

CONNECTICUT

Commercial Vehicle Safety Plan for the Federal Motor Carrier Safety Administration's Motor Carrier Safety Assistance Program Fiscal Years 2018 - 2020

Date of Approval: Oct 10, 2018

Final CVSP

Part 1 - MCSAP Overview

1 - Introduction

The Motor Carrier Safety Assistance Program (MCSAP) is a Federal grant program that provides financial assistance to States to help reduce the number and severity of accidents and hazardous materials incidents involving commercial motor vehicles (CMV). The goal of the MCSAP is to reduce CMV-involved accidents, fatalities, and injuries through consistent, uniform, and effective CMV safety programs.

A State lead MCSAP agency, as designated by its Governor, is eligible to apply for grant funding by submitting a commercial vehicle safety plan (CVSP), in accordance with the provisions of [49 CFR 350.201](#) and [205](#). The lead agency must submit the State's CVSP to the FMCSA Division Administrator on or before August 1 of each year. For a State to receive funding, the CVSP needs to be complete and include all required documents. Currently, the State must submit a performance-based plan each year to receive MCSAP funds.

The FAST Act required the Federal Motor Carrier Safety Administration (FMCSA) to “prescribe procedures for a State to submit a multiple-year plan and annual updates thereto, under which the State agrees to assume responsibility for improving motor carrier safety by adopting and enforcing State regulations, standards, and orders that are compatible with the regulations, standards, and orders of the Federal Government on commercial motor vehicle safety and hazardous materials transportation safety.”

For FY 2018, the primary difference in the single year and multi-year CVSP formats, is that objectives, projected goals and activities in the multi-year CVSP will cover the entire multi-year period of FYs 2018 - 2020. The financial information and certifications will be updated each fiscal year.

The online CVSP tool (eCVSP) outlines the State's CMV safety objectives, strategies, activities and performance measures and is organized into the following five parts:

- Part 1: MCSAP Overview
- Part 2: Crash Reduction and National Program Elements (FY 2018 - 2020)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2018 - 2020)
- Part 4: Financial Information (FY 2018)
- Part 5: Certifications and Documents

You will find that each of the five eCVSP parts listed above contains different subsections. Each subsection category will provide you with detailed explanation and instruction on what to do for completing the necessary tables and narratives.

The MCSAP program includes the eCVSP tool to assist States in developing and monitoring their grant applications. The eCVSP provides ease of use and promotes a uniform, consistent process for all States to complete and submit their plans. States and territories will use the eCVSP to complete the CVSP and to submit either a single year, or a 3-year plan. As used within the eCVSP, the term ‘State’ means all the States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the Virgin Islands.

2 - Mission/Goal Statement**Instructions:**

Briefly describe the mission or goal of the lead State commercial motor vehicle safety agency responsible for administering this Commercial Vehicle Safety Plan (CVSP) throughout the State.

NOTE: Please do not include information on any other FMCSA grant activities or expenses in the CVSP.

Connecticut Department of Motor Vehicles

Our Mission and Vision

Mission: The mission of the Connecticut Department of Motor Vehicles is to promote and advance public Safety, Security and Service through the regulation of drivers, their motor vehicles and certain motor vehicle-related businesses.

Vision: Our vision is to always evolve as an organization; to employ new and innovative measures and strategies that improve customer service, enhance the security of credentials, foster staff development and satisfaction, streamline agency procedures, and promote clear and timely communication.

Commercial Vehicle Safety Division

Motor Carrier Unit

* Safety is what we do every day.*

To reduce the number and severity of; accidents, fatalities, and injuries involving commercial motor vehicles and hazardous materials incidents through consistent, uniform, and effective commercial motor vehicle safety programs.

Goal: With Connecticut's 2015 fatality rate of .13 that is less than the national average of .14, we will strive to maintain our lower than national average percentage and reduce its total number of crashes and reduce our total number of crashes annually by two percent.

3 - MCSAP Structure Explanation

Instructions:

Briefly describe the State's commercial motor vehicle (CMV) enforcement program funded by the MCSAP grant.

NOTE: *Please do not include activities or expenses associated with any other FMCSA grant program.*

The Connecticut Department of Motor Vehicles, Commercial Vehicle Safety Division (CVSD) continues as this State's MCSAP lead agency. As the State's lead agency, partnering with the Federal Motor Carrier Safety Administration (FMCSA), Connecticut Department of Transportation (ConnDOT) and the Department of Emergency Services and Public Protection, Division of State Police (CSP) as well as a number of local municipalities, our common goal is to reduce the number and severity of accidents and hazardous materials incidents involving commercial motor vehicles. Inasmuch as the primary function of the CVSD is the stopping of commercial vehicles for the purpose of inspecting the vehicle, its driver and its load, we are firmly committed to our highway safety goals and ensuring that the highways of Connecticut are safe for the motoring public. We remain confident that Connecticut will execute a well thought out and comprehensive Commercial Vehicle Safety Plan (CVSP) that will significantly improve motor carrier safety.

All personnel (121) performing roadside inspections submit those inspections to CVSD for uploading into the Federal database. CSP and CVSD personnel complete their inspections electronically (ASPEN) and upload those inspections wirelessly. Local officers record their inspections on handwritten inspection reports and CVSD manually enters those reports into SAFETYNET. Subsequently, CVSD uploads them into the Federal database. All personnel are trained and certified by the CVSD in accordance with Connecticut State statutes (Connecticut General Statutes (CGS) 14-163c) and regulations (Regulations of Connecticut State Agencies (RCSA) 14-163c-1, 2, 4 through 12 inclusive) and their respective departments have written MOUs with CVSD.

All participating agencies conduct roadside inspections, complete Driver/Vehicle Examination Reports and file those reports with the CVSD. As previously noted CSP and CVSD upload their reports electronically. CVSD performs the data entry of all hand written reports, monitoring all DataQs, certifies all reports, sends out second notices for delinquent reports and suspends the registrations of those vehicles cited in the delinquent reports that are non-compliant.

CVSD deploys four truck teams: Central, East, West and Evening in areas across the State for maximum coverage. CVSD schedules include, at a minimum, three days per month for level III driver focused inspections, weekly traffic enforcement (TE) days, two HM days and two destination inspection details. All personnel will include checks for: safety belts; drugs and alcohol; operating authority (as applicable); violations of Federal OOS orders; and proper and valid license status when conducting inspections.

In addition, to conducting nearly 80% of the Driver/Vehicle Examination Reports, which include CMV TE and motor coach terminal inspections, CVSD performs: New Entrant Safety Audits (SAs), the Internal Repair Audit Program (IRAP), Judicial Outreach Program (JOP), and educational contacts.

4 - MCSAP Structure**Instructions:**

Complete the following tables for the MCSAP lead agency, each subrecipient and non-funded agency conducting eligible CMV safety activities.

The tables below show the total number of personnel participating in MCSAP activities, including full time and part time personnel. This is the total number of non-duplicated individuals involved in all MCSAP activities within the CVSP. (The agency and subrecipient names entered in these tables will be used in the National Program Elements —Roadside Inspections area.)

The national program elements sub-categories represent the number of personnel involved in that specific area of enforcement. FMCSA recognizes that some staff may be involved in more than one area of activity.

| Lead Agency Information | |
|--|--|
| Agency Name: | CONNECTICUT DEPARTMENT OF MOTOR VEHICLES |
| Enter total number of personnel participating in MCSAP activities | 50 |
| National Program Elements | Enter # personnel below |
| Driver and Vehicle Inspections | 50 |
| Traffic Enforcement Activities | 50 |
| Investigations* | 3 |
| Public Education and Awareness | 10 |
| Data Collection and Reporting | 7 |
| * Formerly Compliance Reviews and Includes New Entrant Safety Audits | |

| Non-funded Agency Information | |
|---|----|
| Total number of agencies: | 6 |
| Total # of MCSAP Participating Personnel: | 63 |

Part 2 - Crash Reduction and National Program Elements

1 - Overview

Part 2 allows the State to provide past performance trend analysis and specific goals for FY 2018 - 2020 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.

In past years, the program effectiveness summary trend analysis and performance goals were separate areas in the CVSP. Beginning in FY 2018, these areas have been merged and categorized by the National Program Elements as described in [49 CFR 350.109](#). This change is intended to streamline and incorporate this information into one single area of the CVSP based upon activity type.

Note: *For CVSP planning purposes, the State can access detailed counts of its core MCSAP performance measures. Such measures include roadside inspections, traffic enforcement activity, investigation/review activity, and data quality by quarter for the current and past two fiscal years using the State Quarterly Report and CVSP Data Dashboard, and/or the CVSP Toolkit on the A&I Online website. The Data Dashboard is also a resource designed to assist the State with preparing their MCSAP-related quarterly reports and is located at: <http://ai.fmcsa.dot.gov/StatePrograms/Home.aspx>. A user id and password are required to access this system.*

In addition, States can utilize other data sources available on the A&I Online website as well as internal State data sources. It is important to reference the data source used in developing problem statements, baselines and performance goals/ objectives.

2 - CMV Crash Reduction

The primary mission of the Federal Motor Carrier Safety Administration (FMCSA) is to reduce crashes, injuries and fatalities involving large trucks and buses. MCSAP partners also share the goal of reducing commercial motor vehicle (CMV) related crashes.

Trend Analysis for 2012 - 2016

Instructions for all tables in this section:

Complete the tables below to document the State's past performance trend analysis over the past five measurement periods. All columns in the table must be completed.

- Insert the beginning and ending dates of the five most recent State measurement periods used in the Measurement Period column. The measurement period can be calendar year, Federal fiscal year, State fiscal year, or any consistent 12-month period for available data.
- In the Fatalities column, enter the total number of fatalities resulting from crashes involving CMVs in the State during each measurement period.
- The Goal and Outcome columns allow the State to show its CVSP goal and the actual outcome for each measurement period. The goal and outcome must be expressed in the same format and measurement type (e.g., number, percentage, etc.).
 - In the Goal column, enter the goal from the corresponding CVSP for the measurement period.
 - In the Outcome column, enter the actual outcome for the measurement period based upon the goal that was set.
- Include the data source and capture date in the narrative box provided below the tables.
- If challenges were experienced while working toward the goals, provide a brief narrative including details of how the State adjusted the program and if the modifications were successful.

ALL CMV CRASHES

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g. large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, or other). Other can include injury only or property damage crashes.

Goal measurement as defined by your State: Other

If you select 'Other' as the goal measurement, explain the measurement used in the text box provided:
Fatal & non-fatal crashes

| Measurement Period (Include 5 Periods) | | Fatalities | Goal | Outcome |
|--|------------|------------|------|---------|
| Begin Date | End Date | | | |
| 01/01/2016 | 12/31/2016 | 29 | 1390 | 1643 |
| 01/01/2015 | 12/31/2015 | 36 | 667 | 1418 |
| 01/01/2014 | 12/31/2014 | 21 | 739 | 680 |
| 01/01/2013 | 12/31/2013 | 23 | 614 | 754 |
| 01/01/2012 | 12/31/2012 | 15 | 773 | 626 |

MOTORCOACH/PASSENGER CARRIER CRASHES

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g. large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, other, or N/A).

Goal measurement as defined by your State: Other

If you select 'Other' or 'N/A' as the goal measurement, explain the measurement used in the text box provided:

Fatal & non-fatal crashes

| Measurement Period (Include 5 Periods) | | Fatalities | Goal | Outcome |
|---|------------|------------|------|---------|
| Begin Date | End Date | | | |
| 01/01/2016 | 12/31/2016 | 4 | 252 | 398 |
| 01/01/2015 | 12/31/2015 | 5 | 71 | 257 |
| 01/01/2014 | 12/31/2014 | 1 | 91 | 72 |
| 01/01/2013 | 12/31/2013 | 2 | 31 | 92 |
| 01/01/2012 | 12/31/2012 | 2 | 12 | 32 |

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

Hazardous material is anything that is listed in the hazardous materials table or that meets the definition of any of the hazard classes as specified by Federal law. The Secretary of Transportation has determined that hazardous materials are those materials capable of posing an unreasonable risk to health, safety, and property when transported in commerce. The term hazardous material includes hazardous substances, hazardous wastes, marine pollutants, elevated temperature materials, and all other materials listed in the hazardous materials table.

For the purposes of the table below, HM crashes involve a release/spill of HM that is part of the manifested load. (This does not include fuel spilled from ruptured CMV fuel tanks as a result of the crash).

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g., large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, other, or N/A).

Goal measurement as defined by your State: N/A

If you select 'Other' or 'N/A' as the goal measurement, explain the measurement used in the text box provided:

N/A

| Measurement Period (Include 5 Periods) | | Fatalities | Goal | Outcome |
|---|------------|------------|------|---------|
| Begin Date | End Date | | | |
| 01/01/2016 | 12/31/2016 | 0 | 0 | 0 |
| 01/01/2015 | 12/31/2015 | 0 | 0 | 0 |
| 01/01/2014 | 12/31/2014 | 0 | 0 | 0 |
| 01/01/2013 | 12/31/2013 | 0 | 0 | 0 |
| 01/01/2012 | 12/31/2012 | 0 | 0 | 0 |

Enter the data sources and capture dates of the data listed in each of the tables above.

Data Sources: A&I. MCMIS Large Trucks and Buses Involved in Fatal and Non-fatal Crashes CY 2015, May 26, 2017 data snapshot, which includes crash records through January 31, 2017 and the 2015 State Level Commercial Motor Vehicle (CMV) Fatality Rate per 100 Million Total Vehicle Miles Traveled. PHMSA Incident Reports.

Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.

Connecticut's CMV Fatality Rate per 100 million VMT: 2007 - .09; 2008 - .09; 2009 - .05; 2010 - .09; 2011 - .05; 2012 - .05; 2013 - .07; 2014 - .07; and 2015 - .13.

Outcomes are listed as a percentage (%) of change from previous year's total (fatal and non-fatal) truck crashes. While we grasp the seriousness of fatal crashes, due to the small number of fatal crashes, Connecticut uses the total (fatal and non-fatal) truck crash numbers when stating our goals and calculating the actual outcomes. This larger number provides for a more statistically relevant number for us to evaluate.

Calendar years: 2008 - 859; 2009 - 723 (-15.8%); 2010 - 700 (-3.18%); 2011 - 814 (16.29%); 2012 - 626 (-23.10%); 2013 - 754 (20.45%); 2014 - 680 (-9.81%); *2015 - 1,418 (108.52%); and 2016 - 1,643 (13.69%).

*NOTE - 2015 saw the implementation of the State's newly required electronic crash report (PR-1) and a subsequent large up tick in crash reports submitted by cities and towns that were previously not reported. Many of these new reports do not appear to be reportable and the ConnDOT has received a SaDIP grant to work on training for police officers throughout the State on the proper reporting of CMV crashes. The training is being performed by UConn Transportation Safety Research Center. When conducting this training CVSD personnel assist UConn instructors.

Hazardous Materials: A review of the PHMSA Yearly Incident Summary Reports (highway) for the years 2012 through 2016 continue to show zero fatalities and zero injuries that required hospitalization. To that end the State has not identified a significant hazardous materials safety problem that warrants a specific state objective. The total number of incidents remains somewhat flat; 196, 157, 210, 198 and 251 respectively. Damages are flat as well; \$197,427 in 2012 to \$107,326 in 2016, except for the large spike in damages for 2013, which resulted mainly from one incident where a cargo tank rolled over after sliding on the ice and released 2,500 gallons of diesel fuel. Damages for that one incident were \$300,919. (71.21% of the 2013 year's total damages of \$422,590)

Regardless, trucks teams continue to be assigned twice per month to specific 'HM days' for a focus on hazardous materials transportation with a concentration on flammable, combustible and corrosive shipments as these three hazard classes represent 81.75% of the national incidents. Ultimately, the crash statistics, the PHMSA incident summary reports and the out-of-service rates demonstrate that there is no apparent issue with regards to hazardous material transportation. However, the nature of the product being transported requires us to maintain careful oversight on those motor carriers to ensure they continue safe operating practices. In addition, we have several terminals (aka 'tank farms') located at a number of ports that supply fuel oils to consumers throughout the State and to surrounding States. We must be mindful of the security risk these terminals pose and continue to maintain a presence at these locations.

Narrative Overview for FY 2018 - 2020**Instructions:**

The State must include a reasonable crash reduction goal for their State that supports FMCSA's mission to reduce the national number of crashes, injuries and fatalities involving commercial motor vehicles. The State has flexibility in setting its goal and it can be based on raw numbers (e.g., total number of fatalities or CMV crashes), based on a rate (e.g., fatalities per 100 million VMT), etc.

Problem Statement Narrative: Describe the identified problem, include baseline data and identify the measurement method.

Based on the 2016 MCMIS crash data for all large truck and bus crashes occurring on Connecticut's roadways: for the 2,033 large truck and bus crashes (involving 2,151 vehicles) the majority of those crashes occurred during daylight hours between 6 am and 6 pm (1,692 crashes, 78.7%), Monday through Friday (1,939 crashes, 90.1%), on dry roads (1,731, 80.5%), with clear weather condition reported (1,845 crashes, 85.8%), and take place on two-way divided highways 959 with barriers and 286 without barriers (1,245, 57.9%). The majority of these large trucks and buses are greater than 26,000 pounds (1,564, 72.7%), have three or more axles (1,174, 54.6%), have van/enclosed body cargo areas (891, 41.4%), are non-domiciled carriers (1,105, 51.4%), and are interstate carriers (1,608, 74.8%). The

majority of these crashes (1,748, 81.3%) occur in three of our eight counties, Fairfield (557, 25.6%), Hartford (586, 27.2%) and New Haven (605, 28.1%); we need to focus in our high-crash corridors for large trucks with three or more axles operated Monday through Friday between 6 am and 6 pm. In 2015, Connecticut's fatality rate per 100 million total VMT is .13, which is less than the national average of .14. Connecticut must strive to maintain its lower than national average percentage and reduce its total number of crashes annually by two percent. Any collision involving a large truck or bus has the potential to be a fatal event.

Enter the data source and capture date:

Data Source: MCMIS Large Trucks and Buses Involved in Fatal and Non-fatal Crashes CY 2016, July 28, 2017 data snapshot, which includes crash records through January 31, 2017 and the 2015 State Level Commercial Motor Vehicle (CMV) Fatality Rate per 100 Million Total Vehicle Miles Traveled.

Projected Goal for FY 2018 - 2020:

In the table below, state the crash reduction goal for each of the three fiscal years. The method of measurement should be consistent from year to year. For example, if the overall crash reduction goal for the three year period is 12 percent, then each annual goal could be 4 percent.

| Fiscal Year | Annual Crash Reduction Goals |
|-------------|------------------------------|
| 2018 | 1611 |
| 2019 | 1579 |
| 2020 | 1548 |

Connecticut must strive to maintain its lower than national average percentage and reduce its total number of truck crashes annually by two percent.

Program Activities for FY 2018 - 2020: States must indicate the activities, and the amount of effort (staff hours, inspections, traffic enforcement stops, etc.) that will be resourced directly for the program activities purpose.

Through the findings of the LTCCS's recognition of the driver as one of the major factors in 'crash causation', we will conduct CMV TE focusing on reckless driving, speeding, following too close and unsafe lane changes, in all areas of the state as well as prior to and within the identified high crash areas. This CMV TE will be documented on Driver/Vehicle Examination Reports. In addition, we will perform random roadside inspections, focusing on the driver and provide a high visibility presence prior to or within the identified high crash areas.

Connecticut does not intend to include non-CMV TE as part of the CVSP. CVSD does not have the necessary staffing levels to assign personnel to this task while maintaining our levels of inspections. Personnel will conduct isolated stops at times when unsafe actions by the non-CMV driver are performed in the vicinity of a CMV and warrants immediate action.

Connecticut will assign several personnel from each of our four truck teams to work in the identified high crash areas at least twice per week. This should result in approximately 144 hours of CMV TE weekly. Activities will take place M-F between 6 am and 6 pm and focus on drivers of CMVs greater than 26,000 pounds operating on interstates. All CMV TE performed will be documented on Driver/Vehicle Examination Reports.

Performance Measurements and Monitoring: The State will monitor the effectiveness of its CMV Crash Reduction Goal quarterly and annually by evaluating the performance measures and reporting results in the required Standard Form - Performance Progress Reports (SF-PPRs).

Describe how the State will conduct ongoing monitoring of progress in addition to quarterly reporting.

Supervisors will schedule monthly high crash and TE days accordingly. The MCSAP Coordinator will review monthly schedules submitted by supervisors to ensure high crash and TE days have been scheduled. Those days will be noted in the quarterly reports.

3 - Roadside Inspections

In this section, provide a trend analysis, an overview of the State's roadside inspection program, and projected goals for FY 2018 - 2020.

Note: *In completing this section, do NOT include border enforcement inspections. Border Enforcement activities will be captured in a separate section if applicable.*

Trend Analysis for 2012 - 2016

| Inspection Types | 2012 | 2013 | 2014 | 2015 | 2016 |
|--------------------------------|--------------|--------------|--------------|--------------|--------------|
| Level 1: Full | 6673 | 6056 | 5677 | 5833 | 5443 |
| Level 2: Walk-Around | 7057 | 6237 | 6787 | 8968 | 7493 |
| Level 3: Driver-Only | 7298 | 7526 | 6044 | 7759 | 7877 |
| Level 4: Special Inspections | 0 | 0 | 0 | 0 | 0 |
| Level 5: Vehicle-Only | 652 | 665 | 726 | 676 | 711 |
| Level 6: Radioactive Materials | 0 | 0 | 0 | 0 | 0 |
| Total | 21680 | 20484 | 19234 | 23236 | 21524 |

Narrative Overview for FY 2018 - 2020

Overview:

Describe components of the State's general Roadside and Fixed-Facility Inspection Program. Include the day-to-day routine for inspections and explain resource allocation decisions (i.e., number of FTE, where inspectors are working and why).

Enter a narrative of the State's overall inspection program, including a description of how the State will monitor its program to ensure effectiveness and consistency.

Note: The Inspections numbers are from the State's SAFETYNET files and reflect Federal Fiscal Years (FFY); October 1 - September 30.

Connecticut will perform Driver/Vehicle Inspections at the levels noted in the activity projections listed below. All personnel will include checks for: safety belts; drugs and alcohol; operating authority (as applicable); violations of Federal OOS orders; and proper/valid license status (electronic check) when conducting inspections. These inspections will be done as specified in the other sections of this plan as they relate to crash reduction, TE, HM transportation and passenger-carrying vehicles. Ultimately, we will work to maintain or increase driver focused inspections at or above the 33% level.

CVSD deploys four truck teams: Central, East, West and Evenings in areas across the State for maximum coverage. Personnel on these teams work on CMV enforcement full-time and these teams represent approximately twenty-two FTEs. CVSD schedules include, at a minimum, three days per month for level III driver focused inspections, weekly TE days, two HM days per month and two destination inspection details per month. The Evening Team works primarily out of the six States weight and inspection stations.

Team supervisors will schedule details according to our objectives and review personnel's activities to ensure they are working to achieve our goals.

It must be noted that our inspection goals include the inspections conducted by the fifty-eight CSP certified personnel and the six certified local Officers. CSP and the local Police Departments do not receive any MCSAP Basic funding and their inspections do not show on the summary tab for the MCSAP Lead Agency and as such the table will not show the correct percentages for Connecticut's inspection goals. These agencies conduct roughly 2,500 level one inspections; 2,250 Non-Hazmat and 250 Hazmat. The table below shows the correct percentages for Connecticut's inspection goals from all reporting personnel.

Connecticut Inspection Goals/All Agencies/All Personnel:

| Projected Goals for FY 2018 - Roadside Inspections | | | | | |
|--|--------------|-------------|-------------|--------------|---------------------|
| Inspection Level | Non-Hazmat | Hazmat | Passenger | Total | Percentage by Level |
| Level 1: Full | 4250 | 500 | 100 | 4850 | 27.64% |
| Level 2: Walk-Around | 5000 | 750 | 100 | 5850 | 33.33% |
| Level 3: Driver-Only | 5950 | 100 | 300 | 6350 | 36.18% |
| Level 4: Special Inspections | | | | 0 | 0.00% |
| Level 5: Vehicle-Only | 0 | 0 | 500 | 500 | 2.85% |
| Level 6: Radioactive Materials | 0 | 0 | 0 | 0 | 0.00% |
| Sub-Total Lead Agency | 15200 | 1350 | 1000 | 17550 | |

The inspection goals reflected are based on inspections performed during regular time and do not include any inspections performed as part of any other grant activities performed on overtime. The inspection numbers are typically larger due to inspection activities performed as part of several different grants; e.g. FHWA Oversize/Overweight grants, Dyed Fuel grants and FMCSA High Priority grants. As part of these overtime activities, CVSD and CSP personnel will perform inspections on those vehicles and/or drivers identified as needing inspections. These grants are not received every year and fluctuations obviously occur when those activities are not conducted.

Moving forward, as law enforcement agencies continue with their hiring difficulties, Connecticut hopes to maintain its projected inspection numbers.

Projected Goals for FY 2018 - 2020**Instructions for Projected Goals:**

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Year 2018 - 2020. For FY 2018 - 2020, there are separate tabs for the Lead Agency, Subrecipient Agencies, and Non-Funded Agencies—enter inspection goals by agency type. Enter the requested information on the first three tabs (as applicable). The Summary table totals are calculated by the eCVSP system.

To modify the names of the Lead or Subrecipient agencies, or the number of Subrecipient or Non-Funded Agencies, visit [Part 1, MCSAP Structure](#).

Note: Per the [MCSAP Comprehensive Policy](#), States are strongly encouraged to conduct at least 25 percent Level 1 inspections and 33 percent Level 3 inspections of the total inspections conducted. If the State opts to do less than these minimums, provide an explanation in space provided on the Summary tab.

MCSAP Lead Agency

Lead Agency is: CONNECTICUT DEPARTMENT OF MOTOR VEHICLES

Enter the total number of certified personnel in the Lead agency: 50

| Projected Goals for FY 2018 - Roadside Inspections | | | | | |
|--|--------------|-------------|-------------|--------------|---------------------|
| Inspection Level | Non-Hazmat | Hazmat | Passenger | Total | Percentage by Level |
| Level 1: Full | 2000 | 250 | 100 | 2350 | 15.61% |
| Level 2: Walk-Around | 5000 | 750 | 100 | 5850 | 38.87% |
| Level 3: Driver-Only | 5950 | 100 | 300 | 6350 | 42.19% |
| Level 4: Special Inspections | | | | 0 | 0.00% |
| Level 5: Vehicle-Only | 0 | 0 | 500 | 500 | 3.32% |
| Level 6: Radioactive Materials | 0 | 0 | 0 | 0 | 0.00% |
| Sub-Total Lead Agency | 12950 | 1100 | 1000 | 15050 | |

MCSAP subrecipient agency

Complete the following information for each MCSAP subrecipient agency. A separate table must be created for each subrecipient.

