



Automobile Burglary & Theft Prevention Authority

Application for State Assistance



1. Applicant Information

a. Legal Name: City of San Antonio

b. Address

Street or P.O. Box: P. O. Box 839966 **City:** San Antonio

County: Bexar **State:** Texas **Zip Code:** 78283

c. Organizational Unit: San Antonio Police Department

d. Contact Person: Irene Valdez

Telephone Number: 210-207-2340

2. State Payee ID Number: 74600207

3. Type of Applicant: Municipal

If "Other", please specify:

4. Type of Application:

New Continuation Revision

If Revision, check appropriate box (es).

Increase Award Decrease Award Other (specify)

Increase Duration Decrease Duration

If "Other", please specify:

5. Title of Project: ReACT (Regional Auto Crimes Team)

6. Areas of Project Activities (Cities, Counties, States, etc.): City of San Antonio & Bexar County

Select a County: Bexar County

7. Proposed Project: **Start Date:** 9/1/2016 **Ending Date:** 8/31/2017

8. Is application subject to review by state executive order 12372 process?

YES, this application was made available to the Texas Review and Comment System (TRACS) for review on

Program is not covered by E. O. 12372

Program has not been selected by state for review

NO

9. Funding Summary:

| | |
|---|--------------------|
| Total State Grant Funds Requested (ABPTA) | \$865,211 |
| Cash Match: | \$555,002 |
| In-Kind Match: | \$2,319,893 |
| Total: | \$3,740,106 |



Automobile Burglary & Theft Prevention Authority Application for State Assistance



10. Is the applicant delinquent on any federal debt?
YES If "YES" attach an explanation NO

11. To the best of my knowledge and belief, all data in this application is true and correct. The document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.

- a. **Authorized Official:** Chief William McManus
- b. **Title:** Chief of Police
- c. **Telephone Number:** 210-207-7360

MAR 24 2016

Signature of Authorized Official

William McManus

Date

Automobile Burglary & Theft Prevention Authority

Application for State Assistance

Item 1.

Does this assistance request require state, local, regional, or other priority rating?

Yes No

If "Yes" please complete

Name of Governing Body:

Priority Rating:

Item 2.

Does this assistance require state, or local advisory, education, or health clearance?

Yes No

If "Yes" please complete

Name of Agency or Board:

Item 3.

Does this assistance request require state, local, regional, or other planning approval? *

Yes No

If "Yes" please complete

Name of Approving Agency:

ABTPA & COSA City Council

Item 4.

Will the assistance requested serve a federal installation?

Yes No

If "Yes" please complete

Name of Federal Installation:

Federal Population Benefiting from Project:

Item 5.

Will the assistance requested have an impact on the environment?

Yes No

Item 6.

Will the assistance requested cause the displacement of individuals, families, businesses or farms?

Yes No

If "Yes" please complete

Number of Individuals:

Families:

Businesses:

Farms:

Item 7.

Is there other related assistance on this project (previous, pending, or anticipated)?

Yes No

If "Yes" Explain:

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Budget Summary

| | Budget Categories | ABTPA Funds | Cash Match | In-Kind Match | Total |
|---|----------------------------------|------------------------|-----------------------|--------------------------|--------------------|
| A | Personnel (Salaries/Overtime) | \$553,940 | \$147,924 | \$1,299,960 | \$2,001,824 |
| A | Personnel (Fringe Benefits) | \$179,311 | \$368,518 | \$943,159 | \$1,490,988 |
| B | Contractual | \$0 | \$0 | \$0 | \$0 |
| C | Travel | \$2,000 | \$1,000 | \$0 | \$3,000 |
| D | Equipment | \$0 | \$0 | \$0 | \$0 |
| E | Supplies & Direct Operating Exp. | \$129,960 | \$37,560 | \$76,774 | \$244,294 |
| F | Indirect Costs | \$0 | \$0 | \$0 | \$0 |
| | Totals (Sum of 7-8) | \$865,211 | \$555,002 | \$2,319,893 | \$3,740,106 |

| Source of Match | Amount |
|------------------------------|------------------|
| City of San Antonio | \$511,148 |
| Grant Program Income | \$43,854 |
| | |
| | |
| Source of Match Total | \$555,002 |

| Program Income | Amount |
|-----------------------|---------------|
| | |

| Schedule | In Kind Match | Amount |
|-----------------|--------------------------------------|--------------------|
| A | City of San Antonio and Bexar County | \$2,243,119 |
| B | | \$0 |
| C | | \$0 |
| D | | \$0 |
| E | City of San Antonio | \$76,774 |
| | In Kind Match Total | \$2,319,893 |

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Personnel: 1

| Title or Position | % of Salary | ABTPA Funds | Cash Match | In-Kind | Total |
|--------------------------------|--------------------|--------------------|-------------------|----------------|------------------|
| SAPD Sergeant, Supervisor | 80.0% | \$65,745.60 | \$16,436.40 | \$0 | \$82,182 |
| SAPD Detective (1) | 80.0% | \$61,375.20 | \$15,343.80 | \$0 | \$76,719 |
| SAPD Detective (2) | 80.0% | \$61,375.20 | \$15,343.80 | \$0 | \$76,719 |
| SAPD Detective (3) | 80.0% | \$60,168.80 | \$15,042.20 | \$0 | \$75,211 |
| SAPD Detective (4) | 80.0% | \$52,050.40 | \$13,012.60 | \$0 | \$65,063 |
| SAPD Detective (5) | 80.0% | \$56,756.80 | \$14,189.20 | \$0 | \$70,946 |
| SAPD Detective (6) | 80.0% | \$56,756.80 | \$14,189.20 | \$0 | \$70,946 |
| Administrative Assistant II | 80.0% | \$29,673.60 | \$7,418.40 | \$0 | \$37,092 |
| Administrative Assistant I | 80.0% | \$26,093.60 | \$7,523.40 | \$0 | \$32,617 |
| Total Direct Salaries | | \$469,996 | \$118,499 | \$0 | \$588,495 |
| Total Requested Amounts | | | | | |

Narrative

SAPD Sergeant-Supervisor is responsible for the first line supervision of the investigators and civilian personnel assigned to the unit. Additional responsibilities are assigning cases, responding to sensitive concerns of citizens, coordinating exhibits, staffing, providing media interviews, noting details of unit activity, and providing attentive first line supervision through participative leadership.

