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State of New Hampshire

DEPARTMENT OF SAFETY
JAMES H. HAYES BLDG. 33 HAZEN DR.
CONCORD, N.H. 03305
(603) 271-2791

ROBERT L. QUINN
COMMISSIONER OF
SAFETY

January 14, 2021

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

Requested Action

1. Pursuant to RSA 124:15 and contingent upon approval of requested action #2, authorize the Department of Safety (DOS), Division of Motor Vehicles, to hire six temporary consultants for the purpose of conducting an assessment of the NH Driver Education Program on behalf of the National Highway Traffic Safety Administration (NHTSA). Effective upon Fiscal Committee and Governor and Council approval through June 30, 2021. Funding source: 100% Agency Income.

2. Authorize the Department of Safety, Division of Motor Vehicles, to accept and expend grant funds from the Department of Safety, Office of Highway Safety, entitled "Driver Education Assessment" in the amount of $20,000.00 for the purpose of conducting a professional technical assessment of the current driver education program in New Hampshire. Effective upon Governor and Council approval through June 30, 2021. Funding Source: 100% Agency Income.

Funds are to be budgeted in SFY 2021 in the following account:

02-23-23-233010-74140000 Dept. of Safety - Division of Motor Vehicles - DMV Technology Upgrades

Class	Description	Current SFY 2021 Appropriation	Requested Action	Revised SFY 2021 Adjusted Authorized
009-407085	Agency Income	$0.00	($20,000.00)	($20,000.00)
046-500464	Consultants	0.00	20,000.00	20,000.00
	Total	$0.00	$20,000.00	$20,000.00

Explanation

These grant funds will provide a professional technical assessment of New Hampshire's current driver education program. The Driver Education Program Technical Assessment is a tool offered by the National Highway Traffic Safety Agency (NHTSA) to states allowing those responsible for oversight to review the driver education program. This is a cooperative effort among NHTSA, the DOS Office of Highway Safety, and the DOS Division of Motor Vehicles (DMV). The assessment is based on the recommendations in Novice Teen Driver Education and Training Administrative Standards and examines the following components of a comprehensive driver education program: overall program administration, education/training, instructor

qualifications, parent involvement, and coordination with driver licensing. The assessment will be completed remotely with the use of teleconferencing and phone interviews. The team will collect requested materials for review and will meet remotely with New Hampshire driver education schools and with parents and students of these schools, as well as DMV personnel who oversee the program. The assessment will provide a comprehensive evaluation of the program, highlighting areas of strength and weakness to enable the DMV to build on those strengths and correct identified weaknesses.

NHTSA serves as a facilitator by assembling a team of individuals who have demonstrated expertise in driver education program development and implementation.

The funds will be budgeted as follows:

The funds in class 046, Consultants, will provide funding for consultants to conduct the assessment.

The following information is provided in accordance with the comptroller's instructional memorandum dated September 12, 1981.

1) *List of personnel involved*: Individuals identified by NHTSA as Driver Education subject matter experts.

2) *Nature, Need, and Duration:* Program assessment conducted by experts to be completed remotely.

3) *Relationship to existing agency programs:* Consultants do not have any existing relationship with the agency.

4) *Has a similar program been requested of the legislature and denied?* No

5) *Why wasn't funding included in the agency's budget request?* This is a new assessment that was not anticipated at the time the biennial budget was drafted.

6) *Can portions of the grant funds be utilized?* Grant funds can be utilized only in relation to this assessment.

7) *Estimate the funds required to continue this position:* There is no requirement to continue these positions once the assessment is completed.

In the event that Agency Income funds are no longer available, additional General funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,

Robert L. Quinn
Commissioner of Safety

OFFICE OF HIGHWAY SAFETY GRANT AGREEMENT FFY2021

The State of New Hampshire and the Subrecipient hereby mutually agree as follows:

GENERAL PROVISIONS

Grant Agreement Title: NH DOS DMV – Fatality Analysis Reporting System (FARS), Ignition Interlock System, Vehicle Crash Data Update, Driver Education Assessment

Grant Agreement #: 21-248

1. Identification and Definitions.

1.1. State Agency Name New Hampshire Department of Safety Office of Highway Safety	1.2. State Agency Address 33 Hazen Drive, Room 208 Concord, NH 03305
1.3. Subrecipient Name Department of Safety Division of Motor Vehicles	1.4. Subrecipient Address 23 Hazen Drive Concord, NH 03305-0011
Director's Name & Email Address: Elizabeth Bielecki Elizabeth.Bielecki@dos.nh.gov	Grant Contact's Name & Email Address: Lisa Lienhart Lisa.Lienhart@dos.nh.gov
1.4.1 Subrecipient Type - State Government	1.4.2 DUNS # 060340564 Exp Date: 7/29/2021 UEI # Exp Date:
1.5. Subrecipient Phone # 603-227-4050 1.6. Effective Date October 1, 2020	1.7. Completion Date September 30, 2021 1.8. Grant Limitation: $202,119.00 (Total amount of Federal funds obligated to the Subrecipient (2 CFR § 200.331(a)(1)(vii))
1.9. Grant Officer for State Agency Jeffrey Landi	1.10. State Agency Telephone Number 603-271-2131
"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b.	
1.11. Subrecipient Signature 1	1.12. Name & Title of Subrecipient Signor 1 Elizabeth Bielecki, Director Division of Motor Vehicles
Subrecipient Signature 2	Name & Title of Subrecipient Signor 2
1.13. Acknowledgment: State of New Hampshire, County of _____ on / / before the undersigned officer, personally appeared the person(s) identified in block 1.12., known to me (or satisfactorily proven) to be the person(s) whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.	
1.13.1 Signature of Notary Public or Justice of the Peace (Seal)	1.13.2 Name & Title of Notary Public or Justice of the Peace
1.14 State Agency Signature 1 X	1.14.1 Name & Title of State Agency Signor 1 DOS Assistant Commissioner Date: 9/24/2020
1.15 State Agency Signature 2 X	Name & Title of State Agency Signor 2 Robert L. Quinn, Commissioner NH Department of Safety Date: 9-23-2020
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: Assistant Attorney General, On: / /	
1.17. Approval by Governor and Council (if applicable) By: On: / /	

FFY2021 OHS Grant Award

Project Titles	Federal Budget	Minimum Match Required
Driver Education Assessment PSP & Task 21-08-08 FAST Act 405d (Flexed) FAIN Number (Subaward): 69A3751930000405dNHL, 69A3752030000405dNHL, 69A3752130000405dNHL CFDA: 20.616	$20,000.00	$5,000.00

DRIVER EDUCATION ASSESSMENT – FEDERAL BUDGET AND PERSONNEL DATA	
a. Personnel Services	
b. Current Expenses	
c. Equipment	
d. Indirect Costs and Audit Expense ($0 x .11.44%)	
e. Contractual Services / Consultants	$20,000.00
f. Travel Expenses	
Total	$20,000.00

Driver Education Assessment Budget - Itemization and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services					
b. Current Expenses					
c. Equipment					
d. Indirect Costs & Audit					
e. Contractual / Consultants Services	$20,000.00	$20,000.00			
f. Travel					
Total Approved Costs (Include Non-Federal Share)	$20,000.00	$20,000.00			

Awarding Agency: Office of Highway Safety (OHS)

Federal Awarding Agency: National Highway Traffic Safety Administration (NHTSA), US DOT, NHTSA Region 1 55 Broadway, RTV-8E Cambridge, MA 02142

Is This a Research and Development Project: No