

Title	<b>Santa Barbara County Sheriff's Office</b>	07/07/2023
	by <b>Juan Camarena</b> in <b>Organized Retail Theft Prevention Grant Program</b>	id. 41334691
	jmc2819@sbsheriff.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)      **Santa Barbara County Sheriff's Office**

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.**

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Lead Public Agency **Santa Barbara County Sheriff's Office**

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Applicant's Physical Address **4434 Calle Real  
Santa Barbara  
CA  
93160  
US**

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Applicant's Mailing Address (if different than the physical address) **P.O. Box 6427  
Santa Barbara  
CA  
93160  
US**

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Mailing Address for Payment **P.O. Box 6427  
Santa Barbara  
CA  
93160  
US**

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Tax Identification Number **95-6002833**

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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.**

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Project Director **Juan  
Camarena**

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Project Director's Title with Agency/Department/Organization **Lieutenant**

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Project Director's Physical Address **4434 Calle Real  
Santa Barbara  
CA  
93160  
US**

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Project Director's  
Email Address **jmc2819@sbsheriff.org**

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Project Director's  
Phone Number **+18053198911**

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Financial Officer **Hope  
Vasquez**

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Financial Officer's  
Title with  
Agency/Department/Organization **Chief Financial Officer**

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Financial Officer's  
Physical Address **4434 Calle Real  
Santa Barbara  
CA  
93160  
US**

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Financial Officer's  
Email Address **hmv3606@sbsheriff.org**

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Financial Officer's  
Phone Number **+18056814299**

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Day-To-Day Program  
Contact **Juan  
Camarena**

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Day-To-Day Program  
Contact's Title **Lieutenant**

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Day-To-Day Program  
Contact's Physical  
Address **4434 Calle Real  
Santa Barbara  
CA  
93160  
US**

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Day-To-Day Program  
Contact's Email  
Address **jmc2819@sbsheriff.org**

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Day-To-Day Program  
Contact's Phone  
Number **+18053198911**

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Day-To-Day Fiscal  
Contact **William  
Coulson**

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Day-To-Day Fiscal  
Contact's Title **Fiscal Officer/ Santa Barbara Sheriff's Office**

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Day-To-Day Fiscal Contact's Physical Address	<b>4434 Calle Real Santa Barbara CA 93160 US</b>
Day-To-Day Fiscal Contact's Email Address	<b>wlc5161@sbsheriff.org</b>
Day-To-Day Fiscal Contact's Phone Number	<b>+18056814085</b>
Name of Authorized Officer	<b>Bill Brown</b>
Authorized Officer's Title	<b>Sheriff</b>
Authorized Officer's Physical Address	<b>4434 Calle Real Santa Barbara CA 93160 US</b>
Authorized Officer's Email Address	<b>wfb4029@sbsheriff.org</b>
Authorized Officer's Phone Number	<b>+18056814290</b>
Authorized Officer Assurances	<b>checked</b>
SECTION III - PROGRAM INFORMATION	<b>This section requests a Project Title, Proposal Summary description, Program Purpose Area(s) selection, and Scope Funding Category selection.</b>
Project Title	<b>Organized Retail Theft Prevention Grant Program</b>
Proposal Summary	<b>The proposed project aims at tackling the rising issues of catalytic converter theft, organized retail theft, and agriculture vehicle theft. There has been a surge in recent years of these crimes, leading to substantial financial losses and a significant impact on the safety and security of our communities. Through the acquisition of cutting-edge technology and equipment, this project will enable us to proactively deter criminal activities and effectively respond to incidents, fostering a safer environment for businesses and individuals alike. The proposed project represents a comprehensive and proactive approach to tackle these crimes.</b>

**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.**

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**Program Purpose  
Areas (PPAs):**

**PPA 1: Organized Retail Theft  
PPA 2: Motor Vehicle or Motor Vehicle Accessory Theft**

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**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.**

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**Funding Category**

**Medium Scope (Up to \$6,125,000)**

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**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.**

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**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).**

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Project Need

**Santa Barbara County is a vibrant and diverse community that is currently facing a significant threat to its safety and economic stability due to the theft of catalytic converters, agriculture vehicle thefts, and organized retail theft. Santa Barbara County is located approximately 100 miles north of Los Angeles and 300 miles south of San Francisco. Santa Barbara County is approximately 2,744 square land miles with 118 miles of coastline and approximately 443,837 population. The county has two distinct regions, the northern half of the county is more agriculture, and the southern portion of the county is coastal and denser population. Eight incorporated cities are located within the County: Santa Barbara, Santa Maria, Lompoc, Goleta, Carpinteria, Guadalupe, Solvang and Buellton and unincorporated towns of Montecito, Orcutt and Summerland.**

**In recent years, catalytic converter thefts have become a rampant problem in Santa Barbara County. The precious metal within these emission control devices makes them a prime target for thieves**

resulting in significant financial losses for individuals, businesses, and communities. The theft of catalytic converters often occurs in public areas, posing a threat to individuals and community safety.

Organized retail theft poses significant challenges to businesses, undermining their profitability, sustainability, and growth. While the problem is most commonly associated with shoplifting, it extends well beyond into associated organized criminal activity. Commercial and residential burglary, vehicle burglary, identity theft, credit card, and selling or distribution of stolen property are part of a bigger picture that finance ongoing criminal operations (California Highway Patrol 2023).

The theft of agriculture vehicles such as tractors and all-terrain vehicles not only caused financial losses, it also paralyzes their production of commercial goods in the form of food. The losses require time and money to replace, fix and/or recover the equipment and can result in a complete loss of crops.

Several conditions contribute to the need for addressing of catalytic converter theft, agriculture vehicle theft and organized retail theft. The Santa Barbara County Sheriff's Office lacks dedicated personnel, private partnerships, and has outdated technologies to address these crimes. Lack of staffing, private partnerships, and limited access to advanced technology creates vulnerabilities that criminals exploit.

The lack of dedicated staff not only compromises the ability to deter crime but hampers investigations and the timely apprehension of offenders, leading to the uptick in catalytic converters, agriculture vehicles, and organized retail thefts. Having dedicated staff to prevent and combat organized retail theft, will give us the ability to proactively address it, foster community trust, and ensure the safety and security of our community.

Santa Barbara County Sheriff's Office lacks the technology that can assist in the prevention of thefts. In order to meet the workload and combat organized retail theft, agriculture vehicles theft, and catalytic converters theft, technology will give up the edge to be more efficient. We struggle to collect, analyze, and utilize data effectively, impeding the ability to identify crime patterns and allocate resources efficiently. The lack of technology not only hampers investigations but affects the timeliness and accuracy of information sharing. This can result in missed opportunities to intercept criminals, prevent criminal activity, and disrupt organized crime networks.

