

# *Town of Simsbury*

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

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## **SIMSBURY BOARD OF SELECTMEN Special Meeting – September 3, 2020 – 8:30 a.m.**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC AUDIENCE**

- Email written comments to [ebutler@simsbury-ct.gov](mailto:ebutler@simsbury-ct.gov) by 12:00 PM on Wednesday September 2, 2020 to be read into the record; or
- Email [tfitzgerald@simsbury-ct.gov](mailto:tfitzgerald@simsbury-ct.gov) by 12:00 PM on Wednesday September 2, 2020 to register to address the Board of Selectmen live through Zoom.

### **SELECTMEN ACTION**

- a) FY 2021 Distracted Driving High Visibility Enforcement Grant

### **ADJOURN**



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** FY 2021 Distracted Driving High Visibility Enforcement Grant
2. **Date of Board Meeting:** September 3, 2020
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Nicholas J. Boulter, Chief of Police
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports applying for the Distracted Driving High Visibility Enforcement Grant, the following motion is in order:

*Move, effective September 3, 2020 to submit the FY 2021 Distracted Driving High Visibility Enforcement Grant application and to authorize Maria E. Capriola, Town Manager, to execute the grant application.*

In the event that the grant is awarded, the following additional motion is in order:

*Move, to accept the FY 2021 Distracted Driving High Visibility Enforcement Grant application and to authorize Maria E. Capriola, Town Manager, to execute all documents related to the grant award.*

5. **Summary of Submission:**  
The State of CT Department of Transportation (DOT) has given the Police Department the opportunity to participate in grant funded overtime to conduct dedicated distracted driving enforcement patrols. The dedicated enforcement patrols would be conducted during specified periods of daylight between October 1, 2020 - October 15, 2020 and April 1, 2021 - April 30, 2021. The anticipated value of the grant award is \$20,000.
6. **Financial Impact:**  
This grant allows for the full reimbursement of distracted driving efforts, pursuant to the terms of the grant, up to the awarded amount of \$20,000. This grant will allow the Department to provide over 190 additional hours of roadway safety efforts. Nominal costs to the Town associated with the grant will be staff costs to fulfill grant reporting requirements and the cost of fuel for police vehicles used during grant related enforcement activities.
7. **Description of Documents Included with Submission:**
  - a) FY 2021 Distracted Driving High Visibility Enforcement Grant Application

# INSTRUCTIONS FOR COMPLETING GRANT APPLICATION

**NOTE: ONLY ENTER THE DATA IN YELLOW HIGHLIGHTED FIELDS**

## INSTRUCTIONS FOR APPLICATION SHEET:

### 1) PROJECT TITLE

Already filled in.

### 2) GOVERNMENTAL UNIT

Enter the name of the political jurisdiction responsible for the overall administration of the project (state agency, municipality, university).

### 3) ADDRESS OF GOVERNMENTAL UNIT

Enter the complete address of the governmental unit, including zip code and four digit extension

### 4) APPLICANT

Enter the organizational unit responsible for the administration of the project, (i.e.: police department).

### 5) ADDRESS OF APPLICANT

Enter the complete address of the applicant including zip code and 4-digit extension

### 6) FEDERAL IDENTIFICATION NUMBER (FEIN):

Enter the nine-digit number assigned by the U.S. Department of Treasury, Internal Revenue Service, for tax reporting purposes.

### 7) DATA UNIVERSAL NUMBERING SYSTEM (DUNS):

Enter your assigned unique global business identification number.

### 8) ANTICIPATED GRANT START-UP DATE (Month/Day/Year)

Enter the anticipated project start-up date.

### 9) APPLICANT APPROVALS:

#### (i) PROJECT DIRECTOR

Enter the full NAME, TITLE, ADDRESS, EMAIL ADDRESS, and TELEPHONE NUMBER of the person responsible for the overall administration of the project.

#### (ii) FINANCIAL OFFICER

Enter the full NAME, TITLE, ADDRESS, EMAIL ADDRESS, and TELEPHONE NUMBER of the person responsible for the overall fiscal administration of the project.

#### (iii) AUTHORIZING OFFICIAL OF GOVERNMENTAL UNIT

Enter the NAME, TITLE, ADDRESS, EMAIL ADDRESS, and TELEPHONE NUMBER of the chief executive officer of the political subdivision (mayor, town manager, chief of police, university official, or state agency head). The Authorizing Official, by his or her signature, assures that all Equal Employment Opportunity requirements will be met when the project is carried out.

**NOTE: APPLICATION MUST BE SUBMITTED WITH EITHER ELECTRONIC OR INK SIGNATURES**

# INSTRUCTIONS FOR COMPLETING GRANT APPLICATION

**NOTE: ONLY ENTER THE DATA IN YELLOW HIGHLIGHTED FIELDS**

## **INSTRUCTIONS FOR PROBLEM ID SHEET:**

### **10) STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION**

Describe in detail, the specific problem to be corrected or impacted. Indicate the reason your current program or activity is not adequate and explain past efforts to resolve the problem. Provide supporting data, facts, or statistics that will substantiate the need for the requested project.

