



**ARIZONA**

***Commercial Vehicle Safety Plan***

**Federal Motor Carrier Safety Administration's  
Motor Carrier Safety Assistance Program**

**Fiscal Year 2019**

**Date of Approval: June 28, 2019**

**FINAL CVSP**



**U.S. Department of Transportation  
Federal Motor Carrier Safety Administration**

## Part 1 - MCSAP Overview

### Part 1 Section 1 - Introduction

The Motor Carrier Safety Assistance Program (MCSAP) is a Federal grant program that provides financial assistance to States to help reduce the number and severity of accidents and hazardous materials incidents involving commercial motor vehicles (CMV). The goal of the MCSAP is to reduce CMV-involved accidents, fatalities, and injuries through consistent, uniform, and effective CMV safety programs.

A State lead MCSAP agency, as designated by its Governor, is eligible to apply for grant funding by submitting a commercial vehicle safety plan (CVSP), in accordance with the provisions of [49 CFR 350.201](#) and [205](#). The lead agency must submit the State's CVSP to the FMCSA Division Administrator on or before August 1 of each year. For a State to receive funding, the CVSP needs to be complete and include all required documents. Currently, the State must submit a performance-based plan each year to receive MCSAP funds.

The FAST Act required the Federal Motor Carrier Safety Administration (FMCSA) to “prescribe procedures for a State to submit a multiple-year plan and annual updates thereto, under which the State agrees to assume responsibility for improving motor carrier safety by adopting and enforcing State regulations, standards, and orders that are compatible with the regulations, standards, and orders of the Federal Government on commercial motor vehicle safety and hazardous materials transportation safety.”

The online CVSP tool (eCVSP) outlines the State's CMV safety objectives, strategies, activities and performance measures and is organized into the following five parts:

- Part 1: MCSAP Overview
- Part 2: Crash Reduction and National Program Elements
- Part 3: National Emphasis Areas and State Specific Objectives
- Part 4: Financial Information (FY 2019)
- Part 5: Certifications and Documents

You will find that each of the five eCVSP parts listed above contains different subsections. Each subsection category will provide you with detailed explanation and instruction on what to do for completing the necessary tables and narratives.

The MCSAP program includes the eCVSP tool to assist States in developing and monitoring their grant applications. The eCVSP provides ease of use and promotes a uniform, consistent process for all States to complete and submit their plans. States and territories will use the eCVSP to complete the CVSP and to submit either a single year, a 3-year plan, or an Annual Update to a 3-year plan. As used within the eCVSP, the term ‘State’ means all the States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the Virgin Islands.

#### NEW FOR FY 2019:

**Single Year and Multi-Year plans**—For FY 2019, the primary difference in the single year and multi-year CVSP formats is that objectives, projected goals, and activities in the 3-year plan will cover an entire three-year period. The financial information and certifications will be updated each fiscal year.

**Annual Updates for Multi-Year plans**—Those States in Year 2 of a 3-year plan will be providing an Annual Update only. States will be able to review the project plan submitted in Year 1 and indicate whether anything needs to be updated for Year 2 via a Yes/No question provided in each Section of Parts 1-3. **NOTE: Answer carefully as there is one opportunity to check Yes/No and then the input is locked.**

- If Yes is indicated, the information provided for Year 1 will be editable and State users can make any necessary changes to their project plan.
- If No is indicated, the Year 1 information will not be editable and the user can move forward to the next section.
- The financial information and certifications will be updated each fiscal year.

All single year, multi-year, and annual update plans have been pre-populated with data and information from their FY 2018 plans. States must carefully review and update this information to reflect FY 2019 activities prior to submission to FMCSA.

In addition, States are reminded to **not** include any personally identifiable information (PII) in the CVSP. The final

CVSP approved by FMCSA is required to be posted to a public FMCSA website.

**Part 1 Section 2 - Mission/Goal Statement****Instructions:**

*Briefly describe the mission or goal of the lead State commercial motor vehicle safety agency responsible for administering this Commercial Vehicle Safety Plan (CVSP) throughout the State.*

**NOTE:** *Please do not include information on any other FMCSA grant activities or expenses in the CVSP.*

The mission of the Arizona Department of Public Safety (DPS) is to protect human life and property by enforcing state laws, deterring criminal activity and providing vital support to the state of Arizona and its citizens.

The goal of the DPS Commercial Vehicle Enforcement (CVE) program is to reduce crashes, injuries and fatalities involving large trucks and buses. DPS CVE seeks to accomplish this goal through intelligent enforcement of state law and the commercial vehicle and hazardous materials safety regulations, and engaging in educational outreach to carriers, commercial drivers, and the public.