80% of salary funded by ABTPA, 20% as Cash-Match
 This position spends 100% of time on task force related issues.

SAPD Detective (1): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

80% of salary funded by ABTPA, 20% as Cash-Match
 This position spends 100% of time on task force related issues.

SAPD Detective (2): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

80% of salary funded by ABTPA, 20% as Cash-Match
 This position spends 100% of time on task force related issues.

SAPD Detective (3): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs

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Personnel: 1

fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

80% of salary funded by ABTPA, 20% as Cash-Match

This position spends 100% of time on task force related issues.

SAPD Detective (4): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

80% of salary funded by ABTPA, 20% as Cash-Match

This position spends 100% of time on task force related issues.

SAPD Detective (5): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

80% of salary funded by ABTPA, 20% as Cash-Match

This position spends 100% of time on task force related issues.

SAPD Detective (6): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

80% of salary funded by ABTPA, 20% as Cash-Match

This position spends 100% of time on task force related issues.

Administrative Assistant II-Project Manager: (1) SAPD Civilian Position: This position assists the Program Director with the day-to-day operation of the project. Responsibilities include record keeping and maintaining project files, reviewing financial expenditures, approving and submitting required reports. Evaluates the project, assists with audits, monitors inventory levels, maintains office equipment, prepares expenditures and coordinates travel.

80% of salary funded by ABTPA, 20% as Cash-Match

This position spends 100% of time on task force related issues.

Administrative Assistant I: (1) SAPD Civilian Position: This position ensures SAPD adheres to TCIC/NCIC Rules and Regulations, safeguarding classified stolen auto records. In addition, reviewing initial cases for

05/19/2015

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Personnel: 1

solvability factors, verifying reports for accuracy, processing recovery notifications, and ensuring validations are performed as required by NCIC 2000.

80% of salary funded by ABTPA, 20% as Cash-Match

This position spends 100% of time on task force related issues.

Automobile Burglary & Theft Prevention Authority

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2016-T01-City of -00006

Personnel: 2

Personnel: 2

| Title or Position | % of Salary | ABTPA Funds | Cash Match | In-Kind | Total |
|-----------------------------------|--------------------|--------------------|-------------------|--------------------|--------------------|
| SAPD Lieutenant, Project Director | 0% | | | \$92,057 | \$92,057 |
| SAPD Sergeant, Supervisor | 0% | | | \$82,182 | \$82,182 |
| SAPD Detective (1) | 0% | | | \$70,946 | \$70,946 |
| SAPD Detective (2) | 0% | | | \$70,946 | \$70,946 |
| SAPD Detective (3) | 0% | | | \$71,201 | \$71,201 |
| SAPD Detective (4) | 0% | | | \$73,048 | \$73,048 |
| SAPD Detective (5) | 0% | | | \$75,211 | \$75,211 |
| SAPD Detective (6) | 0% | | | \$71,760 | \$71,760 |
| SAPD Detective (7) | 0% | | | \$70,946 | \$70,946 |
| SAPD Detective (8) | 0% | | | \$76,719 | \$76,719 |
| SAPD Detective (9) | 0% | | | \$73,048 | \$73,048 |
| SAPD Detective (10) | 0% | | | \$70,946 | \$70,946 |
| SAPD Detective (11) | 0% | | | \$75,211 | \$75,211 |
| SAPD Detective (12) | 0% | | | \$76,719 | \$76,719 |
| Total Direct Salaries | | \$0 | \$0 | \$1,050,940 | \$1,050,940 |
| Total Requested Amounts | | | | | |

Narrative

SAPD Lieutenant serves as the Project Director. Responsibilities include the overall administration and operation of the ReACT Task Force and are accountable for the task force's overall efficiency and effectiveness. In addition, ensures that task force activities are documented, recorded, and submitted in accordance to ABTPA guidelines.

100% of salary funded by COSA as an In-Kind Match
 This position spends 100% of time on task force related issues.

SAPD Sergeant-Supervisor is responsible for the first line supervision of the investigators and civilian personnel assigned to the unit. Additional responsibilities are assigning cases, responding to sensitive concerns of citizens, coordinating exhibits, staffing, providing media interviews, noting details of unit activity, and providing attentive first line supervision through participative leadership.

100% of salary funded by COSA as an In-Kind Match
 This position spends 100% of time on task force related issues.

SAPD Detective (1): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by COSA as an In-Kind Match
 This position spends 100% of time on task force related issues.

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Organization: City of San Antonio

2016-T01-City of -00006

Personnel: 2

SAPD Detective (2): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by COSA as an In-Kind Match

This position spends 100% of time on task force related issues.

SAPD Detective (3): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by COSA as an In-Kind Match

This position spends 100% of time on task force related issues.

SAPD Detective (4): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by COSA as an In-Kind Match

This position spends 100% of time on task force related issues.

SAPD Detective (5): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by COSA as an In-Kind Match

This position spends 100% of time on task force related issues.

SAPD Detective (6): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

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Personnel: 2

100% of salary funded by COSA as an In-Kind Match

This position spends 100% of time on task force related issues.

SAPD Detective (7): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by COSA as an In-Kind Match

This position spends 100% of time on task force related issues.

SAPD Detective (8): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by COSA as an In-Kind Match

This position spends 100% of time on task force related issues.

SAPD Detective (9): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by COSA as an In-Kind Match

This position spends 100% of time on task force related issues.

SAPD Detective (10): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by COSA as an In-Kind Match

This position spends 100% of time on task force related issues.

SAPD Detective (11): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System,

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Organization: City of San Antonio

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Personnel: 2

conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by COSA as an In-Kind Match

This position spends 100% of time on task force related issues.

SAPD Detective (12): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by COSA as an In-Kind Match

This position spends 100% of time on task force related issues.

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Organization: City of San Antonio

2016-T01-City of -00006

Personnel: 3

| Title or Position | % of Salary | ABTPA Funds | Cash Match | In-Kind | Total |
|---------------------------------|--------------------|--------------------|-------------------|-----------------|-----------------|
| SAPD Administrative Assistant 1 | 0% | | | \$38,968 | \$38,968 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| Total Direct Salaries | | \$0 | \$0 | \$38,968 | \$38,968 |
| Total Requested Amounts | | | | | |

Narrative

Administrative Assistant I: (1) SAPD Civilian Position, this position ensures SAPD adheres to TCIC/NCIC Rules and Regulations, safeguarding classified stolen auto records. In addition, reviewing initial cases for solvability factors, verifying reports for accuracy, processing recovery notifications, and ensuring validations are performed as required by NCIC 2000.