## **INSTRUCTIONS FOR OBJECTIVES SHEET:**

### **11) OBJECTIVES**

Describe the objectives to be accomplished during this project. The objectives should be specific, clearly written, measurable, achievable, and time-based. If personnel costs are included, be certain to include each job title along with a brief description of duties pertaining to the project. The project will be evaluated on the approved objectives.

## **INSTRUCTIONS FOR ACTIVITIES SHEET:**

### **12) ACTIVITIES AND PROCEDURES**

Describe activities and procedures you will undertake to achieve each objective. Identify project personnel and responsibilities. Include activity timelines.

## **INSTRUCTIONS FOR ENFORCEMENT SHEET:**

### **13) INSTRUCTION ARE AVAILABLE ON THE PAGES.**

## **INSTRUCTIONS FOR FRINGE SHEET:**

### **14) FRINGE BENEFIT CERTIFICATION STATEMENT**

For fringe benefit reimbursement, you must complete the Fringe Benefit worksheet (FRINGE). Once you complete this worksheet, the applicable fringe benefit rate will automatically be calculated on "BUDGET" sheet.

## **INSTRUCTIONS FOR BUDGET SHEET:**

### **15) A. SALARIES:**

All costs will automatically calculate once the "ENFORCEMENT" sheet is completed.

### **B. FRINGE**

All fringe costs will automatically calculate once the "ENFORCEMENT" and "FRINGE" sheets are completed.

### **C. INDIRECT COSTS**

To increase the benefits of the limited federal funds available for individual projects, the Highway Safety Office discourages the inclusion of this cost category. However, if an agency chooses to charge their own, federally-approved indirect rate they will need to provide the HSO with a current and signed agreement.

## **INSTRUCTIONS FOR AUDIT REQ/CERTS & ASSURANCES SHEETS:**

### **16) INSTRUCTION ARE AVAILABLE ON THE PAGES.**

# INSTRUCTIONS FOR COMPLETING GRANT APPLICATION

NOTE: ONLY ENTER THE DATA IN YELLOW HIGHLIGHTED FIELDS

## NEW GRANT APPLICATION FORM SUBMISSION INSTRUCTIONS

**Grant applications can now be submitted electronically, with electronic signatures or scanned ink-signatures.**

### TO CREATE A PDF FILE FOR E-SIGNATURES:

- Select all the Green sheets (press and hold the Ctrl key and click each sheet)
- Go to File => Print-(from the Printer drop-down) select "Microsoft Print to PDF"
- Click Print and then Save the PDF file (*filename as " **Your Town Name-FY21 DDHVE Grant Application** "*). Make sure there are at least 20 pages in your PDF file before saving it.
- Get all the e-signatures
- Email both, the signed PDF Grant Application File and the completed Excel Grant Application Spreadsheet, to **DOT.Distracted-Driving@ct.gov**.

### TO CREATE A PDF FILE FOR INK-SIGNATURES:

- Select all the Green sheets (press and hold the Ctrl key and click each sheet)
- Go to File => Print
- Click Print to print the hard-copy. Make sure there are at least 20 pages in your hard-copy packet.
- Get all the ink-signatures
- SCAN the signed hard-copy to create a PDF file (*filename as " **Your Town Name-FY21 DDHVE Grant Application** "*)
- Email both, the signed PDF Grant Application File and the completed Excel Grant Application Spreadsheet, to **DOT.Distracted-Driving@ct.gov**.

### IF MAILING A HARD COPY IS PREFERRED:

- Email the Completed Excel Grant Application Spreadsheet to **DOT.Distracted-Driving@ct.gov**
- Select all the Green sheets (press and hold the Ctrl key and click each sheet)
- Go to File => Print
- Click Print to print the hard-copy. Make sure there are atleast 20 pages in your hard-copy packet.
- Get all the ink-signatures
- Mail the completed signed Grant Application packet to this address:


**CT DEPARTMENT OF TRANSPORTATION  
HIGHWAY SAFETY OFFICE  
ATTN: PHYLLIS DIFIORE  
2800 BERLIN TURNPIKE  
P.O. BOX 317546  
NEWINGTON, CT 06131-7546**

NOTE: Mailing the hard copy application may cause a delay in processing the grant application.

For questions, please e-mail **Phyllis.Difiore@ct.gov**. If your application is approved, the Governor's Highway Safety Representative will sign your project application on page 1 beneath your agency's signatures. The project application will then become a project agreement. An approval letter will be sent to your agency and copy of the executed project agreement will be sent to the project director, via e-mail.