**Part 1 Section 3 - MCSAP Structure Explanation****Instructions:**

*Briefly describe the State's commercial motor vehicle (CMV) enforcement program funded by the MCSAP grant.*

**NOTE:** *Please do not include activities or expenses associated with any other FMCSA grant program.*

DPS is charged by state law with enforcing rules and regulations governing the safety operations of motor carriers, shippers and vehicles transporting hazardous materials. The DPS CVE program is comprised of two patrol districts (CVE North & CVE South), and two CVE supporting workgroups, within the Special Enforcement Bureau of the Highway Patrol Division. The two patrol districts are headquartered regionally, with one in the southern portion of the state and the other in the central portion. The two supporting workgroups, which handle aspects such as training/certification, records, finance/budgeting, DataQ, data quality, crash data, and time & accounting are based at the agency headquarters. New Entrant activities are conducted by the Arizona Department of Transportation as a sub-grantee.

The over 80 troopers, supervisors, and professional staff assigned full-time to the DPS CVE program promote highway safety through investigation, education, inspection and enforcement operations, including border enforcement activities, in keeping with MCSAP requirements. To complement its full-time CVE efforts, and to ensure a cadre of personnel ready to fill vacancies as they occur, DPS maintains a number of CVE-trained troopers within its regular patrol ranks. While not assigned to full-time CVE activities, these troopers constitute the DPS CVE reserves and are regularly integrated into large-scale CVE deployment and enforcement initiatives.

As the MCSAP lead agency, DPS provides CVE training and technical assistance to agencies throughout the state. DPS CVE provides CMV inspector certification/in-service to hundreds of inspectors from dozens of different agencies. Working independent of the State's MCSAP, those inspectors support the State's overall CMV-safety effort, by addressing CMV-safety issues within their individual jurisdiction. Select members of DPS CVE also participate as instructors and subject matter experts in conjunction with the National Training Center.

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**Part 1 Section 4 - MCSAP Structure****Instructions:**

Complete the following tables for the MCSAP lead agency, each subrecipient and non-funded agency conducting eligible CMV safety activities.

The tables below show the total number of personnel participating in MCSAP activities, including full time and part time personnel. This is the total number of non-duplicated individuals involved in all MCSAP activities within the CVSP. (The agency and subrecipient names entered in these tables will be used in the National Program Elements —Roadside Inspections area.)

The national program elements sub-categories represent the number of personnel involved in that specific area of enforcement. FMCSA recognizes that some staff may be involved in more than one area of activity.

| Lead Agency Information  |                                     |
|--|-------------------------------------|
| Agency Name:   | ARIZONA DEPARTMENT OF PUBLIC SAFETY |
| Enter total number of personnel participating in MCSAP activities    | 83                                  |
| <b>National Program Elements</b>                                     | <b>Enter # personnel below</b>      |
| Driver and Vehicle Inspections                                       | 77                                  |
| Traffic Enforcement Activities                                       | 77                                  |
| Investigations*  | 6                                   |
| Public Education and Awareness                                       | 77                                  |
| Data Collection and Reporting  | 6                                   |
| * Formerly Compliance Reviews and Includes New Entrant Safety Audits |                                     |

| Subrecipient Information   |                                      |
|--|--------------------------------------|
| Agency Name:   | ARIZONA DEPARTMENT OF TRANSPORTATION |
| Enter total number of personnel participating in MCSAP activities    | 6                                    |
| <b>National Program Elements</b>                                     | <b>Enter # personnel below</b>       |
| Driver and Vehicle Inspections                                       | 5                                    |
| Traffic Enforcement Activities                                       | 0                                    |
| Investigations*  | 5                                    |
| Public Education and Awareness                                       | 0                                    |
| Data Collection and Reporting  | 1                                    |
| * Formerly Compliance Reviews and Includes New Entrant Safety Audits |                                      |

| Non-funded Agency Information             |     |
|---|-----|
| Total number of agencies:                 | 37  |
| Total # of MCSAP Participating Personnel: | 162 |

## Part 2 - Crash Reduction and National Program Elements

### Part 2 Section 1 - Overview

*Part 2 allows the State to provide past performance trend analysis and specific goals for FY 2019 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.*

*In past years, the program effectiveness summary trend analysis and performance goals were separate areas in the CVSP. Beginning in FY 2017, these areas have been merged and categorized by the National Program Elements as described in [49 CFR 350.109](#). This change is intended to streamline and incorporate this information into one single area of the CVSP based upon activity type.*

