	crime prevention officers calls for service at local shopping centers during the grant period and compare to prior years. Measure the number of reported crimes in all three ORT categories monthly during the grant period and compare to prior years. Measure the number of social media posts related to all three ORT categories monthly during the grant period and compare to prior years		
Project activities that support the identified goal and objectives: A. Analysts from the Real Time Crime Center meet regularly with patrol officers, detectives, Directed Enforcement Team, Crime Prevention Unit, and Office of Public Relations to discuss current crime trends in Irvine and the surrounding region in order to provide recommendations for best days, times, and locations to address ORT, motor vehicle theft and theft of motor vehicle accessories. B. Analysts from Real Time Crime Center and Crime Analysis share crime trend information in person at patrol briefings, through email, and shared electronic platform so that officers are aware of crime trends and may conduct patrol strategies to address ORT, motor vehicle theft and theft of motor vehicle accessories. C. Analysts from Real Time Crime Center maintain communication with regional law enforcement agencies on current crime trends and potential suspect linkage through emails, phone calls, electronic information sharing platforms, and in person regional analysts' meetings.	Responsible staff/partners: Real Time Crime Center, Patrol Officers, Detectives, Retail Patrol Unit, Directed Enforcement Team, Crime Analysis Unit, Public Relations, and Crime Prevention Unit.	Timeline	
		Start Date January 1, 2024	End Date December 31, 2026

List data and sources to be used to measure outcomes: > calls for service, call logs, emails, bulletins, social media deployment tracking software logs, reported crime numbers, analysts notes from various meetings and briefings, and patrol strategy documents shared internally and externally related to all three ORT crime categories.

(2) Goal:	> **Increase Arrests and Crime Clearance Rates Related to Organized Retail Theft, Motor Vehicle Theft and Motor Vehicle Accessory Theft by 12% over the three-year grant period.**
Objectives (A., B., etc.)	> A. Purchase, install and maintain LPR cameras, video integration software, video analytics software, open-source investigative information in mapping format, and other software authorized by the grant. B. Increase identification of offenders and provides investigative leads through the utilization of new LPR, video surveillance and open-source software. C. Increase undercover investigation surveillance of offenders identified by Real Time Crime Center analysts utilizing the new software, technology, and other investigation techniques.
Process Measures and Outcome Measures:	> **Process**: Schedule regular meetings between Technology and Innovation Team and Real Time Crime Center analysts to determine progress of purchasing, installing, testing, and maintaining new camera and software technology awarded through grant. Real Time Crime Center analysts maintain call logs with information shared with patrol officers, detectives, and other law enforcement agencies. Real Time Crime Center analysts maintain list of investigative leads shared with patrol officers, detectives, and other law enforcement agencies. **Outcome**: Measure the number of directed patrols or surveillance operations during the grant period and compare to prior years. Measure the number of calls where Real Time Crime Center analysts assisted in dispatch during the grant period and compare to prior years. Measure the number of investigative leads Real Time Crime Center analysts shared with detectives during the grant period and compare to prior years.

Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
A. Technology and Innovation Team along with Real Time Crime Center Analysts purchase, install, and new camera and software technology awarded through grant. B. Maintain project schedule for implementation and maintenance of all software and technology awarded through grant period.	> Real Time Crime Center, Patrol Officers, Detectives, Retail Patrol Unit, Directed Enforcement Team, Crime Analysis Unit, Public Relations, Crime Prevention Unit,	> October 1, 2023	> December 31, 2026

C. Real Time Crime Center Analysts staff within dispatch 7 days per week and attend daily patrol briefings. Real Time Crime Center Analysts monitor LPR cameras, video integration software and open source mapping information to provide crime trends and suspect information to officers in real time during calls for service or as soon as the information is obtained if additional information is obtained at a later time. Analysts from the Real Time Crime Center provide suspect information and investigative leads obtained from video surveillance, LPR and open-source information to patrol officers, detectives, Retail Patrol Unit, Directed Enforcement Team and other law enforcement agencies. This information could be developed during response to calls within minutes, hours or a few days depending on when evidentiary information is gained. Analysts from Real Time Crime Center maintain communication with regional law enforcement agencies on current crime trends and potential suspect linkage. Attend regional analysts' meetings monthly. D. Sworn officers and detectives conduct directed enforcement and surveillance activities in order to effectuate arrest of suspects identified by Real Time Crime Center Analysts or other sources of investigation leads from partnerships with retailers or other law enforcement agencies.	and Technology & Innovation Team.