The absence of private partnerships has a significant impact on the prevention of crime, limiting the resources, and collaborative efforts necessary to effectively combat and deter criminal activities. Private sector engagement is vital in augmenting the capabilities of law enforcement agencies, as it brings diverse perspectives, specialized knowledge, and additional resources to the table.

The crime data from the Santa Barbara County Sheriff's Office provides specific statistics on the catalytic converter theft, agriculture vehicles theft, and organized retail theft, highlighting the scale of the problem and the need for targeted interventions. Organized retail theft consists of commercial and residential burglary, vehicle burglary, identity theft, credit card fraud, forgery, and fencing (selling or distribution of) stolen property (California Highway Patrol 2023).

According to the Santa Barbara County Sheriff's Office stats report 2021, there was a 275% increase in catalytic converters thefts compared to the 2020 report. The aftermath of catalytic converter thefts includes financial burdens on victims, reduced mobility, environmental hazards caused by increased vehicle emissions, and strained law enforcement resources. Thieves target catalytic converters because they are easy to remove and can be sold for a hefty price.

Santa Barbara County Sheriff's Office data on vehicle burglaries reveals a concerning trend that calls for immediate attention and the allocation of grant funds. While in 2021 there was a -7.14% slight decrease in vehicle burglaries compared to the 2022 stats report. Residential and commercial burglaries pose a significant threat to the well-being and security of our community. While in 2022 there was a -15.92% slight decrease in residential and commercial burglaries compared to the 2021 stats report, the numbers remain alarmingly high. These burglaries not only result in financial losses for individuals and businesses but also have a profound impact on the sense of safety and trust within our community.

An uptick in burglaries in wealthier Santa Barbara neighborhoods has been traced to the South American Theft Group (SATG). SATG are coming to the United States pretending to be tourists before burglarizing homes throughout Southern California including Santa Barbara County. They are involved in all types of crime not just residential burglaries; they break into vehicles and steal credit cards to make fraudulent purchases at retail markets. According to the Santa Barbara County Sheriff's Office stats report 2021, there was a 150% increase in burglaries in wealthier Santa Barbara neighborhoods compared to the 2020 report. This criminal group's activities can have far-reaching consequences, including financial losses, property damage, and potential risks to public safety.

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#### Project Description

The proposed project aims at tackling the rising issues of catalytic converter theft, organized retail theft, and agriculture vehicle theft. By implementing a comprehensive approach that incorporates a combination of technological solutions, fostering community engagement, forging private partnerships, collaborating with law enforcement agencies, and providing advanced training. The duration of the project will span three years, allowing for the implementation, evaluation and refinement of the proposed strategies.



The areas that have been selected to receive our targeted comprehensive approach to combating these crimes are based on various factors such as the prevalence of these types of thefts, the potential impact on society and the economy, and the vulnerability of specific regions or communities. Let's examine each target area and population in more detail:

Urban areas with a high incidence of catalytic converter thefts, such as Goleta and Santa Maria which has a significant number of catalytic converter thefts are one of the primary target areas. Targeting these areas aims to reduce the overall number of thefts and disrupt the illegal market for stolen catalytic converters.

Retail stores and commercial establishments that are prone to organized retail theft are another target population. These include all retail businesses throughout Santa Barbara County, such as electronics, clothing, and consumer goods. By focusing on these establishments, the project aims to prevent thefts, protect businesses, and discourage organized criminal networks from operating in these areas.

Rural and agricultural communities, where agriculture vehicles like tractors and other farm equipment are commonly used, are a target population for preventing agriculture vehicle thefts. By addressing this issue in rural areas, the project aims to safeguard the agricultural sector, support farmers, and preserve food production.

The selection of these target areas and populations is based on the need to address specific types of thefts that pose significant economic and societal challenges. By focusing efforts on these areas, the project can maximize its impact by targeting the sources of theft and the demand for stolen goods. Additionally, prioritizing areas with a higher prevalence of thefts and vulnerable communities helps allocate resources effectively and efficiently to prevent future incidents and reduce the overall impact of these crimes.

#### **Project Goals:**

- 1. Reduce catalytic converter theft:** Develop strategies and implement technological solutions to deter and prevent the theft of catalytic converters, which have become a lucrative target due to the valuable metals they contain.
- 2. Combat organized retail theft:** Establish measures to counter organized retail theft, which poses significant financial losses to businesses and can disrupt local economies.
- 3. Mitigate agriculture vehicles theft:** Implement initiatives to protect agricultural equipment and vehicles, ensuring the stability and productivity of the agriculture sector.

#### **Project Objectives:**

- 1. Implementing security measures and raising awareness among vehicle owners, repair shops, and scrap metal dealers.**
- 2. Mitigate the theft of agricultural vehicles through the utilization of**

tracking technologies, improved site security, and community surveillance networks.

3. Enhancing law enforcement efforts through increased rural area patrols, targeted investigations, and coordination with retailers and community organizations.

4. Foster a collaborative environment between law enforcement agencies, local businesses, and community members to share information, report suspicious activities, and facilitate effective response.

5. Implement advanced surveillance technologies such as automated license plate reader (ALPR) to monitor vulnerable areas and detect suspicious activities in real-time.

**Project Components:**

**a. Technological Solutions:**

**Deploy surveillance systems:** Install automated license plate readers (ALPR), video analytics, and facial recognition software in targeted areas to aid in the identification and tracking of criminals. Video analytics involves using advanced algorithms to analyze video footage and extract valuable information automatically. The ALPRs allows law enforcement agencies to identify and compare plates against those cars driven by people suspected of being involved in illegal activities with those of travelers. By integrating ALPR data across jurisdictions, law enforcement agencies can identify connections between different criminal activities and enhance their investigative capabilities. Facial recognition software captures and analyzes facial data from surveillance to identify individuals who have been involved in similar crimes and provide real-time alerts. Facial recognition software can be integrated with existing security systems and databases to instantly match captured faces against a database of known criminals or suspects. Facial recognition software can provide law enforcement agencies with valuable leads and evidence in theft cases.

**Utilize IoT devices:** Equip vehicles, catalytic converters, and high-value retail merchandise with GPS-enabled trackers to facilitate recovery efforts and act as a deterrent. The use of immobilization devices and GPS tracking system has been shown to be effective in preventing theft and aiding in the recovery of stolen goods.