You have not entered any subrecipient information. Visit Part 1, MCSAP Structure to add subrecipient information.

Non-Funded Agencies

| | |
|--|------|
| Total number of agencies: | 6 |
| Enter the total number of non-funded certified officers: | 63 |
| Enter the total number of inspections projected for FY 2018: | 2500 |

Summary

Projected Goals for FY 2018 - Roadside Inspections Summary

| Projected Goals for FY 2018 Summary for All Agencies | | | | | |
|--|--------------|-------------|-------------|--------------|---------------------|
| MCSAP Lead Agency: CONNECTICUT DEPARTMENT OF MOTOR VEHICLES | | | | | |
| # certified personnel: 50 | | | | | |
| Subrecipient Agencies: | | | | | |
| # certified personnel: 0 | | | | | |
| Number of Non-Funded Agencies: 6 | | | | | |
| # certified personnel: 63 | | | | | |
| # projected inspections: 2500 | | | | | |
| Inspection Level | Non-Hazmat | Hazmat | Passenger | Total | Percentage by Level |
| Level 1: Full | 2000 | 250 | 100 | 2350 | 15.61% |
| Level 2: Walk-Around | 5000 | 750 | 100 | 5850 | 38.87% |
| Level 3: Driver-Only | 5950 | 100 | 300 | 6350 | 42.19% |
| Level 4: Special Inspections | | | | 0 | 0.00% |
| Level 5: Vehicle-Only | 0 | 0 | 500 | 500 | 3.32% |
| Level 6: Radioactive Materials | 0 | 0 | 0 | 0 | 0.00% |
| Total ALL Agencies | 12950 | 1100 | 1000 | 15050 | |

Note: If the minimum numbers for Level 1 and Level 3 inspections are less than described in the [MCSAP Comprehensive Policy](#), briefly explain why the minimum(s) will not be met.

See description in the narrative above.

| Projected Goals for FY 2019 Roadside Inspections | Lead Agency | Subrecipients | Non-Funded | Total |
|---|--------------------|----------------------|-------------------|--------------|
| Enter total number of projected inspections | 15000 | 0 | 2500 | 17500 |
| Enter total number of certified personnel | 50 | 0 | 62 | 112 |
| Projected Goals for FY 2020 Roadside Inspections | | | | |
| Enter total number of projected inspections | 15000 | 0 | 2500 | 17500 |
| Enter total number of certified personnel | 50 | 0 | 61 | 111 |

4 - Investigations

Describe the State's implementation of FMCSA's interventions model for interstate carriers. Also describe any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel assigned to this effort. Data provided in this section should reflect interstate and intrastate investigation activities for each year.



The State does not conduct investigations. If this box is checked, the tables and narrative are not required to be completed and won't be displayed.

5 - Traffic Enforcement

Traffic enforcement means documented enforcement activities of State or local officials. This includes the stopping of vehicles operating on highways, streets, or roads for moving violations of State or local motor vehicle or traffic laws (e.g., speeding, following too closely, reckless driving, and improper lane changes).

Trend Analysis for 2012 - 2016

Instructions:

Please refer to the [MCSAP Comprehensive Policy](#) for an explanation of FMCSA's traffic enforcement guidance. Complete the tables below to document the State's safety performance goals and outcomes over the past five measurement periods.

1. Insert the beginning and end dates of the measurement period being used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12-month period for which data is available).
2. Insert the total number CMV traffic enforcement stops with an inspection, CMV traffic enforcement stops without an inspection, and non-CMV stops in the tables below.
3. Insert the total number of written warnings and citations issued during the measurement period. The number of warnings and citations are combined in the last column.

| State/Territory Defined Measurement Period (Include 5 Periods) | | Number of Documented CMV Traffic Enforcement Stops with an Inspection | Number of Citations and Warnings Issued |
|--|------------|---|---|
| Begin Date | End Date | | |
| 01/01/2016 | 12/31/2016 | 5679 | 5679 |
| 01/01/2015 | 12/31/2015 | 5837 | 5837 |
| 01/01/2014 | 12/31/2014 | 4689 | 4689 |
| 01/01/2013 | 12/31/2013 | 6811 | 6811 |
| 01/01/2012 | 12/31/2012 | 7031 | 7031 |

☒ **The State does not conduct CMV traffic enforcement stops without an inspection. If this box is checked, the "CMV Traffic Enforcement Stops without an Inspection" table is not required to be completed and won't be displayed.**

☒ **The State does not conduct documented non-CMV traffic enforcement stops and was not reimbursed by the MCSAP grant (or used for State Share or MOE). If this box is checked, the "Non-CMV Traffic Enforcement Stops" table is not required to be completed and won't be displayed.**

Enter the source and capture date of the data listed in the tables above.

Data Source: FMCSA's MCMIS data snapshot as of 7/28/2017. Note - While the majority of TE stops are accompanied by a ticket (infraction or misdemeanor), Connecticut's Driver/Vehicle Examination Reports are treated and processed as written warning. Failing to certify a Driver/Vehicle Examination Report may result in a registration suspension for the motor carrier.

Narrative Overview for FY 2018 - 2020

Instructions:

Describe the State's proposed level of effort (number of personnel) to implement a statewide CMV (in conjunction with and without an inspection) and/or non-CMV traffic enforcement program. If the State conducts CMV and/or non-CMV traffic enforcement activities only in support of the overall crash reduction goal, describe how the State allocates traffic enforcement resources. Please include number of officers, times of day and days of the week, specific corridors or general activity zones, etc. Traffic enforcement activities should include officers who are not assigned to a dedicated commercial vehicle enforcement unit, but who conduct eligible commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State must conduct these activities in accordance with the [MCSAP Comprehensive Policy](#).

Through the findings of the LTCCS's recognition of the driver as one of the major factors in 'crash causation', we will conduct CMV TE focusing on reckless driving, speeding, following too close and unsafe lane changes, in all areas of the state as well as prior to and within the identified high crash areas. This CMV TE will be documented on Driver/Vehicle Examination Reports. In addition, we will perform random roadside inspections, focusing on the driver and provide a high visibility presence prior to or within the identified high crash areas.

Connecticut does not intend to include non-CMV TE as part of the CVSP. CVSD does not have the necessary staffing levels to assign personnel to this task while maintaining our levels of inspections. Personnel will conduct isolated stops at times when unsafe actions by the non-CMV driver are performed in the vicinity of a CMV and warrants immediate action.

Connecticut will assign several personnel from each of our four truck teams to work in the identified high crash areas at least twice per week. This should result in approximately 144 hours of CMV TE weekly. Activities will take place M-F between 6 am and 6 pm and focus on drivers of CMVs greater than 26,000 pounds operating on interstates. All CMV TE performed will be documented on Driver/Vehicle Examination Reports.

Projected Goals for FY 2018 - 2020

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2018 - 2020. The projected goals are based on the number of traffic stops, not tickets or warnings issued. These goals are NOT intended to set a quota.

| | | | Enter Projected Goals (Number of Stops only) | | |
|----------------------------------|----------------------------------|--|---|---------|---------|
| Yes | No | Traffic Enforcement Activities | FY 2018 | FY 2019 | FY 2020 |
| <input checked="" type="radio"/> | <input type="radio"/> | CMV with Inspection | 5000 | 5250 | 5500 |
| <input type="radio"/> | <input checked="" type="radio"/> | CMV without Inspection | 0 | 0 | 0 |
| <input type="radio"/> | <input checked="" type="radio"/> | Non-CMV | 0 | 0 | 0 |
| <input checked="" type="radio"/> | <input type="radio"/> | Comprehensive and high visibility in high risk locations and corridors (special enforcement details) | 1000 | 1250 | 1500 |

In order to be eligible to utilize Federal funding for Non-CMV traffic enforcement, the [FAST Act](#) requires that the State must maintain an average number of safety activities which include the number of roadside inspections, carrier investigations, and new entrant safety audits conducted in the State for Fiscal Years 2004 and 2005.

The table below displays the information you input into this plan from the roadside inspections, investigations, and new entrant safety audit sections. Your planned activities must at least equal the average of your 2004/2005 activities.

| FY 2018 Planned Safety Activities | | | | |
|-----------------------------------|----------------|---------------------------|---------------------------|----------------------------|
| Inspections | Investigations | New Entrant Safety Audits | Sum of FY 2018 Activities | Average 2004/05 Activities |
| 17550 | 0 | 600 | 18150 | 16890 |

Describe how the State will monitor its traffic enforcement efforts to ensure effectiveness, consistency, and correlation to FMCSA's national traffic enforcement priority.

Supervisors will schedule monthly high crash and TE days accordingly. The MCSAP Coordinator will review monthly schedules submitted by supervisors to ensure high crash and TE days have been scheduled. Those days will be noted in the quarterly reports.

6 - Safety Technology

The FAST Act made Performance and Registration Information Systems Management (PRISM) a condition for MCSAP eligibility. ([49 CFR 350.201 \(aa\)](#)) States must achieve full participation (Step 6) by October 1, 2020. Under certain conditions, the FAST Act allows MCSAP lead agencies to use MCSAP funds for Operations and Maintenance (O&M) costs associated with Innovative Technology Deployment (ITD) and the PRISM ([49 CFR 350.201\(cc\)](#).)

For PRISM, O&M costs are eligible expenses subject to FMCSA approval. For ITD, if the State agrees to comply with ITD program requirements and has complied with all MCSAP requirements, including achievement of at least Step 6 in PRISM, O&M costs are eligible expenses.

These expenses must be included in the Spending Plan section per the method these costs are handled in the State's accounting system (e.g., contractual costs, other costs, etc.).

Safety Technology Compliance Status

Please verify the current level of compliance for your State in the table below using the drop-down menu. If the State plans to include O&M costs in this year's CVSP, please indicate that in the table below. Additionally, details must be in this section and in your Spending Plan.

| Technology Program | Current Compliance Level | Include O & M Costs? |
|--------------------|--------------------------|----------------------|
| ITD | Core CVISN Compliant | Yes |
| PRISM | Step 8 | Yes |

Available data sources:

- [FMCSA website ITD information](#)
- [FMCSA website PRISM information](#)

Enter the agency name responsible for ITD in the State, if other than the Lead MCSAP Agency:

Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency:

Narrative Overview for FY 2018 - 2020

Problem Statement Narrative and Projected Goal:

If the State's PRISM compliance is less than full participation, describe activities your State plans to implement to achieve full participation in PRISM.

Program Activities for FY 2018 - 2020: Describe any actions that will be taken to implement full participation in PRISM.

Performance Measurements and Monitoring: Describe all performance measures that will be used and include how the State will conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.

7 - Public Education and Outreach

A public education and outreach program is designed to provide information on a variety of traffic safety issues related to CMVs and non-CMV's that operate around large trucks and buses.

Trend Analysis for 2012 - 2016

In the table below, provide the number of public education and outreach activities conducted in the past 5 years.

| Public Education and Outreach Activities | 2012 | 2013 | 2014 | 2015 | 2016 |
|---|-------------|-------------|-------------|-------------|-------------|
| Carrier Safety Talks | 8 | 12 | 9 | 41 | 70 |
| CMV Safety Belt Education and Outreach | 9 | 13 | 10 | 42 | 71 |
| State Trucking Association Meetings | 1 | 1 | 1 | 1 | 1 |
| State-Sponsored Outreach Events | 0 | 1 | 0 | 1 | 1 |
| Local Educational Safety Events | 1 | 1 | 1 | 1 | 1 |
| Teen Safety Events | 1 | 1 | 1 | 1 | 1 |

Narrative Overview for FY 2018 - 2020

Performance Objective: *To increase the safety awareness of the motoring public, motor carriers and drivers through public education and outreach activities such as safety talks, safety demonstrations, etc.*

Describe the type of activities the State plans to conduct, including but not limited to passenger transportation, hazardous materials transportation, and share the road safely initiatives. Include the number of personnel that will be participating in this effort.

Activity #1: Include the 'Share the Road with Trucks' message in the Connecticut Driver's Manual.

Goal: To ensure all new drivers are provided this important information when studying for their driver's license.

Actual: Connecticut Driver's Manual contains the 'Share the Road with Trucks' message. The manual is available on-line for all new drivers as well as anyone who wishes to review the manual.

Activity #2: Inspectors to visit with Courts to ensure that our daily activities are properly and judicially administered through the State's courthouses in an effort to ensure that those 'high risk' carriers are dealt with swiftly and accordingly.

Goal: Court visits twice per week.

Actual: Average of two visits per week was completed as well as a monthly visit to the Centralized Infraction Bureau.

Narrative: The twenty-plus courts are spread out across the State of Connecticut making it difficult to visit some of the courts on the fringe areas of the State. Most visits are conducted at those courts that have CMV cases pending.

Activity #3: Conduct in-service commercial vehicle law training for police as well as training in commercial vehicle law to new police recruits. Training to CVSA certified personnel will include the importance of accurate violations and their effect on motor carriers through CSA.

Goal: Two Truck 101 classes and several in-service classes.

Actual: Two Trucks 101 and five in-service classes held.

Narrative: These training classes are helpful for all law enforcement officers throughout the State. The Trucks 101 classes provide training to State and local police and their respective departments on CMV laws as well as the need for accurate and timely accident/crash reporting of all reportable crashes. We have made advancements at the Police Academy and have returned to provide CMV training to new recruits. The Trucks 101 course has been added to a week long course for law enforcement officers that covers: DUI, speed monitoring, CMVs, and other traffic related issues.

Activity #4: Conduct safety briefings and presentations on CMV safety performed when requested.

Goal: Conducting at least one safety briefing/presentation per month. All safety talks will include CSA, safety belt and distracted driving education.

Actual: Schedule one safety briefing/presentation per month.

Narrative: It is important to work motor carriers and their drivers so they understand the mission of reducing the

number and severity of CMV crashes.

Projected Goals for FY 2018 - 2020

In the table below, indicate if the State intends to conduct the listed program activities, and the estimated number, based on the descriptions in the narrative above.

| | | | Performance Goals | | |
|----------------------------------|-----------------------|--|-------------------|---------|---------|
| Yes | No | Activity Type | FY 2018 | FY 2019 | FY 2020 |
| <input checked="" type="radio"/> | <input type="radio"/> | Carrier Safety Talks | 20 | 25 | 30 |
| <input checked="" type="radio"/> | <input type="radio"/> | CMV Safety Belt Education and Outreach | 20 | 25 | 30 |
| <input checked="" type="radio"/> | <input type="radio"/> | State Trucking Association Meetings | 1 | 1 | 1 |
| <input checked="" type="radio"/> | <input type="radio"/> | State-Sponsored Outreach Events | 1 | 1 | 1 |
| <input checked="" type="radio"/> | <input type="radio"/> | Local Educational Safety Events | 1 | 1 | 1 |
| <input checked="" type="radio"/> | <input type="radio"/> | Teen Safety Events | 1 | 1 | 1 |

Performance Measurements and Monitoring: Describe all performance measures and how the State will conduct monitoring of progress. States must report the quantity, duration and number of attendees in their quarterly SF-PPR reports.

Perform inquiry into the CAD/RMS system and provide the number of Educational Events conducted. Include duration and number of attendees in the quarterly report.

8 - State Safety Data Quality (SSDQ)

The FAST Act allows MCSAP lead agencies to use MCSAP funds for Operations and Maintenance (O&M) costs associated with Safety Data Systems (SSDQ) if the State meets accuracy, completeness and timeliness measures regarding motor carrier safety data and participates in the national data correction system (DataQs).

SSDQ Compliance Status

Please verify the current level of compliance for your State in the table below using the drop-down menu. If the State plans to include O&M costs in this year's CVSP, select Yes. These expenses must be included in the Spending Plan section per the method these costs are handled in the State's accounting system (e.g., contractual costs, other costs, etc.).

| Technology Program | Current Compliance Level | Include O & M Costs? |
|--------------------|--------------------------|----------------------|
| SSDQ | Good | Yes |

Available data sources:

- [FMCSA website SSDQ information](#)

In the table below, use the drop-down menus to indicate the State's current rating within each of the State Safety Data Quality categories, and the State's goal for FY 2018 - 2020.

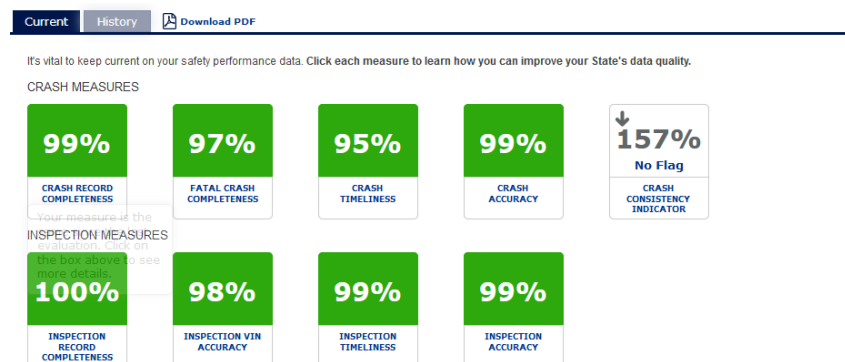
| SSDQ Category | Current SSDQ Rating | Goal for FY 2018 | Goal for FY 2019 | Goal for FY 2020 |
|--------------------------------|---------------------|------------------|------------------|------------------|
| Crash Record Completeness | Good | Good | Good | Good |
| Fatal Crash Completeness | Good | Good | Good | Good |
| Crash Timeliness | Good | Good | Good | Good |
| Crash Accuracy | Good | Good | Good | Good |
| Crash Consistency | No Flag | No Flag | No Flag | No Flag |
| Inspection Record Completeness | Good | Good | Good | Good |
| Inspection VIN Accuracy | Good | Good | Good | Good |
| Inspection Timeliness | Good | Good | Good | Good |
| Inspection Accuracy | Good | Good | Good | Good |

Enter the date of the A & I Online data snapshot used for the "Current SSDQ Rating" column.

A&I Online data current as of July 28, 2017.

Narrative Overview for FY 2018 - 2020

Problem Statement Narrative: Describe any issues encountered for any SSDQ category not rated as "Good" in the Current SSDQ Rating category column above (i.e., problems encountered, obstacles overcome, lessons learned, etc.). If the State is "Good" in all categories, no further narrative or explanation is necessary.



Data Source: FARS records and MCMIS crash and inspection records. Note: Since FMCSA's transition to the cloud in November 2016 resulted in a delay for State submissions, FMCSA is not including impacted late records in Crash or Inspection Timeliness measures. Crashes and inspections reported on-time will count toward State timeliness measures.

Program Activities for FY 2018 - 2020: Describe any actions that will be taken to achieve a "Good" rating in any category not currently rated as "Good," including measurable milestones.

Monthly monitoring of SSDQ categories to ensure Connecticut maintains its "green" rating in all categories.

Performance Measurements and Monitoring: Describe all performance measures that will be used and include how the State will conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.

Connecticut will continue to monitor A&I Online data monthly to ensure the achievements made returning all areas back to "green" is maintained.

9 - New Entrant Safety Audits

The FAST Act states that conducting interstate New Entrant safety audits is now a requirement to participate in the MCSAP ([49 CFR 350.201](#).) The Act allows a State to conduct intrastate New Entrant safety audits at the State's discretion. States that choose to conduct intrastate safety audits must not negatively impact their interstate new entrant program.

Note: The FAST Act also says that a State or a third party may conduct New Entrant safety audits. If a State authorizes a third party to conduct safety audits on its behalf, the State must verify the quality of the work conducted and remains solely responsible for the management and oversight of the New Entrant activities.

| Yes | No | Question |
|-----------------------|-----------------------|--|
| <input type="radio"/> | <input type="radio"/> | Does your State conduct Offsite safety audits in the New Entrant Web System (NEWS)? NEWS is the online system that carriers selected for an Offsite Safety Audit use to submit requested documents to FMCSA. Safety Auditors use this same system to review documents and communicate with the carrier about the Offsite Safety Audit. |
| <input type="radio"/> | <input type="radio"/> | Does your State conduct Group safety audits at non principal place of business locations? |
| <input type="radio"/> | <input type="radio"/> | Does your State intend to conduct intrastate safety audits and claim the expenses for reimbursement, state match, and/or Maintenance of Effort on the MCSAP Grant? |

Trend Analysis for 2012 - 2016

In the table below, provide the number of New Entrant safety audits conducted in the past 5 years.

| New Entrant Safety Audits | 2012 | 2013 | 2014 | 2015 | 2016 |
|---------------------------|------------|------------|------------|------------|------------|
| Interstate | 247 | 177 | 269 | 240 | 399 |
| Intrastate | 0 | 0 | 0 | 0 | 0 |
| Total Audits | 247 | 177 | 269 | 240 | 399 |

Note: Intrastate safety audits will not be reflected in any FMCSA data systems—totals must be derived from State data sources.

Narrative Overview for FY 2018 - 2020

Enter the agency name conducting New Entrant activities, if other than the Lead MCSAP Agency:

Program Goal: Reduce the number and severity of crashes, injuries, and fatalities involving commercial motor vehicles by reviewing interstate new entrant carriers. At the State's discretion, intrastate motor carriers are reviewed to ensure they have effective safety management programs.

Program Objective: Statutory time limits for processing and completing interstate safety audits are:

- If entry date into the New Entrant program (as shown in FMCSA data systems) September 30, 2013 or earlier—safety audit must be completed within 18 months.
- If entry date into the New Entrant program (as shown in FMCSA data systems) October 1, 2013 or later—safety audit must be completed within 12 months for all motor carriers and 120 days for motor carriers of passengers.

Projected Goals for FY 2018 - 2020

For the purpose of completing the table below:

- **Onsite safety audits** are conducted at the carrier's principal place of business.

- **Offsite safety audit** is a desktop review of a single New Entrant motor carrier's basic safety management controls and can be conducted from any location other than a motor carrier's place of business. Offsite audits are conducted by States that have completed the FMCSA New Entrant training for offsite audits.
- **Group audits** are neither an onsite nor offsite audit. Group audits are conducted on multiple carriers at an alternative location (i.e., hotel, border inspection station, State office, etc.).

| Projected Goals for FY 2018 - 2020 - New Entrant Safety Audits | | | | | | |
|--|------------|------------|------------|------------|------------|------------|
| | FY 2018 | | FY 2019 | | FY 2020 | |
| Number of Safety Audits/Non-Audit Resolutions | Interstate | Intrastate | Interstate | Intrastate | Interstate | Intrastate |
| # of Safety Audits (Onsite) | 150 | 0 | 135 | 0 | 125 | 0 |
| # of Safety Audits (Offsite) | 450 | 0 | 475 | 0 | 500 | 0 |
| # Group Audits | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL Safety Audits | 600 | 0 | 610 | 0 | 625 | 0 |
| # of Non-Audit Resolutions | 0 | 0 | 0 | 0 | 0 | 0 |

Strategies: Describe the strategies that will be utilized to meet the program objective above. Provide any challenges or impediments foreseen that may prevent successful completion of the objective.

With the ever continued increase in the number of new entrants, as motor carriers enter and exit the continued volatile business environment, we will maintain the two current full-time DMV personnel assigned to the FMCSA CT office to perform SAs. Additionally, this grant provides for a two Processing Technicians (PT) to work full-time, one who will work as the New Entrant Coordinator and the other to work conducting offsite SAs as we continue to work to try and get ahead of those required SAs within the statutory time frame. The New Entrant Coordinator was added in FFY 2014 in an attempt to counter the excessive backlog of SAs. This strategy had a tremendous payoff, ultimately reducing the backlog to almost no overdue SAs. The strategy allowed personnel conducting SAs to focus on completing SAs while the New Entrant Coordinator worked to fill appointments. The New Entrant Coordinator eliminates those motor carriers: 1) who do not need an SA (no interstate trips), or 2) who do not make contact and are declared OOS after three no contacts. Additionally, we began doing offsite SAs in June 2016, which has also helped to complete the required SAs within the statutory time frame. The New Entrant Coordinator will work with those motor carriers who are preparing for the SA and help to have the carrier ready when the Inspector comes to complete the SA or works with them in the offsite process.

Personnel assigned to NE SAs are responsible to conduct SAs as assigned by the New Entrant Coordinator in coordination with the FMCSA CT Division Office (onsite or offsite). Personnel will also remove those registration plates for new entrant carriers who have been issue a Federal OOS order. With CT DMV personnel focused on the offsite process, CT will add a non-sworn PT to focus on preliminary paperwork for offsite SAs. Once the motor carrier has supplied most off or all of the required documentation for the offsite SA the non-sworn PT will then move the assignment to the sworn Inspector to complete the offsite SA. Motor carriers requiring an onsite SA will be visited by a sworn Inspector, visiting the motor carrier's place of business, or in the case of the business office in someone's home, conduct the SA in a separate office (e.g. DMV or FMCSA office).

The small nature of our State creates several challenges that affect the number of SAs performed; such as motor carriers who are no shows, have not made any interstate trips, must be converted to CRs, etc. The New Entrant Coordinator helps to manage the NE SA Program and ultimately, stay ahead of the new entrant companies on the assignment list. The addition of a second PT to the program can only have positive results as it relates to SAs preformed.

With a number of motor carriers entering and exiting the business environment, tracking down those new entrants takes time. Those, along with motor carriers who are trying to avoid an SA, all ultimately affect the number of SAs actually performed. Over the years, and more so during these continued hard economic times, CT has seen a large number of new entrants change to intrastate, go out of business or just not show up resulting in a revocation, again all of which affects the number of SAs performed.

Activity Plan for FY 2018 - 2020: Include a description of the activities proposed to help achieve the objectives. If group audits are planned, include an estimate of the number of group audits.