## **INSTRUCTIONS FOR COMPLETING GRANT APPLICATION**

**NOTE: ONLY ENTER THE DATA IN YELLOW HIGHLIGHTED FIELDS**

	<b>FY 2021 HIGHWAY SAFETY PROJECT APPLICATION</b>		<b>CT-DOT/HSO</b>	
	<b>CT DEPARTMENT OF TRANSPORTATION</b>		<b>FORM</b>	<b>DDHVE GRANT</b>
			<b>CFDA #</b>	<b>20.616</b>
	SHADED AREA FOR HSO USE ONLY		<div style="border: 1px solid black; height: 100px; width: 100%; text-align: center; vertical-align: middle;"> HSO Stamp </div>	
PROJECT NO:	0201-0745-2-			
PROGRAM AREA:	405 e-2 (M8DDLE)			
PROGRAM AREA DESCRIPTION:	Distracted Driving High Visibility Enf.			
<b>REVISION:</b> August 19, 2020 <b>EXPIRES:</b> September 30, 2021	ACCEPTANCE -- IT IS UNDERSTOOD AND AGREED BY THE UNDERSIGNED THAT FUNDS RECEIVED AS A RESULT OF THIS APPLICATION IS SUBJECT TO THE REGULATIONS GOVERNING HIGHWAY SAFETY PROJECTS. THIS AGREEMENT MAY BE TERMINATED BY EITHER PARTY IN ACCORDANCE WITH TRANSPORTATION SAFETY SECTION POLICY. COPY OF POLICY OBTAINED UPON REQUEST.			
<b>PROJECT TITLE:</b> FY 2021 Distracted Driving High Visibillity Enforcement				
<b>GOVERNMENTAL UNIT:</b> Town of Simsbury		<b>ADDRESS OF GOVERNMENTAL UNIT:</b> 933 Hopmeadow Street Simsbury, CT 06070		
<b>APPLICANT:</b> Simsbury Police Department		<b>ADDRESS OF APPLICANT:</b> 933 Hopmeadow Street Simsbury, CT 06070		
<b>FEIN:</b> 06-6002085	<b>DUNS NUMBER:</b> 60670262	<b>ANTICIPATED PROJECT STARTUP DATE:</b> October 1, 2020		
<b>PROJECT DIRECTOR:</b> Sergeant Matthew Christian		<b>TITLE:</b> Administrative/Training Sergeant		<b>TELEPHONE NUMBER:</b> 860-658-3115 <b>FAX NUMBER:</b> 860-658-3103
<b>SIGNATURE:</b>		<b>ADDRESS &amp; ZIP CODE:</b> 933 Hopmeadow Street Simsbury, CT 06070		<b>E-MAIL ADDRESS:</b> <a href="mailto:mchristian@pd.simsbury-ct.gov">mchristian@pd.simsbury-ct.gov</a>
<b>FINANCIAL OFFICER:</b> Amy Meriwether		<b>TITLE:</b> Director of Finance/Treasurer		<b>TELEPHONE NUMBER:</b> 860-658-3282 <b>FAX NUMBER:</b> 860-658-3206
<b>SIGNATURE:</b>		<b>ADDRESS &amp; ZIP CODE:</b> 933 Hopmeadow Street Simsbury, CT 06070		<b>E-MAIL ADDRESS:</b> <a href="mailto:ameriwether@simsbury-ct.gov">ameriwether@simsbury-ct.gov</a>
<b>AUTHORIZING OFFICIAL:</b> Maria Capriola		<b>TITLE:</b> Town Manager		<b>TELEPHONE NUMBER:</b> 860-658-3230 <b>FAX NUMBER:</b> 860-658-9467
<b>SIGNATURE:</b>		<b>ADDRESS &amp; ZIP CODE:</b> 933 Hopmeadow Street Simsbury, CT 06070		<b>E-MAIL ADDRESS:</b> <a href="mailto:mcapriola@simsbury-ct.gov">mcapriola@simsbury-ct.gov</a>
<b>FOR HSO USE ONLY</b>				
<b>APPROVED PROJECT PERIOD:</b>		<b>FROM:</b>	<b>THROUGH:</b>	April 30, 2021
<b>FISCAL REVIEW COMPLETED BY:</b> Christine Biske or Anila Hafeez		<b>PROJECT MANAGER REVIEW COMPLETED BY:</b> Phyllis DiFiore		
<b>DATE:</b>		<b>PROGRAM COORDINATOR REVIEW COMPLETED BY:</b> Joseph T. Cristalli, Jr.		
<b>REQUESTED AMOUNT:</b> \$19,205.70		<b>GOVERNOR'S HIGHWAY SAFETY REP:</b>		
<b>HSO APPROVED \$</b>				
<b>TOTAL ALLOTTED:</b>		Garrett T. Eucalitto		

PROJECT TITLE	APPLICANT	
FY 2021 Distracted Driving High Visibility Enforcement	Simsbury Police Department	
	PROBLEM ID	PAGE 1 OF 1

**STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION**  
**PROBLEM IDENTIFICATION**

To date, identifying the role distracted driving has played in fatality and serious injury crashes has been a challenge in Connecticut, due to the way crash data is collected and limitations of the crash reporting form (PR-1) itself. In order to effectively allocate 405(e) funds to multiple areas including enforcement mobilizations, the HSO chose to use an index of a combination of factors to best identify where the largest volumes of crashes, non-interstate roadway use, and population centers intersect. The goal of which is to target suspected locations where distraction as a result of hand held mobile phone use by drivers leads to crashes; and to identify areas where enforcement of Connecticut's hand held mobile phone for drivers can most be effective.