**Develop analytics and predictive models:** Utilize data analytics to identify patterns, forecast potential crime hotspots, and enhance proactive measures. Cell phone analysis software is used in forensic investigations to extract and analyze data from mobile devices. While not directly focused on theft deterrence, cell phone analysis software can aid in identifying stolen devices, tracking criminals, or gathering evidence related to theft cases. This project will expand the agency's analytical capabilities to simplify and organize complex data in an intuitive, easy-to-understand format and analyze and process that data to pinpoint key evidence

**b. Community Engagement:**

**Conduct public awareness campaigns:** Organize workshops,

seminars, and awareness sessions to educate the public about the risks associated with catalytic converter theft, organized retail theft, and agriculture vehicle theft, as well as prevention strategies. Community awareness programs have resulted in increased vigilance and timely reporting of thefts, leading to a higher recovery rate of stolen vehicles.

**c. Private Partnership:**

**Foster relationships with retailers and businesses:** Encourage businesses to enhance security measures, implement inventory control systems, and establish protocols for reporting and sharing information on organized retail theft.

**Collaborate with repair shops:** Work closely with repair shops to implement secure storage areas and establish best practices for identifying and handling suspicious transactions.

**Collaborate with scrap metal dealers:** Engage and work with scrap metal dealers to enhance record-keeping practices and enforce stricter regulations for purchasing catalytic converters.

**d. Law Enforcement Collaboration:**

**Enhance data sharing:** Implement secure platforms for sharing relevant data, including stolen vehicle and property databases, to aid in investigations and recovery efforts.

**Streamline reporting processes:** Develop streamlined procedures for victims and witnesses to report thefts, ensuring prompt and efficient response by law enforcement agencies.

**Advocate:** Advocate for increased penalties and stricter regulations targeting theft-related offenses.

**e. Advanced Training:**

**Law enforcement training:** Provide specialized training to law enforcement personnel on identifying and investigating catalytic converter theft, organized retail theft, and agriculture vehicle theft, including advanced forensic techniques and evidence collection.

Incorporating a combination of technological solutions, fostering community engagement, forging private partnerships, collaborating with law enforcement agencies, and providing advanced training is to address and reduce the specific issues of catalytic converter theft, organized retail theft, and agriculture vehicle theft. Each element plays a crucial role in achieving the intended goals and objectives of the project. Here's an explanation of how each component contributes to the likelihood of success:

**Technological Solutions:** By developing and implementing technological solutions, such as tracking technologies, automated license plate readers, cell phone analysis software, and facial recognition software, the project aims to deter and prevent theft incidents.

**Community Engagement:** Fostering community engagement is essential as it encourages active participation and collaboration among community members, law enforcement agencies, and local

**businesses. This engagement creates a network of individuals who are aware of the issues, are vigilant, and actively report suspicious activities.**

**Private Partnerships: Collaboration with private businesses, such as repair shops, scrap metal dealers, and retailers, is crucial for effective prevention and detection of theft incidents. By raising awareness among vehicle owners, repair shops, and scrap metal dealers, the project ensures that they are knowledgeable about the risks and preventive measures.**

**Collaboration with Law Enforcement Agencies: By sharing information, retailers, community organizations, and law enforcement can collectively combat theft and respond more efficiently to incidents.**

**Advanced Training: Providing advanced training to law enforcement officers and relevant personnel equips them with the necessary skills and knowledge to address the specific challenges posed by catalytic converter theft, organized retail theft, and agriculture vehicle theft.**

**The Santa Barbara County Sheriff's Office has the following policies: Automated License Plate Reader and Bias Based Policing. These policies aim to minimize racial bias in the ALPR policy and ensure that the technology is used in a manner that respects civil rights and promotes fair and equal treatment of individuals. The Santa Barbara Sheriff's Office will adopt a facial recognition policy that establishes rules and procedures for when and how the technology can be used by the Sheriff Department. This policy will ensure that facial recognition technology is used ethically, responsibly, and within the boundaries of the law. The policy will establish a framework that balances the potential benefits of the technology with the protection of civil liberties and privacy. The policy will ensure responsible and accountable use of facial recognition technology within the department's operations will have standards, guidelines, and recommendations for the collection, access, use, dissemination, retention, and purging of images.**

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Project  
Organizational  
Capacity and  
Coordination

**The Santa Barbara County Sheriff's Office has the ability to implement the proposed project through effective project management and oversight. Our staff have the expertise in crime prevention, community engagement, project management, and data analysis.**

**The Santa Barbara County Sheriff's Office (SBSO) will dedicate a lieutenant to manage the project. The lieutenant has extensive experience in planning, execution of plans, and monitoring projects. By leveraging the lieutenant management experience, comprehensive planning, effective communication, robust monitoring, the SBSO demonstrates a strong ability to implement the proposed project with project management and oversight to ensure successful outcomes.**

The required staffing will consist of two full-time detectives, one full-time crime analyst and a ¼-time cost analyst. Here's a short description of the staffing requirements, qualifications, and training for each role:

**Detectives:**

Possesses the following:

- Proficient in analyzing crime scenes, collecting evidence, and connecting different pieces of information to build a comprehensive case.
- Able to identify patterns, solving complex cases, and adapting to evolving situations.

**Crime Analyst:**

Possesses the following:

- A deep understanding of data analysis techniques, research methodologies, and crime theories.
- Proficient in using analytical software and tools to examine large datasets, identify trends, patterns, and correlations.
- Strong critical thinking skills to draw meaningful conclusions from data.

**Cost Analyst:**

Our cost analyst will be instrumental in managing and optimizing the financial aspects of the proposed project grant. Their skills in budgeting, financial analysis, fund management, and reporting contribute to the success and sustainability of the proposed project grant.

After the grant has been awarded Santa Barbara Sheriff's Office (SBSO) will begin the process in selecting partners within the retail organizations, agricultural organizations, community groups, automotive dealers, and metal recyclers. SBSO will reach out to potential partners, such as an organization or individuals, who can contribute to the successful implementation of the proposed project. SBSO will use a selection process that involves reviewing partner proposals, conducting interviews or meetings, checking references, and assessing the compatibility of the potential partners with the project objectives.

Contracts or memorandums of understanding with partner agencies will be executed within six months of grant funding approval. The project implementation plan will commence immediately after securing these agreements.

The management structure will consist of the following positions:

**Project Management:** The project manager will oversee the entire initiative, ensuring effective planning, implementation, and coordination of efforts. The cost analyst will make sure the project is complying with the financial requirements.

**Task Force Team:** The project will establish specialized task force

team which consist of the two full time detective and the crime analysts. The team will focus on the prevention and combating catalytic converter theft, organized retail theft, and agriculture vehicle theft.