Two CT DMV Inspectors and one PT assigned to the CT FMCSA division office would receive their audit assignments from the New Entrant Coordinator. The New Entrant Coordinator would coordinate with the FMCSA CT Division Office and CT DMV personnel to monitor the status of the CTs new entrants prioritize the assignment lists and attempt to mitigate those motor carriers who are overdue for their SA. The SAs, onsite or offsite, would be submitted for completeness and accuracy to the CT FMCSA DA or designee before being approved and submitted into the Federal

system. Inspectors would report to the CT FMCSA division office as needed. The New Entrant Coordinator will schedule SAs, onsite and offsite) for CT DMV personnel. This has been very beneficial and eliminates the difficulties of scheduling for field personnel conducting the SAs.

The addition of the one additional PT will require hiring, training in the NE SA offsite process and purchase of equipment for the program. In the current labor environment this will be a challenge to implement.

Performance Measurement Plan: Describe how you will measure progress toward meeting the objective, such as quantifiable and measurable outputs (staffing, work hours, carrier contacts, inspections, etc.). The measure must include specific benchmarks to be reported on in the quarterly progress report, or as annual outputs.

The New Entrant Coordinator will complete a schedule that all personnel have access too, including the FMCSA CT Division Office personnel. Monthly activity reports will be provided to New Entrant Coordinator. Monthly reports will include: days worked, number of SAs onsite completed, number of offsite SAs completed, number of SAs converted to CRs and reassigned, number of visits resulting in a motor carriers change from interstate to intrastate or US DOT number revoked, number of SAs that were no shows and US DOT number revoked, number of visits canceled, number of roadside inspections, number of days off (vacation, PL or sick) and any other relative information.

A financial and performance quarterly report will be submitted within 30 days of the end of each quarter, as required by FMCSA.

Part 3 - National Emphasis Areas and State Specific Objectives

FMCSA establishes annual national priorities (emphasis areas) based on emerging or continuing issues, and will evaluate CVSPs in consideration of these national priorities. Part 3 allows States to address the national emphasis areas/priorities outlined in the Notice of Funding Opportunity (NOFO) and any State-specific objectives as necessary. Specific goals and activities must be projected for the three fiscal year period (FYs 2018 - 2020).

1 - Enforcement of Federal OOS Orders during Roadside Activities

Instructions:

FMCSA has established an Out-of-Service (OOS) catch rate of 85 percent for carriers operating while under an OOS order. In this part, States will indicate their catch rate is at least 85 percent by using the check box or completing the problem statement portion below.

Check this box if:

☐ As evidenced by the data provided by FMCSA, the State identifies at least 85 percent of carriers operating under a Federal OOS order during roadside enforcement activities and will not establish a specific reduction goal. However, the State will maintain effective enforcement of Federal OOS orders during roadside inspections and traffic enforcement activities.

Narrative Overview for FY 2018 - 2020

Enter your State's OOS Catch Rate percentage if below 85 percent: 79%

Projected Goals for FY 2018 - 2020: Enter a description of the State's performance goals.

| Fiscal Year | Goal (%) |
|-------------|----------|
| 2018 | 85 |
| 2019 | 87 |
| 2020 | 87 |

To catch 100% all motor carriers who are stopped and have been issued a Federal out-of-service order.

Program Activities for FY 2018 - 2020: Describe policies, procedures, and/or technology that will be utilized to identify OOS carriers at roadside. Include how you will conduct quality assurance oversight to ensure that inspectors are effectively identifying OOS carriers and preventing them from operating.

All personnel are currently required to check for Federal out-of-service orders. Personnel will enter the US DOT # of the motor carrier into CAD/RMS, which at the time of entry will check for OOS orders via the CTCVIEW interface. Additionally, when opening ASPEN, personnel will update the displayed carrier and verify any warnings provided by ISS. All OOS orders will be verified in CTCVIEW or Query Central via the FMCSA Portal. All OOS orders will be verified and motor carriers cited on the Driver/Vehicle Examination Report.

The report for January 2017 shows Connecticut's catch rate for the last 12 months as 79.41% up from FFY 2016 rate of 78.95%, which is also up from FFY 2015's rate of 78.13%.

In addition, all Connecticut motor carriers issued a Federal OOS orders will have their vehicle registrations analyzed and suspended as appropriate. Problematic motor carriers, or those motor carries registrations that are requested by FMCSA or any other jurisdiction will have their plates suspended and removed from their vehicles.

Performance Measurements and Monitoring: Describe all performance measures and how the State will conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.

Review the OOS catch rate reports sent by FMCSA to ensure the we maintain a greater than 85%.

As stated in other sections of this CVSP, during our annual in-service training (March) this topic will be reviewed and access to CAD/RMS function, CTCVIEW and Query Central will be verified.

2 - Passenger Carrier Enforcement**Instructions:**

FMCSA requests that States conduct enhanced investigations for motor carriers of passengers and other high risk carriers. Additionally, States are asked to allocate resources to participate in the enhanced investigations training being offered by FMCSA. Finally, States are asked to continue partnering with FMCSA in conducting enhanced investigations and inspections at carrier locations.

Check this box if:

☒ As evidenced by the trend analysis data, the State has not identified a significant passenger transportation safety problem. Therefore, the State will not establish a specific passenger transportation goal in the current fiscal year. However, the State will continue to enforce the Federal Motor Carrier Safety Regulations (FMCSRs) pertaining to passenger transportation by CMVs in a manner consistent with the [MCSAP Comprehensive Policy](#) as described either below or in the roadside inspection section.

3 - State Specific Objectives – Past

Instructions:

Describe any State-specific CMV problems that were addressed with FY2017 MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc. Report below on year-to-date progress on each State-specific objective identified in the FY 2017 CVSP.

Progress Report on State Specific Objectives(s) from the FY 2017 CVSP

Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2017 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.

Activity #1

Activity: Describe State-specific activity conducted from previous year's CVSP.

Continue to work with ConnDOT and the electronic upload process to continue our crash timeliness until we achieve 'green' status. Working with ConnDOT includes: - allowing their systems to interface with CTCVIEW to help identify the proper carriers (aka carrier match) involved in CMV reportable crashes. - Work with ConnDOT and their vendor during the train-the-trainer classes being provided to police departments on the new electronic PR-1 as it relates to CMVs. - fatal crash completeness to ensure our records are matched. - identifying PDs who have consistent issues with crash reporting so their issues do not affect timeliness and accuracy of the crash data.

Goal: Insert goal from previous year CVSP (#, %, etc., as appropriate).

Crash timeliness measure return to 'green' from 'red'. With the new electronic PR-1 in place and the upload from ConnDOT and CVSD operational, edit checks refined, uploads performed every night when a CMV reportable crash(es) clears ConnDOT edits and is added to their system. This should be an excellent improvement in the crash timeliness measure once we have caught up to the backlog created during the delayed development of the electronic upload. Lastly, the new electronic PR-1 included all of FMCSA's suggested changes in MMUCC and result in all of the data being transferred from ConnDOT to CVSD. As the nightly electronic uploads continue and ConnDOT catches up with their backlog we should see a return to 'yellow' as the first quarter of FFY 2017 begins and to 'green' sometime in the first or second quarter of FFY 2017.

Actual: Insert year to date progress (#, %, etc., as appropriate).

This activity is complete. Crash timeliness measure is now 'green' (95%). ConnDOT is performing nightly uploads of reportable CMV crashes. CVSD has access to electronically view crash reports. CVSD uses this functionality to verify crash reports as needed and correct any errors or omissions that may have occurred from the electronic upload of the crash data. All FMCSA MMUCC fields are being electronically uploaded.

Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.

Connecticut is currently 'green' in all areas. Crash timeliness is at 95% (green). This previous activity is complete. See uploaded document titled "CT SSDQ Rating". Also refer to Crash Reduction, Section 8.

4 - State Specific Objectives – Future**Instructions:**

The State may include additional objectives from the national priorities or emphasis areas identified in the NOFO as applicable. In addition, the State may include any State-specific CMV problems identified in the State that will be addressed with MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc.

Describe any State-specific objective(s) identified for FY 2018 - 2020. Click on "Add New Activity" to enter information on each State-specific objective. This is an optional section and only required if a State has identified a specific State problem planned to be addressed with grant funding.

Part 4 - Financial Information

1 - Overview

The spending plan is a narrative explanation of each budget component, and should support the cost estimates for the proposed work. The plan should focus on how each item will achieve the proposed project goals and objectives, and justify how costs are calculated. The spending plan should be clear, specific, detailed, and mathematically correct. Sources for assistance in developing the Spending Plan include [2 CFR part 200](#), [49 CFR part 350](#) and the [MCSAP Comprehensive Policy](#).

Before any cost is billed to or recovered from a Federal award, it must be allowable ([2 CFR §200.403](#), [2 CFR §200 Subpart E – Cost Principles](#)), reasonable ([2 CFR §200.404](#)), and allocable ([2 CFR §200.405](#)).

- **Allowable** costs are permissible under the OMB Uniform Guidance, DOT and FMCSA directives, MCSAP policy, and all other relevant legal and regulatory authority.
- **Reasonable** costs are those which a prudent person would deem to be judicious under the circumstances.
- **Allocable** costs are those that are charged to a funding source (e.g., a Federal award) based upon the benefit received by the funding source. Benefit received must be tangible and measurable.
 - Example: A Federal project that uses 5,000 square feet of a rented 20,000 square foot facility may charge 25 percent of the total rental cost.

Instructions:

The spending plan data forms are displayed by budget category. You may add additional lines to each table, as necessary. Please include clear, concise explanations in the narrative boxes regarding the reason for each cost, how costs are calculated, why they are necessary, and specific information on how prorated costs were determined.

The following definitions describe Spending Plan terminology.

- **Federal Share** means the portion of the total project costs paid by Federal funds. Federal share cannot exceed 85 percent of the total project costs for this FMCSA grant program.
- **State Share** means the portion of the total project costs paid by State funds. State share must be at least 15 percent of the total project costs for this FMCSA grant program. A State is only required to contribute 15 percent of the total project costs of all budget categories combined as State share. A State is NOT required to include a 15 percent State share for each line item in a budget category. The State has the flexibility to select the budget categories and line items where State match will be shown.
- **Total Project Costs** means total allowable costs incurred under a Federal award and all required cost sharing (sum of the Federal share plus State share), including third party contributions.
- **Maintenance of Effort** expenditures will be entered in a separate line below each budget category table for FY 2018. MOE expenditures will not, and should not, be included in the calculation of Total Project Costs, Federal share, or State share line items.

New for FY 2018

- **Incorporation of New Entrant and Border Enforcement into MCSAP**

The FAST Act consolidated new entrant and border enforcement under the MCSAP grant. For FY 2018, costs for New Entrant safety audits and border enforcement activities will no longer be captured in separate spending plans. States may opt to identify new entrant and border enforcement costs separately in the budget tables, but are not required to do so.

- **Calculation of Federal and State Shares**

Total Project Costs are determined for each line based upon user-entered data and a specific budget category formula. Federal and State shares are then calculated by the system based upon the Total Project Costs and are added to each line item.

The system calculates an 85 percent Federal share and 15 percent State share automatically for States and populates these values in each line. Federal share is the product of Total Project Costs X .85. State share equals Total Project Costs minus Federal share. If Total Project Costs are updated based upon user edits to the input values, the 85 and 15 percent values will not be recalculated by the system.

States may change or delete the system-calculated Federal and State share values at any time to reflect actual allocation for any line item. For example, States may allocate 75 percent of an item to Federal share, and 25 percent of the item to State share. States must ensure that the sum of the Federal and State shares equals the Total Project Costs for each line before proceeding to the next budget category.

An error is shown on line items where Total Project Costs does not equal the sum of the Federal and State shares. Errors must be resolved before the system will allow users to 'save' or 'add' new line items.

Territories must insure that Total Project Costs equal Federal share for each line in order to proceed.

- **Expansion of On Screen Messages**

The system performs a number of edit checks on Spending Plan data inputs to ensure calculations are correct, and values are as expected. When anomalies are detected, alerts will be displayed on screen.

The system will confirm that:

- *Federal share plus State share equals Total Project Costs on each line item*
- *Accounting Method is selected in Personnel, Part 4.2*
- *Overtime value does not exceed the FMCSA limit*
- *Planned MOE Costs equal or exceed FMCSA limit*
- *Proposed Federal and State share totals are each within \$5 of FMCSA's Federal and State share estimated amounts*
- *Territory's proposed Total Project Costs are within \$5 of \$350,000*

For States completing a multi-year CVSP, the financial information should be provided for FY 2018 only.

| ESTIMATED Fiscal Year Funding Amounts for MCSAP | | | |
|---|-------------------|-----------------|-------------------------|
| | 85% Federal Share | 15% State Share | Total Estimated Funding |
| Total | \$2,365,346.00 | \$417,414.00 | \$2,782,760.00 |

| Summary of MCSAP Funding Limitations | |
|---|--------------|
| Allowable amount for Overtime without written justification (15% of MCSAP award amount): | \$417,414.00 |
| MOE Baseline: | \$538,397.94 |

2 - Personnel

Personnel costs are salaries for employees working directly on a project.

List grant-funded staff who will complete the tasks discussed in the narrative descriptive sections of the eCVSP.

Note: Do not include any personally identifiable information in the eCVSP.

Positions may be listed by title or function. It is not necessary to list all individual personnel separately by line. The State may use average or actual salary and wages by personnel category (e.g., Trooper, Civilian Inspector, Admin Support, etc.). Additional lines may be added as necessary to capture all of your personnel costs.

The percent of each person's time must be allocated to this project based on the amount of time/effort applied to the project. For budgeting purposes, historical data is an acceptable basis.

Note: Reimbursement requests must be based upon documented time and effort reports. For example, a MCSAP officer spent approximately 35 percent of his time on approved grant activities. Consequently, it is reasonable to budget 35 percent of the officer's salary to this project. For more information on this item see [2 CFR §200.430](#).

In the annual salary column, enter the annual salary for each position.

Total Project Costs are calculated by multiplying # of Staff X % of Time X Annual Salary for both Personnel and Overtime (OT).

If OT will be charged to the grant, only OT amounts for the Lead MCSAP Agency should be included in the table below. If the OT amount requested is greater than the 15 percent limitation in the MCSAP Comprehensive Policy, then justification must be provided in the CVSP for review and approval by FMCSA headquarters.

Activities conducted on OT by subrecipients under subawards from the Lead MCSAP Agency must comply with the 15 percent limitation as provided in the MCP. Any deviation from the 15 percent limitation must be approved by the Lead MCSAP Agency for the subrecipients.

| Summary of MCSAP Funding Limitations | |
|--|--------------|
| Allowable amount for Lead MCSAP Agency Overtime without written justification (15% of MCSAP award amount): | \$417,414.00 |

| Personnel: Salary and Overtime Project Costs | | | | | | |
|--|---------------------|-----------|---------------|-----------------------|---------------------|---------------------|
| Salary Project Costs | | | | | | |
| Position(s) | # of Staff | % of Time | Annual Salary | Total Project Costs | Federal Share | State Share |
| Inspector | 13 | 100.0000 | \$63,922.14 | \$830,987.82 | \$706,339.65 | \$124,648.17 |
| Lieutenant | 1 | 100.0000 | \$92,664.05 | \$92,664.05 | \$78,764.44 | \$13,899.61 |
| Processing Technician | 2 | 100.0000 | \$54,486.93 | \$108,973.86 | \$92,627.78 | \$16,346.08 |
| Processing Technician | 1 | 50.0000 | \$54,486.93 | \$27,243.46 | \$23,156.94 | \$4,086.52 |
| Subtotal: Salary | | | | \$1,059,869.19 | \$900,888.81 | \$158,980.38 |
| Overtime Project Costs | | | | | | |
| Overtime | 1 | 100.0000 | \$25,000.00 | \$25,000.00 | \$21,250.00 | \$3,750.00 |
| Subtotal: Overtime | | | | \$25,000.00 | \$21,250.00 | \$3,750.00 |
| TOTAL: Personnel | | | | \$1,084,869.19 | \$922,138.81 | \$162,730.38 |
| Accounting Method: | Accrual | | | | | |
| Planned MOE: Personnel | \$715,177.00 | | | | | |

Enter detailed explanation of how you came up with the personnel costs.

MCSAP funding pays for thirteen Inspectors (FTEs), one Lieutenant (MCSAP Coordinator) and two Processing Technicians who all work full-time (2,080 hours per year) and one part-time Processing Technician (1,040 hours per year) on MCSAP eligible activities. With the thirteen Inspector's average rate of \$30.73 per hour that equates to

\$830,987.82 per year; the Lieutenant's rate of \$44.55 per hour that equates to \$92,664.05 per year; and the Processing Technician's average rate of \$26.20 per hour, equating to \$136,217.32 per year; totaling \$1,084,869.19. With an added overtime line item of \$25,000, which is approximately 540 hours of Inspector overtime ($\$30.73 \text{ per hour} \times 1.5 \times 542.29 = \$25,000$) the total personnel costs are \$1,084,869.19. Except for one part-time Processing Technician, all of the personnel listed are assigned to MCSAP on a full-time basis. Two of the Inspectors are assigned to perform New Entrant Safety Audits (SAs) as well as one of the Processing Technicians who is assigned to coordinate the SAs for the two Inspectors.

3 - Fringe Benefits

Show the fringe benefit costs associated with the staff listed in the Personnel section. Fringe costs may be estimates, or based on a fringe benefit rate approved by the applicant's Federal cognizant agency for indirect costs. If using an approved rate, a copy of the indirect cost rate agreement must be provided. For more information on this item see [2 CFR §200.431](#).

Fringe costs are benefits paid to employees, including the cost of employer's share of FICA, health insurance, worker's compensation, and paid leave. Only non-Federal grantees that have an accrual basis of accounting may have a separate line item for leave, and is entered as the projected leave expected to be accrued by the personnel listed within Part 4.2 – Personnel. Reference [2 CFR §200.431\(b\)](#).

Include how the fringe benefit amount is calculated (i.e., actual fringe benefits, rate approved by HHS Statewide Cost Allocation or cognizant agency). Include a description of the specific benefits that are charged to a project and the benefit percentage or total benefit cost.

The cost of fringe benefits are allowable if:

- Costs are provided under established written policies
- Costs are equitably allocated to all related activities, including Federal awards
- Accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the non-Federal entity or specified grouping of employees

Depending on the State, there are set employer taxes that are paid as a percentage of the salary, such as Social Security, Medicare, State Unemployment Tax, etc.

- For each of these standard employer taxes, under Position you may list "All Positions," the benefits would be the respective standard employer taxes, followed by the respective rate with a base being the total salaries for Personnel in Part 4.2.
- The base multiplied by the respective rate would give the total for each standard employer tax. Workers' Compensation is rated by risk area. It is permissible to enter this as an average, usually between sworn and unsworn—any grouping that is reasonable and clearly explained in the narrative is allowable.
- Health Insurance and Pensions can vary greatly and can be averaged and like Workers' Compensation, can sometimes to be broken into sworn and unsworn.

In the Position column include a brief position description that is associated with the fringe benefits.

The **Fringe Benefit Rate** is:

- The rate that has been approved by the State's cognizant agency for indirect costs; or a rate that has been calculated based on the aggregate rates and/or costs of the individual items that your agency classifies as fringe benefits.
- For example, your agency pays 7.65 percent for FICA, 42.05 percent for health/life/dental insurance, and 15.1 percent for retirement. The aggregate rate of 64.8 percent (sum of the three rates) may be applied to the salaries/wages of personnel listed in the table.

The **Base Amount** is:

- The salary/wage costs within the proposed budget to which the fringe benefit rate will be applied.
- For example, if the total wages for all grant-funded staff is \$150,000, then that is the amount the fringe rate of 64.8 (from the example above) will be applied. The calculation is: $\$150,000 \times 64.8/100 = \$97,200$ Total Project Costs.

The Total Project Costs equal Fringe Benefit Rate X Base Amount divided by 100.

| Fringe Benefits Project Costs | | | | | |
|-------------------------------------|---------------------|--------------|-----------------------|-----------------------|---------------------|
| Position(s) | Fringe Benefit Rate | Base Amount | Total Project Costs | Federal Share | State Share |
| Processing Technician (1) | 105.5100 | \$60,860.80 | \$64,214.23 | \$54,582.10 | \$9,632.13 |
| Processing Technician (2) | 111.6100 | \$53,050.00 | \$59,209.10 | \$50,327.74 | \$8,881.36 |
| Inspectors (13) | 120.0000 | \$830,987.82 | \$997,185.38 | \$847,607.57 | \$149,577.81 |
| Processing technician (.5) | 109.0000 | \$24,250.00 | \$26,432.50 | \$22,467.63 | \$3,964.87 |
| Overtime | 75.0000 | \$25,000.00 | \$18,750.00 | \$15,937.50 | \$2,812.50 |
| Lieutenant | 117.8600 | \$92,664.05 | \$109,213.84 | \$92,831.76 | \$16,382.08 |
| TOTAL: Fringe Benefits | | | \$1,275,005.05 | \$1,083,754.30 | \$191,250.75 |
| Planned MOE: Fringe Benefits | \$854,712.40 | | | | |

Enter detailed explanation of how you came up with the fringe benefits costs.

Fringe benefits are a summation of the actual fringe benefits per employee (regardless of job category) and include medical/dental insurance (32.55% avg), unemployment compensation (.26%), FICA-Social Security (6.2%), FICA-Medicare (1.45%), employer-share of their retirement plan (83.14%*) and employer-share group life (.23% avg). We estimate the fringe rate average at 120.00% and based on the proposed personnel costs, fringe rate costs are proposed to be \$1,275,005.05. Note: Percentages used for the Processing Technicians and Lieutenant are based on their actual rates.

*The memorandum from the Connecticut Office of the State Comptroller as it relates to the calculations for 2017-2018 Fringe Benefit Cost Recovery Rates has been attached. The direct link to the memorandum found on the Comptroller's website is: <http://www.osc.ct.gov/2017memos/numbered/201710r.htm>.

4 - Travel

Itemize the positions/functions of the people who will travel. Show the estimated cost of items including but not limited to, lodging, meals, transportation, registration, etc. Explain in detail how the MCSAP program will directly benefit from the travel.

Travel costs are funds for field work or for travel to professional meetings.

List the purpose, number of persons traveling, number of days, and total project costs for each trip. If details of each trip are not known at the time of application submission, provide the basis for estimating the amount requested. For more information on this item see [2 CFR §200.474](#).

Total Project Costs should be determined by State users, and input in the table below.

| Travel Project Costs | | | | | |
|------------------------------------|-------------------|-----------|---------------------|--------------------|-------------------|
| Purpose | # of Staff | # of Days | Total Project Costs | Federal Share | State Share |
| NA Cargo Securement, Montreal | 1 | 3 | \$1,350.00 | \$1,147.50 | \$202.50 |
| COHMED Garden Grove, CA | 1 | 5 | \$3,850.00 | \$3,272.50 | \$577.50 |
| CVSA Spring Workshop, Portland, OR | 1 | 7 | \$1,650.00 | \$1,402.50 | \$247.50 |
| CVSA Annual Conf, Kansas City, KS | 1 | 7 | \$3,000.00 | \$2,550.00 | \$450.00 |
| MCSAP Planning Meetings, TBD | 2 | 2 | \$3,500.00 | \$2,975.00 | \$525.00 |
| NTC/NAIC Training | 6 | 10 | \$7,650.00 | \$6,502.50 | \$1,147.50 |
| TOTAL: Travel | | | \$21,000.00 | \$17,850.00 | \$3,150.00 |
| Planned MOE: Travel | \$5,000.00 | | | | |

Enter detailed explanation of how you came up with the travel costs.

Conference travel for three CVSA conferences/meetings; Annual, Spring Workshop and COHMED. Lieutenant to attend: CVSA Spring Workshop in Portland, OR – hotel \$1,440 and per diem \$210; and CVSA Annual Meeting in Kansas City, KS – hotel \$2,750 and per diem \$250. Sergeant to attend North American Cargo Securement Public Forum, Montreal Canada – air fare \$650, hotel \$600 and per diem \$100; Sergeant to attend COHMED in Garden Grove, CA – air fare \$1,520, hotel \$2,000 and per diem \$330; Lieutenant and Sergeant to attend MCSAP Planning Meeting/Workshop March 2018, location to be determined – air fare \$2,500, hotel \$800 and per diem \$200. NTC Training travel covers the cost of personnel attending NTC/NAIC Training, which will be greatly increased as a result of the loss of the Regional Training Academy that was hosted by the Massachusetts State Police. NTC Courses: NASTI Part A & B, General HM, Bulk Packaging, PVI, DIAP, and CR courses as needed. Total travel expenses \$21,000

5 - Equipment

Equipment is tangible property. It includes information technology systems having a useful life of more than one year, and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the non-Federal entity (i.e., the State) for financial statement purposes, or \$5,000.

- If your State's equipment threshold is below \$5,000, check the box below and provide the equipment threshold amount. See §§[200.12](#) Capital assets, [200.20](#) Computing devices, [200.48](#) General purpose equipment, [200.58](#) Information technology systems, [200.89](#) Special purpose equipment, and [200.94](#) Supplies.

Show the total cost of equipment and the percentage of time dedicated for MCSAP related activities that the equipment will be billed to MCSAP. For example, you intend to purchase a server for \$5,000 to be shared equally among five programs, including MCSAP. The MCSAP portion of the total cost is \$1,000. If the equipment you are purchasing will be capitalized (depreciated), you may only show the depreciable amount, and not the total cost ([2 CFR §200.436](#) and [2 CFR §200.439](#)). If vehicles or large IT purchases are listed here, the applicant must disclose their agency's capitalization policy.

Provide a description of the equipment requested. Include how many of each item, the full cost of each item, and the percentage of time this item will be dedicated to MCSAP activities.

The Total Project Costs equal # of Items x Full Cost per Item x Percentage of Time Dedicated to MCSAP.

| Equipment Project Costs | | | | | | |
|---|---------------|--------------------|---------------------------|---------------------|---------------|---------------|
| Item Name | # of Items | Full Cost per Item | % Time Dedicated to MCSAP | Total Project Costs | Federal Share | State Share |
| TOTAL: Equipment | | | | \$0.00 | \$0.00 | \$0.00 |
| Equipment threshold is greater than \$5,000. | | | | | | |
| Planned MOE: Equipment | \$0.00 | | | | | |

Enter detailed explanation of how you came up with the equipment costs.

We plan no large purchases of any single item greater than \$5,000.