The applicant was selected by the HSO to conduct High Visibility Enforcement (HVE) based on a combination of the following data, weighted and ranked to determine areas where traffic volumes are highest, and the most crashes occur by town. The following ranking system was used by our data consultant.

- Fatal and injury crashes 2015-2019
- Daily Vehicle Miles Traveled (DVMT) (2017)
- Population (2017)
- Crash rate per DVMT
- Crash Rate per population
- Past High Visibility Enforcement grant performance

**ENTER YOUR AGENCY'S STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION**

**\*\*Press "ALT" & "Enter" together to insert new line**

Distracted driving is a large problem in the Town of Simsbury. As a result of this growing problem, our town Social Services Department has provided us with a small grant in past years for distracted driving enforcement initiatives.

In 2019 the Simsbury Police Department took enforcement action on 608 distracted driving violations. This number represents the scale of the distracted driving problem in our town.

Awarding of this grant will allow us to expand on the progress made with past initiatives and hopefully reduce instances of distracted driving in the Town of Simsbury.



PROJECT TITLE	APPLICANT	
FY 2021 Distracted Driving High Visibillity Enforcement	Simsbury Police Department	
	OBJECTIVES	PAGE 1 OF 1
<b>OBJECTIVES</b>		
<p><b>**Press "ALT"&amp;"Enter" together to insert new line</b></p> <p>To decrease fatalities and injuries as a result of crashes caused by driver distraction, especially those caused by hand held mobile phone use by:</p> <ul style="list-style-type: none"><li>Increasing enforcement, especially HVE of Connecticut's hand held mobile phone ban for drivers in areas identified to have high rates of fatal and injury crashes</li></ul>		

<b>PROJECT TITLE</b>	<b>APPLICANT</b>	
<b>FY 2021 Distracted Driving High Visiblility Enforcement</b>	<b>Simsbury Police Department</b>	
	<b>ACTIVITIES</b>	<b>PAGE 1 OF 3</b>

**ACTIVITIES:**

The following enforcement parameters will be required of participating municipal law enforcement agencies:

- Spotter-type enforcement strategy – Spotter type enforcement is required unless other enforcement strategies are described in HS-1 in detail to plan enforcement schedules and strategies. This must be pre-approved in HS-1 grant application.
- Spotter type enforcement can be done in teams or individually. Please note – spotter -self initiated is not roving. Rather, this category involves an officer choosing a strategic, covert location advantageous to the observation of all types of hand held mobile phone use. When this behavior is observed, the officer then “self-initiates” the stop.
- Non-spotter type enforcement explanation:
- Enforcement Schedule
  - Daytime Enforcement – Daytime enforcement changes with seasonal patterns. Enforcement must take place during daylight hours
  - 7 days per week eligible
  - Minimum of 4 hours shifts/Maximum 8 hour shifts
  - Must include at least 1 AM/PM peak drive time (7am-10am/3pm-5pm seasonal) on weekdays. If possible the HSO would encourage both the AM/PM peak drive times as enforcement times but agencies must enforce during at least 1.
- Enforcement Locations
  - Enforcement areas should include intersections and other areas where traffic naturally slows. Enforcement locations should be included in grant applications with narrative for rationale as to why locations were chosen (\*example – CT statute makes manipulating a hand held mobile device at a traffic sign or signal a violation)
- Enforcement Schedule
  - Fall Wave: October 1 to October 15, 2020
  - Spring Wave: April 1 to April 30, 2021
- Personnel
  - Minimum of 2 Officers/Maximum of 8

Earned media participation:

- Participating agencies are required to take part in earned media activity related to DDHVE. This could include the following:
- Hosting a kick-off press event
- Conducting ride-alongs or interviews with media at enforcement locations
- Notification of media outlets through the use of interview opportunities, press releases and media advisories
- Cooperation with the HSO earned media contractor including:
  - Distribution of press releases
  - Use of Approved Talking points
- Creation and submission of earned media activity with reimbursement documentation

**SCROLL DOWN TO LAST ACTIVITY SHEET TO SUPPLY A DETAILED EXPLANATION IF YOUR AGENCY INTENDS TO PROPOSE A DIFFERENT ENFORCEMENT STRATEGY.**

PROJECT TITLE	APPLICANT	
FY 2021 Distracted Driving High Visibillity Enforcement	Simsbury Police Department	
	ACTIVITIES	PAGE 2 OF 3
<b>ACTIVITIES CONTINUED: LOCATION &amp; JUSTIFICATION</b>		
<b>**Press "ALT"&amp;"Enter" together to insert new line</b> <b>List proposed enforcement locations and provide a justification for each location.</b>		
<p>1) Hartford Road (route 185) just west of the Farmington River Bridge. This area is wide enough to conduct enforcement and it is also located just prior to a traffic control device so traffic is already beginning to slow down. This location is also very busy during the morning and evening rush hour time periods.</p> <p>2) Bushy Hill Road (route 167) in front of #530. This area is wide enough to conduct enforcement and it is also located just prior to a traffic control device so traffic is already beginning to slow down. It is also in front of a high traffic shopping mall, Simsbury Commons.</p> <p>3) Hopmeadow Street (route 10/202) just north of Powder Forest Drive. This area is wide enough to conduct enforcement and it is also located just prior to a traffic control device so traffic is already beginning to slow down. This location is also very busy during the morning and evening rush hour time periods.</p> <p>4) Hopmeadow Street (route 10/202) just south of Old Canal Way. This area is wide enough to conduct enforcement and it is also located just prior to a traffic control device so traffic is already beginning to slow down. This location is also very busy during the morning and evening rush hour time periods.</p> <p>5) Hopmeadow Street (route 10/202) just north of Dorset Crossing Drive. This area is wide enough to conduct enforcement and it is also located just prior to a traffic control device so traffic is already beginning to slow down. This location is also very busy during the morning and evening rush hour time periods.</p>		

