



# FY 2022 Highway Safety DUI Enforcement Program Grant Application

	<b>FY 2022 HIGHWAY SAFETY PROJECT GRANT APPLICATION</b>				
	<b>CT DEPARTMENT OF TRANSPORTATION</b>				
	<b>FORM</b>	<b>DUI GRANT</b>	<b>CFDA #</b>	<b>20.607</b>	
	<b>PROJECT NO:</b> 0202-0722-				
<b>Revision:</b> October 18, 2021	<b>PROGRAM AREA:</b>	154-AL			Received Department of Transportation  Highway Safety Office
<b>Expires:</b> September 30, 2022	<b>PROGRAM AREA DESCRIPTION:</b>	Alcohol			
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> Comprehensive DUI Enforcement Program for Municipal Police Dept.					
<b>GOVERNMENTAL UNIT:</b> Town of Wilton, CT		<b>ADDRESS OF GOVERNMENTAL UNIT:</b> 238 Danbury Road Wilton, CT 06897			
<b>APPLICANT:</b> Wilton Police Department		<b>ADDRESS OF APPLICANT:</b> 240 Danbury Road Wilton, CT 06897			
<b>FEIN:</b> 06-6002133	<b>DUNS NUMBER:</b> 557001252	<b>ANTICIPATED PROJECT STARTUP DATE:</b> December 17, 2021			
<b>PROJECT DIRECTOR:</b>		<b>TITLE:</b>	<b>TELEPHONE NUMBER:</b>		
Robert Cipolla		Captain	(203) 563-0254		
<b>SIGNATURE:</b>		<b>ADDRESS &amp; ZIP CODE:</b>	<b>FAX NUMBER:</b>		
		240 Danbury Rd Wilton, CT 06897	(203) 834-6258		
<b>SIGNATURE:</b>		<b>ADDRESS &amp; ZIP CODE:</b>	<b>E-MAIL ADDRESS:</b>		
		240 Danbury Rd Wilton, CT 06897	<a href="mailto:robert.cipolla@wiltonct.org">robert.cipolla@wiltonct.org</a>		
<b>FISCAL OFFICER:</b>		<b>TITLE:</b>	<b>TELEPHONE NUMBER:</b>		
Anne Kelly-Lenz		Chief Financial Officer	(203) 563-0114		
<b>SIGNATURE:</b>		<b>ADDRESS &amp; ZIP CODE:</b>	<b>FAX NUMBER:</b>		
		238 Danbury Rd Wilton, CT 06897	(203) 834-0282		
<b>SIGNATURE:</b>		<b>ADDRESS &amp; ZIP CODE:</b>	<b>E-MAIL ADDRESS:</b>		
		238 Danbury Rd Wilton, CT 06897	<a href="mailto:anne.kelly-lenz@wiltonct.org">anne.kelly-lenz@wiltonct.org</a>		
<b>AUTHORIZING OFFICIAL:</b>		<b>TITLE:</b>	<b>TELEPHONE NUMBER:</b>		
John Lynch		Chief of Police	(203) 834-6260		
<b>SIGNATURE:</b>		<b>ADDRESS &amp; ZIP CODE:</b>	<b>FAX NUMBER:</b>		
		240 Danbury Rd Wilton, CT 06897	(203) 834-6258		
<b>SIGNATURE:</b>		<b>ADDRESS &amp; ZIP CODE:</b>	<b>E-MAIL ADDRESS:</b>		
		240 Danbury Rd Wilton, CT 06897	<a href="mailto:john.lynch@wiltonct.org">john.lynch@wiltonct.org</a>		
<b>FOR HSO USE ONLY</b>					
<b>APPROVED PROJECT PERIOD:</b>		<b>FROM:</b>	<b>THROUGH:</b> September 10, 2022		
<b>FISCAL REVIEW COMPLETED BY:</b> (SIGNATURE AND DATE)		<b>PROJECT MANAGER REVIEW COMPLETED BY: (SIGNATURE AND DATE)</b>			
		Eugene Interlandi			
		<b>PROGRAM COORDINATOR REVIEW COMPLETED BY: (SIGNATURE AND DATE)</b>			
		Joseph T. Cristalli, Jr.			
<b>REQUESTED AMOUNT:</b> \$37,273.60		<b>GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE: (SIGNATURE AND DATE)</b>			
<b>HSO APPROVED \$:</b>					
<b>TOTAL ALLOTTED \$:</b>		Garrett T. Eucalitto			

## FY 2022 Highway Safety DUI Enforcement Program Grant Application

PROJECT TITLE	APPLICANT	
Comprehensive DUI Enforcement Program for Municipal Police Dept.	Wilton Police Department	
	REIMBURSEMENT	