6 - Supplies

Supplies means all tangible property other than that described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or \$5,000, regardless of the length of its useful life. See also §§200.20 Computing devices and 200.33 Equipment. Estimates for supply costs may be based on the same allocation as personnel. For example, if 35 percent of officers' salaries are allocated to this project, you may allocate 35 percent of your total supply costs to this project. A different allocation basis is acceptable, so long as it is reasonable, repeatable and logical, and a description is provided in the narrative.

List a description of each item requested, including the number of each unit/item, the unit of measurement for the item, and the cost of each item/unit.

Total Project Costs equal #of Units x Cost per Unit.

| Supplies Project Costs | | | | | | |
|--------------------------------------|--------------------|---------------------|---------------|---------------------|--------------------|--------------------|
| Item Name | # of Units/Items | Unit of Measurement | Cost per Unit | Total Project Costs | Federal Share | State Share |
| Office Supplies/Inspection Equipment | 1 | Each | \$14,000.00 | \$14,000.00 | \$11,900.00 | \$2,100.00 |
| Uniform/Other Related Supplies | 1 | Each | \$13,297.74 | \$13,297.74 | \$11,303.08 | \$1,994.66 |
| Computers | 6 | Each | \$3,719.67 | \$22,318.02 | \$18,970.32 | \$3,347.70 |
| Printers | 4 | Each | \$250.00 | \$1,000.00 | \$850.00 | \$150.00 |
| ExtendoBed CMV Equipment | 2 | Each | \$4,500.00 | \$9,000.00 | \$7,650.00 | \$1,350.00 |
| ExtendoBed Ancillary Equipment | 2 | Each | \$1,000.00 | \$2,000.00 | \$1,700.00 | \$300.00 |
| Emergency Lighting Equipment | 2 | Each | \$4,500.00 | \$9,000.00 | \$7,650.00 | \$1,350.00 |
| Siren/Controller /Speaker | 2 | Each | \$3,000.00 | \$6,000.00 | \$5,100.00 | \$900.00 |
| Console/Dock | 2 | Each | \$1,500.00 | \$3,000.00 | \$2,550.00 | \$450.00 |
| TOTAL: Supplies | | | | \$79,615.76 | \$67,673.40 | \$11,942.36 |
| Planned MOE: Supplies | \$33,500.00 | | | | | |

Enter detailed explanation of how you came up with the supplies costs.

Office supplies/Inspection Equipment: Funds the purchases printer cartridges and paper supplies needed for printing of Driver/Vehicle Examination Reports. Associated supporting documents (e.g. Federal out-of-service orders) by law enforcement personnel and office staff when processing/certifying reports. Inspection items such as creepers, chock blocks, tape measures, flash lights, soap stone holders, soap stone and other items related to the inspection of commercial vehicles. \$14,000.

Uniforms/Other Related Supplies: Uniforms are purchased for the Inspectors and Lieutenant funded under this program. Purchase is based on individual needs such as shirts, trousers, jacket, rain gear, etc. Purchase is typically replacement for worn out items; 8 to 10 items per person. \$13,297.74.

Computers: 6 Panasonic Toughbooks (CF31 or similar); projected cost \$3,719.67; \$22,318.02.

Printers: 4 Laser Jets (Lexmark MS312 (office) or similar, or HP P1102 (cruiser) or similar at projected cost of \$250 each; \$1,000.

ExtendoBed CMV Equipment and ExtendoBed Ancillary Equipment: ExtendoBed (or similar) replacement racks for the racks mounted in the 2 Ford Expeditions (or similar) that carry inspection/weighing equipment. The ExtendoBed is projected to cost \$4,500 each. Ancillary parts and pieces are projected to cost \$1,000. Monies will cover all the associated parts and pieces needed for the installation of the racks. \$11,000 total for the two vehicles. None of the

parts are projected to cost more than \$5,000.

Emergency Lighting Equipment; Siren/Controller/Speaker; and Console/Dock: Purchase of consoles/lights/sirens being purchased and installed in new leased cruisers. Outfitting of new cruisers with consoles/lights/sirens is approximately \$9,000 per vehicle and this will allow the purchase of the equipment for two new cruisers. \$18,000. The purchase is for a large number of parts/pieces and none of the individual parts will cost more than \$5,000.

7 - Contractual and Subaward

This section includes both contractual costs and subawards to subrecipients. Use the table below to capture the information needed for both contractual agreements and subawards. The definitions of these terms are provided so the instrument type can be entered into the table below.

CONTRACTUAL – A contract is a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award ([2 CFR §200.22](#)). All contracts issued under a Federal award must comply with the standards described in [2 CFR §200 Procurement Standards](#).

Note: Contracts are separate and distinct from subawards; see [2 CFR §200.330](#) for details.

SUBAWARD – A subaward is an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract ([2 CFR §200.92](#), [2 CFR §200.330](#)).

SUBRECIPIENT - Subrecipient means a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program, but does not include an individual who is a beneficiary of such program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency ([2 CFR §200.93](#)).

Enter the legal name of the vendor or subrecipient if known. If unknown at this time, please indicate 'unknown' in the legal name field. Include a description of services for each contract or subaward listed in the table. Entering a statement such as "contractual services" with no description will not be considered meeting the requirement for completing this section.

Enter the DUNS or EIN number of each entity. There is a drop-down option to choose either DUNS or EIN, and then the State must enter the corresponding identification number.

Select the Instrument Type by choosing either Contract or Subaward for each entity.

Total Project Costs should be determined by State users and input in the table below.

If the State plans to include O&M costs that meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below.

Please describe the activities these costs will be used to support (i.e. ITD, PRISM, SSDQ or other services).

| Contractual and Subaward Project Costs | | | | | | |
|---|--------------------|-----------|-----------------|---------------------|--------------------|--------------------|
| Legal Name | DUNS/EIN | Number | Instrument Type | Total Project Costs | Federal Share | State Share |
| DAS (State Agency) | DUNS | 807850417 | Contract | \$87,768.00 | \$74,602.80 | \$13,165.20 |
| Description of Services: State Agency lease of Police Interceptors and SUVs | | | | | | |
| TOTAL: Contractual and Subaward | | | | \$87,768.00 | \$74,602.80 | \$13,165.20 |
| Planned MOE: Contractual and Subaward | \$68,376.00 | | | | | |

Enter detailed explanation of how you came up with the contractual and subaward costs.

Fourteen vehicles are leased from the State's Department of Administrative Services (DAS). The fee includes maintenance and routine repairs. Twelve Ford Police Interceptors are leased at \$518 per month and two Ford Expeditions are leased at \$549/month.

12 Ford Police Interceptors; \$518/month/12 months = \$74,592

2 Ford Expeditions; \$549/month/12 months = \$13,176

Total lease costs = \$87,768

8 - Other Costs

Other costs are those not classified elsewhere, such as communications or utility costs. As with other expenses, these must be allocable to the Federal award. The total costs and allocation bases must be shown in the narrative. Examples of Other costs may include utilities and/or leased equipment, employee training tuition, meeting registration costs, etc. The quantity, unit of measurement (e.g., monthly, annually, each, etc.) and unit cost must be included. All Other costs must be specifically itemized and described.

If the State plans to include O&M costs that do not meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below. Please identify these costs as ITD O&M, PRISM O&M, or SSDQ O&M.

Enter a description of each requested Other Cost.

Enter the number of items/units, the unit of measurement, and the cost per unit/item for each other cost listed. Show the cost of the Other Costs and the portion of the total cost that will be billed to MCSAP. For example, you intend to purchase air cards for \$2,000 to be shared equally among five programs, including MCSAP. The MCSAP portion of the total cost is \$400.

Total Project Costs equal Number of Units x Cost per Item.

Indirect Costs

Information on Indirect Costs ([2 CFR §200.56](#)) is captured in this section. This cost is allowable only when an approved indirect cost rate agreement has been provided. Applicants may charge up to the total amount of the approved indirect cost rate multiplied by the eligible cost base. Applicants with a cost basis of salaries/wages and fringe benefits may only apply the indirect rate to those expenses. Applicants with an expense base of modified total direct costs (MTDC) may only apply the rate to those costs that are included in the MTDC base ([2 CFR §200.68](#)).

- **Cost Basis** — is the accumulated direct costs (normally either total direct salaries and wages or total direct costs exclusive of any extraordinary or distorting expenditures) used to distribute indirect costs to individual Federal awards. The direct cost base selected should result in each Federal award bearing a fair share of the indirect costs in reasonable relation to the benefits received from the costs.
- **Approved Rate** — is the rate in the approved Indirect Cost Rate Agreement.
- **Eligible Indirect Expenses** — means after direct costs have been determined and assigned directly to Federal awards and other activities as appropriate. Indirect costs are those remaining to be allocated to benefitted cost objectives. A cost may not be allocated to a Federal award as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been assigned to a Federal award as a direct cost.
- **Total Indirect Costs** equal Approved Rate x Eligible Indirect Expenses divided by 100.

Your State will not claim reimbursement for Indirect Costs.

| Other Costs Project Costs | | | | | | |
|--|---------------------|---------------------|---------------|---------------------|---------------------|--------------------|
| Item Name | # of Units/Items | Unit of Measurement | Cost per Unit | Total Project Costs | Federal Share | State Share |
| Training Costs (Tuition, materials, etc.) | 1 | Each | \$10,000.00 | \$10,000.00 | \$8,500.00 | \$1,500.00 |
| CVSA Decals | 7200 | Each | \$0.29 | \$2,088.00 | \$1,774.80 | \$313.20 |
| CVSA Dues | 1 | Each | \$10,300.00 | \$10,300.00 | \$8,755.00 | \$1,545.00 |
| Conference Registration Fees | 4 | Each | \$550.00 | \$2,200.00 | \$1,870.00 | \$330.00 |
| Fuel Costs | 1 | Gallons | \$70,000.00 | \$70,000.00 | \$59,500.00 | \$10,500.00 |
| Modems (PRISM/SaDIP)) | 55 | Each | \$462.00 | \$25,410.00 | \$21,598.50 | \$3,811.50 |
| WiFi Hotspots | 3 | Each | \$408.00 | \$1,224.00 | \$1,040.40 | \$183.60 |
| Cellular Phones | 6 | Each | \$130.00 | \$780.00 | \$663.00 | \$117.00 |
| CAD/RMS (PRISM) | 1 | Each | \$25,500.00 | \$25,500.00 | \$21,675.00 | \$3,825.00 |
| Iteris Inspect (Purchase/Deployment) (ITD) | 1 | Each | \$42,000.00 | \$42,000.00 | \$35,700.00 | \$6,300.00 |
| Iteris Inspect/NORPASS Dues; Maintenance/Support (ITD) (Purchase/Deployment) | 1 | Each | \$45,000.00 | \$45,000.00 | \$38,250.00 | \$6,750.00 |
| TOTAL: Other Costs | | | | \$234,502.00 | \$199,326.70 | \$35,175.30 |
| Planned MOE: Other Costs | \$312,615.63 | | | | | |

Enter detailed explanation of how you came up with the other costs.

CVSA Decals: 7,200 at projected cost of .29 cents per decal (includes shipping). Total cost \$2,088.

CVSA yearly dues: \$10,300.

Conference costs listed cover the conference/meeting registration fees for the four conferences/meetings of \$550 each; grand total of \$2,200.

Fuel costs are calculated from our previous year's expenditures and are only associated with the law enforcement vehicles assigned to the Lieutenant and the thirteen Inspectors assigned to MCSAP eligible activities. Fuel costs beyond the MCSAP line item budgeted amount are included as part of our maintenance of effort. MCSAP personnel generally average 170 gallons per month that equates to 24,480 gallons per year. Slightly less than three dollars per gallon, MCSAP fuel costs for fourteen vehicles are budgeted at \$70,000.

Fleet repairs are funds that cover damage to vehicles that are not covered by the DAS lease. Funds are based on previous year's expenses. \$10,000.

Modem costs \$38.50/month for 55 units, twelve months; \$25,410. Costs cover all DMV personnel who complete and upload inspections. All DMV personnel are required to be certified to conduct truck inspections. All inspections conducted by State personnel must be completed electronically for timeliness and accuracy of data. The modems allow personnel access to ASPEN/ISS, CAD/RMS, CTCVIEW, Inspect, FMCSA Portal and SAFER, which in turn is designed to ensure that personnel have the required systems to verify and document Federal OOS orders. \$27,414. (PRISM/SaDIP O&M)

WiFi Hot spots cost \$34/month for 3 units, twelve months. \$1,224. Hot spots for use by personnel conducting NE SAs and MCSAP Coordinator.

Cellular phones – Lieutenant (MCSAP Coordinator), three truck team Sergeants and two NE Inspectors. Cost includes fees for Lieutenant's smart phone. Proposed fees \$780.

Training costs covers the cost of personnel attending NTC classes for the materials needed, printing supplies and other associated training costs. Additionally, these funds purchase of the CVSA North American Standard Out-of-Service Criteria Handbook for all certified personnel. \$10,000.

CAD/RMS costs (PRISM updates, maintenance and support); Costs cover: Nexgen maintenance/support \$21,000; \$4,000 Netmotion maintenance; and APPEON Server (RMS server) \$500. \$25,500. (PRISM O&M)

Iteris Inspect purchase and deployment \$42,000. (ITD/PRISM)

CTCVIEW/Inspect/NORPASS (ITD maintenance and support); \$45,000. Costs cover: \$30,000 for Inspect; and \$15,000 NORPASS. (ITD O&M)

NOTE: Indirect fees of \$222,915.63 are included in the planned MOE expenditures costs line. CT uses the indirect costs as part of their MOE and does not bill them directly to the grant.

9 - Comprehensive Spending Plan

The comprehensive spending plan is auto-populated from all line items in the tables and is in read-only format.

| ESTIMATED Fiscal Year Funding Amounts for MCSAP | | | |
|---|-------------------|-----------------|-------------------------|
| | 85% Federal Share | 15% State Share | Total Estimated Funding |
| Total | \$2,365,346.00 | \$417,414.00 | \$2,782,760.00 |

| Summary of MCSAP Funding Limitations | |
|--|--------------|
| Allowable amount for Overtime without written justification (15% of Basic award amount): | \$417,414.00 |
| MOE Baseline: | \$538,397.94 |

| Estimated Expenditures | | | |
|--------------------------|---------------------|---------------------|-----------------------|
| Personnel | | | |
| | Federal Share | State Share | Total Project Costs |
| Inspector | \$706,339.65 | \$124,648.17 | \$830,987.82 |
| Lieutenant | \$78,764.44 | \$13,899.61 | \$92,664.05 |
| Processing Technician | \$92,627.78 | \$16,346.08 | \$108,973.86 |
| Processing Technician | \$23,156.94 | \$4,086.52 | \$27,243.46 |
| Salary Subtotal | \$900,888.81 | \$158,980.38 | \$1,059,869.19 |
| Overtime | \$21,250.00 | \$3,750.00 | \$25,000.00 |
| Overtime subtotal | \$21,250.00 | \$3,750.00 | \$25,000.00 |
| Personnel total | \$922,138.81 | \$162,730.38 | \$1,084,869.19 |
| Planned MOE | \$715,177.00 | | |

| Fringe Benefits | | | |
|------------------------------|-----------------------|---------------------|-----------------------|
| | Federal Share | State Share | Total Project Costs |
| Processing Technician (1) | \$54,582.10 | \$9,632.13 | \$64,214.23 |
| Processing Technician (2) | \$50,327.74 | \$8,881.36 | \$59,209.10 |
| Inspectors (13) | \$847,607.57 | \$149,577.81 | \$997,185.38 |
| Processing technician (.5) | \$22,467.63 | \$3,964.87 | \$26,432.50 |
| Overtime | \$15,937.50 | \$2,812.50 | \$18,750.00 |
| Lieutenant | \$92,831.76 | \$16,382.08 | \$109,213.84 |
| Fringe Benefits total | \$1,083,754.30 | \$191,250.75 | \$1,275,005.05 |
| Planned MOE | \$854,712.40 | | |

| Travel | | | |
|------------------------------------|--------------------|-------------------|---------------------|
| | Federal Share | State Share | Total Project Costs |
| NA Cargo Securement, Montreal | \$1,147.50 | \$202.50 | \$1,350.00 |
| COHMED Garden Grove, CA | \$3,272.50 | \$577.50 | \$3,850.00 |
| CVSA Spring Workshop, Portland, OR | \$1,402.50 | \$247.50 | \$1,650.00 |
| CVSA Annual Conf, Kansas City, KS | \$2,550.00 | \$450.00 | \$3,000.00 |
| MCSAP Planning Meetings, TBD | \$2,975.00 | \$525.00 | \$3,500.00 |
| NTC/NAIC Training | \$6,502.50 | \$1,147.50 | \$7,650.00 |
| Travel total | \$17,850.00 | \$3,150.00 | \$21,000.00 |
| Planned MOE | \$5,000.00 | | |

| Equipment | | | |
|------------------------|---------------|---------------|---------------------|
| | Federal Share | State Share | Total Project Costs |
| Equipment total | \$0.00 | \$0.00 | \$0.00 |
| Planned MOE | \$0.00 | | |

| Supplies | | | |
|--------------------------------------|--------------------|--------------------|---------------------|
| | Federal Share | State Share | Total Project Costs |
| Office Supplies/Inspection Equipment | \$11,900.00 | \$2,100.00 | \$14,000.00 |
| Uniform/Other Related Supplies | \$11,303.08 | \$1,994.66 | \$13,297.74 |
| Computers | \$18,970.32 | \$3,347.70 | \$22,318.02 |
| Printers | \$850.00 | \$150.00 | \$1,000.00 |
| ExtendoBed CMV Equipment | \$7,650.00 | \$1,350.00 | \$9,000.00 |
| ExtendoBed Ancillary Equipment | \$1,700.00 | \$300.00 | \$2,000.00 |
| Emergency Lighting Equipment | \$7,650.00 | \$1,350.00 | \$9,000.00 |
| Siren/Controller/Speaker | \$5,100.00 | \$900.00 | \$6,000.00 |
| Console/Dock | \$2,550.00 | \$450.00 | \$3,000.00 |
| Supplies total | \$67,673.40 | \$11,942.36 | \$79,615.76 |
| Planned MOE | \$33,500.00 | | |

| Contractual and Subaward | | | |
|---------------------------------------|--------------------|--------------------|---------------------|
| | Federal Share | State Share | Total Project Costs |
| DAS (State Agency) | \$74,602.80 | \$13,165.20 | \$87,768.00 |
| Contractual and Subaward total | \$74,602.80 | \$13,165.20 | \$87,768.00 |
| Planned MOE | \$68,376.00 | | |

| Other Costs | | | |
|--|---------------------|--------------------|---------------------|
| | Federal Share | State Share | Total Project Costs |
| Training Costs (Tuition, materials, etc.) | \$8,500.00 | \$1,500.00 | \$10,000.00 |
| CVSA Decals | \$1,774.80 | \$313.20 | \$2,088.00 |
| CVSA Dues | \$8,755.00 | \$1,545.00 | \$10,300.00 |
| Conference Registration Fees | \$1,870.00 | \$330.00 | \$2,200.00 |
| Fuel Costs | \$59,500.00 | \$10,500.00 | \$70,000.00 |
| Modems (PRISM/SaDIP)) | \$21,598.50 | \$3,811.50 | \$25,410.00 |
| WiFi Hotspots | \$1,040.40 | \$183.60 | \$1,224.00 |
| Cellular Phones | \$663.00 | \$117.00 | \$780.00 |
| CAD/RMS (PRISM) | \$21,675.00 | \$3,825.00 | \$25,500.00 |
| Iteris Inspect (Purchase/Deployment) (ITD) | \$35,700.00 | \$6,300.00 | \$42,000.00 |
| Iteris Inspect/NORPASS Dues; Maintenance/Support (ITD) (Purchase/Deployment) | \$38,250.00 | \$6,750.00 | \$45,000.00 |
| Other Costs total | \$199,326.70 | \$35,175.30 | \$234,502.00 |
| Planned MOE | \$312,615.63 | | |

| Total Costs | | | |
|----------------------------------|-----------------------|---------------------|-----------------------|
| | Federal Share | State Share | Total Project Costs |
| Subtotal for Direct Costs | \$2,365,346.01 | \$417,413.99 | \$2,782,760.00 |
| Total Costs Budgeted | \$2,365,346.01 | \$417,413.99 | \$2,782,760.00 |
| Total Planned MOE | \$1,989,381.03 | | |

10 - Financial Summary

The Financial Summary is auto-populated by the system by budget category. It is a read-only document and can be used to complete the SF-424A in Grants.gov.

- The system will confirm that percentages for Federal and State shares are correct for Total Project Costs. The edit check is performed on the **"Total Costs Budgeted"** line only.
- The system will confirm that Planned MOE Costs equal or exceed FMCSA funding limitation. The edit check is performed on the **"Total Costs Budgeted"** line only.
- The system will confirm that the Overtime value does not exceed the FMCSA funding limitation. The edit check is performed on the **"Overtime subtotal"** line.

| ESTIMATED Fiscal Year Funding Amounts for MCSAP | | | |
|---|-------------------|-----------------|-------------------------|
| | 85% Federal Share | 15% State Share | Total Estimated Funding |
| Total | \$2,365,346.00 | \$417,414.00 | \$2,782,760.00 |

| Summary of MCSAP Funding Limitations | |
|--|--------------|
| Allowable amount for Overtime without written justification (15% of Basic award amount): | \$417,414.00 |
| MOE Baseline: | \$538,397.94 |

| Estimated Expenditures | | | | |
|--------------------------------|-----------------------|---------------------|-----------------------|-----------------------|
| | Federal Share | State Share | Total Project Costs | Planned MOE Costs |
| Salary Subtotal | \$900,888.81 | \$158,980.38 | \$1,059,869.19 | NA |
| Overtime Subtotal | \$21,250.00 | \$3,750.00 | \$25,000.00 | NA |
| Personnel Total | \$922,138.81 | \$162,730.38 | \$1,084,869.19 | \$715,177.00 |
| Fringe Benefits Total | \$1,083,754.30 | \$191,250.75 | \$1,275,005.05 | \$854,712.40 |
| Travel Total | \$17,850.00 | \$3,150.00 | \$21,000.00 | \$5,000.00 |
| Equipment Total | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Supplies Total | \$67,673.40 | \$11,942.36 | \$79,615.76 | \$33,500.00 |
| Contractual and Subaward Total | \$74,602.80 | \$13,165.20 | \$87,768.00 | \$68,376.00 |
| Other Costs Total | \$199,326.70 | \$35,175.30 | \$234,502.00 | \$312,615.63 |
| | 85% Federal Share | 15% State Share | Total Project Costs | Planned MOE Costs |
| Subtotal for Direct Costs | \$2,365,346.01 | \$417,413.99 | \$2,782,760.00 | \$1,989,381.03 |
| Indirect Costs | \$0.00 | \$0.00 | \$0.00 | NA |
| Total Costs Budgeted | \$2,365,346.01 | \$417,413.99 | \$2,782,760.00 | \$1,989,381.03 |

Part 5 - Certifications and Documents

Part 5 includes electronic versions of specific requirements, certifications and documents that a State must agree to as a condition of participation in MCSAP. The submission of the CVSP serves as official notice and certification of compliance with these requirements. State or States means all of the States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the Virgin Islands.

If the person submitting the CVSP does not have authority to certify these documents electronically, then the State must continue to upload the signed/certified form(s) through the "My Documents" area on the State's Dashboard page.

1 - State Certification

The State Certification will not be considered complete until the four questions and certification declaration are answered. Selecting 'no' in the declaration may impact your State's eligibility for MCSAP funding.

1. What is the name of the person certifying the declaration for your State? Donald Bridge, Jr.
2. What is this person's title? Lieutenant, MCSAP Coordinator
3. Who is your Governor's highway safety representative? Thomas J. Maziarz
4. What is this person's title? CT DOT Bureau Chief, Bureau of Policy and Planning

The State affirmatively accepts the State certification declaration written below by selecting 'yes'.

- ☒ Yes
- ☐ No

State Certification declaration:

I, Donald Bridge, Jr., Lieutenant, MCSAP Coordinator, on behalf of the State of CONNECTICUT, as requested by the Administrator as a condition of approval of a grant under the authority of [49 U.S.C. § 31102](#), as amended, certify that the State satisfies all the conditions required for MCSAP funding, as specifically detailed in [49 C.F.R. § 350.211](#).

2 - Annual Review of Laws, Regulations, Policies and Compatibility Certification

You must answer all three questions and indicate your acceptance of the certification declaration. Selecting 'no' in the declaration may impact your State's eligibility for MCSAP funding.

1. What is the name of your certifying State official? Sharon Geanuracos
2. What is the title of your certifying State official? Agency Legal Director
3. What are the phone # and email address of your State official? 860.263.5130 sharon.geanuracos@ct.gov

The State affirmatively accepts the compatibility certification declaration written below by selecting 'yes'.

- ☒ Yes
- ☐ No

I, Sharon Geanuracos, certify that the State has conducted the annual review of its laws and regulations for compatibility regarding commercial motor vehicle safety and that the State's safety laws remain compatible with the Federal Motor Carrier Safety Regulations (49 CFR parts 390-397) and the Hazardous Materials Regulations (49 CFR parts 107 (subparts F and G only), 171-173, 177, 178, and 180) and standards and orders of the Federal government, except as may be determined by the Administrator to be inapplicable to a State enforcement program. For the purpose of this certification, Compatible means State laws or regulations pertaining to interstate commerce that are identical to the FMCSRs and HMRs or have the same effect as the FMCSRs and identical to the HMRs and for intrastate commerce rules identical to or within the tolerance guidelines for the FMCSRs and identical to the HMRs.

If there are any exceptions that should be noted to the above certification, include an explanation in the text box below.

3 - New Laws/Legislation/Policy Impacting CMV Safety

Has the State adopted/enacted any new or updated laws (i.e., statutes) impacting CMV safety since the last CVSP or annual update was submitted?