100% of salary funded a COSA In-kind Match
 This position spends 100% of time on task force related issues.

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Organization: City of San Antonio

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Personnel: 4

| Title or Position | % of Salary | ABTPA Funds | Cash Match | In-Kind | Total |
|--------------------------------|--------------------|--------------------|-------------------|------------------|------------------|
| BCSO, Sergeant, Supervisor | 0% | | | \$98,109 | \$98,109 |
| BCSO, Investigator (1) | 0% | | | \$84,839 | \$84,839 |
| BCSO, Investigator (2) | 100% | \$79,947 | | | \$79,947 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| | % | | | | \$0 |
| Total Direct Salaries | | \$79,947 | \$0 | \$182,948 | \$262,895 |
| Total Requested Amounts | | | | | |

Narrative

BCSO Sergeant-Supervisor is responsible for the first line supervision of the investigators and civilian personnel assigned to the unit. Additional responsibilities are assigning cases, responding to sensitive concerns of citizens, coordinating exhibits, staffing, providing media interviews, noting details of unit activity, and providing attentive first line supervision through participative leadership.

100% of salary funded by BCSO as an In-Kind Match
 This position spends 100% of time on task force related issues.

BCSO Investigator (1): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by BCSO as an In-Kind Match
 This position spends 100% of time on task force related issues.

BCSO Investigator (2): Responsibilities are to perform criminal investigations, conduct salvage and dealer inspections, develops intelligence information, prepares and executes arrest and search warrants, performs fixed and mobile surveillance on covert operations, and identifies and arrest suspects. Takes part in specialized areas within the task force such as operating the License Plate Recognition (LPR) System, conducting public awareness presentations and events. Detectives provide law enforcement officers training on auto theft/burglary of vehicle prevention, recognition and enforcement.

100% of salary funded by BCSO as an In-Kind Match
 This position spends 100% of time on task force related issues.

Personnel: 4

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Fringe/Overtime

| Fringe Benefits | % or \$ Rate | ABTPA Funds | Cash Match | In-Kind | Total |
|------------------------|---------------------|--------------------|-------------------|-----------------|-----------------|
| Overtime | 0.05 | \$3,997 | \$29,425 | \$27,104 | \$60,526 |
| Total Overtime | | \$3,997 | \$29,425 | \$27,104 | \$60,526 |

Narrative

Overtime funds are used when task force members work beyond the normal 40 hour work week on task force related operations, such as assisting other agencies and departments within the San Antonio Police Department requesting ReACT vehicle identification expertise. In addition, overtime hours include sting operations; warrant round-ups, interviewing suspects, wrecker enforcement, conducting public awareness presentations on auto theft/burglary of vehicle, and providing auto theft/burglary of a vehicle training session to law enforcement personnel, and other task force related activities..

BCSO Overtime calculation was based at 5% of base salaries for amount of \$3,997.

TOTAL Overtime: \$3,997

Note: Your Total ABTPA Funds for Fringe Benefits may only be a maximum of 25% of your Total ABTPA Direct Salaries.

| Fringe Benefits | % or \$ Rate | ABTPA Funds | Cash Match | In-Kind | Total |
|--|---------------------|--------------------|-------------------|------------------|--------------------|
| FICA | 0.062 | \$3,458 | \$926 | \$2,416 | \$6,800 |
| Retirement | | \$70,674 | \$105,350 | \$306,096 | \$482,120 |
| Insurance | | \$98,260 | \$51,060 | \$276,874 | \$426,194 |
| Life Insurance | | \$596 | \$0 | \$1,060 | \$1,656 |
| Medicare | 0.0145 | \$6,323 | \$4,003 | \$18,985 | \$29,740 |
| San Antonio Police Officers' Association Contract (No charge to ABTPA) | | \$0 | \$207,179 | \$337,728 | \$544,907 |
| Total Fringe Benefits | | \$179,311 | \$368,518 | \$943,159 | \$1,490,988 |
| Total Fringe/Overtime Budget | | \$183,308 | \$397,943 | \$970,263 | \$1,551,514 |

Narrative

Medicare rate is 1.45% for all SAPD sworn and civilian employees with the exception of sworn SAPD personnel hired before April 1, 1986.

FICA rate is 6.20% is calculated for SAPD civilians.

Retirement rate is 24.64% for SAPD sworn personnel.

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Fringe/Overtime

Retirement rate is 10.78% for SAPD civilian personnel.

Health Insurance is a set amount of \$19,260 for sworn and \$7,234 for civilian personnel. Life Insurance rate for SAPD personnel is 0.10% of salary.

Uploaded additional information

Upload additional information:

Grant Staff Only:

Check to disable 25% match error check.

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Professional and Contractual Services: 1

| Description of Service | ABTPA Funds | Cash Match | In-Kind Match | Total |
|--|----------------|---------------|------------------|------------|
| | \$0 | \$0 | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| Total Professional & Contractual Services | \$0 | \$0 | \$0 | \$0 |

Briefly describe any anticipated contractual arrangement and work products expected.
 Describe basis for arriving at the cost of each line item.
 Professional services (such as consultants, trainers, counselors, evaluators, etc.) should be described by type of service, number of hours, rate per hour, and travel costs.
 Professional and contractual services are not being requested.