PROJECT EXPENDITURES --- REIMBURSEMENT REQUIREMENTS								
<p><i>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.</i></p>								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; text-align: center;">Project Start Date</td> <td colspan="2"></td> </tr> <tr> <td style="height: 20px;"></td> <td colspan="2"></td> </tr> </table>			Project Start Date					
Project Start Date								
1st Billing Period Start Date <b>October 1, 2021</b>	1st Billing Period Ending Date <b>January 1, 2022</b>	Reimbursement Deadline <b>January 31, 2022</b>						
2nd Billing Period Start Date <b>January 6, 2022</b>	2nd Billing Period Ending Date <b>April 2, 2022</b>	Reimbursement Deadline <b>May 2, 2022</b>						
3rd Billing Period Start Date <b>April 7, 2022</b>	3rd Billing Period Ending Date <b>July 5, 2022</b>	Reimbursement Deadline <b>August 4, 2022</b>						
4th Billing Period Start Date <b>July 7, 2022</b>	Project Ending Date <b>September 10, 2022</b>	Reimbursement Deadline <b>October 11, 2022</b>						

- 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 MAY RESULT IN YOUR CLAIM BEING DENIED.**

## FY 2022 Highway Safety DUI Enforcement Program Grant Application

<b>PROJECT TITLE</b>	<b>APPLICANT</b>
<b>Comprehensive DUI Enforcement Program for Municipal Police Dept.</b>	<b>Wilton Police Department</b>
	<b>AUDIT REQ</b>

**ATTACHMENT A**  
**SINGLE AGENCY AUDITING REQUIREMENTS AND PROCEDURES**  
**EFFECTIVE OCTOBER 1, 2021**

**AUDIT REQUIREMENT STATEMENT:**


The town/city/agency of Wilton Police Department declares that for the fiscal year ending September 30, 2022, 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:** Anne Kelly-Lenz

**Title:** Chief Financial Officer

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



**AUDIT EXEMPTION STATEMENT:**

The town/city/agency of Wilton Police Department declares that for the fiscal year ending September 30, 2022, 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:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**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.

# FY 2022 Highway Safety DUI Enforcement Program Grant Application

<b>PROJECT TITLE</b>	<b>APPLICANT</b>	
<b>Comprehensive DUI Enforcement Program for Municipal Police Dept.</b>	<b>Wilton Police Department</b>	
	<b>CERTS &amp; ASSURANCES</b>	<b>PAGE 7 OF 7</b>

*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.*

<p><i>Name:</i> <u>Lynne Vanderslice</u></p> <p><i>Title:</i> <u>First Selectwoman</u></p>	<p><i>Signature:</i> _____</p> <p><i>Date:</i> _____</p>
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# FY 2022 Highway Safety DUI Enforcement Program Grant Application

PROJECT TITLE		APPLICANT		
Comprehensive DUI Enforcement Program for Municipal Police Dept.		Wilton Police Department		
		SUMMARY		
BUDGET SUMMARY				
TOTAL FEDERAL BUDGET		\$37,273.60	FEDERAL SHARE	
TOTAL MATCH BUDGET		\$0.00	NON-FEDERAL SHARE	
			100.00%	
			0.00%	
FEDERAL AWARD IDENTIFIER NUMBER (FAIN):		69A37520300001540CTA		
		69A37521300001540CTA		
		69A37522300001540CTA		
COST CATEGORY	AMOUNT	BUDGET SUMMARY APPROVAL		
OFFICERS-SALARIES	\$37,273.60	<input type="checkbox"/> APPROVED	<input type="checkbox"/> CONDITION APPLY*	<input type="checkbox"/> N/A
OFFICERS-FRINGS BENEFITS @	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> CONDITION APPLY*	<input type="checkbox"/> N/A
TROOPER-SALARIES	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> CONDITION APPLY*	<input type="checkbox"/> N/A
TROOPER-FRINGS BENEFITS @	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> CONDITION APPLY*	<input type="checkbox"/> N/A
STATE POLICE-SALARIES	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> CONDITION APPLY*	<input type="checkbox"/> N/A
STATE POLICE-FRINGS BENEFITS @	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> CONDITION APPLY*	<input type="checkbox"/> N/A
EQUIPMENT	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> CONDITION APPLY*	<input type="checkbox"/> N/A
INDIRECT COST	\$0.00	<input type="checkbox"/> APPROVED	<input type="checkbox"/> CONDITION APPLY*	<input type="checkbox"/> N/A
TOTAL FEDERAL BUDGET	\$37,273.60	*Conditionally approved amounts will only be reimbursed upon satisfying the condition mentioned below.		
ADJUSTMENT (if any)		Adjustment Reason:		
APPROVED GRANT AMOUNT:	\$37,273.60			
Notes:				