☒ Yes ☐ No

In the table below, please provide the bill number and effective date of any new legislation. Include the code section which was changed because of the bill and provide a brief description of the legislation. Please include a statute number, hyperlink or URL, in the summary. Do NOT include the actual text of the Bill as that can be very lengthy.

| Legislative Adoption | | | |
|----------------------|----------------|----------------------|---|
| Bill Number | Effective Date | Code Section Changed | Summary of Changes |
| CGS 14-163g | 10/01/2016 | New | New section addressing penalties for hazardous materials transportation. |
| PA 17-79 section 7 | 10/01/2017 | CGS 14-44c(a)(5) | Removed "or does not expect to operate in interstate or foreign commerce" from the end of the subdivision. Requires all CDL/CLP drivers to meet requirements of 49CFR391 regardless if they are interstate or intrastate. |
| PA 17-79 section 8 | 10/01/2017 | CGS 14-44k(f) | Cleanup of State's disqualification language. |
| PA 17-79 section 15 | 10/01/2017 | CGS 54-56p | Restricts the use of this section for operators under the age of 21 who have a CDL, CLP or are operating a CMV. |

Has the State adopted/enacted any new administrative actions or policies impacting CMV safety since the last CVSP?

☐ Yes ☒ No

**STATE OF CONNECTICUT
DEPARTMENT OF MOTOR VEHICLES**



FMCSA Title VI Program Compliance Plan
(FFY 2018 Applications)

August 2, 2017



STATE OF CONNECTICUT

DEPARTMENT OF MOTOR VEHICLES

60 State Street, Wethersfield, CT 06161

<http://ct.gov/dmv>



CT DMV Title VI Program Compliance Plan

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Dated August 2, 2017



STATE OF CONNECTICUT

DEPARTMENT OF MOTOR VEHICLES

60 State Street, Wethersfield, CT 06161

<http://ct.gov/dmv>



CT DMV Title VI Program Compliance Plan (2018)

Description of Federal Aid Programs

The Connecticut Department of Motor Vehicles (DMV) has been designated by the Governor of the State of Connecticut as the Lead Agency for the Motor Carrier Safety Assistance Program (MCSAP). As specified in 49 CFR 350.101, MCSAP is a Federal grant program that provides financial assistance to States to reduce the number and severity of accidents and hazardous materials incidents involving commercial motor vehicles (CMV). The goal of the MCSAP is to reduce CMV-involved accidents, fatalities, and injuries through consistent, uniform, and effective CMV safety programs. Investing grant monies in appropriate safety programs will increase the likelihood that safety defects, driver deficiencies, and unsafe motor carrier practices will be detected and corrected before they become contributing factors to accidents. The MCSAP also sets forth the conditions for participation by States and local jurisdictions and promotes the adoption and uniform enforcement of safety rules, regulations, and standards compatible with the Federal Motor Carrier Safety Regulations (FMCSRs) and Federal Hazardous Material Regulations (HMRs) for both interstate and intrastate motor carriers and drivers.

The DMV's grant applications are focused clearly on our shared mission: to reduce the number and severity of; accidents, fatalities, and injuries involving commercial motor vehicles and hazardous materials incidents through consistent, uniform, and effective commercial motor vehicle safety programs. Members of the public benefit from improved services for motor carriers across agency lines (DMV, DOT, DRS, DESPP, DEEP) through improved use of technologies by all agencies who work with motor carriers as well as safety benefits to the public by the reduction of crashes and incidents involving commercial vehicles.

Notification to Beneficiaries/Participants

Notification is made through the use of the DMV's website and posters posted in DMV's Branch Offices and DOT's Weight and Safety Inspection Facilities (aka Scales). Additionally, all law enforcement personnel are sworn to uphold the U.S. Constitution, the Constitution of the State of Connecticut, the Connecticut General Statutes and DMV's General Orders, specifically General Order P-5 that directly addresses "profiling".

Sub-Recipient Compliance Reports

The DMV does not sub-award FMCSA funds to other Recipients.

Training

To date all managers, supervisors and sworn personnel have been trained. Managers and supervisors by staff from the Legal Department and Sworn personnel during required annual in-service training.

Seat Belts Do Save Lives
An Affirmative Action/Equal Opportunity Employer

The Title VI Program Policy statement is distributed yearly by the Title VI Coordinator as an introductory training tool for employees as well as a reminder of agency requirements. In addition, the Coordinator, or designee, provides training to new employees on DMV's FMCSA Title VI program and policy during their new employee orientation.

Training specific to DMV's FMCSA Title VI program is conducted by the MCSAP Coordinator on an annual basis for those individuals directly involved in administering, assisting and overseeing the program. This training consists of an overview of segments of a Power Point presentation developed by the Title VI National Program Manager.

Access to Records

All records are available through the DMV Title VI/ADA Coordinator or other parties as needed.

Complaint Disposition Process

A Title VI disposition complaint procedure has been put in place by the Title VI Coordinator. Amongst other required elements, this procedure includes: an outline for steps in filing, investigating and ultimate disposition of a complaint, as well as a complaint log with all required elements.

Status of Corrective Actions Implemented by Applicant to Address Deficiencies Previously Identified During a Title VI Program Compliance Review

The previous review of the DMV's MCSAP program, which included a Title VI review, found no deficiencies identified.

To date we have had one complaint. The complaint has been investigated and there was no finding of a violation of Title VI. No further action was required.

Community Participation Process

The DMV is committed to providing a draft process outlining the participation process to FMCSA by November 30, 2017.

The DMV will implement that participation process by June 30, 2018.

Dated August 2, 2017



STATE OF CONNECTICUT

DEPARTMENT OF MOTOR VEHICLES

60 State Street, Wethersfield, CT 06161

<http://ct.gov/dmv>



DEPARTMENT OF MOTOR VEHICLES

Title VI Program Policy Statement

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color and national origin in programs and activities that receive federal financial assistance.

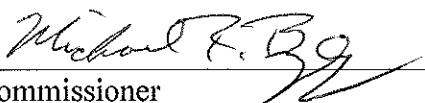
The Department of Motor Vehicles (Department) is committed to compliance with the non-discrimination requirements of Title VI of the Civil Rights Act of 1964 and all related federal statutes, regulations and Executive Orders. In accordance with these requirements, the Department commits to administer its programs, services and program activities without regard to race, color, national origin, sex, age, or disability, including income-level and persons who are Limited English Proficient (LEP) as required by the non-discrimination provisions of 49 CFR Part 21 and 49 CFR Part 303, and the Federal Motor Carrier Safety Administration (FMCSA) Title VI Program Assurance. The Department will take reasonable steps to provide access to its services to persons who are Limited English Proficient (LEP).

The Department will make every effort to ensure that all of its recipients of federal funds comply with the non-discrimination provisions of its Title VI Program. The Department further certifies that all of its programs will be administered in accordance with these provisions.

Any person who believes that he/she individually or as a group has been subjected to discrimination prohibited by this policy may file a complaint within one hundred and eighty (180) days of the alleged discriminatory conduct. Requests for additional information must be sent to or complaints must be filed with Natalie Shipman, Title VI/ADA Coordinator, Department of Motor Vehicles, 60 State Street, room 236, Wethersfield, CT 06161 or via email at natalie.shipman@ct.gov.

The Department's Managers/Division Chiefs and affected personnel are directed to coordinate with Ms. Shipman to ensure the effective implementation of the DMV's Title VI Program.

This policy will be distributed annually to all employees and posted on the agency's website and bulletin boards. Upon request, this policy will be made available in a language other than English and in alternative formats. The Department's compliance with the non-discrimination requirements of the Title VI program will be monitored by the Title VI Coordinator.


Commissioner

7-26-16
Date

Dev: 3/14/16
Rev: 7/11/16

YOUR RIGHTS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

(And Related Nondiscrimination Authorities)

Title VI of the Civil Rights Act of 1964 is a national law that protects persons from discrimination based on their race, color or national origin in programs and activities that receive Federal financial assistance. The Federal Motor Carrier Safety Administration (FMCSA) identifies the following additional protected groups under its' Title VI program: sex, age, disability, income-level, and limited English proficiency (LEP).

IT IS THE POLICY OF THE CONNECTICUT DEPARTMENT OF MOTOR VEHICLES THAT NO PERSON, ON THE GROUNDS OF RACE, COLOR, NATIONAL ORIGIN (AND OTHER PROTECTED GROUPS AS REQUIRED BY FMCSA), BE EXCLUDED FROM PARTICIPATION IN, BE DENIED THE BENEFITS OF, OR OTHERWISE BE SUBJECTED TO DISCRIMINATION UNDER ANY CONTRACT, AGREEMENT, ARRANGEMENT, PROGRAM OR ACTIVITY, PARTICIPATED IN, FUNDED OR SPONSORED BY THE CONNECTICUT DEPARTMENT OF MOTOR VEHICLES.

Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964 (And Related Nondiscrimination Authorities) may file a complaint. A representative on behalf of such person may also file a complaint.

Agency Contact Person:

Natalie Shipman
Department of Motor Vehicles
60 State Street
Wethersfield, CT 06161
Tel: 860-263-5264
Fax: 860-263-5523

For additional information on the Department's Title VI Program, you may contact the representative noted above.

Public Notice of Title VI Program Rights

The Department of Motor Vehicles gives public notice of its' policy to uphold and assure full compliance with the non-discrimination requirements of Title VI of the Civil Rights Act of 1964 and related Nondiscrimination authorities. Title VI and related Nondiscrimination authorities stipulate that no person in the United States of America shall on the grounds of race, color, national origin, sex, age, disability, income level or Limited English Proficiency be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance.

Any person who desires more information regarding the Department of Motor Vehicles' Title VI Program can contact its Title VI Coordinator – Natalie Shipman -- at the address noted below.

Any person who believes they have, individually or as a member of any specific class of persons, been subjected to discrimination on the basis of race, color, national origin, sex, age, disability, income level or Limited English Proficiency has the right to file a formal complaint. Any such complaint must be in writing and submitted within 180 days following the date of the alleged occurrence to:

Natalie Shipman
Department of Motor Vehicles
60 State Street
Wethersfield, CT 06161
(860) 263-5264
Natalie.shipman@ct.gov



DEPARTMENT OF MOTOR VEHICLES

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**Your Rights Under
Title VI of the Civil Rights Act of 1964
(And Related Nondiscrimination Authorities)**

Title VI of the Civil Rights Act of 1964 is a national law that protects persons from discrimination based on their race, color or national origin in programs and activities that receive Federal financial assistance. The Federal Motor Carrier Safety Administration (FMCSA) identifies the following additional protected groups under its' Title VI program: sex, age, disability, income-level, and Limited English Proficiency (LEP).

It is the policy of the Connecticut Department of Motor Vehicles that no person, on the grounds of race, color or national origin (and other protected groups as required by FMCSA) be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity funded or sponsored by the Connecticut Department of Motor Vehicles.

Any person who believes that he or she, individually or as a group, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964 may file a signed, written complaint within one hundred and eighty (180) days of the date of the alleged discrimination. A representative on behalf of such may also file a complaint. The complaint should include your name, mailing address and contact information (telephone number, email etc.) and a description of how, why and when you believe you were discriminated against. Complaints should be forwarded to the following address:

Natalie Shipman, Title VI Coordinator
Department of Motor Vehicles
60 State Street
Wethersfield, CT 06161
Tel: 860-263-5264
Email: Natalie.Shipman@ct.gov

Complaint Form can be obtained online at the DMV's website
Download complaint form: [Word Document](#) | [PDF Document](#)

In addition to the complaint process described above, a complainant may file a Title VI complaint with the following offices:

Connecticut Department of Transportation
Debra Goss, Title VI Coordinator
Newington, CT 06131-7546

Federal Highway Administration
Nichole McWhorter, Investigations & Adjudication Team Director
1200 New Jersey Avenue, Room E81-330
Washington, DC 20590

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The United States Department of Transportation

Standard Title VI/Non-Discrimination Assurances

DOT Order No. 1050.2A

The **Connecticut Department of Motor Vehicles** (herein referred to as the “Recipient”), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the United States Department of Transportation (DOT), through the **Federal Motor Carrier Safety Administration (FMCSA)**, is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 Stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Title IX of the Education Amendments of 1972, as amended, (20 U.S.C. § 1681 *et seq.*), (prohibits discrimination on the basis of sex in education programs or activities);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability);
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 *et seq.*), (prohibits discrimination on the basis of disability);
- 49 C.F.R. part 21 (entitled *Nondiscrimination In Federally-Assisted Programs Of The Department Of Transportation—Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 49 C.F.R. part 27 (entitled *Nondiscrimination On The Basis Of Disability In Programs Or Activities Receiving Federal Financial Assistance*);
- 49 C.F.R. part 28 (entitled *Enforcement Of Nondiscrimination On The Basis Of Handicap In Programs Or Activities Conducted By The Department Of Transportation*);
- 49 C.F.R. part 37 (entitled *Transportation Services For Individuals With Disabilities (ADA)*);
- 49 C.F.R. part 303 (FMCSA’s Title VI/Nondiscrimination Regulation);
- 28 C.F.R. part 35 (entitled *Discrimination On The Basis Of Disability In State And Local Government Services*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the “Acts” and “Regulations,” respectively.

Although not applicable to Recipients directly, there are certain Executive Orders and relevant guidance that direct action by Federal agencies regarding their federally assisted programs and activities to which compliance is required by Recipients to ensure Federal agencies carry out their responsibilities. Executive Order 12898 (1995), entitled “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations” emphasizes that Federal agencies should use existing laws to achieve Environmental Justice, in particular Title VI,

to ensure nondiscrimination against minority populations. Recipients should be aware that certain Title VI matters raise Environmental Justice concerns and FMCSA intends that all Recipients evaluate and revise existing procedures (as appropriate) to address and implement Environmental Justice considerations. See the following FHWA website for more information and facts about Environmental Justice: http://www.fhwa.dot.gov/environment/environmental_justice/index.cfm

Additionally, Executive Order 13166 (2001) on Limited English Proficiency, according to the U.S. Department of Justice in its Policy Guidance Document dated August 16, 2000 (65 Fed. Reg. at 50123), clarifies the responsibilities associated with the “*application of Title VI’s prohibition on national origin discrimination when information is provided only in English to persons with limited English proficiency.*” When receiving Federal funds Recipients are expected to conduct a Four-Factor Analysis to prevent discrimination based on National Origin. (See also U.S. DOT’s “*Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficient (LEP) Persons,*” dated December 14, 2005, (70 Fed. Reg. at 74087 to 74100); the Guidance is a useful resource when performing a Four-Factor Analysis).

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

“No person in the United States shall, on the grounds of race, color, national origin, sex, age, disability, low-income, or LEP be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from DOT, including the FMCSA.”

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973) by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally-assisted.

Specific Assurances

More specifically, and without limiting the above general Assurances, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted **FMCSA Program**:

1. The Recipient agrees that each “activity,” “facility,” or “program,” as defined in 49 C.F.R. §§ 21.23 (b) and 21.23 (e) will be (with regard to an “activity”) facilitated, or will be (with regard to a “facility”) operated, or will be (with regard to a “program”) conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations;
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with the FMCSA Program and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

*“The **Connecticut Department of Motor Vehicles**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any*

contract entered into pursuant to this advertisement, all contractors will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of the owner's race, color, national origin, sex, age, disability, income-level, or LEP in consideration for an award.”;

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations;
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient;
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith;
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property;
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the **Connecticut Department of Motor Vehicles** also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the **FMCSA** access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the **FMCSA**. You must keep records, reports, and submit the material for review upon request to **FMCSA**, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The **Connecticut Department of Motor Vehicles** gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the Department of Transportation under the **FMCSA Program**. This ASSURANCE is binding on [insert State], other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the **FMCSA Program**. The person (s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

The Connecticut Department of Motor Vehicles
(Name of Recipient)

by Michael Bzdyra
Michael Bzdyra, Commissioner
(Signature of Authorized Official)

DATED: 7-21-17

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Motor Carrier Safety Administration (FMCSA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations as set forth in Appendix E, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 C.F.R. part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FMCSA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FMCSA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor’s noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FMCSA may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the FMCSA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

APPENDIX B

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the Department of Transportation as authorized by law and upon the condition that the **Connecticut Department of Motor Vehicles** will accept title to the lands and maintain the project constructed thereon in accordance with the **Connecticut General Statutes**, the Regulations for the Administration of **Federal Motor Carrier Safety Administration (FMCSA) Program**, and the policies and procedures prescribed by the **FMCSA** of the Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, part 21, Non-discrimination in Federally-assisted programs of the Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the **Connecticut Department of Motor Vehicles** all the right, title and interest of the Department of Transportation in and to said lands described in Exhibit "A" attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto the **Connecticut Department of Motor Vehicles** and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the **Connecticut Department of Motor Vehicles**, its successors and assigns.

The **Connecticut Department of Motor Vehicles**, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the **Connecticut Department of Motor Vehicles** will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, part 21, Non-discrimination in Federally-assisted programs of the Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of Title VI.)

June 13, 2016

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY OR PROGRAM

APPENDIX C

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the **Connecticut Department of Motor Vehicles** pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add “as a covenant running with the land”] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, **Connecticut Department of Motor Vehicles** will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the **Connecticut Department of Motor Vehicles** will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the **Connecticut Department of Motor Vehicles** and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to effectuate the purpose of Title VI.)

**CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED
UNDER THE ACTIVITY, FACILITY OR PROGRAM**

APPENDIX D

The following clauses will be included in deeds, licenses, permits, or similar instruments/ agreements entered into by the **Connecticut Department of Motor Vehicles** pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, “as a covenant running with the land”) that (1) no person on the ground of race, color, national origin, sex, age, disability, income-level, or LEP will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, national origin, sex, age, disability, income-level, or LEP will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, the **Connecticut Department of Motor Vehicles** will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, the **Connecticut Department of Motor Vehicles** will there upon revert to and vest in and become the absolute property of the **Connecticut Department of Motor Vehicles** and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to effectuate the purpose of Title VI.)

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. § 2000d *et seq.*), (prohibits discrimination on the basis of race, color, national origin), as implemented by 49 C.F.R. § 21.1 *et seq.* and 49 C.F.R. part 303;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973 (23 U.S.C. § 324 *et seq.*) (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794 *et seq.*) (prohibits discrimination on the basis of disability); and 49 C.F.R. part 27;
- The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 *et seq.*) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (Pub. L. 97-248 (1982)), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (102 Stat. 28) (“....which restore[d] the broad scope of coverage and to clarify the application of title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and title VI of the Civil Rights Act of 1964.”);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189), as implemented by Department of Justice regulations at 28 C.F.R. parts 35 and 36, and Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681 *et seq.*).

Department of Motor Vehicles

Title VI Discrimination Complaint Procedures

Introduction

The Department of Motor Vehicles (DMV) has established this 'Complaint of Discrimination' Procedure as a mechanism for the review and resolution of allegations of discrimination. These procedures apply to **complaints filed under Title VI of the Civil Rights Act of 1964** which prohibits discrimination on the basis of race, color and national origin in any program or activity administered by the Department or its sub-recipients, consultants and/or contractors. Retaliation or intimidation of any kind is also prohibited by law.

These procedures do not negate or limit the right of the complainant to file formal complaints with other state or federal agencies. These procedures are part of an administrative process that does not provide for remedies such as compensatory damages for the complainant.

The Department's Title VI Coordinator (Coordinator), Natalie Shipman, serves as a resource for members of the public who wish to file a discrimination complaint under Title VI and related statutes. Ms. Shipman is located in DMV's central office at 60 State Street, Wethersfield, CT. She is responsible for conducting counseling and investigations of alleged incidences of discrimination. The complainant, the individual making a complaint, is advised of his/her rights under State and Federal laws and is given a copy of this procedure.

Complaint Basis

Allegations must be based on issues involving race, color or national origin. The term basis refers to the complainant's protected group status. A Protected group is a group of people with common characteristics who are legally protected from discrimination on the basis of that characteristic.

Protected Group Categories and definitions relevant to this procedure:

| Category | Definition | Example |
|-----------------|--|--|
| Race | The perception based on physical characteristics that a person is a member of a racial group. | Black, white, Native American Indian. |
| Color | color and/or shade of skin within a racial group | Black, white, dark or light brown, etc . . |
| National Origin | A group of people who share a common language, culture, ancestry and/or other social characteristics. Includes discrimination based on heritage or country of original citizenship. Also includes discrimination based on language or a person's accent. | Cuban, Vietnamese, Mexican |

DMV Title VI Complaint Procedure

Page 2 of 3

Complaint Process

Any individual or group of individuals who believes that he/she or they have been subjected to discrimination prohibited by Title VI nondiscrimination procedures based on race, color or national origin (including Limited English Proficiency) may file a written complaint to Natalie Shipman, Title VI Coordinator. A formal complaint must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant. The complaint must meet the following requirements:

- Complaints must be made in writing to the Title VI Coordinator.
- Complaints should be submitted on the 'Title VI Discrimination Complaint Form' and signed by the complainant(s).
- Include the full name and address of the complainant;
- Include the date of the alleged act of discrimination
- The full name, job title, and work address of the alleged accused party/ies, if known.
- A detailed description of the alleged act of discrimination (specify all issues and circumstances of the alleged discrimination.)
- Identify the basis of the complaint i.e. race, color, national origin (includes limited English Proficient (LEP).) Include the name address and telephone number of any person who may have knowledge of the alleged incident.

In order for complaints to be accepted, they must be filed within 180 days of the alleged act of discrimination, meet the above procedures for filing, and allegations must be based on issues pertaining to race, color or national origin (includes limited English proficiency (LEP).)

A complaint may be dismissed if the complainant request the withdrawal of the complaint, the complainant does not respond to numerous requests for information necessary to process the complaint, or the complaint is not filed timely.

In cases where the complainant is unable or incapable of providing a written statement, the complainant will be assisted in transcribing the verbal complaint into a written complaint. However, all complaints must be signed by the complainant.

Every reasonable effort will be made to obtain early resolution of complaints at the lowest possible level. Complainants also have a right to an attempt by the Coordinator to an informal resolution to their complaint if desired, to include mediation between the affected parties and the Coordinator.

Complaint Investigation

Following the receipt and review of the complaint, the Coordinator, or a designee, will issue a letter acknowledging receipt of the complaint.

1. The accused party will be notified that a complaint has been filed against him/her prior to commencement of the investigation. In addition, when applicable, the accused party is advised of his/her right to representation by the union or any other appropriate representative of his/her choice.

2. Barring extenuating circumstances outside of the investigators control, the investigator will conduct a fact finding investigation and provide a resolution, if one is possible, within ninety (90) business days of receipt of the complaint and notify all involved parties in writing whether or not there was a violation of Title VI. This will include notification to the complainant of his/her right to appeal the results to the Office of the Commissioner of Motor Vehicles.
3. All investigation findings will be reported to the Commissioner or his or her designee.
4. Should the complainant elect to appeal the decision, he/she must do so in writing to the Office of the Commissioner of Motor Vehicles within ten (10) business days after receipt of the complaint resolution proposed by the Coordinator or investigator designee. Failure to appeal within this period shall be interpreted as acceptance of this resolution.
5. The Commissioner or his/her designee will review the case to determine what, if any additional information is needed. In the event that additional information is required from the appellant, he/she will be provided reasonable advance notice of a meeting and will be advised of his/her right to present relevant information at that time.
6. The Commissioner or his/her designee will render a written decision regarding the appeal, no later than thirty (30) business days from the date of the filing of the appeal which will be sent to the appellant. Should this decision differ from the findings of the investigation, it will also be sent to all parties involved and the Office of the Title VI Coordinator. **The decision of the Commissioner or his/her designee is final.** This however, does not preclude the complainant from pursuing other means of resolution under federal and/or state law.

All records of complaints and dispositions thereof shall be maintained and regularly reviewed by the Title VI Coordinator who will pay particular attention to the detection of any patterns in the nature of the complaints. All such records shall be retained on a strictly confidential basis, except where disclosure is required by law.

***Federal Motor Carrier Safety Administration (FMCSA)**

Title VI Discrimination Complaint Form
Continued

I certify that to the best of my knowledge, the information provided herein is true and accurate.

Signature of Complainant

Date

You may use additional paper if necessary. Please attach any written materials or other information that you think is relevant to your complaint.

Please submit this form by mail to:
Natalie Shipman, Title VI Coordinator
Department of Motor Vehicles
60 State Street
Wethersfield, CT 06161



U.S. Department
of Transportation

Federal Motor Carrier
Safety Administration

1200 New Jersey Avenue, SE
Washington, DC 20590

August 4, 2017

In Reply Refer To: MC-CR
FY 2018 Pre-Award CTDMV

Mr. Michael R. Bzdya, Commissioner
Connecticut Department of Motor Vehicles
60 State Street
Wethersfield, CT, 06161

Dear Mr. Bzdya:

We are in receipt of the Connecticut Department of Motor Vehicles' (DMV) Federal Motor Carrier Safety Administration (FMCSA) Title VI Program Compliance Plan. We have reviewed your FMCSA Title VI Program Compliance Plan and find that the Plan contains all elements stipulated in the FMCSA Title VI Program Compliance Plan Checklist. Therefore, FMCSA approves the Connecticut DMV's Title VI Program Compliance Plan for Federal Fiscal Year (FY) 2018. We do request that the Connecticut DMV notify FMCSA's Office of Civil Rights should it provide funding to another Recipient (Sub-Recipient) and/or be the object of a Title VI Program compliance review conducted by another Federal agency. In this eventuality, we will coordinate with the Connecticut DMV to ensure that the Title VI Program Compliance Plan is updated with the additional information.

Regarding the new section of the Title VI Program Compliance Plan (Community Participation Process), we appreciate your Agency's commitment to submit to my Office a draft Community Participation Process by November 30, 2017. Please note that FMCSA may not award the Motor Carrier Safety Assistance Program (MCSAP) funding (for which your Agency has submitted an application to FMCSA for consideration) if the draft Community Participation Process is not received by my Office by November 30, 2017. We also appreciate your Agency's commitment to begin implementation of the final Community Participation Plan by June 30, 2018. Please submit the draft Community Participation Process and direct all related questions to Mr. Lester Finkle, who is the FMCSA National Title VI Program Manager.


On an annual basis, FMCSA's Office of Civil Rights will conduct compliance reviews of a representative sampling of FMCSA Grant Recipients. FMCSA has approximately 125 Recipients annually. If and/or when the Connecticut DMV is chosen as one of the FMCSA Grant Recipients' Title VI Program that will be reviewed in a given year, the Office of Civil Rights will use the approved Title VI Program Compliance Plan as the basis for conducting the desk audit and will request additional documentation as deemed appropriate during the review.

In addition, a small number of Recipients who are selected for a Title VI Program compliance review will also be selected for an on-site visit which will include personnel interviews. We appreciate your future assistance in the event the Connecticut DMV is chosen for a compliance review in a given year.

