




**DEPARTMENT of CHILDREN and FAMILIES**  
*Making a Difference for Children, Families and Communities*



Joette Katz  
Commissioner

Dannel P. Malloy  
Governor

**MEMORANDUM**

FROM: Elizabeth Graham   
TO: All DCF Staff  
DATE: January 17, 2012  
RE: Transportation Rates and Guidelines

Over the last couple of years expenditures for transporting our children and families have increased significantly. A review of those expenditures reveals this increase is partially due to the implementation of the Fostering Connections to Success and Increasing Adoptions Act of 2008, whereas children in out- of- home care are now required to attend their school of origin. Additionally, there has been an increased demand to utilize private providers to transport our children and families rather than relying on department personnel or public transportation.

In order to control costs and keep children safe the Department has established the attached rate schedule and guidelines for private transportation providers. The guidelines include information regarding liability, safety practices and transporting children under the age of 4.

As of February 1, 2012, the established rates and guidelines will be in effect for all private transportation providers NOT regulated by the Department of Transportation (DOT). Examples of entities that must comply with DOT regulations, and therefore are not bound to the attached rate guidelines include taxi cabs, public buses, limousines, etc.

**PLEASE NOTE: THEY WILL NOT BE REQUIRED TO BE CREDENTIALLED.**

All private transportation providers that have rendered services to the Department within the last fiscal year will be informed of the changes within the next several weeks.

If you have any questions please contact Cindy Butterfield at 860- 550-6651 or Ann Adams at 860-550-6398.

**Attachments:**

State Department of Children and Families Transportation Rate Schedule  
Guidelines for Transporting Children under the age of 4

Cc: Cindy Butterfield, CFO  
Barbara Claire, Legal Director  
Ann Adams, Program Director