Upload additional information:

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

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Travel: 1

Travel: 1

We are following our City / County Travel Policy

In-State Travel

| Purpose | Destination | ABTPA Funds | Cash Match | In-Kind Match | Total |
|--------------------------------|--------------------|--------------------|-------------------|----------------------|----------------|
| ABTPA Board Meetings | Austin | \$1,432 | \$0 | \$0 | \$1,432 |
| ABTPA Mandatory Grant Workshop | TBA | \$568 | \$0 | \$0 | \$568 |
| Training | | \$0 | \$1,000 | \$0 | \$1,000 |
| | | \$0 | \$0 | \$0 | \$0 |
| | | \$0 | \$0 | \$0 | \$0 |
| | | \$0 | \$0 | \$0 | \$0 |
| | | \$0 | \$0 | \$0 | \$0 |
| | | \$0 | \$0 | \$0 | \$0 |
| In-State Travel Total | | \$2,000 | \$1,000 | \$0 | \$3,000 |

Out-of-State Travel

| Purpose | Destination | ABTPA Funds | Cash Match | In-Kind Match | Total |
|----------------------------------|--------------------|--------------------|-------------------|----------------------|--------------|
| | | \$0 | \$0 | \$0 | \$0 |
| | | \$0 | \$0 | \$0 | \$0 |
| | | \$0 | \$0 | \$0 | \$0 |
| Out-of-State Travel Total | | \$0 | \$0 | \$0 | \$0 |

| | | | | | |
|----------------------------|--|----------------|----------------|------------|----------------|
| Total Travel Budget | | \$2,000 | \$1,000 | \$0 | \$3,000 |
|----------------------------|--|----------------|----------------|------------|----------------|

Briefly describe the applicant's travel policy (i.e., mileage rates and per diem rates). Specify Purposes for each item of travel. Break out costs of each in-state and each out-of-state trip to separately show the specific costs of transportation and per diem.

In-State Travel:

ABTPA Board Meetings: The attendance of the Task Force Project Director, Project Manager and or designee is vital in keeping updated, and informed of any issues, concerns and/or decisions pertaining to the ABTPA grant project. Four task force members will be attending the quarterly meetings.

Location: Austin, Texas

Lodging: Not required

Per Diem: \$95.56 x 4 people x 4 meetings = \$1,529.00

Mileage: Will be using SAPD vehicle

TOTAL: \$1,529.00

ABTPA Mandatory Grant Workshop provides grant requirements and submission information. Four (4) task force members will be attending.

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Travel: 1

Location: TBA

Lodging: Not required

Per Diem: @ \$71.00 x 4 people x 2 days = \$568.00

Mileage: Will be using SAPD vehicle.

TOTAL: \$568.00

Upload additional information: https://apps.txdmv.gov/apps/IntelliGrants_TXATP/_Upload/16887-COSATravelPolicy.pdf

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Equipment: 1

| Equipment Name or Description and Quantity (Do not List Brand Names) | ABTPA Funds | Cash Match | In-Kind Match | Total |
|---|------------------------|-----------------------|--------------------------|--------------|
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| | | | | \$0 |
| Total Equipment Purchases | \$0 | \$0 | \$0 | \$0 |

Briefly describe the use of equipment and the cost of each line item.

Equipment is not requested

Upload additional information:

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Supplies and DOE: 1

Supplies and DOE: 1

| Directly Charged Supplies and Other Operating Expenses | ABTPA Funds | Cash Match | In-Kind Match | Total |
|---|--------------------|-------------------|----------------------|------------------|
| M & R Parts, Fuel & Lube, Repairs, Automotive & Comm | \$44,604 | \$0 | \$0 | \$44,604 |
| Mail & Parcel Post | \$0 | \$0 | \$559 | \$559 |
| Membership Dues | \$0 | \$1,000 | \$0 | \$1,000 |
| Rental of Facility (Building Lease) | \$79,444 | \$22,560 | \$0 | \$102,004 |
| Office Supplies | \$2,956 | \$9,000 | \$852 | \$12,808 |
| Tools & Apparatus | \$2,956 | \$5,000 | \$450 | \$8,406 |
| Cellular Phone/Pager Charges | \$0 | \$0 | \$0 | \$0 |
| Workers Compensation | \$0 | \$0 | \$24,432 | \$24,432 |
| IT Assessment | \$0 | \$0 | \$46,663 | \$46,663 |
| Liability Fidelity & Hazard Insurance | \$0 | \$0 | \$1,449 | \$1,449 |
| Cleaning Services | \$0 | \$0 | \$2,100 | \$2,100 |
| General Contractor's Fee | \$0 | \$0 | \$269 | \$269 |
| Total Supplies and Direct Operating Expenses | \$129,960 | \$37,560 | \$76,774 | \$244,294 |

VEHICLE MAINTENANCE AND OPERATING COST: \$44,604

The vehicle maintenance and operating costs are based on an average per month. The funds will be used for the vehicles used by the task force with fuel and lubricants, the maintenance and repairs, including parts for the vehicles.

\$44,604 funded by ABTPA Total: \$44,604

MEMBERSHIP DUES- \$1,000

25 members X 40.00 membership fees to IATTI funded by ABTPA. Total: \$1000

MAIL AND PARCEL POST- \$559

The fees associated with regular parcel post, certified, and registered mails. Certified and registered mails are often used when distributing correspondence to complainants, arrested persons, and insurance companies in reference to their case and the disposition of their property. Price calculated using the City of San Antonio Budget Guide for 2014.

No funds are being requested from ABTPA, \$559.00 as an In-Kind Match. Total: \$559

RENTAL OF FACILITY (BUILDING LEASE): \$102,004

Lease of the building currently occupied by the ReACT Unit. This includes offices, storage, parking, building security, and conference area. The projected price was obtained using the current contract between Spencer Management and the City of San Antonio.

\$79,444.00 funded by ABTPA, \$22,560 funded as a Cash Match. Total: \$102,004.00

OFFICE SUPPLIES: \$12,808.00

Office Supplies includes but not limited to folders, paper, pens, copier toner, paper clips and staples.

\$2,956.00 funded by ABTPA. \$9,000.00 funded through Program Income, and \$852.00 as an In-Kind Match. Total: \$12,808.00

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Supplies and DOE: 1

TOOLS AND APPRATUS: \$8,406.00

Investigative supplies include tools and chemical compounds used by investigators to identify vehicles. This line item is also used to purchase new hand tools, electronic and digital equipment. This includes cameras, latent print kits, socket sets, long-armed mirrors and similar equipment needed to identify vehicles. Small items such as, covert cameras, electronic connectors, and bolt sets are also purchased from this line item. The tools and apparatus requirements depend on each investigator's needs.