**Stakeholders:** The management structure will also involve engaging relevant stakeholders, such as retail organizations, agricultural organizations, and community organizations.

The decision-making process for the project will be inclusive, data-driven, and guided by a clear set of principles. The project manager, in consultation with the task force team and relevant stakeholders, will make decisions aligned with the project goals and designed to maximize the project's impact while considering any constraints or limitations.

We have developed a sustainability plan to ensure the project's continuity after the grant funds expire. The plan includes seeking additional funding from local government, private foundations, and corporate sponsorships, by highlighting its benefits and potential impact on their operations and community. We will explore opportunities for integrating the successful strategies and interventions into existing community programs and initiatives, enabling long-term prevention efforts. We will collaborate on joint initiatives, share resources, and leverage existing networks to address theft prevention effectively.

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## Project Evaluation and Monitoring

**Determining the qualified internal staff and external partners for project evaluation requires careful consideration and a systematic approach. Below is a plan to identify partners, as well as how monitoring activities can be incorporated throughout the different phases of the project, including implementation, service delivery, and data evaluation closeout:**

### **Internal Staff Selection:**

We will evaluate the qualifications, skills, and experience of potential internal staff members to ensure they possess the necessary expertise to conduct the project evaluation effectively.

### **External Partner Selection:**

We will conduct a comprehensive search for external evaluation partners such as consulting firms, research institutions, or independent evaluators. Assess the qualifications, expertise, and credibility of potential external partners.

### **Incorporating Monitoring Activities:**

We will develop a monitoring plan that outlines the project objectives and milestones to be tracked during project implementation. Establish a monitoring framework to track the delivery of services and assess their quality and effectiveness.

Process measures and outcome measures have been identified to ensure the project's effectiveness and alignment with the grant

program's intent. Process measures will focus on the implementation of specific activities and services, while outcome measures will assess the project's impact on reducing thefts. These measures are quantifiable, verifiable, and directly linked to the project objectives outlined in the Project Work Plan.

A preliminary plan for monitoring the project will be developed to ensure that all components are implemented as intended. Regular site visits, progress reports, and performance evaluations will be conducted to monitor the project's adherence to the established timeline, quality standards, and desired outcomes. The preliminary plan for monitoring the project will contain:

- Determining initial performance levels for each identified project objective.
- A framework to collect and analyze relevant data on a regular basis by using project data analytics tools.
- A reporting mechanism that outlines the monitoring findings and presents them to relevant stakeholders.
- Scheduled periodic inspections to ensure the implementation aligns with the intended plans and specifications.

The preliminary plan for data collection and evaluation includes establishing a baseline data related to the identified process and outcome measures listed in the work plan. Data will be collected through various sources, including crime reports, surveys, and interviews. The following data collection and evaluation preliminary plan will be implemented:

**Data Collection Methodology:** Data will be collected through surveys, interviews, observations, data logging, and using existing data sources.

**Data Analysis Techniques:** Data analysis techniques include statistical analysis, qualitative analysis, or data visualization techniques.

**Establishing Baseline Data:** Initial data will be collected to establish baseline values.

**Ongoing Data Collection:** Data collection will be continuous throughout the project's lifecycle to monitor progress and assess the impact of the interventions.

**Continuous Evaluation and Improvement:** The data collection and evaluation process will be done regularly to identify areas for improvement. We will incorporate lessons learned to refine the data collection plan, and analysis techniques.

The research methodology used to assess the strategies implemented have achieved the intended outcomes will employ a mixed-methods approach and combining quantitative data analysis with qualitative assessments. Below is a general framework outline for our research methodology:

- Review the establish measurable objective strategies and the

outcome expected.

- Collect the data to be measured.
- Conduct statistical analysis by comparing between the intervention and control groups, as well as pre- and post-intervention analyses which help determine the strategy's impact.
- Interpreting the findings and determining whether the strategy achieved the intended outcomes.
- Communicating the findings to relevant stakeholders, such as project sponsors, management, and the public in a clear and transparent report.

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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.**

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Budget Attachment

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

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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**

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Project Work Plan (Appendix B)

[Project-Work-Plan-ORT.docx](#)

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Grantee Assurance for Non-Governmental Organizations (Appendix D)

[Grantee-Assurance\\_for\\_Non-Governmental\\_Organizations.pdf](#)

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Local Impact Letter(s) (Appendix E)

[Local\\_Letter\\_of\\_Impact-Agreement.pdf](#)

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

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Policies Limiting Racial Bias

[Bias-Based\\_Policing.pdf](#)

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Policies on Surveillance Technology

[Automated\\_License\\_Plate\\_Readers-ALPRS.pdf](#)

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

[Certification\\_of\\_Compliance\\_with\\_BSCC\\_Policies\\_on\\_Debarment.pdf](#)

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OPTIONAL: n/a

Governing Board  
Resolution (Appendix  
H)

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OPTIONAL:  
Bibliography

**Organized Retail Program. Organized retail theft program. (n.d.). California Highway Patrol (CHP) <https://www.chp.ca.gov/notify-chp/organized-retail-theft-program>) 2023.**

**"Asset Tracking and Inventory Management: Solutions for Improving Operational Efficiency" by Aldrich (2018). The research explores the benefits of using GPS tracking and asset management technologies in deterring theft and improving operational efficiency in various industries.**

**National Crime Prevention Council. (n.d.). Community Engagement in Crime Prevention: A Resource Guide. Retrieved from <https://www.ncpc.org/topics/community-engagement/> The National Crime Prevention Council provides a comprehensive resource guide on community engagement in crime prevention. It includes information, case studies, and practical tips for implementing effective community engagement strategies to deter theft and enhance community safety.**

**National Institute of Justice (NIJ). (2016). Police Training: The Effects of Different Approaches. U.S. Department of Justice. (URL: <https://www.ncjrs.gov/pdffiles1/nij/249895.pdf>). This report by the NIJ explores the effects of different police training approaches on officer behavior, crime reduction, and public safety. It highlights the importance of advanced and evidence-based training in improving law enforcement practices, including theft deterrence.**

**"The Role of Public-Private Partnerships in Combating Organized Retail Crime" by the National Retail Federation (NRF) - This report explores the role of public-private partnerships in addressing organized retail crime and presents case studies showcasing successful collaborations between retailers, law enforcement agencies, and other stakeholders.**

**"Community Policing to Reduce Burglary: A Meta-Analysis" by David L. Weisburd, Cody W. Telep, and Charlotte Gill (2017) - This meta-analysis focuses on community policing approaches, which often involve collaboration between law enforcement agencies and local communities. It reveals that community policing efforts can have a positive impact on reducing burglary and theft.**