**Note:** *For CVSP planning purposes, the State can access detailed counts of its core MCSAP performance measures. Such measures include roadside inspections, traffic enforcement activity, investigation/review activity, and data quality by quarter for the current and past two fiscal years using the State Quarterly Report and CVSP Data Dashboard, and/or the CVSP Toolkit on the A&I Online website. The Data Dashboard is also a resource designed to assist the State with preparing their MCSAP-related quarterly reports and is located at: <http://ai.fmcsa.dot.gov/StatePrograms/Home.aspx>. A user id and password are required to access this system.*

*In addition, States can utilize other data sources available on the A&I Online website as well as internal State data sources. It is important to reference the data source used in developing problem statements, baselines and performance goals/ objectives.*

## Part 2 Section 2 - CMV Crash Reduction

The primary mission of the Federal Motor Carrier Safety Administration (FMCSA) is to reduce crashes, injuries and fatalities involving large trucks and buses. MCSAP partners also share the goal of reducing commercial motor vehicle (CMV) related crashes.

### Trend Analysis for 2013 - 2017

#### Instructions for all tables in this section:

Complete the tables below to document the State's past performance trend analysis over the past five measurement periods. All columns in the table must be completed.

- Insert the beginning and ending dates of the five most recent State measurement periods used in the Measurement Period column. The measurement period can be calendar year, Federal fiscal year, State fiscal year, or any consistent 12-month period for available data.
- In the Fatalities column, enter the total number of fatalities resulting from crashes involving CMVs in the State during each measurement period.
- The Goal and Outcome columns allow the State to show its CVSP goal and the actual outcome for each measurement period. The goal and outcome must be expressed in the same format and measurement type (e.g., number, percentage, etc.).
  - In the Goal column, enter the goal from the corresponding CVSP for the measurement period.
  - In the Outcome column, enter the actual outcome for the measurement period based upon the goal that was set.
- Include the data source and capture date in the narrative box provided below the tables.
- If challenges were experienced while working toward the goals, provide a brief narrative including details of how the State adjusted the program and if the modifications were successful.

### ALL CMV CRASHES

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g. large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, or other). Other can include injury only or property damage crashes.

**Goal measurement as defined by your State:** Large Truck Fatal Crashes per 100M VMT

**If you select 'Other' as the goal measurement, explain the measurement used in the text box provided:**

| Measurement Period (Include 5 Periods) |            | Fatalities | Goal | Outcome |
|--|------------|------------|------|---------|
| Begin Date                             | End Date   |            |      |         |
| 01/01/2017                             | 12/31/2017 | 89         | 0.14 |         |
| 01/01/2016                             | 12/31/2016 | 88         | 0.14 | 0.1340  |
| 01/01/2015                             | 12/31/2015 | 98         | 0.14 | 0.1510  |
| 01/01/2014                             | 12/31/2014 | 71         | 0.14 | 0.1130  |
| 01/01/2013                             | 12/31/2013 | 66         | 0.14 | 0.1090  |

## MOTORCOACH/PASSENGER CARRIER CRASHES

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g. large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, other, or N/A).

**Goal measurement as defined by your State:** Large Truck Fatal Crashes per 100M VMT

**If you select 'Other' or 'N/A' as the goal measurement, explain the measurement used in the text box provided:**

| Measurement<br>Period (Include 5 Periods) |            | Fatalities | Goal | Outcome |
|---|------------|------------|------|---------|
| Begin Date                                | End Date   |            |      |         |
| 01/01/2017                                | 12/31/2017 | 8          | 0.08 |         |
| 01/01/2016                                | 12/31/2016 | 9          | 0.08 | 0.0136  |
| 01/01/2015                                | 12/31/2015 | 5          | 0.08 | 0.0076  |
| 01/01/2014                                | 12/31/2014 | 3          | 0.08 | 0.0047  |
| 01/01/2012                                | 12/31/2013 | 3          | 0.08 | 0.0050  |

## Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

Hazardous material is anything that is listed in the hazardous materials table or that meets the definition of any of the hazard classes as specified by Federal law. The Secretary of Transportation has determined that hazardous materials are those materials capable of posing an unreasonable risk to health, safety, and property when transported in commerce. The term hazardous material includes hazardous substances, hazardous wastes, marine pollutants, elevated temperature materials, and all other materials listed in the hazardous materials table.

For the purposes of the table below, HM crashes involve a release/spill of HM that is part of the manifested load. (This does not include fuel spilled from ruptured CMV fuel tanks as a result of the crash).