List data and sources to be used to measure outcomes: > technology analysts notes, directed patrol calls for service, investigative surveillance operation plans, Real Time Crime Center analysts call logs and investigative leads logs, analysts notes from various meetings, and bulletins and investigative documents shared internally and externally related to all three ORT crime categories.

(3) Goal:	> **Improve Collaboration with other law enforcement agencies and retailers in order to impact Organized Retail Theft, Motor Vehicle Theft and Motor Vehicle Accessory Theft. Improve the number of attendees and improve retailer, loss prevention and security personnel attendance at meetings and trainings hosted by Irvine PD by 15% over three-year period.**
Objectives (A., B., etc.)	> A. Improve police communication and collaboration with merchants and retailers to provide current crime trends and current crime prevention efforts. B. Improve police communication and collaboration with other law enforcement agencies and taskforce units related to ORT providing current crime trends, LPR data, investigative leads and crime prevention strategies. C. Improve training for sworn officers, detectives and analysts related to organized retail theft, motor vehicle theft and motor vehicle accessory theft.
Process Measures and Outcome Measures:	> **Process**: Schedule biannual meetings with merchants at largest shopping center in our jurisdiction. Schedule quarterly meetings with security at largest shopping center in our jurisdiction. Schedule quarterly meetings with our Private Security Partnership to include Real Time Crime Center analyst to make a presentation at each meeting on the current crime trends related to ORT along with best crime prevention methods. Schedule periodic meetings with retailers and merchants from other shopping centers throughout the city. Register sworn officers, detectives and analysts to attend regional training conferences related to ORT. **Outcome**: Measure number of participants/attendees at biannual meetings with merchants at largest shopping center. Measure number of participants/attendees at quarterly meetings with security at largest shopping center. Measure number of participants/attendees at quarterly meetings with Private Security Partners. Measure number of periodic meetings held with retailers and merchants from other shopping centers throughout the city. Measure the number of hours of training for sworn officers, detectives and analysts to attend regional training conferences related to ORT.

Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
A. Host biannual meetings with merchants at largest shopping center. Host quarterly meetings with security at largest shopping center. Maintain hosting quarterly meetings with our Private Security Partnership but include a presentation at each meeting on the current crime trends related to ORT and best crime prevention methods. B. Real Time Crime Center analysts regularly share LPR data and other offender information with other law enforcement agencies.	> Real Time Crime Center, Patrol Officers, Detectives, Retail Patrol Unit, Directed Enforcement Team, Crime Analysis Unit, Public Relations, and Crime Prevention Unit.	> January 1, 2024	> December 31, 2026

C. Sworn officers, detectives and analysts attend California training conferences and regional meetings to learn best practices in relation to ORT.			
List data and sources to be used to measure outcomes: > Attendance records at various meetings, training records for police personnel, analysts' presentations to PSP members, and analysts records of information sharing including emails, phone calls, and call logs.			

PROJECT LOGIC MODEL

PROJECT GOAL #1: Decrease Crime Related to Organized Retail Theft, Motor Vehicle Theft and Motor Vehicle Accessory Theft by 15% over the three year grant period.