\$2,956.00 funded by APTPA, \$5,000.00 funded through Program Income, and \$450.00 as an In-Kind Match. Total: \$8,406.00

WORKER'S COMPENSATION: \$24,432.00

Workers' Compensation is a fee incurred cost by the City of San Antonio through as an in-kind cost. No cost to ABTPA, \$24,432.00 as an In-Kind Match. Total: \$24,432.00

IT ASSESSMENT: \$46,663.00

IT assessment Compensation is a fee incurred cost by the City of San Antonio through as an in-kind cost. No cost to ABTPA, \$46,663.00 as an In-Kind Match. Total: \$46,663.00

LIABILITY FIDELITY & HAZARD INSURANCE: \$1,449.00

Liability fidelity & hazard insurance is a fee incurred by the City of San Antonio through in-kind cost. No cost to ABTPA, \$1,449.00 as an In-Kind Match: Total: \$1,449.00

CLEANING SERVICES: \$2,100.00

Cleaning services is a fee incurred cost by the City of San Antonio through an in-kind cost. No cost to ABTPA, \$2,100.00 as an In-Kind Match: Total \$2,100.00

GENERAL CONTRACTOR'S FEE: \$269.00

General contractor's fee is a fee incurred by the City of San Antonio through in-kind cost. No cost to ABTPA, \$269.00 as an In-Kind Match: Total: \$269.00

Upload additional information:

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Supplies and DOE: 2

**Directly Charged Supplies and
Other Operating Expenses**

No other supplies are being requested

**ABTPA
Funds**

**Cash
Match**

**In-Kind
Match**

Total

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

Total Supplies and Direct Operating Expenses

\$0

\$0

\$0

\$0

Briefly describe the basis for arriving at the cost of each line item and the use of each other item.
No funds are being requested on this page 2 of supplies

Upload additional information:

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Indirect Cost

| | ABTPA Funds | Cash Match | In-Kind Match | Total |
|-----------------------------|----------------|------------|------------------|------------|
| Indirect Costs | | | | \$0 |
| Total Indirect Costs | | | | \$0 |

Currently ABTPA does not fund indirect costs, except for the Council of Government agencies. Applicants may not use option (A) without having an official cost allocation plan developed in accordance with OMB Circular No. A-87. The amount may be entered as ABTPA funds or cash match for those applicants having such an approved plan.

Indirect cost is not being requested.

Problem Statement & Historical Information

- a. Provide an assessment of the auto theft and burglary problem in the areas of coverage and existing activities that address the problem. Identify the target population and the geographical target area.

In 2014, the San Antonio Police Department received 7,140 stolen vehicle reports, an increase of 8.56% from 2013. In 2014, there were 18,582 burglary of a vehicle cases reported, a decrease of 9.57% from 2013. The City of San Antonio, located in Bexar County is the seventh largest city in the nation, with a population of 1,409,019. The square mileage of Bexar County is 1,257, with a population of 1,817,610.

Texas has 13 major border crossings. Nine of these are direct routes leading to two primary interstate highways through San Antonio. Commerce from the United States and Mexico use Bexar County and San Antonio as a transportation epicenter for legitimate industry.

Vehicle crimes are no longer child's play; they are a rapidly evolving criminal endeavor managed by Mexican cartels, drug rings and criminal street gangs. Stolen vehicles are used to execute other crimes. The most popular benefit is transporting illegal contraband. Items stolen during vehicle burglaries are turned into profit at flea markets, pawnshops, garage sales, and online classifieds.

By targeting areas in South Bexar County, ReACT has identified an area commonly used for disposing of stolen pickups used for smuggling. These areas are remote and under the cover of dense brush. Employing helicopters to assist in monitoring the area, ReACT is able to take down groups actively waiting on instructions to move further into San Antonio and beyond. In an effort to keep auto shops honest, ReACT continues to monitor salvage and repair yards for possible stolen vehicles and parts. This activity eliminates the market for stolen goods and penalizes the dealers with fines and jail time. Using the latest forms of electronic and digital communication, ReACT shares suspect images and videos with the public to help identify criminals. Citizens contact us with viable leads within minutes of release using Facebook, Twitter, Instagram, and other media outlets.

- b. Describe the extent to which this project will duplicate or overlap existing activities, and why that (if any) is necessary.

This project will not duplicate existing activities and is the sole source for city-county auto theft and burglary prevention and prosecution.

- c. Describe and document trends of the problem and the need that makes this grant necessary.

Like much of Texas, Bexar County is combating an increased number of stolen pickup trucks. Our stolen pickup and heavy equipment rates are compounded by the significant expansion of the Eagle Ford Shale (EFS) petroleum industry South of Bexar County. The EFS in rural South Central Texas resulted in an explosion of population and vehicles. Towns within the area scramble to welcome the influx of people; however, they are simply unable to supply all of the housing needs. The overflow of workers commutes to San Antonio for their housing requirements. With them, the workers bring heavy-duty work trucks full of hand tools, welders, generators, and other expensive equipment.

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Problem Statement & Historical Information

The Mexican cartels and gangs also like the durability of heavy-duty pickups. They continue to transport drugs, weapons, cash, and human cargo between the U.S. and Mexican border. It is becoming an increasingly dangerous endeavor as the violence between rival gangs spills into the United States. ReACT investigations targeting four-door pickups have proven successful for the recovery of stolen vehicles. Interrogations of the actors have provided valuable and viable leads.

- d. Using the spreadsheet below, provide accurate statistical data for problem in project area. (e.g. cite 3 years of UCR data) Please provide all data that is available for your agency or agencies:

| Vehicle Theft Data | Year 1 | Year 2 | Year 3 |
|---|-------------------|-------------------|-------------------|
| | 2012 | 2013 | 2014 |
| Number of Stolen Vehicles | 6367 | 6577 | 6620 |
| Number of Recovered Vehicles | 3882 | 2729 | 1174 |
| Number of Arrests | 436 | 410 | 299 |
| Number of Auto Theft Training Classes | 35 | 122 | 63 |
| Number of (other) Vehicle Recovery Amounts | 7338118 | 7117247 | 7055231 |
| Theft from a Motor Vehicle Data | Year 1 | Year 2 | Year 3 |
| | 2012 | 2013 | 2014 |
| Number of Burglaries of a Vehicle | 22488 | 19410 | 18582 |
| Number of Recovered Items | 859 | | |
| Number of Arrests | 337 | 353 | 402 |
| Number of (other) BMV Recovery Amount | 442005 | 267362 | 92827 |
| Number of (other) | | | |
| Other Motor Vehicle Crimes | Year 1 | Year 2 | Year 3 |
| | 2012 | 2013 | 2014 |
| 68A Inspections | 598 | 524 | 570 |
| Salvage Inspections | 257 | 165 | 85 |
| Number of Stolen Vehicle Inquiries | 3962 | 1868 | 5170 |
| Number of (other) Total # of Inspected Vehicles | 6946 | 6644 | 6296 |

Proposed Objectives

a. Select the standard goal and describe the specific objectives of the project. Include any quantifiable data by which activities measure.