If at any time your Agency has Title VI Program-related questions, please do not hesitate to contact Mr. Lester Finkle, National Title VI Program Manager at (202) 366-4474 or lester.finkle@dot.gov.

Sincerely,



 Kennie J. May, Sr.
Director
Office of Civil Rights

Cc: Donald Bridge, Jr., Lieutenant, Connecticut DMV
Natalie Shipman, Title VI/ADA Coordinator, Connecticut DMV
Christopher Henry, Division Administrator, Connecticut Division Office

**FMCSA Administrative Capability Questionnaire (Self Certification Form)
For State and Local Governments and Non-Profit Organizations
(Fiscal Year 2018)**

OVERVIEW

All organizations that receive Federal Motor Carrier Safety Administration (FMCSA) financial assistance funds are subject to the administrative and financial standards set forth in the relevant Code of Federal Regulation (CFR) sections and Office of Management and Budget (OMB) Circulars. The CFR sections and OMB Circulars that apply to recipients of Federal grant funds are:

- 2 CFR 215, "Uniform Administrative Requirements for Grants and Cooperative Agreement with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations (OMB A-110)"
- 2 CFR 220, "Cost Principles for Educational Institutions (OMB A-21)"
- 2 CFR 225, "Cost Principles for State, Local, and Indian Tribal Governments (OMB A-87)"
- 2 CFR 230, "Cost Principles for Non-Profit Organizations (OMB A-122)"
- 49 CFR Part 18, "Transportation – Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments (OMB Circular A-102 codified at 49 CFR Part 18)"
- OMB Circular A-133, "Audits of States, Local Government, and Non-Profit Organizations"

PURPOSE

The purpose of this Administrative Capabilities Questionnaire (ACQ) is to provide organizations seeking FMCSA grant funds with a tool to assess their ability to successfully manage Federal grant funds against administrative and financial standards. If an organization's policies and procedures do not fully comply with the requirements in the ACQ, the organization may need revised or new policies in order to comply with Federal financial management standards.

SUBMISSION INSTRUCTIONS

Please complete and sign the ACQ and include it as part of your organization's application for FMCSA grant funds. One ACQ is needed each Federal fiscal year; therefore, you need only attach one copy to a single FMCSA announcement. FMCSA will retain the ACQ and verify that your organization has the ACQ on file if you choose to apply to multiple FMCSA grant announcements. If you have questions pertaining to the ACQ, please contact the FMCSA Grants Management Office:

By E-mail:

FMCSA_GrantMgmtHelpdesk@dot.gov, or

By Telephone:

(202) 366-0621

Office hours are from 9 a.m. to 5 p.m., Eastern Time, Monday through Friday, except Federal holidays.

**FMCSA Administrative Capability Questionnaire (Self Certification Form)
For State and Local Governments and Non-Profit Organizations
(Fiscal Year 2018)**

| PART I – Contact Information | | |
|-------------------------------------|---|--|
| 1. | Dun and Bradstreet Data Universal Numbering System (DUNS) Number for your Organization | 8078528430000 |
| 2. | Organization legal name associated with the DUNS | Connecticut Department of Motor Vehicles |
| 3. | Address associated with your DUNS Number | 60 State Street Wethersfield, CT 06161 |
| 4. | Name of the primary application point of contact (POC) for the information contained in the ACQ | Donald Bridge, Jr., Lieutenant |
| 5. | POC Phone Number | 860.263.5469 |
| 6. | POC E-mail Address | donald.bridge |

| PART II – General Information and Assurances | | |
|---|--|------|
| 1. | Is your organization in compliance with applicable Anti-Lobbying Policies included in Lobbying Form GG and, if applicable, the SF-LLL Disclosure of Lobbying Activities? | YES |
| 2. | Have any key personnel listed in the application for your organization been debarred or suspended from participation in Federal assistance programs? | NO |
| 3. | Please identify any court judgment, compliance review deficiency, and/or complaint investigation finding relating to Title VI of the Civil Rights Act of 1964 and related Nondiscrimination authorities (to include the Federal-Aid Highway Act of 1973, Title IX of the Education Amendments of 1972, Age Discrimination Act of 1975, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, Executive Order #12898 (Environmental Justice) and Executive Order #13166 (Limited English Proficiency)) within the last five years from the beginning of the Federal fiscal year (October 1) under the announcement in which you are applying. | NONE |
| 4. | Does your organization maintain a Drug-Free Workplace (<u>41 U.S.C. Sec. 701 et seq.</u>) and implementing regulations (<u>49 CFR Part 32</u>)? | YES |

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(Fiscal Year 2018)**

| PART III – Audit History | | |
|---------------------------------|---|-----------|
| 1. | Is your accounting system accrual based or cash based? | ACCRUAL |
| 2. | Is your accounting system manual, automated, or a combination? | AUTOMATED |
| 3. | Has an audit been performed on the organization's financial statement? | YES |
| 4. | What was the audit opinion? | EXCELLENT |
| 5. | If your organization has expended more than \$500,000 in Federal grant funds within the last year, has OMB A-133 Audit been performed? | YES |
| 6. | If yes, were there any major findings? | NO |
| 7. | In no, please explain why an audit was not performed. | |
| 8. | If your organization was subject to any other audits in the last two years (e.g., Office of Inspector General (OIG), programmatic, State) please describe whether or not there were audit findings. | NO |

**FMCSA Administrative Capability Questionnaire (Self Certification Form)
For State and Local Governments and Non-Profit Organizations
(Fiscal Year 2018)**

| PART IV – Administrative Capability | | | |
|--|---|------------|-------------------|
| Instructions: Mark the appropriate box to the right for each item. If your organization meets the requirement, mark the box in the “Yes” column. If your organization does not meet the requirement described, mark the box in the “No/Explain” column. If applicable, provide explanations in the “No/Explain” column or in an attachment. | | | |
| | Capability Title | Yes | No/Explain |
| Financial Management (2 CFR Part 200 Subpart E Cost Principles) | | | |
| 1. | Does your organization provide procedures for determining the reasonableness, allocability and allowability of costs in accordance with the applicable cost principles? | X | |
| 2. | Does your organization provide for effective control and accountability for all grant cash, real and personal property, and other assets? | X | |
| 3. | Does your organization provide accurate, current, and complete disclosure of the financial results of the financially assisted activities required by the financial reporting requirements of the grant? | X | |
| 4. | Does your organization permit preparation of reports required by the applicable statutes and regulations? | X | |
| 5. | Does your organization permit the documentation of funds to a level of expenditure adequate to establish that funds have not been expended in violation? | X | |
| 6. | Does your organization contain information pertaining to grant awards and authorizations, obligations, unobligated balances, assets, liabilities, expenditures, and income sufficient to identify the source and application of funds provided for financially-assisted activities? | X | |

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For State and Local Governments and Non-Profit Organizations
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| PART IV – Administrative Capability | | | |
|--|---|-----|---|
| Instructions: Mark the appropriate box to the right for each item. If your organization meets the requirement, mark the box in the “Yes” column. If your organization does not meet the requirement described, mark the box in the “No/Explain” column. If applicable, provide explanations in the “No/Explain” column or in an attachment. | | | |
| | Capability Title | Yes | No/Explain |
| 7. | Does your organization have an approved indirect cost rate with the Federal Government that covers the entire proposed period of performance for the grant application? | | No. Indirect Cost is updated on an annual basis. Our most current will be submitted with application. |

| PART IV – Administrative Capability | | | |
|--|---|-----|------------|
| Instructions: Mark the appropriate box to the right for each item. If your organization meets the requirement, mark the box in the “Yes” column. If your organization does not meet the requirement described, mark the box in the “No/Explain” column. If applicable, provide explanations in the “No/Explain” column or in an attachment. | | | |
| | Capability Title | Yes | No/Explain |
| Procurement Standards <u>2 CFR § 200.317</u> through <u>§ 200.326</u> (as applicable to entity type) | | | |
| 1. | When procuring property, including equipment and services under grants, does your organization’s contract administration system thoroughly document and inventory all equipment purchased with grant funds? | X | |
| 2. | Does your organization provide controls to ensure safeguards against loss, damage, or theft of the property? | X | |
| 3. | Does your organization provide adequate maintenance of the property? | X | |

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(Fiscal Year 2018)**

| PART IV – Administrative Capability | | | |
|--|--|-----|------------|
| Instructions: Mark the appropriate box to the right for each item. If your organization meets the requirement, mark the box in the “Yes” column. If your organization does not meet the requirement described, mark the box in the “No/Explain” column. If applicable, provide explanations in the “No/Explain” column or in an attachment. | | | |
| Capability Title | | Yes | No/Explain |
| 4. | Does your organization follow written procurement procedures which (1) avoid unnecessary purchases; (2) provide an analysis of lease and purchase alternatives; and (3) provide a process for soliciting goods and services that maximizes competition to obtain good value? | X | |
| 5. | Does your organization define equipment as property that is non-expendable, tangible personal property having a useful life of more than one year and is an acquisition cost valued at \$5,000 or the lesser of the capitalization level established by the State or local government? | X | |

| PART IV – Administrative Capability | | |
|--|-----|------------|
| Instructions: Mark the appropriate box to the right for each item. If your organization meets the requirement, mark the box in the “Yes” column. If your organization does not meet the requirement described, mark the box in the “No/Explain” column. If applicable, provide explanations in the “No/Explain” column or in an attachment. | | |
| Capability Title | Yes | No/Explain |
| Personnel | | |

**FMCSA Administrative Capability Questionnaire (Self Certification Form)
For State and Local Governments and Non-Profit Organizations
(Fiscal Year 2018)**

| PART IV – Administrative Capability | | | |
|--|---|-----|------------|
| Instructions: Mark the appropriate box to the right for each item. If your organization meets the requirement, mark the box in the “Yes” column. If your organization does not meet the requirement described, mark the box in the “No/Explain” column. If applicable, provide explanations in the “No/Explain” column or in an attachment. | | | |
| Capability Title | | Yes | No/Explain |
| 1. | Does your organization maintain written standards of conduct governing the performance of employees engaged in the award and administration of contracts (e.g., conflict of interest forms)? (2 CFR Part 200.318)? | X | |
| 2. | Does your organization maintain a personnel system which provides for the submission of personnel activity reports on the activities of each employee whose compensation is charged to an assistance agreement? (<u>2 CFR Part 200.430</u> , <u>2 CFR 225 Appendix B, 8.h.(5)</u> and <u>2 CFR 230 Appendix B, Section 8.m</u> as applicable)? | X | |
| 3. | Are your organization’s fringe benefits applied reasonably and consistently to all grants and identified by individual employee or allotted by a fringe benefit rate? | X | |

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|--|
| PART IV – Administrative Capability |
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**FMCSA Administrative Capability Questionnaire (Self Certification Form)
For State and Local Governments and Non-Profit Organizations
(Fiscal Year 2018)**

Instructions: Mark the appropriate box to the right for each item. If your organization meets the requirement, mark the box in the "Yes" column. If your organization does not meet the requirement described, mark the box in the "No/Explain" column. If applicable, provide explanations in the "No/Explain" column or in an attachment.

| | Capability Title | Yes | No/Explain |
|--|--|-----|------------|
| Sub-Award System (<u>2 CFR §200.92, §200.201</u>) | | | |
| 1. | Does your organization's sub-award administration system meet Federal requirements? | N/A | |
| 2. | Does your organization maintain written procedures outlining sub-grantee responsibilities and include clauses required by Federal statute and EO's and their implementing regulations? | N/A | |

PART V - CERTIFICATION AND SUBMISSION

CERTIFICATION OF APPLICANT'S AUTHORIZED REPRESENTATIVE (REQUIRED):

I certify that the statements I have made on this form and all attachments thereto are true, accurate, and complete.

Name Adam Grippo

Title Fiscal Admin officer

Signature 

Date 8/2/17



STATE OF CONNECTICUT

DEPARTMENT OF MOTOR VEHICLES

60 State Street, Wethersfield, CT 06161

<http://ct.gov/dmv>



Annual Review of Laws, Regulations, Policies and Compatibility Certification

I, **Sharon Geanuracos, Agency Legal Director**, certify that the State has conducted the annual review of its laws and regulations for compatibility regarding commercial motor vehicle safety and that the State's safety laws remain compatible with the Federal Motor Carrier Safety Regulations (49 CFR parts 390-397) and the Hazardous Materials Regulations (49 CFR parts 107 (subparts F and G only), 171-173, 177, 178, and 180) and standards and orders of the Federal government, except as may be determined by the Administrator to be inapplicable to a State enforcement program.

For the purpose of this certification, Compatible means State laws or regulations pertaining to interstate commerce that are identical to the FMCSRs and HMRs or have the same effect as the FMCSRs and identical to the HMRs and for intrastate commerce rules identical to or within the tolerance guidelines for the FMCSRs and identical to the HMRs.

If there are any exceptions that should be noted to the above certification, include an explanation below.

Signature of Certifying Official:

Title of Certifying Official: CT DMV, Agency Legal Director

Date of Certification: August 9, 2017

CGS Sec. 14-163g. Transportation of hazardous materials. Applicable federal regulations. Enforcement powers of motor vehicle inspectors and police officers. (a) Any person who engages in interstate or intrastate commerce on the highways of this state and transports hazardous materials, as defined in 49 CFR 171.8, shall comply with the provisions of 49 CFR Parts 105 to 173, inclusive, and 49 CFR Parts 177 to 180, inclusive.

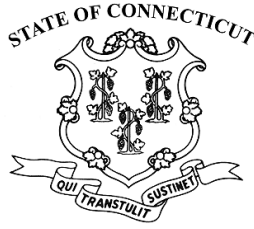
(b) Except as otherwise provided in subsection (c) of this section, any person described in subsection (a) of this section who violates any provision of 49 CFR 107.620, 49 CFR 171, Subpart A, 49 CFR 172, Subparts A to I, inclusive, 49 CFR 173, Subparts A to G, inclusive, 49 CFR 177, Subparts A to E, inclusive, 49 CFR 178, Subparts A to C, inclusive, H and J to S, inclusive, or 49 CFR 180, Subparts A and C to G, inclusive, shall have committed an infraction.

(c) Any person described in subsection (a) of this section who violates any provision of 49 CFR 172.505(a), 49 CFR 172.507(a), 49 CFR 173.24(b) or 49 CFR 177.835 shall, for a first offense, be guilty of a class D misdemeanor and, for any subsequent offense of the same provision, be guilty of a class A misdemeanor.

(d) A motor vehicle inspector, designated under section 14-8 and certified pursuant to section 7-294d, or a state or municipal police officer, shall enforce the provisions of this section, provided such inspector or officer (1) has inspection authority pursuant to section 14-163c-9 of the regulations of Connecticut state agencies, and (2) has satisfactorily completed a course of instruction in specialized hazardous materials provided by the United States Department of Transportation Federal Motor Carrier Safety Administration.

(P.A. 16-55, S. 1.)

https://www.cga.ct.gov/current/pub/chap_246.htm#sec_14-163g



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Public Act No. 17-79

AN ACT CONCERNING RECOMMENDATIONS BY THE DEPARTMENT OF MOTOR VEHICLES REGARDING INSURANCE POLICIES FOR CERTAIN VEHICLES, YOUTH INSTRUCTION PERMITS, OPERATOR LICENSES, COMMERCIAL MOTOR VEHICLE OPERATION, ADMINISTRATIVE FEES, DIVERSION PROGRAM, STUDENT TRANSPORTATION VEHICLES, ABANDONED MOTOR VEHICLES, HARTFORD WHALER LICENSE PLATES AND OTHER CHANGES TO THE MOTOR VEHICLE STATUTES.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Section 14-29 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2017*):

(a) The commissioner shall not register any motor bus, taxicab, school bus, motor vehicle in livery service, student transportation vehicle or service bus and no person may operate or cause to be operated upon any public highway any such motor vehicle until the owner or lessee thereof has procured insurance or a bond satisfactory to the commissioner, which insurance or bond shall indemnify the insured against any legal liability for personal injury, the death of any person or property damage, which injury, death or damage may result from or have been caused by the use or operation of such motor vehicle described in the contract of insurance or such bond. Such insurance or bond shall not be required from (1) a municipality which

Substitute Senate Bill No. 850

the commissioner finds has maintained sufficient financial responsibility to meet legal liability for personal injury, death or damage resulting from or caused by the use or operation of a service bus owned or operated by such municipality, or (2) the owner or lessee of such class of motor vehicle who holds a certificate of public necessity and convenience from the Department of Transportation if such owner or lessee has procured from the department a certificate that the department has found that such owner or lessee is of sufficient financial responsibility to meet legal liability for personal injury, death or property damage resulting from or caused by the use or operation of such motor vehicle. The Department of Transportation may issue such certificate upon presentation of evidence of financial responsibility that is satisfactory to it.

(b) (1) The amount of insurance or of such bond which each such vehicle owner or lessee shall carry as insurance or indemnity against claims for personal injury or death shall be not less than (A) fifty thousand dollars for one person subject to that limit per person; (B) for all persons in any one accident where the carrying capacity is seven passengers or less, one hundred thousand dollars; (C) eight to twelve passengers, inclusive, one hundred fifty thousand dollars; (D) thirteen to twenty passengers, inclusive, two hundred thousand dollars; (E) twenty-one to thirty passengers, inclusive, two hundred fifty thousand dollars; and (F) thirty-one passengers or more, three hundred thousand dollars; and such policy or such bond shall indemnify the insured against legal liability resulting from damage to the property of passengers or of others to the amount of ten thousand dollars.

(2) In lieu of the foregoing, a single limit of liability shall be allowed as insurance or indemnity against claims for personal injury or death and legal liability resulting from damage to the property of passengers or of others for any one accident (A) where the carrying capacity is seven passengers or less, not less than one hundred thousand dollars;

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(B) eight to twelve passengers, inclusive, not less than one hundred fifty thousand dollars; (C) thirteen to twenty passengers, inclusive, not less than two hundred thousand dollars; (D) twenty-one to thirty passengers, inclusive, not less than two hundred fifty thousand dollars; and (E) thirty-one passengers or more, not less than three hundred thousand dollars. The provisions of this subsection shall not apply to (i) a municipality which the commissioner has found to have sufficient financial responsibility to meet legal liability for damages as provided in subsection (a) of this section or (ii) the owner or lessees of any such motor vehicle holding a certificate of public convenience and necessity issued by the Department of Transportation whom the department has found to be of sufficient financial responsibility to meet legal liability for damages as provided in subsection (a).

(c) (1) Any person or company issuing any such insurance or indemnity bond shall file with the Commissioner of Motor Vehicles a certificate in such form as [he] the commissioner prescribes, and no such insurance or bond shall lapse, expire or be cancelled while the registration is in force until the commissioner has been given at least ten days' written notice of an intention to cancel and until [he] the commissioner has accepted other insurance or another indemnity bond and has notified the person or company seeking to cancel such insurance or bond that such other insurance or bond has been accepted or until the registration of such motor vehicle described in such insurance policy or bond has been suspended or cancelled.

(2) No person or company issuing any such insurance or indemnity bond shall issue an insurance policy or indemnity bond for a motor vehicle specified in subsection (a) of this section for limits less than those specified in subsection (b) or (f) of this section. Upon initial registration or renewal of any such motor vehicle, the commissioner may presume that an insurance policy or indemnity bond meets the minimum amounts specified in said subsection (b) or (f) for such

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vehicle.

(d) Any person injured in person or property by any such motor vehicle may apply to the commissioner for the name and description of the insurer of the vehicle causing such injury or the name of the surety upon any indemnity bond of any such owner or the name of the holder of a certificate of financial responsibility.

(e) Any person who violates any provision of this section shall be fined not more than five hundred dollars or imprisoned not more than one year or both.

(f) Notwithstanding the provisions of this section, any person, association or corporation operating a motor vehicle in livery service under the provisions of sections 13b-101 to 13b-109, inclusive, shall carry insurance or indemnity against claims for personal injury or death and legal liability resulting from damage to the property of passengers or of others for any one accident in an amount not less than one million five hundred thousand dollars for vehicles with a seating capacity of fourteen passengers or less and five million dollars for vehicles with a seating capacity of fifteen passengers or more.

Sec. 2. Subsection (c) of section 14-36 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(c) (1) A person who is sixteen or seventeen years of age and who has not had a motor vehicle operator's license or right to operate a motor vehicle in this state suspended or revoked may apply to the Commissioner of Motor Vehicles for a youth instruction permit. The commissioner may issue a youth instruction permit to an applicant after the applicant has passed a vision screening and test as to knowledge of the laws concerning motor vehicles and the rules of the road, has paid the fee required by subsection (v) of section 14-49 and

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has filed a certificate, in such form as the commissioner prescribes, requesting or consenting to the issuance of the youth instruction permit and the motor vehicle operator's license, signed by (A) one or both parents or foster parents of the applicant, as the commissioner requires, (B) the legal guardian of the applicant, (C) the applicant's spouse, if the spouse is eighteen years of age or older, or (D) if the applicant has no qualified spouse and such applicant's parent or foster parent or legal guardian is deceased, incapable, domiciled [without the] outside of this state or otherwise unavailable or unable to sign or file the certificate, the applicant's stepparent, grandparent, or uncle or aunt by blood or marriage, provided such person is eighteen years of age or older. The commissioner may, for the more efficient administration of the commissioner's duties, appoint any drivers' school licensed in accordance with the provisions of section 14-69 or any secondary school providing instruction in motor vehicle operation and highway safety in accordance with section 14-36e, as amended by this act, to issue a youth instruction permit, subject to such standards and requirements as the commissioner may prescribe in regulations adopted in accordance with chapter 54. Each youth instruction permit shall expire two years from the date of issuance [,] or on the date the holder of the permit is issued a motor vehicle operator's license, [or on the date the holder attains the age of eighteen years,] whichever is earlier. Any holder of a youth instruction permit who attains eighteen years of age may retain such permit until the expiration of such permit.

(2) The youth instruction permit shall entitle the holder, while such holder has the permit in his or her immediate possession, to operate a motor vehicle on the public highways, provided such holder is under the instruction of, and accompanied by, a person who holds an instructor's license issued under the provisions of section 14-73 or a person twenty years of age or older who has been licensed to operate, for at least four years preceding the instruction, a motor vehicle of the same class as the motor vehicle being operated and who has not had his or her motor vehicle operator's license suspended by the

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commissioner during the four-year period preceding the instruction. (3) Unless the holder of the permit is under the instruction of and accompanied by a person who holds an instructor's license issued under the provisions of section 14-73, no passenger in addition to the person providing instruction shall be transported unless such passenger is a parent or legal guardian of the holder of the permit. (4) The holder of a youth instruction permit who (A) is an active member of a certified ambulance service, as defined in section 19a-175, (B) has commenced an emergency vehicle operator's course that conforms to the national standard curriculum developed by the United States Department of Transportation, and (C) has had state and national criminal history records checks conducted by the certified ambulance service or by the municipality in which such ambulance service is provided, shall be exempt from the provisions of subdivisions (2) and (3) of this subsection only when such holder is en route to or from the location of the ambulance for purposes of responding to an emergency call. (5) The commissioner may revoke any youth instruction permit used in violation of the limitations imposed by subdivision (2) or (3) of this subsection.

Sec. 3. Subsection (h) of section 14-36a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(h) The revocation, suspension or withdrawal of, or refusal to issue or renew an "S" endorsement, or any endorsement described in subsection (c) of this section, shall prohibit the licensee from operating any public [service] passenger vehicle for which [a public passenger endorsement] an endorsement described in said subsection (c) is required. [under this section.] During the period of such revocation, suspension or withdrawal of, or after a refusal to issue or renew an "S" endorsement, or any endorsement described in said subsection (c), [of this section,] the commissioner shall not issue any other public

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passenger endorsement to such licensee.

Sec. 4. Section 14-36e of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

[(a)] The Department of Motor Vehicles shall prepare for use in all high and other secondary schools a course of study of motor vehicle operation and highway safety.]

[(b)] Each local and regional board of education may provide a course of instruction in motor vehicle operation and highway safety on a secondary school level, which course (1) shall consist of not less than thirty clock hours of classroom instruction offered during or after school hours as said board of education, in its discretion, may provide, including instruction of not less than fifteen minutes concerning the responsibilities of an operator of a motor vehicle under subsection (b) of section 14-223 and the penalty for a violation of the provisions of said subsection (b), and (2) may include behind-the-wheel instruction of up to twenty clock hours. Said course shall be open to enrollment by any person between the ages of sixteen and eighteen, inclusive, who is a resident of the town or school district or whose parent, parents or legal guardian owns property taxable in such town or school district. Any such board of education may contract for such behind-the-wheel instruction with a licensed drivers' school.

Sec. 5. Subsection (b) of section 14-41 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

(b) An original operator's license shall expire within a period not exceeding six years following the date of the operator's next birthday. The fee for such license shall be seventy-two dollars. The commissioner may authorize a contractor, including, but not limited to, an automobile club or association, licensed in accordance with the

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provisions of section 14-67 on or before July 1, 2007, or any [office or department of a] municipality, to issue duplicate licenses and identity cards pursuant to section 14-50a, renew licenses, renew identity cards issued pursuant to section 1-1h and conduct registration transactions at [its office facilities] the office or facilities of such contractors or municipalities. The commissioner may authorize such contractors and municipalities to charge a convenience fee, which shall not exceed five dollars, to each applicant for a license or identity card renewal or duplication, or for a registration transaction.

Sec. 6. Section 14-41b of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

A Connecticut motor vehicle operator's license held by any person on active duty with the armed forces and absent from this state due to such service shall be valid for [thirty] sixty days following the date on which the license holder is honorably separated from such service, [or returns to this state,] unless the license is suspended, cancelled or revoked as provided by law earlier than such date. The license shall be valid only when in the immediate possession of the license holder and the license holder has his or her discharge or separation papers in his or her immediate possession.