Select the State's method of measuring the crash reduction goal as expressed in the corresponding CVSP by using the drop-down box options: (e.g., large truck fatal crashes per 100M VMT, actual number of fatal crashes, actual number of fatalities, other, or N/A).

**Goal measurement as defined by your State:** Large Truck Fatal Crashes per 100M VMT

**If you select 'Other' or 'N/A' as the goal measurement, explain the measurement used in the text box provided:**

| Measurement Period (Include 5 Periods) |            | Fatalities | Goal   | Outcome |
|--|------------|------------|--------|---------|
| Begin Date                             | End Date   |            |        |         |
| 01/01/2017                             | 12/31/2017 | 3          | 0.0050 |         |
| 01/01/2016                             | 12/31/2016 | 1          | 0.0050 | 0.0045  |
| 01/01/2015                             | 12/31/2015 | 3          | 0.0050 | 0.0065  |
| 01/01/2014                             | 12/31/2014 | 5          | 0.0050 | 0.0080  |
| 01/01/2013                             | 12/31/2013 | 4          | 0.0050 | 0.0070  |

**Enter the data sources and capture dates of the data listed in each of the tables above.**

FMCSA A&I: 07/20/2018 State Level Commercial Motor Vehicle (CMV) Fatality Rate per 100 Million Total Vehicle Miles Traveled is not yet available for 2017

**Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.**

It should be noted that the crash rates above do not distinguish between a CMV merely being involved in a crash, and actually being responsible. In making its collision reduction plans, DPS focuses on the areas/issues where data indicates a propensity for the CMV being responsible for the crash.

Due to restrictions put in place by SAFETEA-LU regarding "in-transit" inspection on passenger carrying vehicles, enforcement efforts are limited to destination locations for inspections. Within Arizona, DPS partners with the National Park Service to conduct bus inspections at the Grand Canyon. At least two enforcement details are conducted annually at the Grand Canyon, including Grand Canyon West. Additionally, inspections are conducted at the US/Mexico Border, and an enforcement detail focused on addressing unsafe passenger-carrier operation is conducted each summer.

The Hazardous Materials regulations are complex and can be daunting for inspectors. To improve subject matter confidence, DPS CVE has tasked a trooper with providing regular in-service and mentoring at monthly hazardous materials enforcement details.

**Narrative Overview for FY 2019****Instructions:**

*The State must include a reasonable crash reduction goal for their State that supports FMCSA's mission to reduce the national number of crashes, injuries and fatalities involving commercial motor vehicles. The State has flexibility in setting its goal and it can be based on raw numbers (e.g., total number of fatalities or CMV crashes), based on a rate (e.g., fatalities per 100 million VMT), etc.*

**Problem Statement Narrative: Describe the identified problem, include baseline data and identify the measurement method.**

Fatal CMV-involved crashes on state highways have predominately been the result of CMV and non-CMV driver action. Less than 5% per year, were due to equipment failure. Driver action and behavior continues to be a significant contributing factor in CMV-involved fatal crashes.

**CMV-Responsible Fatal Crashes on state highways: Driver Action & Equipment Failure**

| AZ Fiscal Year | Crashes | Due to equipment |    | Due to driver action |      |
|----------------|---------|------------------|----|----------------------|------|
| 2018           | 52      | 2                | 4% | 50                   | 96%  |
| 2017           | 40      | 1                | 3% | 39                   | 98%  |
| 2016           | 37      | 2                | 5% | 35                   | 95%  |
| 2015           | 39      | 0                | 0% | 39                   | 100% |
| 2014           | 33      | 0                | 0% | 33                   | 100% |

**CMV-Responsible Injury Crashes on state highways: Driver Action & Equipment Failure**

| AZ Fiscal Year | Crashes | Due to equipment |    | Due to driver action |     |
|----------------|---------|------------------|----|----------------------|-----|
| 2018           | 612     | 50               | 8% | 562                  | 92% |
| 2017           | 620     | 36               | 6% | 584                  | 94% |
| 2016           | 510     | 28               | 5% | 482                  | 95% |
| 2015           | 446     | 3                | 1% | 443                  | 99% |
| 2014           | 447     | 18               | 4% | 429                  | 96% |

TraCS

07/10/2018

Per FARS and MCMIS, over 17,000 bus-related crashes occurred in CY2017. 1.4% of those collisions involved a fatality. At 2.95%, Arizona's rate was higher, but that was a by-product of the overall number of bus-related crashes dropping from 288 in CY2016 to 271 in CY2017, while the number of fatal crashes increased from seven to eight. The restrictions regarding "in-transit" inspection on passenger carrying vehicles impacts the ability optimally address passenger carrier safety. Aside from targeting obvious safety violations while in transport, DPS must limit inspections to destination locations for inspections. In Arizona, this results in most of our large-scale initiatives held at the Grand Canyon and the US/Mexico Border.