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CONFIDENTIALITY  
NOTICE:

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

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## Appendix B: Project Work Plan

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

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

(1) Goal:	> <b>Reduce Catalytic converter theft.</b>
Objectives (A., B., etc.)	<p>&gt; A. Implementing security measures and raising awareness among vehicle owners, repair shops, and scrap metal dealers.</p> <p>B. Foster a collaborative environment between law enforcement agencies, local businesses, and community members to share information, report suspicious activities, and facilitate effective response.</p> <p>C. Implement advanced surveillance technologies such as automated license plate reader (ALPR) to monitor vulnerable areas and detect suspicious activities in real-time.</p>
Process Measures and Outcome Measures:	<p>&gt; <b>Process Measures:</b> Number of security trainings conducted for vehicle owners, repair shops, and scrap metal dealers. Number of awareness campaigns conducted to promote security practices. Number of partnerships established with relevant organizations, such as automobile associations or industry groups, to collaborate on security initiatives. Percentage of local businesses and community members trained on recognizing and reporting suspicious activities. Number of meetings or workshops held between law enforcement agencies, local businesses, and community members. Number of ALPR systems deployed in vulnerable areas. Integration of ALPR systems with existing law enforcement infrastructure.</p> <p><b>Outcome Measures:</b> Increase in the number of vehicles equipped with security features, such as alarms or tracking devices. Reduction in catalytic converter theft rates within the targeted areas. Increase in the number</p>

	of successful investigations and arrests due to collaborative efforts. Improvement in community engagement and participation in crime prevention efforts. Increase in the detection and identification of suspicious or stolen vehicles. Increase in the number of arrests or interdictions resulting from ALPR system alerts.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
> Develop strategies and implement technological solutions to deter and prevent the theft of catalytic converters. Implementing security measures and raising awareness among vehicle owners, repair shops, and scrap metal dealers. Organize regular meetings and discussions to share information, experiences, and strategies for combating catalytic converter theft. Install ALPR systems in strategic locations, including parking lots, scrapyards, and other potential target areas. Utilize social media platforms to disseminate information, tips, and success stories related to preventing catalytic converter theft. Advocate for stricter laws and penalties specifically targeting catalytic converter theft.	> Criminal Investigation Bureau Sergeant	> October 2023	> December 2026
List data and sources to be used to measure outcomes: > Police reports and crime statistics: Data on reported catalytic converter theft, recoveries, and arrests. Surveys and questionnaires: Conducting surveys among vehicle owners, repair shops, and scrap metal dealers to gauge their adoption of security measures and awareness levels.			

<b>(2) Goal:</b>	<b>&gt; Combat Organized Retail Theft</b>
Objectives (A., B., etc.)	> A. Investigation and intelligence gathering to target the criminal networks orchestrating organized retail theft. B. Strengthening prevention and deterrence measures to deter potential offenders. C. Developing partnerships with retailers to implement preventive measures such as employee training programs.

Process Measures and Outcome Measures:	<p>&gt; <b>Process Measures:</b> Number of organized retail theft cases investigated annually. Timeliness of investigations, measured by average duration from case initiation to arrest or disruption of criminal networks. Number of partnerships established with retailers for the implementation of preventive measures and employee training programs.</p> <p><b>Outcome Measures:</b> Number of organized retail theft networks dismantled or disrupted. Reduction in the number of reported organized retail theft incidents. Reduction in the occurrence of organized retail theft incidents within a specified timeframe. Increase in the number of reported suspicious activities by the public.</p>		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
> Conducting comprehensive investigations into organized retail theft cases, including gathering evidence, identifying key individuals and networks involved, and mapping their operations to disrupt their activities effectively. Partnering with retailers, community organizations, and media outlets to raise public awareness about the impact of organized retail theft and its consequences. Conduct regular patrols and increase visibility in high-risk retail areas to deter potential offenders.	> Criminal Investigation Bureau Sergeant	> October 2023	> December 2026
List data and sources to be used to measure outcomes: > Law enforcement records and databases of organized retail theft cases. Arrest and conviction records of individuals involved in organized retail theft. Percentage of investigations resulting in the identification of key individuals and networks. Timeliness of investigations measured by average duration from case initiation to arrest or disruption of criminal networks.			

<b>(3) Goal:</b>	> <b>Mitigate agriculture vehicles theft.</b>
Objectives (A., B., etc.)	> A. Mitigate the theft of agriculture vehicles through the utilization of tracking technologies, improve site security and community surveillance networks.

	<p>B. Enhancing law enforcement efforts through increased rural area patrols, targeted investigations, and coordination with retailers and community organizations.</p> <p>C. Implement advanced surveillance technologies such as automated license plate reader (ALPR) to monitor vulnerable areas and detect suspicious activities in real-time.</p>		
<p>Process Measures and Outcome Measures:</p>	<p>&gt; <b>Process Measures:</b> Installation of tracking technologies on agriculture vehicles within a specified timeframe. Training sessions and workshops conducted to educate farmers and agricultural vehicle operators on the importance of utilizing tracking technologies and implementing security measures. Increase the number and frequency of law enforcement patrols in rural areas. Develop a strategic plan for targeted investigations into agriculture vehicle thefts. Installation and integration of automated license plate readers in vulnerable areas within a specified timeframe.</p> <p><b>Outcome Measures:</b> Reduction in the number of reported agriculture vehicle thefts within a specific time period. Increase in the recovery rate of stolen agriculture vehicles due to the utilization of tracking technologies. Enhanced farmer confidence and satisfaction with the implemented measures, measured through surveys or feedback mechanisms. Decrease in the number of agriculture vehicle thefts reported in rural areas. Increase in the number of agriculture vehicle theft cases solved or leading to arrests. Increase in the detection and prevention of suspicious activities related to agriculture vehicle thefts through the use of ALPR technology.</p>		
<p>Project activities that support the identified goal and objectives:</p>	<p>Responsible staff/partners</p>	<p>Timeline</p>	
<p>&gt; Implement initiatives to protect agricultural equipment and vehicles. Conduct a comprehensive assessment of agriculture vehicle theft patterns and vulnerable areas. Research and select suitable tracking technologies for agriculture vehicles. Procure and install tracking devices on agriculture vehicles. Analyze crime data and trends related to agriculture vehicle thefts in rural areas. Develop a strategic plan for increased rural area patrols. Implement intelligence-led policing strategies to target known offenders and high-risk areas. Conduct a comprehensive assessment of vulnerable areas and high-crime zones. Research and select suitable automated</p>	<p>&gt; Criminal Investigation Bureau Sergeant</p>	<p>&gt; October 2023</p>	<p>&gt; December 2026</p>

license plate reader (ALPR) systems. Procure and install ALPR systems in strategic locations.			
List data and sources to be used to measure outcomes: > Number of reported agriculture vehicle thefts before and after the implementation of tracking technologies. Recovery rate of stolen agriculture vehicles equipped with tracking technologies. Data on successful prevention of agriculture vehicle thefts through community surveillance networks. Number of reported agriculture vehicle thefts in rural areas. Number of agriculture vehicle theft cases solved or leading to arrests. Number of detected suspicious activities related to agriculture vehicle thefts through ALPR technology.			