PROJECT TITLE	APPLICANT	
FY 2021 Distracted Driving High Visibillity Enforcement	Simsbury Police Department	
	ACTIVITIES	PAGE 3 OF 3
<b>ACTIVITIES CONTINUED:</b>		
<b>**Press "ALT"&amp;"Enter" together to insert new line</b>		
Explain your type of enforcement.		

PROJECT TITLE							APPLICANT						
FY 2021 Distracted Driving High Visiblility Enforcement							Simsbury Police Department						
							ELIGIBLE DATES						

<b>October 2020</b>							<b>November 2020</b>							<b>December 2020</b>						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
25	26	27	28	29	30	31	29	30						27	28	29	30	31		

<b>January 2021</b>							<b>February 2021</b>							<b>March 2021</b>						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28							28	29	30	31			
31																				

<b>April 2021</b>							<b>May 2021</b>							<b>June 2021</b>						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3							1			1	2	3	4	5
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30			
							30	31												

<b>July 2021</b>							<b>August 2021</b>							<b>September 2021</b>						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7				1	2	3	4
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11
11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18
18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25
25	26	27	28	29	30	31	29	30	31					26	27	28	29	30		

PROJECT TITLE		APPLICANT																																																																		
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FALL WAVE: OCTOBER 1ST TO OCTOBER 15TH																																																																				
<div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p align="center"><b>8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM. 8 HOUR SHIFTS MAXIMUM.</b></p> <p align="center"><b>Parameters: Use an average rate for the overtime hourly rate. Hours per shift must be between 4 hours and 8 hours per day.</b></p> </div> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Sub-grantee Type</th> <th style="width: 25%;">Enforcement Type</th> <th style="width: 10%;">Hrs</th> <th style="width: 15%;">Rate</th> <th style="width: 35%;"></th> <th style="width: 10%; text-align: right;">Total</th> </tr> </thead> <tbody> <tr> <td rowspan="8" style="text-align: center; vertical-align: middle;">Municipal PD</td> <td>Spotter</td> <td align="center">4</td> <td align="right">\$77.24</td> <td></td> <td align="right">\$308.96</td> </tr> <tr> <td>Non-Spotter</td> <td align="center">4</td> <td align="right">\$68.41</td> <td></td> <td align="right">\$273.64</td> </tr> <tr> <td>Non-Spotter</td> <td align="center">4</td> <td align="right">\$68.41</td> <td></td> <td align="right">\$273.64</td> </tr> <tr> <td>Non-Spotter</td> <td align="center">4</td> <td align="right">\$68.41</td> <td></td> <td align="right">\$273.64</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td align="right">\$0.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td align="right">\$0.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td align="right">\$0.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td align="right">\$0.00</td> </tr> <tr> <td align="right" colspan="4">Enforcement Total:</td> <td></td> <td align="right"><b>\$1,129.88</b></td> </tr> <tr> <td align="right" colspan="4">Number of Planned Days:</td> <td align="center">4</td> <td></td> </tr> <tr> <td align="right" colspan="4">Municipal PD Fall Wave Total:</td> <td></td> <td align="right"><b><u>\$4,519.52</u></b></td> </tr> </tbody> </table>				Sub-grantee Type	Enforcement Type	Hrs	Rate		Total	Municipal PD	Spotter	4	\$77.24		\$308.96	Non-Spotter	4	\$68.41		\$273.64	Non-Spotter	4	\$68.41		\$273.64	Non-Spotter	4	\$68.41		\$273.64					\$0.00					\$0.00					\$0.00					\$0.00	Enforcement Total:					<b>\$1,129.88</b>	Number of Planned Days:				4		Municipal PD Fall Wave Total:					<b><u>\$4,519.52</u></b>
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PROJECT TITLE		APPLICANT																																																						
FY 2021 Distracted Driving High Visibillity Enforcement		Simsbury Police Department																																																						
		ENFORCEMENT	PAGE 2 of 2																																																					
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<div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p align="center"><b>8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM. 8 HOUR SHIFTS MAXIMUM.</b></p> <p align="center"><b>Parameters: Use an average rate for the overtime hourly rate. Hours per shift must be between 4 hours and 8 hours per day.</b></p> </div> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Sub-grantee Type</th> <th style="width: 25%;">Enforcement Type</th> <th style="width: 10%;">Hrs</th> <th style="width: 15%;">Rate</th> <th style="width: 35%;"></th> </tr> </thead> <tbody> <tr> <td rowspan="8" style="text-align: center; vertical-align: middle;">Municipal PD</td> <td>Spotter</td> <td align="center">4</td> <td align="right">\$77.24</td> <td align="right">\$308.96</td> </tr> <tr> <td>Non-Spotter</td> <td align="center">4</td> <td align="right">\$68.41</td> <td align="right">\$273.64</td> </tr> <tr> <td>Non-Spotter</td> <td align="center">4</td> <td align="right">\$68.41</td> <td align="right">\$273.64</td> </tr> <tr> <td>Non-Spotter</td> <td align="center">4</td> <td align="right">\$68.41</td> <td align="right">\$273.64</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td align="right">\$0.00</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td align="right">\$0.00</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td align="right">\$0.00</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td align="right">\$0.00</td> </tr> <tr> <td align="right" colspan="4"><b>Enforcement Total:</b></td> <td align="right"><b>\$1,129.88</b></td> </tr> <tr> <td align="right" colspan="4"><b>Number of Planned Days:</b></td> <td align="right"><b>8</b></td> </tr> <tr> <td align="right" colspan="4"><b>Municipal PD Spring Wave Total:</b></td> <td align="right"><b><u>\$9,039.04</u></b></td> </tr> </tbody> </table>				Sub-grantee Type	Enforcement Type	Hrs	Rate		Municipal PD	Spotter	4	\$77.24	\$308.96	Non-Spotter	4	\$68.41	\$273.64	Non-Spotter	4	\$68.41	\$273.64	Non-Spotter	4	\$68.41	\$273.64				\$0.00				\$0.00				\$0.00				\$0.00	<b>Enforcement Total:</b>				<b>\$1,129.88</b>	<b>Number of Planned Days:</b>				<b>8</b>	<b>Municipal PD Spring Wave Total:</b>				<b><u>\$9,039.04</u></b>
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PROJECT TITLE	APPLICANT
FY 2021 Distracted Driving High Visibillity Enforcement	Simsbury Police Department
	FRINGE

