Chabot-Las Positas Association of Retired Employees
CARE Fund Special Projects Grant Program
2019-2020 Application Form

Please mail completed form to:
CARE Grants, c/o Bill Threlfall
11 Woodside Glen Court
Oakland, CA 94602

Deadline: November 11, 2019
Award announcement: December 1, 2019

Applicant Information

Name **Wais Sultan**

Site: ( ) Chabot (●) LPC ( ) District Office

Campus e-mail address **wsultan@laspositascollege.edu**

Campus phone number **925-424-1690**
(or home phone if no campus phone is available)

Division or Department **Campus Safety**

Name of Dean/Mgr/Supervisor **Sean Prather**

Project Information

Name of project **Clery : Collecting, Classifying, and Counting Reference Guide**

Amount of grant requested (see guidelines) **$300.00**

Expected completion date for project **6/30/2020**

Who will be responsible for completion of the project? **Wais Sultan**

Description – Provide a brief overview of project plan:

All Institutions who participate in federal student aid programs are required to compile and publish Clery Act crime statistics, but many program reviews highlight examples where institutions did not appropriately classify specific Clery act crimes according to Clery Act definitions or statistics reported to the Department of Education. Clery Act reporting is also tied to specific Clery Act geography,on-campus buildings and property, public property, and noncampus buildings and property. Understanding what buildings and property the institution owns or controls is a critical first step to Clery compliance because all reporting is tied to this geography. Being able to have the proper tools and materials for the Officers will only enhance their knowledge and understanding of the Clery requirements.

Outcome – Clearly state the outcome to be attained by the project. Be specific.

Having a reference guide serves as an easy-to-use reference for classifying Clery Act crimes and offenses. The guide includes information on: Crime data classifications and the hierarchy rule, counting crime statistics, arrests and referrals for liquor, drug, and illegal weapons possession violations, and Clery geography reporting requirements for campuses. This tool will enable officers to properly report crimes, look up any information they are unsure about, and assist in keeping the college in compliance with federal regulations.

Budget – Tell us what you want to buy: (supplies, apparatus, or services - See guidelines).

Vendor (supplier)	Item Description (Model # etc.)	Qty	Unit price	Tax	Shipping	Line Total $
Clery Center.org	Collecting,Classifying and Counting Reference Guide	2	150.00	0	0	300.00

Optional budget notes:

Budget Total: 300.00

1. Pack of 5 is $150.00 I have requested two packs for the amount of Officers in the department. Also shipping and taxes are included in the overall cost.

Benefits – Please briefly explain how the project will **improve service to the colleges** in your area of work responsibility. Describe what problem the project will solve, and how long the benefits will last. Be Specific.

The purchase of these reference guides will assist the Officers overall knowledge of the Clery reporting requirements and timely warnings needed on campus. Being able to understand the crimes and offenses allows Officers to correctly report to the campus what is going on around them. The real outcome is safety and the more knowledge the Officers have the more preventative measures Officers can take to keep the campus safe.

Agreements: I agree to complete the project as described above and then provide a one-paragraph outcome report including a digital photograph to CARE. (report due: May 22, 2020 or by the above completion date.)

I understand that grants will be payable to the College/District and grant purchases will become CLPCCD property.

Applicant's Signature _(signature)_ Date **10/28/19**

I agree to provide fiscal oversight:
Dean/Mgr/Supervisor's Signature _(signature)_ Date **10 28 19**

CLERY CENTER

Collecting, Classifying, & Counting
A Clery Act Crime Data Reference Guide

MURDER/NON-NEGLIGENT MANSLAUGHTER	MANSLAUGHTER BY NEGLIGENCE	RAPE
FONDLING	INCEST	STATUTORY RAPE
ROBBERY	AGGRAVATED ASSAULT	BURGLARY
MOTOR VEHICLE THEFT	ARSON	ARRESTS AND REFERRALS
WEAPONS LAW VIOLATIONS	DRUG ABUSE VIOLATIONS	LIQUOR LAW VIOLATIONS
HATE CRIMES GENERAL INFORMATION	HATE CRIMES BIAS CATEGORIES	DATING VIOLENCE