OBJECTIVES	ACTIVITIES/OUTPUTS	OUTCOMES/MEASUREMENTS	DATA SOURCES
Increase proactive police strategies **by sworn officers** in the areas identified by the Real Time Crime Center and Crime Analysis Unit to deter crime related to organized retail theft, motor vehicle theft and motor vehicle accessory theft; i.e. directed patrol checks, calls for service, and contacts with retailers.	Schedule regular meetings with Real Time Crime Center Analysts and officers/detectives; take notes to maintain accountability and continuity. Real Time Crime Center Analysts staff dispatch 7 days per week. Analysts from Real Time Crime Center meet regularly with patrol officers, detectives and/or Directed Enforcement Team to discuss current crime trends in Irvine and the surrounding region in order to provide recommendations for best days, times, and locations to patrol for ORT, motor vehicle theft and theft of motor vehicle accessories.	Measure the number proactive calls for service in the CAD system and call log by sworn officers at local shopping centers during the grant period and compare to prior years.	Calls for service data base and call logs
Increase proactive police strategies **by civilian staffing** in the areas identified by the Real Time Crime Center and Crime Analysis Unit to prevent crime related to organized retail theft, motor vehicle theft and motor vehicle accessory theft; i.e. face-to-face contacts with retailers, merchants, victims and potential victims to discuss prevention strategies.	Schedule regular meetings with Real Time Crime Center Analysts and Crime Prevention Unit; take notes to maintain accountability and continuity. Analysts from Real Time Crime Center meet regularly with Crime Prevention/Community Outreach to discuss current crime trends in Irvine and the surrounding region in order to provide recommendations for best days, times, and locations to do communit outreach for ORT, motor vehicle theft and theft of motor vehicle accessories.	Measure the number proactive contacts by civilian crime prevention officers for service at local shopping centers during the grant period and compare to prior years.	Calls for service data base and call logs
Increase social media posts that share current crimes trends identified by the Real Time Crime Center and Crime Analysis Unit and share crime prevention tactics to organized retail theft, motor vehicle theft and motor vehicle accessory theft.	Schedule regular content meetings with Real Time Crime Center Analysts and Office of Public Relations; take notes to maintain accountability and continuity. Analysts from Real Time Crime Center meet regularly with Office of Public Relations to discuss current crime trends in Irvine and the surrounding region in order to provide information to the community via socia media regarding ORT, motor vehicle theft and theft of motor vehicle accessories.	Measure the number of social media posts related to all three ORT categories monthly during the grant period and compare to prior years.	Social Media tracking software

OBJECTIVES	ACTIVITIES/OUTPUTS	OUTCOMES/MEASUREMENTS	DATA SOURCES
OVERALL PROJECT GOAL #1:	Real Time Crime Center Analysts staff dispatch 7 days per week and attend daily patrol briefings to share crime trend information in person at meetings/briefings, through email, and shared electronic platform so that entire department are aware of crime trends and may conduct patrol strategies to address ORT, motor vehicle theft and theft of motor vehicle accessories. Analysts from Real Time Crime Center maintain communication with regional law enforcement agencies on current crime trends and potential suspect linkage through emails, phone calls, electronic information sharing platforms, and in person regional analysts' meetings.	Measure the number of reported crimes in all three ORT categories monthly during the grant period and compare to prior years. Decrease 5% annual, 15% over 3 year grant period	Official reported crime numbers, analysts notes from various meetings and briefings, and patrol strategy documents shared internally and externally related to all three ORT crime categories

PROJECT GOAL #2: Increase Arrests and Crime Clearance Rates Related to Organized Retail Theft, Motor Vehicle Theft and Motor Vehicle Accessory Theft by 12% over the three-year grant period.

OBJECTIVES	ACTIVITIES/OUTPUTS	OUTCOMES/MEASUREMENTS	DATA SOURCES
Purchase, install and maintain LPR cameras, video integration software, video analytics software, open-source investigative information in mapping format, and other software authorized by the grant.	Schedule regular meetings between Technology and Innovation Team and Real Time Crime Center analysts to determine progress of purchasing, installing, testing, and maintaining new camera and software technology awarded through grant. Technology and Innovation Team along with Real Time Crime Center Analysts purchase, install, and new camera and software technology awarded through grant. Maintain project schedule for implementation and maintenance of all software and technology awarded through grant period.	Measure and track the progress of installation and usage of technology and software.	Technology Implementation Project Schedule and maintenance logs
Hire RTCC analysts and staff to implement technology.	Job descriptions for all positions are already defined and will be updated by October 1, 2023. Post job listings early October 2023. Hiring and background processes completed within 1-4 months.	Measure and track the progress of hiring 4 staff positions funded by grant.	Personnel records

