



**CITY OF BRISTOL  
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Bristol Police Department  
(Requesting Department)

Date: December 21, 2023  
(Submission Date)

For the January 23, 2023 Board of Finance Meeting Agenda  
(Date of Meeting)

This request is for:  
(Please check the type of request and list in whole dollar amounts)

- Additional Appropriation \$55,018
- Transfer from Contingency \$\_\_\_\_\_
- Transfer(s) \$55,018
- Grant \$\_\_\_\_\_
- Carry-over(s) \$\_\_\_\_\_
- Other

**Approval:**

This request was approved by the Board of Police Commissioners  
(governing Board of your department)  
at its meeting held on January 16, 2023  
(date)

  
(Department Head's signature)

**All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.**

Board of Finance Agenda Request Form

Reason for request:

To appropriate the Comprehensive DUI Enforcement Grant which runs through December 20, 2023 – September 7, 2024

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
1062112-431108- 24G26	Special Grants & Donations Fund – Comprehensive DUI Enforcement Grant	\$55,018
1062112-591500- 24G26	Transfer Out – IS Fund	\$6,777
1062112-515100- 24G26	Special Grants & Donations Fund – Overtime	\$48,241

Transfer(s) complete the following:

<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____
<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____
<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____

Grants:

Total Amount: Grant \$ 55,018

City Share \$ \_\_\_\_\_ 0 %

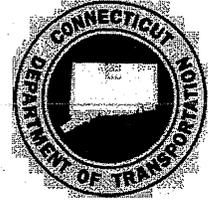
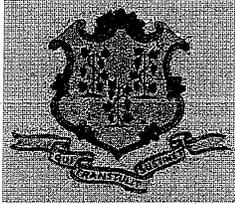
Federal/State Share \$ 55,018 100 %

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____

**CONNECTICUT DEPARTMENT OF TRANSPORTATION  
HIGHWAY SAFETY OFFICE**

2800 BERLIN TURNPIKE PO BOX 317546  
NEWINGTON, CT 06131-7546



**GRANT APPROVAL CONFIRMATION**

**DELIVERED BY EMAIL TO: Jeffrey Caggiano**

<b>APPROVED PROJECT PERIOD:</b>	<b>December 20, 2023 - September 07, 2024</b>
<b>STATE PROJECT NUMBER:</b>	<b>0204-0722-AJ</b>
<b>PROJECT NAME:</b>	<b>City of Bristol Comprehensive DUI Enforcement Program for Municipal Police Dept</b>
<b>GOVERNMENTAL UNIT:</b>	<b>City of Bristol</b>
<b>APPLICANT:</b>	<b>Bristol Police Department</b>
<b>FEDERAL FUNDS:</b>	<b>\$55,018.27</b>
<b>MUNICIPAL/OFFICER/CONSTABLE FRINGE RATE OVERTIME %</b>	<b>14.05%</b>
<b>STATE POLICE/RESIDENT TROOPER FRINGE RATE OVERTIME %</b>	<b>0.00%</b>
<b>CFDA:</b>	<b>20.607</b>

The Department of Transportation would like to notify you of the approval of the Bristol Police Department's Highway Safety project application entitled City of Bristol Comprehensive DUI Enforcement Program for Municipal Police Dept effective December 20, 2023 - September 07, 2024.

Federal funds in the amount of \$55,018.27 are allocated to this project in accordance with the approved 2024 Fiscal Year Connecticut Highway Safety Plan. The total project cost may not exceed this amount for the approved project period.

All grants greater than or equal to \$30,000.00 are subject to FFATA (Federal Funding Accountability and Transparency Act) sub-award reporting requirements. For more information go to <https://www.fsr.gov/#a-faq>.

All costs incurred under this project must be in full compliance with both federal and State regulations, policies and procedures that govern the use of highway safety funds. Costs are subject to review by both Internal and External Auditors.

Please note that deviations from the specifics of the approved budget must be reviewed and approved by the Highway Safety Office prior to their implementation in order for related costs to be eligible for reimbursement.

The DUI-App reimbursement package will be sent to your agency point of contact. All final claims against this project, together with all supporting financial documentation, must be submitted to the Highway Safety Office no later than thirty (30) days after the project period ending date.

If you have any additional questions or concerns regarding this program, please contact me at [Joseph.Cristalli@ct.gov](mailto:Joseph.Cristalli@ct.gov) or 860-594-2412

cc'd by email to: [dianewaldron@bristolct.gov](mailto:dianewaldron@bristolct.gov)  
[patrickkrajewski@bristolct.gov](mailto:patrickkrajewski@bristolct.gov)

Joseph T. Cristalli, Jr.  
Transportation Principal Safety Program  
Coordinator

# Budget

**Applicant:** Bristol Police Department

**Project Title:** City of Bristol Comprehensive DUI Enforcement Program for Municipal Police Dept

## Salaries

Category	Regular Enforcement	Special Enforcement	Estimated Wages Subtotal
Municipal PD	\$48,240.48	\$0.00	\$48,240.48
Resident Trooper	\$0.00	\$0.00	\$0.00
Officer/Constable	\$0.00	\$0.00	\$0.00
State Police	\$0.00	\$0.00	\$0.00
<b>Total Estimated Wages:</b>			<b>\$48,240.48</b>

## Fringe Benefits

Category	Fringe Benefit Rate	Fringe Benefits Cost Subtotal
Municipal PD	14.05000%	\$6,777.79
Resident Trooper	0.00000%	\$0.00
Officer/Constable	14.05000%	\$0.00
State Police	0.00000%	\$0.00
<b>Total Estimated Fringe Benefits:</b>		<b>\$6,777.79</b>

## Indirect Costs