### FRINGE BENEFIT CERTIFICATION STATEMENT

**NOTE:** If fringe rate is being charged/reimbursed, this page should be completed and signed. Fringe benefit charges should NOT be included in the hourly rate. No hourly rate should be inflated--all hourly rates should be reported as actuals.

I hereby certify that the information below is the true and accurate and authorized by the City/Town/Agency of  
**Simsbury Police Department**

for hours worked by personnel for the following time period:

FROM Date:

1-Oct-20

TO Date:

30-Apr-21

#	Actual Cost Category	Officer's Fringe Rate OVT %	*Submitting for Reimbursement	Trooper's Fringe Rate OVT %	*Submitting for Reimbursement
1	Medicare	1.45%	YES	0.00%	
2	Social Security	6.20%	YES	0.00%	
3	Worker's Compensation	2.00%	YES	0.00%	
4	Pension	7.00%	YES	0.00%	
5	Health Insurance	25.00%	YES	0.00%	
6		0.00%		0.00%	
7		0.00%		0.00%	
8		0.00%		0.00%	
9		0.00%		0.00%	
10		0.00%		0.00%	

**Total Fringe Rate**

**41.65%**

**41.65%**

**0.00%**

**0.00%**

I further certify that this statement is correct in all respects and that the fringe benefit rate(s) identified above accurately represents the fringe benefit costs to the city/town/agency for the individuals employed under or working on this project.

**City/Town/Agency's Chief Financial Officer or Authorized Official**

NAME:

Amy Meriwether

SIGNATURE:

TITLE:

Director of Finance

DATE:



<b>PROJECT TITLE</b>	<b>APPLICANT</b>					
<b>FY 2021 Distracted Driving High Visibillity Enforcement</b>	<b>Simsbury Police Department</b>					
	<b>BUDGET</b>					
<b>BUDGET DETAIL</b>						
<b>ONLY FILLOUT THE DATA IN YELLOW HIGHLIGHTED BOXES</b>						
<b>(A) SALARIES:</b>						
<b>Category:</b>	<b>Enforcement</b>			<b>Total</b>		
Municipal PD		\$13,558.56		\$13,558.56		
Resident Trooper		\$0.00		\$0.00		
Officer/Constable		\$0.00		\$0.00		
State Police		\$0.00		\$0.00		
<b>Total Estimated Wages:</b>				<b>( A )</b>	<b>\$13,558.56</b>	
<b>(B) FRINGE BENEFITS:</b>						
Overtime Fringe Benefit of:	Rate	Salary Breakdown	Fringe Benefits			
Municipal PD @	41.65%	\$13,558.56	\$5,647.14			
Resident Trooper @	0.00%	\$0.00	\$0.00			
Officer/Constable @	41.65%	\$0.00	\$0.00			
State Police @	0.00%	\$0.00	\$0.00			
<b>Total Fringe Benefits Costs:</b>				<b>( B )</b>	<b>\$5,647.14</b>	
<b>(C) INDIRECT COST:</b>						
Indirect Rate (please attach approved agreement):	0.00%					
List here Indirect Rate Base Categories (i.e. A,B,C):						
Sum of Indirect Cost Base Categories		\$0.00				
<b>Total Indirect Costs:</b>				<b>( C )</b>	<b>\$0.00</b>	
<b>(D) NOTES:</b>						
Please add any budget specific notes here:						
<b>Grand Total Amount:</b>					<b>\$19,205.70</b>	

