



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT
MEMORANDUM

To: Municipal Chief Executive Officers

From: Scott D. Jackson, Undersecretary, *sdj*
Intergovernmental Policy Division

Date: August 29, 2015

Subject: **Intertown Capital Equipment Purchasing Incentive (ICE) Program**
Connecticut General Statutes (CGS) § 4-66m, as amended by PA 15-170

Attached you will find Guidelines and an Application Form in order to request funding for: joint acquisition, through purchase or lease of "equipment and vehicles necessary to the performance or delivery of a required governmental function or service" by two or more municipalities under the provisions of the Intertown Capital Equipment Purchasing (ICE) Grant program.

Applications may be submitted by two or more municipalities on a form prescribed by the Office of Policy and Management (OPM). Grant funds may be used for (A) the acquisition of "equipment with an anticipated remaining useful life of not less than five years from the date of purchase or entry into a lease, including but not limited to data processing equipment that has a unit price of less than one thousand dollars, that a municipality uses in the performance or delivery of a required governmental function or service, . . ." and (B) a maintenance vehicle, pickup truck, tractor, truck tractor or utility trailer or similar vehicle as defined in CGS Section 14-1 as "any vehicle in use by the state, or by any town, city, borough or district, . . . in the maintenance of public highways or bridges and facilities located within the limits of public highways or bridges."

Please note that funding levels have increased as a result of the passage of Public Act 15-170: applicants will receive a state grant for 60% of the total acquisition cost, or 80% if at least one of the towns is a "distressed municipality/targeted investment community/public investment community". Municipalities must provide the corresponding matching funds and in no event shall the total amount of the state grant exceed \$375,000. Priority will be given to acquisitions of energy-efficient vehicles, e-government infrastructure, and emergency management investments.

The enclosed application form and format is **prescribed and must be used for each submittal**; submissions in a form or format other than that prescribed WILL NOT BE PROCESSED. If additional pages are needed, please identify the applicant town, project title and the proposal element that it relates to at the top of each page.

Applications may be submitted for pre-approval which will result in a determination by OPM whether the intended acquisition will qualify for funding prior to the Towns seeking a resolution from their legislative bodies and developing and entering into an intermunicipal agreement for the purpose of the acquisition. Prior to the execution of the Notice of Grant Award and distribution of funds, the Towns must develop their intermunicipal agreements for the use of the equipment and get approval in the form of a resolution from their respective legislative bodies. Sales agreements, certified resolutions and executed copies of intermunicipal agreements must be submitted prior to distribution of grants.

Final applications must be received by the Office of Policy and Management on or before December 1, 2015.

Please direct questions to Sandra Huber, of my staff, at: Sandra.Huber@ct.gov or (860) 418-6293.