OBJECTIVES	ACTIVITIES/OUTPUTS	OUTCOMES/MEASUREMENTS	DATA SOURCES
Increase identification of offenders and provides investigative leads through the utilization of new LPR, video surveillance and open-source software.	Real Time Crime Center Analysts staff dispatch 7 days per week. Real Time Crime Center Analysts monitor LPR cameras, video integration software and open source mapping information to provide crime trends and suspect information to officers in real time during calls for service or as soon as the information is obtained if some additional information is obtained at a later time. Analysts from Real Time Crime Center provide suspect information and investigative leads obtained from video surveillance, LPR and open-source information to patrol officers, detectives, Retail Patrol Unit, Directed Enforcement Team and other law enforcement agencies. This information could be developed during response to calls within minutes, hours or a few days depending on when evidentiary information is gained. Analysts from Real Time Crime Center maintain communication with regional law enforcement agencies on current crime trends and potential suspect linkage. RTCC analysts attend regional analysts' meetings.	Measure the number hours of staffing in RTCC. Measure the number of calls where RTCC analysts provide crime trend or suspect information to officers in the field. Measure the number of investigative leads provided to detectives by RTCC analysts. Annual goals would be by the end of Year 1 of the grant, RTCC analysts will have provided 25 new leads for detectives; increasing to 30 new leads during Year 2 and 35 new leads during Year 3. Leads tracked by call logs and spreadsheets by RTCC staff	Calls for service data base, emails, bulletins, call logs and staffing/payroll records
Increase undercover investigation surveillance of offenders identified by Real Time Crime Center analysts utilizing the new software, technology, and other investigation techniques.	Sworn officers and detectives conduct directed enforcement and surveillance activities in order to effectuate arrest of suspects identified by Real Time Crime Center Analysts or other sources of investigation leads from partnerships with retailers or other law enforcement agencies	Measure the number of operation plans submitted to detectives and sworn officers related to all three ORT categories monthly during the grant period and compare to prior years. Annual goals would be by the end of Year 1 of the grant, the RTCC analysts will have provided leads to allow 12 surveillance operations of identified offenders in the ORT categories; increasing to 15 operations during Year 2 and Year 3	Logs for Operations Plans
OVERALL PROJECT GOAL #2:	Analysts from Real Time Crime Center and Crime Analysis share investigative leads with sworn officers and detectives to allow further investigation to confirm offenders, make arrests and recover stolen property.	Measure the number of reported crimes cleared by arrest or by exceptional means. Increase 4% annual, 12% over 3 year grant period.	Official reported crime numbers, arrests and case management files to determine cases cleared in all three ORT crime categories

OBJECTIVES	ACTIVITIES/OUTPUTS	OUTCOMES/MEASUREMENTS	DATA SOURCES

PROJECT GOAL #3: Improve Collaboration with other law enforcement agencies and retailers in order to impact Organized Retail Theft, Motor Vehicle Theft and Motor Vehicle Accessory Theft