PROJECT TITLE	APPLICANT
FY 2021 Distracted Driving High Visibility Enforcement	Simsbury Police Department
	REIMBURSEMENT

#### PROJECT EXPENDITURES --- REIMBURSEMENT REQUIREMENTS

*NOTE: This is a federally reimbursable program. The cost of all expenses incurred under this project must first be paid for with municipal or state agency funds. The sub-grantee may then apply for reimbursement based on the procedures and policies listed below.*

Project Start Date		
1st Billing Start Date	1st Billing Ending Date	Reimbursement Deadline
October 1, 2020	October 15, 2020	November 15, 2020
2nd Billing Start Date	2nd Billing Ending Date	Reimbursement Deadline
April 1, 2021	April 30, 2021	May 31, 2021

- All reimbursements must be signed and dated by the sub-grantee's authorizing official.*
- Reimbursements should be submitted on a quarterly/monthly basis, per program, per program manager, during the term of the approved grant.*
- Under the terms and conditions of this project application, ALL SUPPORTING DOCUMENTATION must be submitted to the Highway Safety Office no later than thirty ( 30 ) days after the project's ending date. Please verify the project start date, project ending date, and reimbursement deadline prior to any project activity.*
- All reimbursements must include the invoice as well as proof of payment (examples: for airfare or hotel; a billing statement showing a zero balance, a screen shot from system showing vendor and payment amount with voucher number, copy of front and back of canceled check, or notarized letter which includes check number and date when expenditure was paid).*
- Deadline for all federal reimbursements for salary positions must be invoiced to the CT Highway Safety Office (HSO) no later than October 30<sup>th</sup>. Failure to do so may jeopardize your reimbursement.*
- All salary reimbursements must be accompanied by signed timesheets and/or reports. Signature of both the employee and authorizing Supervisor is required.*
- Deadline for all federal reimbursements for commodity purchases and other pre-approved grant items should be submitted to the HSO no later than October 30<sup>th</sup>.*
- Photocopies of any media coverage (if applicable) or supportive documentation can be included.*
- Grant category budgets should be adhere to, funding is not fluid between budget categories. Only expenses contained in the approved Highway Safety Project application may be claimed for reimbursement.*

**FAILURE TO MEET THE REIMBURSEMENT REQUIREMENTS SET FORTH WILL RESULT IN YOUR CLAIM BEING DENIED.**

PROJECT TITLE	APPLICANT
FY 2021 Distracted Driving High Visibillity Enforcement	Simsbury Police Department
	AUDIT REQ

### ATTACHMENT A

### SINGLE AGENCY AUDITING REQUIREMENTS AND PROCEDURES EFFECTIVE OCTOBER 1, 2020

#### AUDIT REQUIREMENT STATEMENT:

The town/city/agency of Simsbury Police Department  
declares that for the fiscal year ending September 30, 2021, the sum total of Federal funds awarded to local government agencies from all sources ***DOES exceed \$750,000*** and that it will conduct an audit report as required under 2 CFR part 200 subpart F (REVISED) AUDITS OF STATES, LOCAL GOVERNMENTS, AND NON-PROFIT ORGANIZATIONS AND 49 CFR UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS PART 18.26

NAME: Amy Meriwether

SIGNATURE: \_\_\_\_\_

TITLE: Director of Finance

DATE: \_\_\_\_\_

(NOTE: PLEASE DO NOT SIGN FOR BOTH STATEMENTS)



#### AUDIT EXEMPTION STATEMENT:

The town/city/agency of Simsbury Police Department  
declares that for the fiscal year ending September 30, 2021, the sum total of Federal funds awarded to local government agencies from all sources ***DOES NOT exceed \$750,000*** and that an independent audit is not required under 2 CFR part 200 subpart F (REVISED) AUDITS OF STATES, LOCAL GOVERNMENTS, AND NON-PROFIT ORGANIZATIONS AND 49 CFR UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS PART 18.26

NAME: Amy Meriwether

SIGNATURE: \_\_\_\_\_

TITLE: Director of Finance

DATE: \_\_\_\_\_

The following sanctions policy will be in effect for sub grantees who do not submit Audit Reports or who do not correct findings in those reports:

a. Any sub grantee receiving \$750,000 or more in Federal funds from all sources who fails to submit an audit report two or more sequential fiscal years will not be eligible for highway safety grants until all audit reporting requirements are met.

b. Any sub grantee who has not taken corrective action on an audit finding within six months of the submission of an audit report will have funds automatically deducted from any pending claims. If there are no pending claims with the HSO, the sub grantee will not be eligible for highway safety grants until a corrective action has been negotiated with the HSO.