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

**Name of Applicant:** Santa Barbara County Sheriff's 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	\$2,319,900.00
2. Services and Supplies	\$357,400.00
3. Professional Services or Public Agencies	\$0.00
4. Non-Governmental Organization (NGO) Subcontracts	\$0.00
5. Data Collection and Evaluation	\$200,000.00
6. Equipment/Fixed Assets	\$2,214,000.00
7. Financial Audit (Up to \$25,000)	\$25,000.00
8. Other (Travel, Training, etc.)	\$175,500.00
9. Indirect Costs	\$231,990.00
<b>TOTAL</b>	<b>\$5,523,790.00</b>

**1a. Salaries & Benefits**

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
Sheriff Detective FY23/24 - FY26/27	2 FTEs with 100% Benefits (FY23/24 (\$225,200 x 2FTEs x (9/12) = \$337,800) ; (FY24/25 (232,000 x 2FTEs = \$464,000) ; (FY25/26 (\$239,000 x 2FTEs = \$478,000) ; (FY26/27 (\$246,200 x 2FTEs x (6/12) = \$246,200	\$1,526,000.00
Crime Analyst FY23/24 - FY26/27	1 FTEs with 100% Benefits (FY23/24 (\$170,600 x (9/12) = \$128,000) ; (FY24/25 = \$175,700) ; (FY25/26 = \$181,000) ; (FY26/27 (\$186,400 x (6/12) = \$93,200)	\$577,900.00
Cost Analyst FY23-24 - FY26/27	0.10 FTE with 100% Benefits (FY23/24 (\$191,400 x 0.10FTE x (9/12) = \$14,400) ; (FY24/25 (\$197,100 x 0.10FTE = \$19,700) ; (FY25/26 (\$203,000 x 0.10FTE = \$20,300) ; (FY26/27 (\$209,100 x 0.10FTE x (6/12) = \$10,500)	\$64,900.00
Auxiliary Sheriff Detective Overtime FY23/24 - FY26/27	Overtime Rate as follows: (FY23/24 (\$85.35 x 400hrs = \$34,100) ; (FY24/25 (\$87.91 x 520hrs = \$45,700) ; (FY25/26 (\$90.55 x 520hrs = \$47,100) ; (FY26/27 (\$93.26 x 260hrs = \$24,200)	\$151,100.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
<b>TOTAL</b>		<b>\$2,319,900.00</b>

**1b. Salaries & Benefits Narrative:**

These funds will be utilized to fund two Sheriff Detectives, one Crime Analyst, and 10 percent of a Cost Analyst. The two two detectives who are responsible for conducting investigations, gather evidence, and ensure the successful resolution of criminal cases. The crime analyst in collecting, analyzing, and interpreting crime data to provide insights and support investigative efforts. The cost analyst expertise will be instrumental in managing and optimizing the financial aspects of the proposed project grant.

Two Sheriff Detectives cost is calculated as follows: For FY23/24 – Annual cost with 100% Benefits of \$225,200 x 2 FTEs, prorated by 9 months (Oct 2023 – Jun 2024) is \$337,800; For FY24/25 - Annual Cost with 100% Benefits of \$232,000 x 2 FTEs, including an incremental increase (Jul 2024 – Jun 2025) is \$464,000; For FY25/26 - Annual Cost with 100% Benefits of \$239,000 x 2 FTEs, including an incremental increase (Jul 2025 – Jun 2026) is \$478,000; For FY26/27 – Annual cost with 100% Benefits of \$246,200 x 2 FTEs' prorated by 6 months (Jul 2026 – Dec 2026) is \$246,200. This amount adds up to \$1,526,000 for the entirety of the Grant.

One Crime Analyst cost is calculated as follows: For FY23/24 – Annual cost with 100% Benefits of \$170,600 prorated by 9 months (Oct 2023 – Jun 2024) is \$128,000; For FY24/25 - Annual Cost with 100% Benefits, including an incremental increase (Jul 2024 – Jun 2025) is \$175,700; For FY25/26 - Annual Cost with 100% Benefits, including an incremental increase (Jul 2025 – Jun 2026) is \$181,000; For FY26/27 – Annual cost with 100% Benefits of \$186,500 prorated by 6 months (Jul 2026 – Dec 2026) is \$93,200. This amount adds up to \$577,900 for the entirety of the Grant.

Ten Percent Cost Analyst cost is calculated as follows: For FY23/24 – Annual cost with 100% Benefits of \$191,400 x 10% FTE, prorated by 9 months (Oct 2023 – Jun 2024) is \$14,400; For FY24/25 - Annual Cost with 100% Benefits of \$197,100 x 10% FTE, including an incremental increase (Jul 2024 – Jun 2025) is \$19,700; For FY25/26 - Annual Cost with 100% Benefits of \$203,000 x 10% FTE, including an incremental increase (Jul 2025 – Jun 2026) is \$20,300; For FY26/27 – Annual cost with 100% Benefits of \$209,100 x 10% FTE, prorated by 6 months (Jul 2026 – Dec 2026) is \$10,500. This amount adds up to \$64,900 for the entirety of the Grant.

Auxiliary Sheriff Detective Overtime is to assist the detectives when a case becomes particularly demanding and the two detectives are insufficient to handle the workload. Calculated as 1.5 of the existing regular hourly rate, with incremental annual increases, no benefits included. Requesting the following hours: For FY23/24: 400 hours, FY24/25: 520 hours, FY25/26: 520 hours, and FY26/27: 260hours, for a total of \$151,100.