Sec. 7. Subsection (a) of section 14-44c of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2017*):

(a) The application for a commercial driver's license or commercial driver's instruction permit, shall include the following:

(1) The full name and current mailing and residence address of the person;

(2) A physical description of the person, including sex, height and eye color;

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(3) Date of birth;

(4) The applicant's Social Security number;

(5) The person's statement, under oath, that such person meets the requirements for qualification contained in 49 CFR 391, as amended; [, or does not expect to operate in interstate or foreign commerce;]

(6) The person's statement, under oath, that the type of vehicle in which the person has taken or intends to take the driving skills test is representative of the type of motor vehicle the person operates or intends to operate;

(7) The person's statement, under oath, that such person is not subject to disqualification, suspension, revocation or cancellation of operating privileges in any state, and that he or she does not hold an operator's license in any other state;

(8) The person's identification of all states in which such person has been licensed to drive any type of motor vehicle during the last ten years, and the person's statement, under oath that he or she does not hold an operator's license in any other state; and

(9) The person's signature, and certification of the accuracy and completeness of the application, subject to the penalties of false statement under section 53a-157b. The application shall be accompanied by the fee prescribed in section 14-44h.

Sec. 8. Subsection (f) of section 14-44k of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2017*):

(f) In addition to any other penalties provided by law, a person is disqualified from operating a commercial motor vehicle for a period of not less than sixty days if convicted of two serious traffic violations, as

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defined in section 14-1, or one hundred twenty days if convicted of three serious traffic violations, [committed while operating any motor vehicle] arising from separate incidents occurring within a three-year period (1) while operating a commercial motor vehicle, (2) while operating a noncommercial motor vehicle, provided such violation resulted in a suspension, for any period of time, of such person's class D license, or (3) from any combination of subdivisions (1) and (2) of this subsection. The period of any disqualification for a subsequent offense imposed under this subsection shall commence immediately after the period of any other disqualification imposed on such person. The disqualification periods in this subsection shall also apply to convictions under the provisions of law of another state, of offenses deemed by the commissioner to constitute serious traffic violations, as defined in section 14-1.

Sec. 9. Subdivision (5) of subsection (b) of section 14-52 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

(5) The commissioner shall assess an administrative fee of [fifty] two hundred dollars against any licensee for failing to provide proof of bond renewal or replacement on or before the date of the expiration of the existing bond. Such fee shall be in addition to the license suspension or revocation penalties and the civil penalties to which the licensee is subject pursuant to section 14-64.

Sec. 10. Subsection (c) of section 14-58 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

(c) Registration certificates issued under the provisions of this section shall not be required to be carried upon such motor vehicles when upon the public highways as required under subsection (a) of section 14-13, except that the licensee shall issue to each person driving

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such motor vehicle a document indicating that such person is validly entrusted with such vehicle which document shall be carried in the motor vehicle. The commissioner shall determine the form and contents of this document. Legible photostatic copies of such registration certificates may be carried in such vehicles as proof of ownership. The licensee shall furnish financial responsibility satisfactory to the commissioner as defined in section 14-112, provided such financial responsibility shall not be required from a licensee when the commissioner finds that the licensee is of sufficient financial responsibility to meet such legal liability. The commissioner may issue such license upon presentation of evidence of such financial responsibility satisfactory to the commissioner. The commissioner shall assess an administrative fee of [fifty] two hundred dollars against any licensee for failing to provide proof of policy or bond renewal or replacement on or before the expiration date of the existing policy or bond. Such fee shall be in addition to the license suspension or revocation penalties and the civil penalties to which the licensee is subject pursuant to section 14-64.

Sec. 11. Subsection (a) of section 14-164c of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

(a) (1) No person shall fail to maintain in good working order or remove, dismantle or otherwise cause to be inoperative any equipment or feature constituting an operational element of the air pollution control system or mechanism of a motor vehicle required by regulations of the Commissioner of Energy and Environmental Protection to be maintained or on the vehicle. Any such failure to maintain in good working order or removal, dismantling or causing of inoperability shall subject the owner thereof to revocation of registration for such vehicle by the Commissioner of Motor Vehicles unless all parts and equipment constituting elements of air pollution

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control have been made operable and in good working order within sixty days of notice by said commissioner of such violation. Any such failure shall be considered a failure to comply with the periodic inspection requirements established under subsection (c) of this section. As used in this section, "motor vehicle" has the same meaning as provided in section 14-1.

(2) The Commissioner of Motor Vehicles shall not revoke the registration of a motor vehicle pursuant to subdivision (1) of this subsection if such vehicle is subject to any consent decree approved by the United States District Court for the Northern District of California on October 25, 2016, in settlement of Case Number 15-MD-2672-CRB (JSC) entitled "In Re: Volkswagen 'Clean Diesel' Marketing, Sales Practices, and Products Liability Litigation".

Sec. 12. Subsection (a) of section 14-171 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

(a) The application for a certificate of title of a vehicle in this state shall be [made by the owner] on a form prescribed by the commissioner [prescribes and shall contain] and contain information provided by the owner or acquired through one or more databases used by the commissioner. Such application shall include: (1) The name, residence and mail address of the owner; (2) a description of the vehicle including, so far as the following data exists, its make, model, identification number, type of body, the number of cylinders and whether new or used; (3) the mileage reading at the time of application; (4) the date of purchase by the applicant, the name and address of the person from whom the vehicle was acquired and the names and addresses of any lienholders in the order of their priority and the dates of their security agreements and, if a new vehicle, the application shall be accompanied by a manufacturer's or importer's certificate of origin; and (5) any further information the commissioner

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reasonably requires to identify the vehicle and to enable the commissioner to determine whether the owner is entitled to a certificate of title and the existence or nonexistence of security interests in the vehicle. Such application shall be accompanied by the most recent Connecticut certificate of title for such vehicle, if any, unless the owner submits a statement on a form prescribed by the commissioner, that the title is lost or destroyed or, despite reasonable efforts cannot be located or obtained from the person or firm last known to have possession of such certificate [or] of title.

Sec. 13. Section 14-227k of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

(a) No person whose right to operate a motor vehicle has been restricted pursuant to an order of the court under subsection (b) of section 14-227j, [or] by the Commissioner of Motor Vehicles [pursuant to subsection (i) of section 14-227a or subsection (i) of section 14-111] or by any provision of law that requires the use of an ignition interlock device, shall (1) request or solicit another person to blow into an ignition interlock device or to start a motor vehicle equipped with an ignition interlock device for the purpose of providing such person with an operable motor vehicle, or (2) operate any motor vehicle not equipped with a functioning ignition interlock device or any motor vehicle that a court has ordered such person not to operate.

(b) No person shall tamper with, alter or bypass the operation of an ignition interlock device for the purpose of providing an operable motor vehicle to a person whose right to operate a motor vehicle has been restricted pursuant to an order of the court under subsection (b) of section 14-227j, [or] by the Commissioner of Motor Vehicles [pursuant to subsection (i) of section 14-227a or subsection (i) of section 14-111] or by any provision of law that requires the use of an ignition interlock device.

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(c) (1) Any person who violates any provision of subdivision (1) of subsection (a) or subsection (b) of this section shall be guilty of a class C misdemeanor.

(2) Any person who violates any provision of subdivision (2) of subsection (a) of this section shall be subject to the penalties set forth in subsection (c) of section 14-215.

(d) Each court shall report each conviction under subsection (a) or (b) of this section to the Commissioner of Motor Vehicles, in accordance with the provisions of section 14-141. The commissioner shall suspend the motor vehicle operator's license or nonresident operating privilege of the person reported as convicted for a period of one year.

Sec. 14. Subsection (b) of section 14-275c of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

(b) The commissioner shall adopt regulations, in accordance with the provisions of chapter 54, governing (1) the inspection, registration, operation and maintenance of motor vehicles used by any carrier to transport students, and (2) the licensing of operators of such vehicles. A person who has attained the age of seventy shall be allowed to hold a license endorsement [for the purpose of operating a motor vehicle to transport children requiring special education] to operate a student transportation vehicle provided such person meets the minimum physical requirements set by the commissioner and agrees to submit to a physical examination by a medical examiner, certified in accordance with 49 CFR 390.109, at least annually or more frequently if directed to do so by such medical examiner or the superintendent of the school system in which such person intends to operate such vehicle.

Sec. 15. Subsection (b) of section 54-56p of the general statutes is

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repealed and the following is substituted in lieu thereof (*Effective October 1, 2017*):

(b) This section shall not be applicable to any person (1) who, at the time of the motor vehicle violation, holds a commercial driver's license or commercial driver's instruction permit or is operating a commercial motor vehicle, as defined in section 14-1, or (2) charged with a motor vehicle violation causing serious injury or death, a motor vehicle violation classified as a felony unless good cause is shown, or a violation of section 14-227a, [or] 14-227g or 14-296aa.

Sec. 16. Subsection (a) of section 14-280 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2017*):

(a) (1) When a school bus is used for any purpose other than the transportation of children to and from schools or school activities, private or public camps or any other activities for which groups of children are transported, the special signals normally used when so engaged shall be left unused or disconnected.

(2) Any student transportation vehicle when engaged in the transportation of children to and from private or public camps or the transportation exclusively of children to activities, except school activities, may display a sign or signs, as described in subsection (b) of this section. Any motor vehicle, other than a registered school bus, not owned by a public, private or religious school, or under contract to such school, when engaged in the transportation of school children to and from school or school activities, may display a sign or signs, as described in subsection (b) of this section.

(3) Any student transportation vehicle, when engaged in the transportation of school children to and from school or school activities, shall display a sign or signs, as described in subsection (b) of

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this section, except a student transportation vehicle, when engaged in the transportation of students aged eighteen to twenty-one, inclusive, who, as part of an individualized education program, are participating in community-based transition services, may display a sign or signs, as described in subsection (b) of this section.

(4) Any portable signs, as described in subsection (b) of this section, that are permitted or required under this section may be removed or covered when the vehicle is not being used for the purposes requiring or allowing the use of such signs as specified in this section.

Sec. 17. Section 14-150 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective January 1, 2018*):

(a) Any person who abandons any motor vehicle within the limits of any highway or upon property other than such person's own without the consent of the owner thereof for a period longer than twenty-four hours shall have committed an infraction and shall be fined not less than eighty-five dollars. The last owner of record of a motor vehicle found abandoned, as shown by the files of the Department of Motor Vehicles, shall be deemed prima facie to have been the owner of such motor vehicle at the time it was abandoned and the person who abandoned the same or caused or procured its abandonment.

(b) Any inspector of the Department of Motor Vehicles, any officer attached to an organized police department, any enforcement officer of a parking authority authorized under an ordinance adopted pursuant to section 7-204a to enforce parking regulations in the municipality in which it is located or any state police officer upon discovery of any motor vehicle, whether situated within or without any highway of this state, which is a menace to traffic or public health or safety, shall take such motor vehicle into such inspector's or officer's custody and cause the same to be taken to and stored in a suitable place.

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(c) Any inspector of the Department of Motor Vehicles, any officer attached to an organized police department, any enforcement officer of a parking authority authorized under an ordinance adopted pursuant to section 7-204a to enforce parking regulations in the municipality in which it is located or any state police officer, upon discovery of any motor vehicle apparently abandoned or a motor vehicle without proper registration, whether situated within or without any highway of this state, shall affix to such motor vehicle a notification sticker in a manner so as to be readily visible. This notification sticker shall contain the following information: (1) The date and time the notification sticker was affixed to the motor vehicle; (2) a statement that pursuant to this section, if the motor vehicle is not removed within twenty-four hours of the time the sticker was affixed, it shall be taken into custody and stored at the owner's expense; (3) the location and telephone number where additional information may be obtained; and (4) the identity of the affixing officer. If the motor vehicle is not removed within such twenty-four-hour period, the affixing department or parking authority shall take such motor vehicle into its custody and cause the same to be stored in a suitable place, except that such department or parking authority shall make a reasonable attempt to notify the owner of any such motor vehicle which is determined to be stolen prior to taking such vehicle into its custody and shall allow such owner to make arrangements for removal of such vehicle.

(d) If the motor vehicle has no registration marker plates or invalid registration marker plates, and if such inspector or officer makes a determination in good faith that (1) the motor vehicle is apparently abandoned, (2) the market value of such motor vehicle in its current condition is five hundred dollars or less, and (3) the motor vehicle is so vandalized, damaged, or in disrepair as to be unusable as a motor vehicle, title to such motor vehicle shall, upon taking custody of such motor vehicle, immediately vest in the municipality in which the motor vehicle was discovered. Within forty-eight hours of the time

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that such motor vehicle is taken into custody, the affixing department or parking authority shall notify the Commissioner of Motor Vehicles, in writing, of the vehicle identification number and a description of the motor vehicle and thereafter shall immediately sell or transfer such motor vehicle to a recycler licensed in accordance with section 14-67l. Upon sale or other disposition of the motor vehicle, the affixing department or parking authority shall give written notice by certified mail, return receipt requested, to the person who was the owner of such motor vehicle at the time of abandonment, if known, which notice shall state that the motor vehicle has been sold or otherwise disposed of. The proceeds of the sale or disposition, or the fair market value of the motor vehicle in its current condition, whichever is greater, less the towing and sale or disposal expenses and the amount of any fines due, shall be paid to such person or such person's representatives, if claimed by such person or [them] such person's representatives within one year from the date of sale. If such balance is not claimed within such period, it shall escheat to the municipality. If the expenses incurred by the municipality for towing and the sale or disposition of such motor vehicle and any such fines exceed the proceeds of such sale or disposition, such person shall be liable to such municipality for such excess amount.

(e) Within forty-eight hours of the time that a motor vehicle is taken into custody and stored pursuant to subsection (b) or (c) of this section, the affixing department or parking authority shall give written notice by certified mail, return receipt requested, to the owner and any lienholders of such motor vehicle, if [the same] such motor vehicle appears on the records of the Department of Motor Vehicles. [, which] The notice shall state: (1) [that] That the motor vehicle has been taken into custody and stored, (2) the location of storage of the motor vehicle, (3) that, unless title has already vested in the municipality pursuant to subsection (d) of this section, such motor vehicle may be sold after (A) fifteen days if the market value of such motor vehicle

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does not exceed one thousand five hundred dollars, or [after] (B) forty-five days if the value of such motor vehicle exceeds one thousand five hundred dollars, and (4) that the owner has a right to contest the validity of such taking by application, on a form prescribed by the Commissioner of Motor Vehicles, to the hearing officer named in such notice within ten days from the date of such notice. Such application forms shall be made readily available to the public at all offices of the Department of Motor Vehicles, parking authorities authorized under an ordinance adopted pursuant to section 7-204a to enforce parking regulations and state and local police departments.

(f) (1) The chief executive officer of each town shall appoint a suitable person, who shall not be a member of any state or local police department, to be a hearing officer to hear applications to determine whether or not the towing within such municipality of such motor vehicle was authorized under the provisions of this section. Two or more towns may join in appointing such hearing officer; provided any such hearing shall be held at a location which is as near to the town within which such motor vehicle was towed as is reasonable and practicable. The commissioner shall establish by regulation the qualifications necessary for hearing officers and procedures for the holding of such hearings. If it is determined at such hearing that the vehicle was not a menace to traffic, abandoned or unregistered, as the case may be, the owner of such motor vehicle shall not be liable for any expenses incurred as a result of the taking and storage of such motor vehicle, the lien provisions of this section shall not apply to such owner, and the department which took and stored such motor vehicle shall be liable for such expenses. If the owner, prior to such determination, pays such expenses and the storage charges of such motor vehicle, and it is determined at such hearing that the motor vehicle was not a menace to traffic, abandoned or unregistered, as the case may be, the department or parking authority which took such motor vehicle shall be liable to such owner for the amount paid by

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such owner. Any person aggrieved by the decision of such hearing officer may, within fifteen days of the notice of such decision, appeal to the superior court for the judicial district wherein such hearing was held.

(2) The chief executive officer of each municipality shall designate a suitable person who shall be responsible for the collection of data concerning abandoned motor vehicles within such municipality and the preparation and submission of periodic reports to the Commissioner of Motor Vehicles which shall contain such information as the commissioner may require.

(g) The owner or keeper of any garage or other place where such motor vehicle is stored shall have a lien upon [the same] such motor vehicle for such owner's or keeper's towing or storage charges, or both, that result from towing or storage under this section. [Unless title has already vested in the municipality pursuant to]

(1) Except as provided in subsection (d) of this section, if the current market value of such motor vehicle as determined in good faith by such owner or keeper does not exceed one thousand five hundred dollars and such motor vehicle has been stored for a period of not less than fifteen days, such owner or keeper [may] shall, unless an application filed by the owner pursuant to subsection (e) of this section is pending and the owner of such motor vehicle has notified such owner or keeper that such application for hearing has been filed, [sell the same for storage and towing charges owed thereon, provided a notice of intent to sell shall be sent to the commissioner, the owner and any lienholder of record of such motor vehicle, if known, five days before the sale of such vehicle.] send a notice of intent to sell that complies with subsection (h) of this section to the commissioner, the owner of such motor vehicle and any known lienholder of record of such motor vehicle within such period. Upon approval by the commissioner of the notice of intent to sell, the commissioner shall

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issue such owner or keeper an affidavit of compliance. Such owner or keeper shall sell such motor vehicle not less than five business days after the mailing date of the notice of intent to sell, and apply the proceeds of the sale toward such owner's or keeper's towing and storage charges.

(2) If the current market value of such motor vehicle as determined in good faith by such owner or keeper exceeds one thousand five hundred dollars and if such motor vehicle has been [so] stored for a period of not less than forty-five days, such owner or keeper shall, unless an application filed by the owner pursuant to subsection (e) of this section is pending and the owner of such motor vehicle has notified such owner or keeper that such application for hearing has been filed, [sell the same] send a notice of intent to sell that complies with subsection (h) of this section to the commissioner, the owner of such motor vehicle and any known lienholder of record of such motor vehicle within such period. Upon approval by the commissioner of the notice of intent to sell, the commissioner shall issue such owner or keeper an affidavit of compliance. Such owner or keeper shall sell such motor vehicle at public auction for cash, at such owner's or keeper's place of business [, and apply the avails] not less than five business days after the mailing date of the notice of intent to sell. Such owner or keeper shall apply the proceeds of such sale toward the payment of such owner's or keeper's towing and storage charges and the payment of any debt or obligation incurred by the officer who placed [the same] such motor vehicle in storage. [, provided if the last place of abode of the owner of such motor vehicle is known to or may be ascertained by such garage owner or keeper by the exercise of reasonable diligence, notice of the time and place of sale shall be given to such owner and any lienholder of record by mailing such notice to such owner by certified mail, return receipt requested, at such last usual place of abode, at least five days before the time of sale.] At any public auction held pursuant to this subsection, such [garage] owner or keeper may

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set a minimum bid equal to the amount of such owner's or keeper's charges and obligations with respect to the tow and storage of the motor vehicle. If no such bid is made, such owner or keeper may sell or dispose of such vehicle.

(h) The notice of intent to sell described in subsection (g) of this section shall include the make, model and vehicle identification number of such motor vehicle, the date such motor vehicle was left with the owner or keeper of the garage for storage and by whom and the registration number thereof if any number plates are on such motor vehicle, and shall be placed on file by the commissioner and subject to public inspection. The notice of intent to sell shall be accompanied by a statement to the owner and known lienholder of such motor vehicle indicating the date, time and place of the sale of such motor vehicle, and the manner of the sale, as specified in subdivision (1) or (2) of subsection (g) of this section. Such owner or keeper shall give such notice and accompanying statement to such motor vehicle owner and lienholder by certified mail, return receipt requested. Such statement shall indicate that any proceeds in excess of such owner's or keeper's charges and obligations may be claimed by the owner of such motor vehicle within one year from the date of such sale. The fee for filing such notice of intent and accompanying statement shall be ten dollars. Any sale under the provisions of this section shall be void, unless such owner or keeper provides the notice required by this section.

(i) At the time of a sale conducted under subsection (g) of this section, such owner or keeper shall provide the purchaser of such motor vehicle with the affidavit of compliance issued by the commissioner. Except for a thirty-day period immediately following the date such motor vehicle was placed in storage under subdivision (1) of subsection (g) of this section, or a sixty-day period immediately following the date such motor vehicle was placed in storage under

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subdivision (2) of subsection (g) of this section, the commissioner may limit the number of days that such owner or keeper may charge for storage of the motor vehicle prior to the time such motor vehicle was sold unless such owner or keeper provides evidence to the commissioner that the storage charges accrued as a result of such owner or keeper's reliance upon statements or representations made by the owner or lienholder of the motor vehicle or as a result of such owner's or keeper's good faith effort to negotiate the return of such motor vehicle to such owner or lienholder.

[(h) The garage] (j) The owner or keeper of such garage shall report the sales price, storing, towing and repair charges, if any; buyer's name and address; identification of the vehicle and such other information as may be required in regulations [which shall be adopted by the commissioner in accordance with the provisions of chapter 54] adopted pursuant to this section, to the commissioner within fifteen days after the sale of the motor vehicle. The proceeds of such sale, after deducting the amount due such [garage] owner or keeper and all expenses connected with such sale, including the expenses of the officer who placed such motor vehicle in storage, shall be paid to the owner of such motor vehicle or such owner's legal representatives, if claimed by such owner or [them] such owner's legal representatives at any time within one year from the date of such sale. If such balance is not claimed within said period, it shall escheat to the state.

[(i) If the owner of such motor vehicle placed in storage in accordance with the provisions of this section does not claim such motor vehicle within thirty days, the owner of such garage or other place of storage shall, within forty days of the date such motor vehicle was placed in storage with such owner, send a written notice to the commissioner, stating the make and vehicle identification number of such motor vehicle, the date such motor vehicle was left with such owner for storage and by whom and the registration number thereof if

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any number plates are on such motor vehicle, which notice shall be placed on file by the commissioner and shall be subject to public inspection. The fee for filing such notice shall be five dollars. Any sale under the provisions of this section shall be void, unless the notice required by this section has been given to the commissioner.]

[(j)] (k) The Commissioner of Motor Vehicles shall adopt regulations, in accordance with the provisions of chapter 54, [(1) specifying] to carry out the purposes of this section. The regulations shall (1) specify the circumstances under which title to any motor vehicle abandoned within the limits of any highway may be transferred to any person, firm or corporation towing such vehicle, [and (2) establishing] (2) establish the procedure whereby such person, firm or corporation may obtain title to such motor vehicle, [. The commissioner may adopt regulations, in accordance with the provisions of chapter 54, specifying] and (3) specify the circumstances under which the owner of a campground may dispose of a motor home or recreational vehicle abandoned on such owner's property and establishing procedures governing such disposal.

Sec. 18. Subsection (b) of section 14-145 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective January 1, 2018*):

(b) (1) (A) When an unauthorized motor vehicle is towed or otherwise removed by a wrecker licensed under section 14-66, or a repossessed motor vehicle is towed or otherwise removed by a wrecker or an exempt entity, the licensee or operator of the wrecker or the exempt entity shall notify the local police department of the tow or removal within two hours. Such notification shall be submitted, in writing, or transmitted by facsimile or electronic mail and the record of such notification shall be retained by such licensee, operator or exempt entity in accordance with the provisions of section 14-66b.

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(B) No such licensee, operator or exempt entity may charge a storage fee for an unauthorized or repossessed motor vehicle for the time it is stored prior to notification of the local police department by the licensee, operator or exempt entity. If such motor vehicle is not claimed within forty-eight hours, the licensee or operator of the wrecker or of the garage where such motor vehicle is stored or the exempt entity shall immediately complete a notice of such tow, on a form prescribed by the Commissioner of Motor Vehicles, and mail a copy of such form by certified mail, return receipt requested, to the owner and all lienholders of record. If the motor vehicle is not claimed by its owner within the time [periods] period specified in subsection (e) of section 14-150, as amended by this act, the licensee or operator of the wrecker or of the garage where such motor vehicle is stored or the exempt entity may dispose of [it] such motor vehicle in accordance with the provisions of subsection (e) and subsections (g) to [(i)] (j), inclusive, of section 14-150, as amended by this act.

(2) (A) When an unauthorized motor vehicle is rendered immovable through use of a wheel-locking device by an owner or lessee of private property or his or her agent, such owner, lessee or agent shall notify the local police department of such action within two hours. Such notification shall be submitted in writing or transmitted by facsimile or electronic mail. The record of such notification shall be retained by such owner, lessee or agent at the private property upon which such action took place, for a period of not less than six months and shall be available for inspection during regular business hours by any sworn member of the local police department or law enforcement officer or inspector designated by the Commissioner of Motor Vehicles.

(B) No owner, lessee or agent may charge a fee to remove a wheel-locking device prior to notification of the local police department. The fee charged to remove a wheel-locking device may not be more than fifty dollars. The person claiming the motor vehicle may choose to pay

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such fee in cash, by check or by debit or credit card. Ten per cent of such fee shall be remitted to the local police department by the owner, lessee or agent. If such motor vehicle is not claimed within forty-eight hours after being rendered immovable, the owner, lessee or agent shall immediately complete a notice that such motor vehicle has been rendered immovable, on a form prescribed by the commissioner, and mail a copy of such form by certified mail, return receipt requested, to the owner of such motor vehicle and all lienholders of record. If the motor vehicle is not claimed by its owner within the time [periods] period specified in subsection (e) of section 14-150, as amended by this act, the owner, lessee or agent may dispose of such motor vehicle in accordance with the provisions of subsection (e) and subsections (g) to [(i)] (j), inclusive, of section 14-150, as amended by this act.

(3) The local police department, not later than forty-eight hours after receiving notification of a tow or removal of an unauthorized motor vehicle pursuant to subdivision (1) of this subsection, or use of a wheel-locking device pursuant to subdivision (2) of this subsection, shall enter the vehicle identification number into the National Crime Information Center database and the Connecticut On-Line Law Enforcement Communications Teleprocessing System to determine whether such motor vehicle has been reported as stolen. If such motor vehicle has been reported as stolen, the local police department shall immediately notify the department that reported the vehicle as stolen.

Sec. 19. Subsection (b) of section 42-160 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective January 1, 2018*):

(b) If such personal property is a motor vehicle, the owner of a self-service storage facility shall contact the Department of Motor Vehicles in such manner as the commissioner shall prescribe for the purposes of determining the existence and identity of any lienholder and the name and address of the owner of the motor vehicle, as shown in the records

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of the department. The owner of a self-storage facility shall send a written notice to the Commissioner of Motor Vehicles stating (1) the vehicle identification number of such motor vehicle, (2) the date such motor vehicle was left with the owner of such storage facility, (3) the date of default by the occupant, (4) the amount for which a lien is claimed, (5) the registration thereof if any number plates are on the motor vehicle, and (6) the name of the vehicle's owner and the name of the occupant who defaulted, and shall enclose a fee of [five] ten dollars. Such notice shall be placed on file by the Commissioner of Motor Vehicles and be open to public inspection. Within ten days of receipt of such information concerning any lienholder and the owner of such motor vehicle, as shown in said department's records, the owner of such self-service storage facility shall send a written notice to any such lienholder and to the owner, if such owner is not the occupant, by postage paid registered or certified letter, return receipt requested, stating that such motor vehicle (A) is being held by such facility owner, and (B) has a lien attached pursuant to this chapter. Any sale of a motor vehicle under the provisions of this section shall be void unless the written notice to the commissioner required by this subsection has been given.