OBJECTIVES	ACTIVITIES/OUTPUTS	OUTCOMES/MEASUREMENTS	DATA SOURCES
Improve police communication and collaboration with merchants and retailers to provide current crime trends and current crime prevention efforts.	Schedule and host biannual meetings with merchants at largest shopping center in our jurisdiction. Schedule and host quarterly meetings with security at largest shopping center in our jurisdiction. Schedule and host quarterly meetings with our Private Security Partnership to include Real Time Crime Center analyst to make a presentation at each meeting on the current crime trends related to ORT along best crime prevention methods. Schedule and host periodic meetings with retailers and merchants from other shopping centers throughout the city.	Measure number of participants/attendees at biannual meetings with merchants at largest shopping center. Measure number of participants/attendees at quarterly meetings with security at largest shopping center. Measure number of participants/attendees at quarterly meetings with Private Security Partners. Measure number of periodic meetings held with retailers and merchants from other shopping centers throughout the city.	Attendance sheets, meeting notes, and analysts notes/presentations
Improve police communication and collaboration with other law enforcement agencies and taskforce units related to ORT providing current crime trends, LPR data, investigative leads and crime prevention strategies.	Attend regular meetings with Real Time Crime Center Analysts and other RTCC units in the regional as well as regional taskforces focsed on ORT, motor vehicle theft and theft of motor vehicle accessories. Real Time Crime Center analysts regularly share LPR data and other offender information with other law enforcement agencies.	Measure the number hours RTCC staff attend meetings related to ORT. Measure number of LPR hits in software system.	RTCC staffing logs; RTCC call logs
Improve training for sworn officers, detectives and analysts related to organized retail theft, motor vehicle theft and motor vehicle accessory theft.	Register sworn officers, detectives and analysts to attend regional training conferences related to ORT with funds provided by grant. City will support with funding for travel, wages or other expenses as needed.	Measure the number of hours of training for sworn officers, detectives and analysts to attend regional training conferences related to ORT.	Training records for police personnel
OVERALL PROJECT GOAL #3:		Measure the number of attendees and improve retailer, loss prevention and security personnel attendance at meetings and trainings hosted by Irvine PD by 15% over three year period, 5% each year. Measure the number of training hours for Irvine PD personnel at ORT conferences and trainings.	Attendance sheets, meeting notes, and analysts notes/presentations. Training records for police personnel

Organized Retail Theft Prevention Grant Program - Project Budget and Budget Narrative	
Name of Applicant:	*City of Irvine, 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	$2,342,112.00
2. Services and Supplies	$2,865,757.00
3. Professional Services or Public Agencies	$100,000.00
4. Non-Governmental Organization (NGO) Subcontracts	$0.00
5. Data Collection and Evaluation	$75,000.00
6. Equipment/Fixed Assets	$0.00
7. Financial Audit (Up to $25,000)	$0.00
8. Other (Travel, Training, etc.)	$20,500.00
9. Indirect Costs	$0.00
TOTAL	**$5,403,369.00**

1a. Salaries & Benefits

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
Crime Analyst	100 % FTE for 3 years, $181,271 Annually, benefits account for 41%	$543,813.00
Program Specialist	100 % FTE for 3 years, $170,839 Annually, benefits account for 42%	$512,517.00
Program Specialist	100 % FTE for 3 years, $170,839 Annually, benefits account for 42%	$512,517.00
Public Safety Technology Analyst	100 % FTE for 3 years, $235,902 Annually, benefits account for 45%	$707,706.00
Police Officer	OT rate of $218.53/hr, for 300 hours	$65,559.00
		$0.00
		$0.00
		$0.00
TOTAL		**$2,342,112.00**

1b. Salaries & Benefits Narrative:

We are requesting salary and benefits for four full-time employees who will staff the Real-Time Crime Center. The crime analyst's annual cost allocation is $181,271, 41% of that accounts for benefits. The two Program Specialists annual cost allocation is $170,839, 42% of that accounts for benefits. The Public Safety Technology Analyst annual cost allocation is $235,902, 45% of that accounts for benefits. The Crime Analyst position will lead the unit and assist with the most critical and technical analysis. The two program specialists will collect, aggregate, analyze and disseminate the real-time information related to criminal activity. The Public Safety Technology Analyst will be responsible for integrating and maintaining all the technology and software used by RTCC staff. This includes cameras, LPR, data sharing software, video analytics software, open-source investigative software, drone feed software, and more. We are also requesting funding for 300 hours of a police officer's overtime rate at $218.53 per hour. This will be utilized by our echo unit who is stationed at our largest retail center to work with loss prevention, security and retails to combat and deter crime. In addition our DET team, is strategically deployed using data driven methods. In this case, to target ORT, vehicle theft, and vehicle parts theft. These groups will increase education, enforcement, and information sharing throughout the grant period.