**2a. Services and Supplies**

Description of Services or Supplies	Calculation for Expenditure	Total
Purchase of Uniform and Safety Equipment	Uniform (\$1,000), Raid vest with Armor(\$2,000), Helmet (\$1,100), Rifle (\$1,000), Bodyworn Cameras(\$1,700) for 2	\$13,600.00
Purchase electronics	Tablet and Phone x 3 with cell service x 39 months	\$9,100.00
Lease of two unmarked police vehicles	Monthly Lease of Sedan, including fuel and maintenance x 2 x 39 months	\$128,700.00
Software Subscription	Facial Recognition Software (1)	\$25,000.00
Software Subscription	Video Analysis Software with 4 year subscription	\$52,000.00
Software Subscription	Video Enhancing Software with 4 year subscription x 2 licenses	\$28,000.00
Software Subscription	Crime Mapping Software with 4 year subscription	\$37,000.00



Software Subscription	Crime Analysis Software with 4 year subscription	\$64,000.00
<b>TOTAL</b>		<b>\$357,400.00</b>

**2b. Services and Supplies Narrative:**

*This includes all the necessary uniform and safety gear that is required to complete the mission of a detective assigned to the Organized Retail Theft Prevention, and includes the lease of two unmarked police vehicles from Enterprise and the cost of fuel and maintenance. Facial recognition software captures and analyzes facial data from surveillance to identify individuals who have been involved in similar crimes and provide real-time alerts. Video analytics involves using advanced algorithms to analyze video footage and extract valuable information automatically. Video enhancing software improves video quality, better clarity and helps reduce noise and stabilize shaky video footage. Crime mapping software will help to analyze and correlate data sources to create a detailed snapshot of crime incidents and related factors within a community. Crime analysis software makes it easy to create a database of information that it used in the investigative process to ensure the accuracy of cases and limits risks.*

**3a. Professional Services**

Description of Professional Service(s)	Calculation for Expenditure	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
<b>TOTAL</b>		<b>\$0.00</b>

**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
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
<b>TOTALS</b>		<b>\$0.00</b>

**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
Local Evaluator	Contract for data collection and evaluation x 44 months	\$200,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00

		\$0.00
		\$0.00
	<b>TOTALS</b>	<b>\$200,000.00</b>

**5b. Data Collection and Evaluation Narrative**

*SBSO intends to hire an outside contractor to develop and implement an evaluation plan and assist with data collection.*

**6a. Equipment/Fixed Assets**

Description of Equipment/Fixed Assets	Calculation for Expense	Total
Purchase of vehicle radio	Vehicle radio w/encryption \$15,000 x 2	\$30,000.00
Purchase of night vision google	Night vision goggles \$12,000 x 2	\$24,000.00
Purchase of drones	Interior Drones \$30,000 x 2 and Exterior Drones \$30,000 x 2	\$120,000.00
Purchase of ALPRs	Automated License Plate Readers x 100 with 4 year subscription	\$1,285,000.00
Purchase of Cellphone Analysis Software	Cellphone Analysis Software with 4 year subscription	\$620,000.00
Purchase of cellphone blocker locker	Cellphone Security Locker \$5,500 x 2	\$11,000.00
Purchase of DNA Collection software & equipment	DNA Collection Software and equipment bundle x 2	\$104,000.00
Purchase of GPS Tracking	GPS tracking devices \$5,000 x4	\$20,000.00
	<b>TOTALS</b>	<b>\$2,214,000.00</b>

**6b. Equipment/Fixed Assets Narrative**

*Purchase of radios and encryption to outfit the two leased unmarked police vehicles. Night vision goggles reduces risk of detection and improves safety in night operations. Drones allow detectives to monitor suspicious activities from approximately 300 feet in the air without drawing attention or comprising an investigation. Automated license plate readers allows to identify and compare plates against those cars driven by people suspected of being involved in criminal activities and can quickly and accurately identify and track vehicles associated with criminal activities. Cell phone analysis software can aid in identifying stolen devices, tracking criminals, or gathering evidence related to theft cases. Cell phone security locker secures cell phones while it charge them. DNA collection software and equipment allow to collect touch DNA from any common object. GPS tracking device is effective in preventing theft and aiding in the recovery of stolen goods.*

**7a. Financial Audit**

Description	Calculation for Expense	Total
Financial Audit Contractor	Contract for an Outside Financial Auditor	\$25,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
	<b>TOTAL</b>	<b>\$25,000.00</b>

**7b. Financial Audit) Narrative:**

*SBSO intends to hire an outside financial auditor to review grant financial statements.*

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

Description	Calculation for Expense	Total
Travel and Training	3 FTEs x 9 various Trainings x \$6,500	\$175,500.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
	<b>TOTAL</b>	<b>\$175,500.00</b>

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

The training has not been identified at this time. The funds will be used to attend training to effectively operate and utilize the new technological equipment and software, and procure training materials. To attend law enforcement conferences that focuses on the latest investigative developments, trends, and best practices. The cost will include the registration fees, per diem, lodging and transportation.

**9a. Indirect Costs**

For this grant program, indirect costs may be charged using only <b>one</b> 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 <b>does not have</b> a federally approved indirect cost rate.	\$231,990	\$231,990
<i>If using Option 1) grant funds allocated to Indirect Costs may not exceed:</i>	<b>\$0</b>	
2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the organization <b>has</b> a federally approved indirect cost rate. Amount claimed may not exceed the organization's federally approved indirect cost rate.		\$0
<i>If using Option 2) grant funds allocated to Indirect Costs may not exceed:</i>	<b>\$0</b>	
<i>Please see instructions tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns <b>red</b>, please adjust it to not exceed the line-item noted.</i>	<b>TOTAL</b>	<b>\$231,990</b>
	<b>\$231,990</b>	<b>\$231,990</b>

**9b. Indirect Costs Narrative:**

10% Indirect Cost applied to total Salaries and Benefits



# Office of the Sheriff

SANTA BARBARA COUNTY

## STATIONS

### Buellton

140 W. Highway 246  
Buellton, CA 93427  
Phone (805) 656-8150

### Carpinteria

5775 Carpinteria Avenue  
Carpinteria, CA 93013  
Phone (805) 755-4452

### Isla Vista

6504 Trigo Road  
Isla Vista, CA 93117  
Phone (805) 681-4179

### Lompoc

3500 Harris Grade Road  
Lompoc, CA 93436  
Phone (805) 737-7737

### New Cuyama

70 Newsome Street  
New Cuyama, CA 93254  
Phone (661) 766-2310

### Santa Maria

812-A W. Foster Road  
Lompoc, CA 93436  
Phone (805) 934-6150

### Solvang

1745 Mission Drive  
Solvang, CA 93463  
Phone (805) 686-5000

### Sheriff - Coroner Office

66 S. San Antonio Road  
Santa Barbara, CA 93110  
Phone (805) 681-4145

### Main Jail

4436 Calle Real  
Santa Barbara, CA 93110  
Phone (805) 681-4260

### Northern Branch Jail

2301 Black Road  
Santa Maria, CA 93455  
Phone (805) 554-3100

## COURT SERVICES

### CIVIL OFFICES

#### Santa Barbara

1105 Santa Barbara Street  
P.O. Box 690  
Santa Barbara, CA 93102  
Phone (805) 568-2900

#### Santa Maria

312 E. Cook Street, "O"  
P.O. Box 5049  
Santa Maria, CA 93456  
Phone (805) 346-7430

## HEADQUARTERS

P.O. Box 6427 • 4434 Calle Real • Santa Barbara, California 93160  
Phone (805) 681-4100 • Fax (805) 681-4322  
www.sbsheriff.org