PROJECT TITLE	APPLICANT	
FY 2021 Distracted Driving High Visiblility Enforcement	Simsbury Police Department	
	CERTS & ASSURANCES	PAGE 1 OF 7

**Certifications and Assurances  
for Fiscal Year 2021 Highway Safety Grants  
(23 U.S.C. Chapter 4; Sec. 1906, Public Law 109-59, As Amended)**

**NONDISCRIMINATION**

(applies to subrecipients as well as States)

The Subgrantee will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- **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) and 49 CFR part 21;
- **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.*), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- **The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- **Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- **Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents 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); and
- **Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).



PROJECT TITLE	APPLICANT	
FY 2021 Distracted Driving High Visibillity Enforcement	Simsbury Police Department	
	CERTS & ASSURANCES	PAGE 2 OF 7

The Subgrantee—

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted.
- Will administer the program in a manner that reasonably ensures that any of its subrecipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require its subrecipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:  
 "During the performance of this contract/funding agreement, the contractor/funding recipient agrees—
  - a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
  - b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
  - c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
  - d. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
  - e. To insert this clause, including paragraphs (a) through (e), in every subcontract and subagreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.



PROJECT TITLE	APPLICANT	
FY 2021 Distracted Driving High Visiblility Enforcement	Simsbury Police Department	
	CERTS & ASSURANCES	PAGE 3 OF 7

**POLITICAL ACTIVITY (HATCH ACT)**

(applies to subrecipients as well as States)

The Subgrantee will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

**CERTIFICATION REGARDING FEDERAL LOBBYING**

(applies to subrecipients as well as States)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**RESTRICTION ON STATE LOBBYING**

(applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.



PROJECT TITLE	APPLICANT	
FY 2021 Distracted Driving High Visiblility Enforcement	Simsbury Police Department	
	CERTS & ASSURANCES	PAGE 4 OF 7

**CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**

(applies to subrecipients as well as States)

Instructions for Primary Tier Participant Certification (States)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.



PROJECT TITLE	APPLICANT	
FY 2021 Distracted Driving High Visiblility Enforcement	Simsbury Police Department	
	CERTS & ASSURANCES	PAGE 5 OF 7

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>)

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

*Certification Regarding Debarment, Suspension, and Other Responsibility Matters—Primary Tier Covered Transactions*

(1) The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.



PROJECT TITLE	APPLICANT	
FY 2021 Distracted Driving High Visiblility Enforcement	Simsbury Police Department	
	CERTS & ASSURANCES	PAGE 6 OF 7

Instructions for Lower Tier Participant Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>)

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

PROJECT TITLE	APPLICANT	
FY 2021 Distracted Driving High Visibillity Enforcement	Simsbury Police Department	
	CERTS & ASSURANCES	PAGE 7 OF 7

*Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions:*

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**BUY AMERICA ACT**

(applies to subrecipients as well as States)

The Subgrantee will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

**PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE**

(applies to subrecipients as well as States)

The Subgrantee will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

**CITY/TOWN/AGENCY'S AUTHORIZED OFFICIAL**

I understand that my statements in support of this application for Federal grant funds are statements upon which the Federal/State Government will rely in determining qualification for grant funds, and that knowing misstatements may be subject to civil or criminal penalties under 18 U.S.C. 1001. I sign these Certifications and Assurances based on personal knowledge, and after appropriate inquiry.

NAME:

Amy Meriwether

SIGNATURE:

TITLE:

Director of Finance

DATE:



PROJECT TITLE		APPLICANT		
FY 2021 Distracted Driving High Visibillity Enforcement		Simsbury Police Department		
		SUMMARY		
BUDGET SUMMARY APPROVAL				
TOTAL FEDERAL BUDGET	\$19,205.70	FEDERAL SHARE	100.00%	
TOTAL MATCH BUDGET	\$0.00	NON-FEDERAL SHARE	0.00%	
FEDERAL AWARD IDENTIFIER NUMBER (FAIN):		69A3751930000405eCTC		
		69A3752030000405eCTC		
		69A3752130000405eCTC		
COST CATEGORY	AMOUNT	BUDGET SUMMARY APPROVAL		
OFFICERS-SALARIES	\$13,558.56	<input type="checkbox"/> APPROVED	<input type="checkbox"/> NOT APPROVED	<input type="checkbox"/> N/A
OFFICERS-FRINGS BENEFITS	\$5,647.14	<input type="checkbox"/> APPROVED	<input type="checkbox"/> NOT APPROVED	<input type="checkbox"/> N/A
TROOPER-SALARIES	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> NOT APPROVED	<input type="checkbox"/> N/A
TROOPER-FRINGS BENEFITS	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> NOT APPROVED	<input type="checkbox"/> N/A
STATE POLICE-SALARIES	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> NOT APPROVED	<input type="checkbox"/> N/A
STATE POLICE-FRINGS BENEFITS	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> NOT APPROVED	<input type="checkbox"/> N/A
INDIRECT COST	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> NOT APPROVED	<input type="checkbox"/> N/A
TOTAL FEDERAL BUDGET	\$19,205.70	APPROVED \$:		
Notes:				