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Total
LPR	Approximately 70 stationary LPR cameras $578,500 year 1, $493,500 year 2 and 3 , includes software, hardware and services (Flock or similar)	$1,565,500.00
RTCC software	$100,000 per year (Fusus, FlockOS or similar)	$300,000.00
Stationary Cameras	Approximately 30 stationary cameras $112,500 year 1, $90,000 year 2 & 3 (Flock),cellular plan- estimated 1000GB pooled ($3,685/month) (Flock of Similar)	$425,160.00
Video Analytics	$125,748 year 1, $107,748 year 2 and 3 (Briefcam or similar)	$341,244.00
Mobile LPR	Approximately 8 mobile quick deploy LPR cameras, $26,361 year 1, $21,205 year 2 and 3 (Vigilant or similar)	$68,771.00
Mobile Cameras	Approvimately 4, mobile quick deploy cameras $5,500 annually	$25,429.00
Investigative Software	$46,800 for three years (FirstTwo or similar)	$46,800.00
Server Storage	150TB of server storage for recorded video	$92,853.00
TOTAL		**$2,865,757.00**

2b. Services and Supplies Narrative:

We are requesting funding for many different technology solutions which will serve as the vital tools for the RTCC staff. We are requesting funding for approximately 70 stationary LPR cameras. We have received a quote for this scope totaling $578,500 for year 1 and $493,500 for years 2 and 3. This will allow us to tie license plates with crimes, receive alerts, and track direction of travel. These will be placed at ingress points. We have also received a quote for RTCC software which will ingest various data sources and display them in a single searchable platform the cost for this is approximately $100,000 annually. In addition, we request funding for 30 stationary cameras. We have received a quote for this totaling $112,500 year 1 and $90,000 year 2 and 3. In addition, each camera will need a cellular plan, it is estimated that a 1000GB pooled plan will be sufficient which costs $3,685/month plus taxes and fees. Video analytic software is requested to assist in analyzing and locating items within the video feeds, he cost for this is $125,748 year 1, and $107,748 year 2 and 3. 8 Mobile LPR's are also requested, at the cost of $26,361 annually, and 4 mobile pole cameras for $25,429. These will allow flexibility in placing the units to target specific hot spot areas which may rotate. The investigative software requested, is FirstTwo. Our crime analysis unit has received a quote and a demo of the product. The cost is $46,800 for 3 years. Investigative software leverages data analytics, link analysis, and pattern recognition, to identify connections, patterns and generate investigative leads. Lastly, we have requested $92,853 in server storage for recorded video.

3a. Professional Services

Description of Professional Service(s)	Calculation for Expenditure	Total
Electrician	Installation of electrical needed for LPR cameras	$100,000.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTAL	**$100,000.00**

3b. Professional Services Narrative

An electrician is needed to run power to the LPR cameras throughout the city.

4a. Non-Governmental Organization (NGO) Subcontracts

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

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

N/A

5a. Data Collection and Evaluation

Description of Data Collection and Evaluation	Calculation for Expense	Total
Data Collection and evaluation	Local Evaluation plan	$75,000.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTALS	**$75,000.00**

5b. Data Collection and Evaluation Narrative

The minimum amount required was requested in this category. Our city has a strong crime analysis and financial team who can perform most of the data collection and evaluation internally. They will seek assistance from external partners if needed.

6a. Equipment/Fixed Assets

Description of Equipment/Fixed Assets	Calculation for Expense	Total
		$0.00

			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
		TOTALS	**$0.00**

6b. Equipment/Fixed Assets Narrative

N/A

7a. Financial Audit

Description	Calculation for Expense	Total
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTAL	**$0.00**

7b. Financial Audit) Narrative:

N/A

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

Description	Calculation for Expense	Total
ORT training/conferences	California OR crime association conference	$5,500.00
RTCC training/conferences	CCIAA Training conference, and RTCC in state training	$15,000.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTAL	**$20,500.00**

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

California Organized Retail Crime Association, hosts an annual conference to train and collaborate with various stakeholders. The department has sent employees to this conference in the past and it has been beneficial. We intend to increase the number of employees sent annually. California crime and intelligence analysts association host an annual conference our crime analysts attend annually. We intend to send the newly hired RTCC employees to this as well.