Auto Theft Goal

GOAL 1: REDUCE THE INCIDENT OF MOTOR VEHICLE THEFT.

See E-Mail sent 5-18-2015 to AskABTPA@tsdmv.gov

Auto Burglary Goal

GOAL 2: REDUCE THE INCIDENT OF THEFT FROM A MOTOR VEHICLE.

See E-Mail sent 5-18-2015 to AskABTPA@tsdmv.gov

Public Awareness Goal

GOAL 3: PUBLIC AWARENESS METHODS USED TO EDUCATE THE CITIZENS OF TEXAS AND TRAINING OF QUALIFIED PERSONNEL IN THE DETECTION AND PREVENTION OF AUTO BURGLARY & THEFT.

See E-Mail sent 5-18-2015 to AskABTPA@tsdmv.gov

Grantee Goals

b. Describe how the project will impact the stated problem.

See E-Mail sent 5-18-2015 to AskABTPA@tsdmv.gov

c. Describe proposed plan for auto theft crime prevention, education and training.

See E-Mail sent 5-18-2015 to AskABTPA@tsdmv.gov

Functions of Proposed Project

The functions of the project should:

Identify the service needs to be met by the project and the applicant's experience or qualifications.

Describe how this project will cooperate / coordinate activities with other appropriate agencies/projects.

Describe in what way (if any) is this project innovative and what methods taken to assure that the project demonstrates cross-cultural awareness in all project activities and in its staffing and training.

The function of the proposed project is to reduce vehicle thefts and the burglary of vehicles by meeting the goals and objectives stated in this proposal by executing the strategic activities and delivering outcomes as prescribed by ABTPA.

The service needs of the community that are accomplished by the task force include the investigation of motor vehicle thefts, the recovery of stolen vehicles and their parts, the recovery of stolen property taken from vehicles and a timely return of recovered items and vehicles to their rightful owner. The service needs are accomplished by coordination and sharing of intelligence related to auto thefts and auto burglaries with outside agencies, performing crime prevention training to law enforcement personnel and the general public, proactive investigations, and thorough investigations when a theft or burglary has occurred.

The ReACT Task Force is a multi-jurisdictional, bilingual law enforcement unit in the San Antonio Police Department composed of officers from the San Antonio Police Department and the Bexar County Sheriff's Office. Together the task force has 24 sworn personnel with extensive training in auto theft investigations. All task force members have attended basic and intermediate auto theft investigators training. Task force members have also attended complex crimes training and title fraud training. The ReACT Task Force combines resources and intelligence and conserves both fiscal and investigative resources for the city and the county.

The ReACT Task Force provides assistance to various law enforcement agencies and other departments within the San Antonio Police Department to identify suspects involved in motor vehicle thefts and aids in the recovery of stolen vehicles and stolen property. The task force also provides investigative and technical assistance to agencies within our service area on auto theft, vehicle burglaries, and insurance fraud.

In addition, the ReACT Task Force also teams with the National Insurance Crime Bureau (NICB). The NICB works closely with the ReACT Detectives sharing information, providing leads and working as a liaison for insurance companies.

This is a pro-active project, where the goal is to reduce auto theft and burglary of vehicle by investigation, enforcement, apprehension and arrest. However, prevention is a key ingredient in reducing these crimes and is achieved through public awareness and law enforcement training.

San Antonio is a diverse multi-cultural, multi-language society and many citizens speak English as their second language. The ReACT Task Force has bilingual law enforcement officers thus reducing the language barrier and is able to provide quality service to the citizens to which it serves.

Evaluation Design

The program evaluation should indicate how the applicant will assess the success of the project and the extent to which the strategy achieved the project's goals and objectives.

a. Describe the design of a plan for local evaluation of this project.

Success of the program will be measured by the ability to fulfill the agreements set forth in the grant proposal. Meeting each objective as well as submitting the necessary financial and progress reports throughout the grant period will provide both ReACT and ABTPA opportunities to assess the accomplishments and improvement areas within the program. Tracking progress of the grant will be conducted by ReACT's Program Manager and Unit Director and presented in written form to ABTPA, San Antonio Police Department Fiscal Management Team, and the San Antonio Police Department's Investigations Command Staff. Success of the project will be measured by completion of the specific objectives of this grant and by adherence to all financial and programmatic requirements of this proposal.

b. Cite relevant data that will be used to measure the effectiveness of this project.

The objectives' outcomes of each goal will be used to measure the project effectiveness. The end result will determine a percentage decrease or increase of the three goals by comparing previous year statistics.

Goal 1: Reduce the incident of motor vehicle theft through enforcement strategies.

Goal 2: Reduce the incident of theft from motor vehicles through enforcement strategies.

Goal 3: Educate citizens and sworn personnel in prevention of motor vehicle theft, burglary of motor vehicles and theft of vehicle parts and accessories.

Statistical data will be gathered and compiled into a meaningful database from task force daily activity reports. This information will be reported and submitted on the monthly progress reports to ABTPA.

c. Describe the mechanism to evaluate the programs progress.

Monthly and Annual Reports will detail progress on the program objectives and financial information.

A comprehensive project review will be provided annually.

The final review will provide a full accounting of the project.

The Program Manager will be responsible for the submission of timely reports.

The Program Director will conduct the coordination and day-to-day review of the effectiveness of the program. In addition, the Program Director will ensure program success by meeting all goals and objectives within the grant period.

