



U.S. Department  
of Transportation

**Federal Motor Carrier  
Safety Administration**

# Memorandum

Subject: ACTION: 2004 Grant Proposals  
for CDL Program Funding

Date: APR 8 2004

From: John H. Hill   
Assistant Administrator and Chief Safety Officer

Reply to MC-ESS  
Attn. of:

To: Division Administrators  
Field Administrators

This memorandum announces the solicitation of grant proposals for FY 2004 funding under the Commercial Driver's License (CDL) Program. This year all grant proposals from the State are due to the Federal Motor Carrier Safety Administration's division offices by June 18, 2004. Proposals are due from the division offices to headquarters by July 2, 2004. All previously submitted grant proposals that were not funded last year must be resubmitted to be considered for FY 2004 funding. Attached is the program guidance and summary of information States will need to complete on the application.

The CDL program funding will be awarded to States that demonstrate the greatest impact on the effectiveness of the CDL program in improving highway safety and reducing commercial motor vehicle related fatalities through a performance-based approach. Proposals must identify State-specific CDL program deficiencies, antifraud initiatives and other areas for improvement. The proposal must also describe the process the State will use to address these needs. FMCSA will fund approved proposals at 100 percent. Attachment A to this memorandum provides important information about CDL priorities, as well as State funding eligibility requirements, the State grant submittal and selection process, and the proposal requirements.

As you know, sections 384.209 and 384.255 of MCSIA requires States to improve the timeliness of applying convictions and disqualifications to the driver history of a CDL driver. As a result, we have initiated discussions with the National Center for State Courts to educate and assist the State court agencies in meeting these requirements. We encourage States to use this opportunity to strengthen the relationship between the court system and the licensing agency, therefore, States should engage in dialogue with the Chief Justice or Court Administrator of the highest court in the State in regards to submitting a joint proposal if they intend to address the timeliness issue. We have attached an updated list of State Court Administrators to help identify State judicial contacts.

Please share the contents of this memorandum and the attachments with your State licensing agency and work with them to submit a proposal for the CDL program funding as soon as possible. Should you have any questions or require additional information, please contact Margaret Jones at 202-493-0439 or [margaret.jones@fmcsa.dot.gov](mailto:margaret.jones@fmcsa.dot.gov).

Attachments:  
Attachment A  
Attachment B  
Attachment C