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*	

	TOTAL	$0	$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.*

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.**

IRVINE POLICE
DEPARTMENT

MICHAEL KENT
CHIEF OF POLICE

1 Civic Center Plaza, Irvine, CA 92606 | 949-724-7000 | irvinepd.org

JUNE 29, 2023

TO: BOARD OF STATE AND COMMUNITY CORRECTIONS
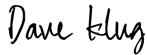
FROM: IRVINE POLICE DEPARTMENT
            THE IRVINE COMPANY

SUBJECT: LOCAL IMPACT LETTER

The Irvine Police Departments intends to submit for funding under the Organized Retail Theft (ORT) Prevention Grant Program. The State Budget Act of 2022 established this grant program with the objective of supporting local law enforcement agencies in preventing and responding to ORT, motor vehicle or motor vehicle accessory theft, and cargo theft.

If awarded funding, we plan to establish a Real-Time Crime Center (RTCC). RTCC analysts can provide real-time situational awareness to responding officers and gather investigative leads and/or assist directly with the apprehension of criminal suspects.

Our establishment of an RTCC may assist in successfully identifying suspects which could lead to increased apprehensions in residential and commercial properties owned by the Irvine Company. The grant application process requires us to identify stakeholders that may be impacted by the grant awards and supply a jointly signed impact letter.

DocuSigned by:

Dave Klug

21143CD5801B441...

Irvine Police Department

DocuSigned by:

Bill O'Leary

92349FAECEAB468...

Irvine Company

"In Partnership with the Community"

Bias-Based Policing

308.1   PURPOSE AND SCOPE
This policy provides guidance to department members that affirms the Irvine 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).

308.1.1   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).

308.2   POLICY
The Irvine 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.

308.3   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.

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

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

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

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

308.4 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.

308.4.1 REASON FOR CONTACT

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

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

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

308.4.2 REPORTING OF STOPS

The reporting requirements under this section will take effect on January 1, 2022.

Unless an exception applies under 11 CCR 999.227, an officer conducting a detention or search of a person shall collect the data elements required by 11 CCR 999.226 for every person detained and/or searched and prepare a stop data report. When multiple officers conduct a detention or search, the officer with the highest level of engagement, up until custody, with the person shall collect the data elements and prepare the report (11 CCR 999.227).

If multiple agencies are involved in a reportable stop and the Irvine Police Department is the primary agency, the primary Irvine 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).

308.5 SUPERVISOR RESPONSIBILITIES

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

308.6 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

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

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

308.7 TRAINING

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

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

(b)   Pending participation in such POST-approved training and at all times, all members of this department are encouraged to familiarize themselves with and consider racial and cultural differences among members of this community.

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

Public Safety Video Surveillance System

438.1 PURPOSE AND SCOPE

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

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

438.2 POLICY

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

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

438.3 OPERATIONAL GUIDELINES

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

438.3.1 PLACEMENT AND MONITORING

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

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

(a) To prevent, deter and identify criminal activity.

(b) To target identified areas of gang and narcotics complaints or activity.

(c) To respond to critical incidents.

(d) To assist in identifying, apprehending and prosecuting offenders.

(e)   To document officer and offender conduct during interactions to safeguard the rights of the public and officers

(f)   To augment resources in a cost-effective manner.

(g)   To monitor pedestrian and vehicle traffic activity.

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

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

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

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

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

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

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

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

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

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

438.5 STORAGE AND RETENTION OF MEDIA

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

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

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

438.5.1 EVIDENTIARY INTEGRITY

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

438.6 RELEASE OF VIDEO IMAGES

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

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

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

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

438.7 TRAINING

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