July 7, 2023

**BILL BROWN**

Sheriff - Coroner

**CRAIG BONNER**

Undersheriff

Board of State and Community Corrections  
2590 Venture Oaks Way  
Sacramento, CA 95833

Re: Letter of Agreement for the Organized Retail Theft Prevention Grant Program

To Whom it May Concern:

The Sheriff's Office is submitting an application for the Board of State and Community Corrections Organized Retail Theft Prevention Grant Program to seek funds to combat organized retail theft through targeted interventions, community engagement, and law enforcement efforts. The Sheriff's Office anticipates the proposed project may have significant impacts on the Santa Barbara County District Attorney's office.

It is anticipated that the project will result in an increase in the number of arrest referrals made to the Santa Barbara District Attorney's Office for prosecution. The district attorney's office will be responsible for reviewing the arrest referrals, evaluating the evidence, and prosecuting the cases in accordance with the law. To effectively address these impacts, the Sheriff's Office and the District Attorney's Office agree to work together in a collaborative and coordinated manner. To ensure effective collaboration, representatives from the Sheriff's Office and the District Attorney's Office will hold regular meetings to discuss case referrals, progress, and any challenges encountered during the process.

Santa Barbara County Sheriff Bill Brown and the Santa Barbara County District Attorney John Savrnock are pleased to submit this Letter of Agreement to address the project's impact on the District Attorney's Office. We look forward to the successful implementation of the Organized Retail Theft Prevention Grant Program and the positive outcomes it will bring to the communities we serve.

Sincerely,



**BILL BROWN**  
Sheriff-Coroner

Agreed and Accepted:  
Santa Barbara County Sheriff's Office



BILL BROWN  
Sheriff-Coroner

Date: 7-7-23

Agreed and Accepted:  
County of Santa Barbara District Attorney



JOHN SAVRNOCH  
District Attorney

Date: 7/7/23

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## Bias-Based Policing

### 402.1 PURPOSE AND SCOPE

This policy provides guidance to [department/office] members that affirms the Santa Barbara County Sheriff's Office'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/office]'s relationship with its diverse communities (e.g., cultural and ethnicity awareness training, youth programs, community group outreach, partnerships).

#### 402.1.1 DEFINITIONS

Definitions related to this policy include:

**Bias-based policing** - An inappropriate reliance on 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).

### 402.2 POLICY

The Santa Barbara County Sheriff's Office 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/office] to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.

### 402.3 BIAS-BASED POLICING PROHIBITED

Bias-based policing is strictly prohibited.

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

#### 402.3.1 CALIFORNIA RELIGIOUS FREEDOM ACT

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

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

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

## *Bias-Based Policing*

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- (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.

### **402.4 MEMBER RESPONSIBILITIES**

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

#### **402.4.1 REASON FOR CONTACT**

Deputies 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 deputy 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 deputy to document a contact that would not otherwise require reporting.

### **402.5 SUPERVISOR RESPONSIBILITIES**

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

- (a) Supervisors should discuss any issues with the involved deputy and his/her supervisor in a timely manner.
  - 1. Supervisors should document these discussions, in the prescribed manner.
- (b) Supervisors should periodically review MAV recordings, portable audio/video recordings, Mobile Digital Computer (MDC) data and any other available resource used to document contact between deputies and the public to ensure compliance with the policy.
  - 1. Supervisors should document these periodic reviews.
  - 2. Recordings or data that capture a potential instance of bias-based policing should be appropriately retained for administrative investigation purposes.
- (c) Supervisors shall initiate investigations of any actual or alleged violations of this policy.
- (d) Supervisors should take prompt and reasonable steps to address any retaliatory action taken against any member of this [department/office] who discloses information concerning bias-based policing.

## *Bias-Based Policing*

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### **402.6 ADMINISTRATION**

Each year, the Operations Division Commander should review the efforts of the [Department/Office] to provide fair and objective policing and submit an annual report, including public concerns and complaints, to the Sheriff.

The annual report should not contain any identifying information about any specific complaint, member of the public or deputies. It should be reviewed by the Sheriff to identify any changes in training or operations that should be made to improve service.

Supervisors should review the annual report and discuss the results with those they are assigned to supervise.

### **402.7 TRAINING**

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

- (a) All sworn members of this [department/office] 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/office] are encouraged to familiarize themselves with and consider racial and cultural differences among members of this community.
- (c) Each sworn member of this [department/office] who received initial bias-based policing training will thereafter be required to complete an approved refresher course every five years, or sooner if deemed necessary, in order to keep current with changing racial, identity and cultural trends (Penal Code § 13519.4(i)).

### **402.8 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE**

The Professional Standards Unit Manager and the Records Supervisor or the authorized designee shall ensure that all data required by the Department of Justice (DOJ) regarding complaints of racial bias against deputies is collected and reported annually to DOJ (Penal Code § 13012; Penal Code § 13020).



## Automated License Plate Readers (ALPRs)

### 467.1 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.

### 467.2 POLICY

The policy of the Santa Barbara County Sheriff's Office 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.

### 467.3 ADMINISTRATION

The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates. It is used by the Santa Barbara County Sheriff's Office 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 Administrative Services Division Commander. The Administrative Services Division Commander will assign members under his/her command to administer the day-to-day operation of the ALPR equipment and data.

#### 467.3.1 ALPR ADMINISTRATOR

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

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

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## *Automated License Plate Readers (ALPRs)*

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

### **467.4 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 deputy 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.

### **467.5 DATA COLLECTION AND RETENTION**

The Administrative Services 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.

### **467.6 ACCOUNTABILITY**

All data will be closely safeguarded and protected by both procedural and technological means. The Santa Barbara County Sheriff's Office will observe the following safeguards regarding access to and use of stored data (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

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- (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.

#### **467.7 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 Administrative Services 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).

#### **467.8 TRAINING**

The Training Lieutenant 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).