Sec. 20. Subsection (b) of section 49-61 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective January 1, 2018*):

(b) If the property is a motor vehicle and if no application that the lien be dissolved upon such substitution of a bond is made within thirty days of the date of the completion of the work upon the property by the bailor for hire, the bailee shall immediately send a written notice of intent to sell to the Commissioner of Motor Vehicles, stating the vehicle identification number thereof, the date the motor vehicle was left with such bailee, the date the work was completed, the amount for which a lien is claimed, the registration thereof if any number plates

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are on the motor vehicle and the name of the owner or person who authorized the work to be done, and shall enclose a fee of [five] ten dollars. Such notice shall be placed on file by the [Commissioner of Motor Vehicles] commissioner and be open to public inspection. Upon approval by the commissioner of such notice, the commissioner shall issue the bailee an affidavit of compliance and such bailee shall provide such affidavit to the purchaser at the time of sale. Except for the thirty-day period immediately following completion of the work on such motor vehicle, the commissioner may limit the number of days that a bailee may charge for the storage of the motor vehicle prior to the time that the bailee files such notice with the commissioner unless the bailee provides evidence to the commissioner sufficient to show that the storage charges accrued as a result of the bailee's reliance upon statements or representations made by the bailor or as the result of the bailee's good faith efforts to negotiate the return of such motor vehicle to the bailor. If the motor vehicle is subject to a security interest, the commissioner, within ten days of receipt of such notice, shall send the bailee the name and address of any lienholder as recorded on the certificate of title. Within ten days of receipt of such information relative to any lienholder, the bailee shall mail written notice to each lienholder by certified mail, return receipt requested, stating that the motor vehicle is being held by such bailee and has a lien upon it for repair and storage charges. Any sale under the provisions of this section shall be void unless the notice required in this section has been given to said commissioner, if the property is a motor vehicle.

Sec. 21. (NEW) (*Effective from passage*) (a) On and after January 1, 2018, the Commissioner of Motor Vehicles shall issue Hartford Whalers commemorative number plates of a design to commemorate the Hartford Whalers and to provide funding to the Connecticut Children's Medical Center. The design shall be determined by the commissioner. No use shall be made of such plates except as official registration marker plates.

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(b) A fee of sixty dollars shall be charged for Hartford Whalers commemorative number plates, in addition to the regular fee or fees prescribed for the registration of a motor vehicle. Fifteen dollars of such fee shall be deposited in an account controlled by the Department of Motor Vehicles to be used for the cost of producing, issuing, renewing and replacing such number plates and forty-five dollars of such fee shall be deposited in the Hartford Whalers commemorative account established under subsection (d) of this section. No additional fee shall be charged in connection with the renewal of such number plates. No transfer fee shall be charged for transfer of an existing registration to or from a registration with Hartford Whalers commemorative number plates. Such number plates shall have letters and numbers selected by the Commissioner of Motor Vehicles. The commissioner may establish a higher fee for number plates: (1) That contain the numbers and letters from a previously issued number plate; (2) that contain letters in place of numbers, as authorized by section 14-49 of the general statutes, in addition to the fee or fees prescribed for registration under said section; and (3) that are low number plates issued in accordance with section 14-160 of the general statutes, in addition to the fee or fees prescribed for registration under said section. All fees established and collected pursuant to this section, except moneys designated for administrative costs of the Department of Motor Vehicles, shall be deposited in the Hartford Whalers commemorative account.

(c) The Commissioner of Motor Vehicles may adopt regulations, in accordance with the provisions of chapter 54 of the general statutes, to establish standards and procedures for the issuance, renewal and replacement of Hartford Whalers commemorative number plates.

(d) There is established an account to be known as the "Hartford Whalers commemorative account" which shall be a separate, nonlapsing account within the General Fund. The account shall

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contain any moneys required by law to be deposited in the account. Moneys in the account shall be expended by the Secretary of the Office of Policy and Management to provide funding to the Connecticut Children's Medical Center. The secretary may receive private donations to the account and any such receipts shall be deposited in the account.

(e) The Commissioner of Motor Vehicles may provide for the reproduction and marking of the Hartford Whalers commemorative number plates image for use on clothing, recreational equipment, posters, mementoes or other products or programs deemed by the commissioner to be suitable as a means of supporting the Hartford Whalers commemorative account. Any moneys received by the commissioner from such marketing shall be deposited in the account.

Sec. 22. Subsection (a) of section 14-12 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2017*):

(a) No motor vehicle shall be operated, ~~[or] towed or parked~~ on any highway, except as otherwise expressly provided, unless it is registered with the commissioner, provided any motor vehicle may be towed for repairs or necessary work if it bears the markers of a licensed and registered dealer, manufacturer or repairer and provided any motor vehicle which is validly registered in another state may, for a period of sixty days following establishment by the owner of residence in this state, be operated on any highway without first being registered with the commissioner. Except as otherwise provided in this subsection, (1) a person commits an infraction if such person (A) registers a motor vehicle he or she does not own, ~~or [if such person] (B)~~ operates, ~~[or] allows the operation of, parks or allows the parking of~~ an unregistered motor vehicle on ~~[a public] any~~ highway, or (2) a resident of this state who operates or parks a motor vehicle ~~[he or she] such resident~~ owns with marker plates issued by another state on any

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highway shall be fined one thousand dollars. If the owner of a motor vehicle previously registered on an annual or biennial basis, the registration of which expired not more than thirty days previously, operates, [or] allows the operation of, parks or allows that parking of such a motor vehicle, such owner shall be fined the amount designated for the infraction of failure to renew a registration, but the right to retain his or her operator's license shall not be affected. No operator other than the owner shall be subject to penalty for the operation or parking of such a previously registered motor vehicle. As used in this subsection, the term "unregistered motor vehicle" includes any vehicle that is not eligible for registration by the commissioner due to the absence of necessary equipment or other characteristics of the vehicle that make it unsuitable for highway operation, unless the operation of such vehicle is expressly permitted by another provision of this chapter or chapter 248.

Sec. 23. Subsection (b) of section 14-253a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(b) The Commissioner of Motor Vehicles shall accept applications and renewal applications for removable windshield placards from (1) any person who is blind, as defined in section 1-1f; (2) any person with disabilities; (3) any parent or guardian of any person who is blind or any person with disabilities, if such person is under eighteen years of age at the time of application; (4) any parent or guardian of any person who is blind or any person with disabilities, if such person is unable to request or complete an application; and (5) any organization which meets criteria established by the commissioner and which certifies to the commissioner's satisfaction that the vehicle for which a placard is requested is primarily used to transport persons who are blind or persons with disabilities. Except as provided in subsection (c) of this section, on and after October 1, 2011, the commissioner shall not accept

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applications for special license plates, but shall accept renewal applications for such plates that were issued prior to October 1, 2011. No person shall be issued a placard in accordance with this section unless such person is the holder of a valid motor vehicle operator's license, or identification card issued in accordance with the provisions of section 1-1h. The commissioner is authorized to adopt regulations for the issuance of placards to persons who, by reason of hardship, do not hold or cannot obtain an operator's license or identification card. The commissioner shall maintain a record of each placard issued to any such person. Such applications and renewal applications shall be on a form prescribed by the commissioner. [In the case of persons with disabilities, the] The application and renewal application shall include: (A) Certification [by a licensed physician, a physician assistant, or an advanced practice registered nurse licensed in accordance with the provisions of chapter 378, that the applicant is disabled; (B) certification] by a licensed physician, a physician assistant, an advanced practice registered nurse licensed in accordance with the provisions of chapter 378, or a member of the driver training unit for persons with disabilities established pursuant to section 14-11b, that the applicant meets the definition of a person with a disability which limits or impairs the ability to walk, as defined in 23 CFR Section 1235.2; or (B) certification by a psychiatrist who is employed by, or under contract with, the United States Department of Veterans Affairs that the applicant (i) is a veteran, as defined in subsection (a) of section 27-103, who has post-traumatic stress disorder certified as service-connected by the United States Department of Veterans Affairs, and (ii) meets the definition of a person with a disability which limits or impairs the ability to walk, as defined in 23 CFR Section 1235.2. In the case of persons who are blind, the application or renewal application shall include certification of legal blindness made by the Department of Rehabilitation Services, an ophthalmologist or an optometrist. Any person who makes a certification required by this subsection shall sign the application or renewal application under penalty of false statement

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pursuant to section 53a-157b. The commissioner, in said commissioner's discretion, may accept the discharge papers of a disabled veteran, as defined in section 14-254, in lieu of such certification. The Commissioner of Motor Vehicles may require additional certification at the time of the original application or at any time thereafter. If a person who has been requested to submit additional certification fails to do so within thirty days of the request, or if such additional certification is deemed by the Commissioner of Motor Vehicles to be unfavorable to the applicant, the commissioner may refuse to issue or, if already issued, suspend or revoke such special license plate or placard. The commissioner shall not issue more than one placard per applicant. The fee for the issuance of a temporary removable windshield placard shall be five dollars. Any person whose application has been denied or whose special license plate or placard has been suspended or revoked shall be afforded an opportunity for a hearing in accordance with the provisions of chapter 54.

Sec. 24. Subsection (c) of section 14-12 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2017*):

(c) The commissioner may, for the more efficient administration of the commissioner's duties, appoint licensed dealers meeting qualifications established by the commissioner pursuant to regulations adopted in accordance with the provisions of chapter 54, to issue new registrations for passenger motor vehicles, motorcycles, campers, camp trailers, commercial trailers, service buses, school buses, trucks or other vehicle types as determined by the commissioner when they are sold by a licensed dealer. The commissioner shall charge such dealer a fee of ten dollars for each new dealer issue form furnished for the purposes of this subsection. A person purchasing a motor vehicle or other vehicle [types] type as determined by the commissioner from a dealer so appointed and registering such vehicle pursuant to this

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section shall file an application with the dealer and pay, to the dealer, a fee in accordance with the provisions of section 14-49. The commissioner shall prescribe the time and manner in which the application and fee shall be transmitted to the commissioner.

Sec. 25. Subsection (c) of section 14-40a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2017*):

(c) Before granting a motorcycle endorsement or motorcycle endorsement with a three-wheeled restriction to any applicant who has not held such an endorsement at any time within the preceding two years, the commissioner shall require the applicant to present evidence satisfactory to the commissioner that such applicant has successfully completed a novice motorcycle or three-wheeled motorcycle training course conducted by the Department of Transportation with federal funds available for the purpose of such course, or by any firm or organization that conducts such a course that uses the curriculum of the Motorcycle Safety Foundation or other safety or educational organization that has developed a curriculum approved by the commissioner. If such applicant has not obtained a motorcycle instruction permit pursuant to subsection (b) of this section, the applicant shall also pass an examination, other than the driving skills test, demonstrating that the applicant is a proper person to operate a motorcycle, has sufficient knowledge of the mechanism of a motorcycle to ensure its safe operation by such applicant, and has satisfactory knowledge of the law concerning motorcycles and other motor vehicles and the rules of the road. The commissioner may waive the requirement of such examination for any applicant who presents documentation that such applicant: (1) Is on active military duty with the armed forces of the United States; (2) is stationed outside the state; and (3) completed a novice motorcycle training course conducted by any firm or organization using the curriculum of the Motorcycle Safety

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Foundation not earlier than two years prior to the date of such applicant's application. When the commissioner is satisfied as to the ability and competency of the applicant, the commissioner may issue an endorsement to such applicant, either unlimited or containing such limitations as the commissioner deems advisable. An applicant who has completed a three-wheeled motorcycle training course shall be limited to an endorsement with a restriction, as provided in subsection (c) of section 14-36a, indicating that such applicant is limited to the operation of a three-wheeled motorcycle. If an applicant or motorcycle endorsement holder has any health problem which might affect such person's ability to operate a motorcycle safely, the commissioner may require the applicant or endorsement holder to demonstrate personally that, notwithstanding the problem, such person is a proper person to operate a motorcycle, and the commissioner may further require a certificate of the applicant's condition, signed by a medical authority designated by the commissioner, which certificate shall, in all cases, be treated as confidential by the commissioner. An endorsement [.] containing such limitation as the commissioner deems advisable may be issued or renewed in any case, but nothing in this section shall be construed to prevent the commissioner from refusing an endorsement, either limited or unlimited, to any person or suspending an endorsement of a person whom the commissioner deems incapable of safely operating a motorcycle.

Sec. 26. Section 14-262a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2017*):

A wrecker, as defined in section 14-1 and operated in accordance with section 14-66 with a divisible or nondivisible load as referenced in 23 CFR 658.5, may tow or haul a vehicle or combination of vehicles, without regard to the limitations of length or distance contained in section 14-262. A wrecker that has been issued an annual wrecker towing or transporting permit pursuant to section 14-270 may tow or

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haul a motor vehicle or combination of vehicles in excess of the axle, gross combination vehicle weight limits or federal bridge formula requirements for vehicles with divisible or nondivisible loads as referenced in 23 CFR 658.17, as prescribed by section 14-267a, (1) from any highway, (2) if such vehicle was involved in an accident, (3) if such vehicle became disabled and remains where such vehicle became disabled, or (4) if such vehicle is being towed or hauled by order of a traffic or law enforcement authority. Any towing operations in excess of one hundred sixty thousand pounds and in excess of an axle, gross combination vehicle weight or federal bridge formula requirements for vehicles with divisible or nondivisible loads as referenced in 23 CFR 658.17, as [defined in] prescribed by section 14-267a, shall require a single-trip permit in addition to the annual permit as defined in section 14-270. Violation of any provision of this section shall be an infraction.

Sec. 27. Subsection (a) of section 14-286c of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2017*):

(a) Each person riding a bicycle upon the traveled portion of a highway and intending to make a left turn after proceeding pursuant to the provisions of section 14-244 or subsection (b) of this section [,] may, in lieu of the procedure prescribed by section 14-241, approach as close as practicable to the right-hand curb or edge of the highway, proceed across the intersecting roadway and make such turn as close as practicable to the curb or edge of the highway on the far side of the intersection, provided such procedure is not prohibited by any regulation issued by any town, city, borough or the Office of the State Traffic Administration.

Approved June 27, 2017

KEVIN LEMBO
STATE COMPTROLLER

MARTHA CARLSON
DEPUTY COMPTROLLER



STATE OF CONNECTICUT
OFFICE of the STATE COMPTROLLER
55 Elm Street
Hartford, CT 06106

MEMORANDUM NO. 2017-10 REVISED

August 7, 2017

TO THE HEADS OF ALL STATE AGENCIES

Attention: Fiscal and Administrative Officers, Business Managers, Payroll and Personnel Officers

Subject: 2017-2018 Revised Fringe Benefit Recovery Rates

This memorandum supersedes [Comptroller's Memorandum No. 2017-10](#), dated July 1, 2017.

The percentage rates for unemployment compensation and the various retirement plans listed on the attached chart are effective July 1, 2017. These rates should be used for any fringe benefit cost recovery taking place on or after July 1, 2017. In 2017-2018, as in the previous fiscal year, there will be no composite rates encompassing all fringe benefit components.

Revised Retirement Rates Based on SEBAC 2017 Changes

Due to the adoption of the SEBAC 2017 agreement by State employee union members and the Connecticut General Assembly, three retirement rates have been revised to reflect savings included in the agreement. Updated fringe benefit rates have been calculated for SERS Regular, SERS Hazardous Duty and the Alternative Retirement Program (ARP). The other percentage fringe benefit rates for FY 2017-18 have not been revised since the costs of these benefits were not changed by the SEBAC 2017 agreement. The updated rates will be entered into the Core-CT system for the check dated August 18, 2017 and will be used for the balance of the fiscal year.

In the near future, the Office of the State Comptroller will make journal corrections to adjust earlier fringe benefit charges for SERS Regular, SERS Hazardous Duty and ARP dating back to July 1, 2017.

Actual Cost Fringe Benefits

Since November 2003, with the implementation of the Core-CT HRMS module, the state shares of certain fringe benefits have been charged to agencies on an actual cost basis. This includes group life insurance and medical insurance, which are calculated based on the actual cost of the state's share of insurance premiums. In addition, FICA-Social Security and FICA-Medicare have been calculated based on the existing Federal tax rates instead of the percentage rate developed in the past by the Office of the State Comptroller (OSC). The actual cost method will continue to be used in Fiscal Year 2017-18.

Fringe Benefit Recovery

All personal service expenditures from Federal and Private Grants and any funds other than the General Fund

and Correction Industries Fund are subject to fringe benefit recovery.

Fringe Benefits and Overtime Salaries

It has been the State of Connecticut's longstanding policy to distribute a proportional amount of all fringe benefits with overtime salaries. These fringe benefits include group life insurance, medical insurance, unemployment compensation, FICA-Social Security, FICA-Medicare and the applicable retirement plan in which the employee is enrolled. For overtime charged directly through payroll, the applicable fringe benefit rates and Federal tax rates for FICA and Medicare will be applied. In addition, a proportional amount of the employer-share group life and medical insurance will be distributed with the overtime salary based on the employee's coverage. Please note - additional group life and medical premiums are not generated or charged with overtime. Rather a proportional amount of the total actual employer-share premium is distributed to the funding source where the overtime salary is charged. Journal transfers of overtime salaries and associated fringe benefit adjustments should follow this approach.

Charging Employees to the Correct Funding Source

In Core-CT, fringe benefits are charged to the same funding source as the personal services expenditure. If an employee is paid from the correct funding source, Core-CT will charge the actual cost of fringe benefits to the proper funding source. Therefore, coordination is needed between agency payroll and financial staff to ensure every effort is made to pay employees from the correct funding sources.

Salary and Fringe Benefit Payroll Corrections

If an agency pays an employee from the wrong funding source, fringe benefits will be charged to the wrong funding source as well. For corrections, the agency will be responsible for identifying the salary amounts and fringe benefit amounts that need to be transferred.

Salaries can be transferred through spreadsheet journals using the source code of PC, although there are limitations to this approach. In addition, when the salary transfer is between a reimbursable funding source and a non-reimbursable source (e.g., a Grant Fund SID and the General Fund), the agency will need to submit a CO-826 form to identify the fringe benefit amounts to be transferred by fringe benefit account.

Completed electronic copies of CO-826 forms should be sent by e-mail to the following mailbox for processing: Osc.CO-826@ct.gov. Alternatively, forms may be faxed to (860) 702-3441 or mailed to Office of the State Comptroller, Administrative Services Division, 55 Elm Street, 2nd Floor, Hartford, CT 06106.

The Impact of Payroll Corrections on Financial Reporting

It should be noted that spreadsheet journal transfers of salary and fringe benefits in the Core-CT financials module are not reflected in the HRMS system or in the payroll tables in EPM. Therefore, if using HRMS for reporting purposes, agencies must track the corrections they make through spreadsheet journals and the use of CO-826 forms.

Fringe Benefit Variances - New Requests Required

All variances approved in Fiscal Year 2016-17 or earlier will be deleted for check date August 18, 2017. Variances for Fiscal Year 2017-18 will require a new request.

Full and Partial Fringe Benefit Variances

In most cases, full fringe benefit variances can be accommodated in Core-CT through the use of fringe benefit allocations that run when payrolls are posted. Fully exempted fringe benefit expenditures will be transferred to the appropriate OSC central appropriation.

For partial variances, Core-CT will charge the funding source the full amount for fringe benefits. Agencies with approved partial variances should submit CO-826 forms to recover the portion of fringe benefits that have been exempted.

Deposits to Fund 34005 - Fringe Benefit Recovery Fund

In certain situations, state agencies bill another state agency, municipality or private firm for services provided by an employee. The bill can include both salary and fringe benefit costs to be reimbursed.

Payments for the fringe benefit portion should be deposited or applied to the following coding:

| | |
|-------------------|---------------------|
| Fund: | 34005 |
| SID: | 40001 |
| Account: | 44338 |
| Budget Reference: | Current Fiscal Year |

In addition, the agency should use its own Department ID, Program and Project values.

Alerting OSC of the Fund 34005 Deposit Using the CO-826 Form

Once a fringe benefit recovery payment is deposited or applied to Fund 34005, the agency should alert the Office of the State Comptroller using a CO-826 Reimbursable Cost Recovery Form. This allows OSC to credit the recovery to the proper central fringe benefit appropriations. A sample CO-826 form for Fund 34005 fringe benefit recovery deposits is available as a General Ledger job aid on the Core-CT website at <http://www.core-ct.state.ct.us/user/finjobaids/gl.htm>.

If there are questions, please call the Cost Reporting Unit of the Budget and Financial Analysis Division at (860) 702-3352.

KEVIN LEMBO
STATE COMPTROLLER

KL: REG

Actual Cost Fringe Benefits

| Account | Actual Cost |
|---|--|
| Code Fringe Benefit Description | Expenditure Basis |
| 50410 Employer Share Group Life Insurance | State Share Premium |
| 50420 Employer Share Medical Insurance | State Share Premiums for Medical, Dental and Prescription Coverage |
| 50441 Employer Share FICA-Social Security | Federal Tax Rate of 6.2% of applicable wages up to Federal maximum limit. |

50442 Employer Share FICA-Medicare Federal Tax Rate of 1.45%
of applicable wages - no maximum limit.

Percentage Rate Fringe Benefits

Account

| Code | Fringe Benefit Description | FY 2017-18 Rate |
|--------------|---|----------------------------|
| 50430 | Unemployment Compensation | 0.26% |
| 50471 | Employer SERS Retirement Regular - Revised | 56.21% |
| 50471 | Employer SERS Hazardous Duty Retirement - Revised | 83.14% |
| 50472 | Employer Alternative Retirement Program - Revised | 14.50% |
| 50473 | Employer Teachers Retirement | 27.41% |
| 50474 | Employer Judges/Compensation Commissioners Retirement Plan | 86.58% |

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Connecticut: Overall State Rating

Good

The Overall State rating is based on eight performance measures and one indicator, except measures with a rating of Insufficient Data. Your overall rating is good because your State has a minimum of one crash measure rated as good, one inspection measure rated as good, and zero measures rated as poor.



How to use this report

Get a brief overview of each measure's change from last month by hovering your cursor over each box below. Click on a box to see more detailed information about specific measures and to find reports and tools to help you improve your State's rating.

What To Do Next

Make sure that you understand your State's Overall rating.

- Review measures that are poor, fair, or trending downward to find way to improve.
- Monitor all your measures – even good ratings often leave room for improvement.
- Contact your State's FMCSA Data Quality Specialist to ask questions.

You can also explore other resources in the Help Center.

It's vital to keep current on your safety performance data. Click each measure to learn how you can improve your State's data quality.

CRASH MEASURES

99%

CRASH RECORD
COMPLETENESS

97%

FATAL RECORD
COMPLETENESS

95%

CRASH
TIMELINESS

99%

CRASH
ACCURACY



149%

No Flag

CRASH
CONSISTENCY
INDICATOR

INSPECTION MEASURES



99%

INSPECTION
RECORD
COMPLETENESS

98%

INSPECTION VIN
ACCURACY

99%

INSPECTION
TIMELINESS

99%

INSPECTION
ACCURACY

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Connecticut: SSDO Overall Rating

| Monthly Results/ MCMIS Run Date | Event Date Range | Overall State Rating | Crash | | | | Inspection | | | | Overriding Indicator |
|------------------------------------|-------------------------|----------------------|---------------------------|--------------------------|------------------|----------------|--------------------------------|-------------------------|-----------------------|---------------------|----------------------|
| | | | Crash Record Completeness | Fatal Crash Completeness | Crash Timeliness | Crash Accuracy | Inspection Record Completeness | Inspection VIN Accuracy | Inspection Timeliness | Inspection Accuracy | Crash Consistency |
| Aug '17 08/25/2017 | 06/01/2016 - 05/31/2017 | Good | Good | Good | Good | Good | Good | Good | Good | Good | No Flag |
| Jul '17 07/28/2017 | 05/01/2016 - 04/30/2017 | Good | Good | Good | Good | Good | Good | Good | Good | Good | No Flag |
| Jun '17 06/30/2017 | 04/01/2016 - 03/31/2017 | Good | Good | Good | Good | Good | Good | Good | Good | Good | No Flag |
| May '17 05/26/2017 | 03/01/2016 - 02/28/2017 | Good | Good | Good | Good | Good | Good | Good | Good | Good | No Flag |
| Apr '17 04/28/2017 | 02/01/2016 - 01/31/2017 | Good | Good | Good | Good | Good | Good | Good | Good | Good | No Flag |
| Mar '17 03/31/2017 | 01/01/2016 - 12/31/2016 | Good | Good | Good | Good | Good | Good | Good | Good | Good | No Flag |
| Feb '17 02/24/2017 | 12/01/2015 - 11/30/2016 | Good | Good | Good | Good | Good | Good | Good | Good | Good | No Flag |
| Jan '17 01/27/2017 | 11/01/2015 - 10/31/2016 | Good | Good | Good | Good | Good | Good | Good | Good | Good | No Flag |
| Dec '16 12/30/2016 | 10/01/2015 - 09/30/2016 | Good | Good | Good | Good | Good | Good | Good | Good | Good | No Flag |
| Nov '16 11/25/2016 | 09/01/2015 - 08/31/2016 | Good | Good | Fair | Good | Good | Good | Good | Good | Good | No Flag |
| Oct '16 10/28/2016 | 08/01/2015 - 07/31/2016 | Good | Good | Fair | Good | Fair | Good | Good | Good | Good | No Flag |
| Sep '16 09/23/2016 | 07/01/2015 - 06/30/2016 | Good | Good | Fair | Good | Fair | Good | Good | Good | Good | No Flag |
| Aug '16 08/26/2016 | 06/01/2015 - 05/31/2016 | Good | Good | Good | Good | Fair | Good | Good | Good | Good | No Flag |



Good

Minimum of 1 Good Crash Measure, 1 Good Inspection Measure, AND 0 Poor



Fair

Maximum of 1 Poor



Poor

2+ Poor OR Red Flagged