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Designation of Grant Officials

Project Title: Regional Auto Crimes Task Force
Organization Name City of San Antonio
Address 215 S. San Saba
San Antonio, TX 78207
Phone: (210) 207-2344
Fax: (210) 207-2339
Federal Tax ID 17460020708000
ABTPA Funds Requested \$1,211,867
New Continuation

Project Director
Prefix Lieutenant First Name: Paul Last Name: Heitzman
Title Project Director Business Address: 215 S. San Saba, Suite 104
City San Antonio State: Texas Zip: 78207
Phone 210-207-2344 Fax: 210-207-2339
E-Mail: Paul.Heitzman@sanantonio.gov

Alternate Signature
Name Irene Valdez
Phone 210-207-2340

Project Manager
Prefix Miss First Name: Irene Last Name: Valdez
Title Project Manager Business Address 215 S. San Saba, Suite 104
City San Antonio State Texas Zip 78207
Phone 210-207-2340 Fax: 210-207-2339 E-Mail: Irene.Valdez@sanantonio.gov

Alternate Signature
Name Paul Heitzman
Phone 210-207-2344

Financial Officer
Prefix Mr. First Name Troy Last Name Elliott
Title Director of Finance Business Address P.O. Box 839966
City San Antonio State Texas Zip 78283
Phone 210-207-5604 Fax 210-207-6619
E-Mail Elizabeth.Drouillard@sanantonio.gov

Alternate Signature
Name Elizabeth Drouillard
Phone 210-207-8604

Authorized Official
Prefix Chief First Name William Last Name Mc Manus
Title Chief of Police Business Address 315 S. Santa Rosa
City San Antonio State Texas Zip 78207
Phone 210-207-7360 Fax 210-207-4377
E-Mail joe frank.picazo@sanantonio.gov

Alternate Signature
Joe Frank Picazo
Phone 210-207-8430

Automobile Burglary & Theft Prevention Authority

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Americans w/ Disabilities Act (ADA)

The Grantee hereby assures and certifies compliance with Subchapter II, Part A of the Americans with Disabilities Act (ADA), 42 U.S.C., Sections 12131-12134, and Department of Justice ADA regulations, 28 CFR Part 35.

✓ I have read and understood the instructions provided.

Automobile Burglary & Theft Prevention Authority

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Non-Supplanting Certification

I certify that the programs proposed in this application meet all the requirements of the Texas Civil Statutes, Article 4413(32a), §6(a)(7), (a) Texas Civil Statutes, Article 4413(32a), §6(a)(7), requires that state funds provided by this Act shall not be used to supplant state or local funds. Public Law 98-473 requires that federal funds provided by that Act shall not be used to supplant state or local funds.

I further certify that ABTPA funds have not been used to replace state or local funds that would have been available in the absence of ABTPA funds. The certification shall be incorporated in each grantee's report of expenditure and status of funds referred to under §57.3(6) of this title (relating to Adoption by Reference).

✓ I have read and understood the instructions provided.

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

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Compliances

The attached digest of your grant application represents the Automobile Burglary & Theft Prevention Authority Board's approved amount. The digest represents budgeted amounts only and does not approve any items that conflict with the participating agency's personnel, procurement, travel, or local government code policies and procedures.

The grantee will be responsible in determining that the following requirements are being met prior to the release of funds:

1. Salaries are in accordance with local policy of the participating agencies.
2. Personnel are classified in accordance with the needed qualification for the position.
3. Fringe Benefits are in accordance with local policy of the participating agencies.
4. Travel Policy is in accordance with the travel policy of the participating agencies.

✓ I have read and understand the instructions provided.

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

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Equal Employment Opportunities (EEO)

Agencies that employ fewer than 50 people are not required to file an equal opportunity program in accordance with 28 CFR 42.301 etseq, Subpart E.

Agencies that employ 50 or more people and has received or applied to the Automobile Burglary & Theft Prevention Authority for total funds in excess of \$25.000 are considered to have formulated an equal employment opportunity program in accordance with 28 CFR 42.301 et seq.

This agency employs fewer than 50 people.

✓ No Yes

If yes above, please provide the office of record.

Name

Maria D. Villagomez

Title

Director, Management & Budget

Address

PO Box 839966

City

San Antonio

State

Texas

Zip Code

78263

Assurances

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Automobile Burglary & Theft Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Automobile Burglary & Theft Prevent Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, sub grant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.

✓ I have read and understand the instructions provided.

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

Independent Annual Audit Certification

The grantee assures compliance by itself and its applicable sub-recipients (contractors) with the Single Audit Act Amendments of 1996, P.L. 104 - 156 and, particularly, with the requirements of OMB Circular A-133 as follows (check one):

- ✓ 1. Grant(s) expenditures of \$300,000 or more in federal funds-
An annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133.
- ✓ 2. Grant(s) expenditures of \$300,000 or more in state funds-
An annual single audit by an independent auditor made in accordance with the Uniform Grant and Contract Management Standards (UGCMS).
- 3. Grant(s) expenditures of less than \$300,000 in federal funds-
Exempt from the Single Audit Act. However, ABTPA may require a limited scope audit as defined in OMB Circular A-133.
- 4. Grant(s) expenditures less than \$300,000 but \$50,000 or more in state funds. A program-specific audit.
- 5. Grant(s) expenditures less than a total of \$50,000 in state funds-
Financial Statements audited in accordance with Generally Accepted Audited Standards (GAAS).

NOTE: Grantees exempt from the Single Audit Act requirements (i.e. those expending less than \$300,000 in total federal financial assistance) are prohibited from charging the cost of a Single Audit to a Federal award.

Regardless of items checked above, the grantee should, within 60 days following the date of the grant award, furnish the following information:

- 1. The identity of the organization conducting the audit.
- 2. Approximate time audit will be conducted.
- 3. Audit coverage to be provided.

Interagency Review and Approval

Prior to expending grant funds, the grantee is required to submit a copy of the interagency agreement between the grantee and each agency of the task force receiving ABTPA grant funds, for review and approval.

The interagency agreement must include the following:

(a) A detailed budget including personnel, travel, equipment, and other operating expenses that are to be reimbursed with grant funds (refer to Schedules in Grant Application where appropriate); and,

(b) A copy of the Assurance Certification from each agency, other than grantee, receiving ABTPA funds.

Attach signed certification to agreement. (In lieu of having the Certification signed, the list of Assurances, or reference to them, may be included in the body of the Interagency Agreement)

Upload the Interagency Agreement below:

Cooperative Working Agreement

Prior to the release of funds by ABTPA, the grantee (or its contractor who operates the grant program, if applicable) shall provide to ABTPA signed Cooperative Working Agreements. A Cooperative Working Agreement is required between the grantee (or its contractor who operates the grant program, if applicable) and each significant external organization who collaboration and cooperation is essential in achieving the goal of the grant project and in carrying out the work plan described in the Program Narrative Section of the grant application. The format and content of such and Agreement should follow substantially the following example:

This is to certify that the objectives of the (insert name of the applicant organization) grant application for fiscal year 2016 funding by the Automobile Burglary and Theft Prevention Authority have been reviewed and that it is mutually agreed to cooperate to whatever extent is necessary in carrying out the work plan described in that application.

The Following Paragraph Is Applicable Only When The External Organization Has Personnel Assigned To The Program Described In The Grant Application.

Additionally, **(Name of cooperating organization or agency)** is cognizant of the rules and regulations governing the operation of the grant and agrees to abide by any and all such rules or special conditions relating to the application.

- ✓ I have read and understand the instructions provided.

Law Enforcement Training

Regional Academies

- a. Within 14 days after completion of each training school, the grantee shall submit to the Automobile Burglary and Theft Prevention Authority (ABTPA) a completed copy of the "Report of Training" form as required by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE). The grantee must indicate which students completed the training school and list the agency each student represented.
- b. The training academy providing services may be appropriately licensed by TCLEOSE. Any training course paid for with ABTPA funds may result in participants receiving credit hours from TCLEOSE.
- c. Peace officer training courses shall be open to all local peace officers as defined in the Texas Code of Criminal Procedure, Article 2.12, on an equal basis. Reserve law enforcement officers, law enforcement radio dispatchers, and jailers are eligible for training provided by ABTPA grant funds.
- d. Funding for Basic Peace Officer Certification courses will be limited to the TCLEOSE-mandated contact hours for each trainee, unless grantee provides adequate justification for additional hours.

Upload Report of Training form below:

Procuring Consultants and Professional Services

To secure the professional services and/or the consultant services described in the approved grant budget, the following requirements shall apply:

a. **Fees and Arrangements.** The grantee shall consult and observe the guidelines stated in Section I, Financial and Administrative Requirements; Professional or Consultant Services.

b. **Procurement Procedures**

1. **Purchases up to \$250** may be made on a spot purchase basis, without comparative pricing.
2. **Purchases between \$1000 and \$2,500** require a minimum of three oral bids, based on identical specifications. The purchaser (grantee) is required to maintain records for audit that show the name, telephone number, date, and bid amount of each source contacted.
3. **Purchases between \$2,500 and \$5,000** require that written invitations for bid, using identical specifications, be mailed to a minimum of three prospective suppliers. Such invitations must clearly state the deadline for receipt of written bids. The purchaser (grantee) is required to maintain records for audit that include copies of all invitations and all written responses thereto (including original signatures thereon).
4. **Purchases above \$5,000** require formal newspaper advertising soliciting bids. The purchaser is required to maintain records for audit that include copies of the advertisement(s) and all written responses thereto (including original signatures thereon).
5. When the required services/supplies and/or the required skills are so unique that the purchaser cannot identify a minimum of three prospective sources – when the cost exceeds \$1,000 – the purchaser (grantee) shall seek guidance from the ABTPA. In such cases, the grantee shall provide to the ABTPA a letter containing all relevant facts and a proposed course of action.
6. Audit organizations and individual independent auditors typically will not respond to an “invitation for bid,” with precise specifications stipulated by the purchaser. In such cases, the purchaser should extend an “invitation for proposal” which permits the prospective supplier to develop the specifications of the engagement/purchase and to quote a relevant cost. It is then incumbent upon the purchaser to select the lowest cost proposal which meets the organizational needs.
7. In all instances, prior to the delivery of services, a written contract should be executed to secure professional and/or consultant services. An example can be found here.

c. **Grantor Agency Approval.** Following the solicitation of bids and prior to the execution of a contract, the grantee shall obtain ABTPA approval, by providing the ABTPA with a letter containing the following:

1. a brief narrative description of the specific procurement procedure (cited herein) that was used;
2. a copy of the newspaper advertisement, if that method is required by the applicable procurement procedure (cited herein);
3. a draft copy of the proposed contract;
4. a list of vendors or practitioners from whom bids or quotes were solicited;

✓ I have read and understand the instructions provided.

Automobile Burglary & Theft Prevention Authority

Organization: City of San Antonio

2016-T01-City of -00006

ABTPA Standard Form Contract between Grantee and Third Party

- a. This contract is in aid of ABTPA Grant No. 2016-T01-City of -00006, titled: ReACT (Regional Auto Crimes Team) (Title of the grant in question as it appears on the face of the Statement of Grant Award).
- b. The GRANTEE AGENCY is responsible for closely monitoring the SERVICE PROVIDER and the exercise of reasonable care to enforce all terms and conditions of the grant.
- c. Requirements of the UGMS promulgated pursuant to Chapter 783 of the Texas Government Code are adopted by reference as part of this contract, including the contract provision as in Section 36, Common Rule of OMB Circular No. A-102. The GRANTEE AGENCY SHALL:
- d. The **SERVICE PROVIDER** will furnish the following services: (Describe in detail.)
- e. Payment for the above specified services shall be made as follows: (Describe in detail.)
- f. Billing for the above specified services shall be provided in the same manner as it would be provided to institutional purchasers in the absence of a grant and shall consist of a brief specified statement of the service or other item provided and the basis for the billing rate.
- g. In the event of a default of the **SERVICE PROVIDER**, the **GRANTEE AGENCY** may cancel or suspend the contract and the **SERVICE PROVIDER** shall be entitled to recover for all services provided or materials delivered prior to the cancellation date (or unused materials may be returned) or shall repay any funds advanced for services not yet rendered.
The **SERVICE PROVIDER** shall comply with all licenses, legal certifications, or inspections required for the services, facilities, equipment, or materials, and all applicable state and federal laws and local ordinances. Failure to comply with this requirement shall be treated as a default.
- i. This contract shall automatically terminate on the grant expiration date or any extension thereof granted by the ABTPA. All services billed under this contract must be within the grant period.
- j. Enumerate any additional provisions desired by the parties or which the ABTPA may direct to be added by specific instruction.