Prior to the FY2018 eCVSP, DPS did not distinguish hazardous materials crashes on the grounds of whether there was a cargo release. While they will now be tracked separately, our targeting strategies will not.

**Hazardous Materials (HM) Crash - Cargo Release: No**

|             | CY2013 | CY2014 | CY2015 | CY2016 | CY2017 |
|-------------|--------|--------|--------|--------|--------|
| HM Crashes  | 83     | 80     | 82     | 89     | 67     |
| HM Fatality | 4      | 4      | 2      | 1      | 3      |
| HM Injury   | 2      | 2      | 0      | 1      | 2      |

**Hazardous Materials (HM) Crash - Cargo Release: Yes**

|             | CY2013 | CY2014 | CY2015 | CY2016 | CY2017 |
|-------------|--------|--------|--------|--------|--------|
| HM Crashes  | 8      | 6      | 12     | 7      | 9      |
| HM Fatality | 0      | 1      | 1      | 0      | 3      |
| HM Injury   | 1      | 0      | 1      | 0      | 1      |

Data Source: FMCSA A&I 07/10/2018

**Enter the data source and capture date:**

DPS TraCS and FMCSA A&I 07/10/2018

**Projected Goal for FY 2019**

**Enter Crash Reduction Goal:**

Beginning in FY2017, DPS internally ceased making its crash reduction goals in terms of VMT, and instead began using actual numbers. The reason being that actual numbers (i.e. keep fatal crashes below 34) is easier to visualize across the organization than a rate based on VMT. The goal is focused on reducing crashes where the CMV is responsible (in Arizona, that tends to be just over 50% of all CMV-involved crashes). The FY2018 crash reduction goals are: • All CMV-responsible Crashes: Fatal Crashes below 37, Injury Crashes below 600 • Passenger Carrier Crashes: no more than five Fatal Crashes • HM Crashes Involving Release: no more than one Fatal Crash

**Program Activities: States must indicate the activities, and the amount of effort (staff hours, inspections, traffic enforcement stops, etc.) that will be resourced directly for the program activities purpose.**

A minimum of one monthly CMV enforcement detail will be scheduled according to crash data and statistics. It is anticipated 100 MCSAP-funded staff hours per month will be devoted to these monthly details. Detail time, locations, staffing, and priorities (e.g. hours of service, aggressive driving, etc.) will be based upon data analysis. These efforts will be in addition to regular patrol activities, although obviously "regular patrol activities" will focus on many of the same issues. Since driver-error is the primary cause of crashes, special emphasis will be given to addressing unsafe driving and at least 33% of inspections will be Level III.

DPS will conduct a minimum of four annual passenger transportation enforcement details which will result in at least 600 inspections. At least two of the details will be conducted at the Grand Canyon in conjunction with the National Park Service and each deployment should result in a minimum of 150 inspections. This location handles the highest volume of passenger carriers in the state and has ample facilities to inspect buses while minimizing interference with passenger and carrier operations. Intrastate passenger carriers will be targeted as part of the education and outreach efforts to promote the overall CVSP goal of crash reduction and traffic safety. To promote this effort, at least one passenger carrier outreach activity will be conducted each quarter.

A minimum of two (2) HM vehicle inspection enforcement details will be conducted each quarter, with at least eight HM-certified troopers per detail. Enforcement will focus on moving violations to focus on crash reduction. Additional enforcement details may be conducted at "static" locations to inspect for proper HM load securement. Squad supervisors, including the HM Coordinator, will ensure proper detailed inspections are performed on HM vehicles with a focus on crash causing violations and proper HM load securement.

***Performance Measurements and Monitoring: The State will monitor the effectiveness of its CMV Crash Reduction Goal quarterly and annually by evaluating the performance measures and reporting results in the required Standard Form - Performance Progress Reports (SF-PPRs).***

***Describe how the State will conduct ongoing monitoring of progress in addition to quarterly reporting.***

Quarterly reports will document enforcement details and indicate the number of CMV inspections conducted, identified by type (i.e. HazMat) and level (i.e. Level III). Commanders and supervisors will ensure that inspectors conduct Level III inspections on at least 33% of their inspections by conducting field supervision and checking ASPEN and SAFETYNET databases. Crash data will be evaluated on a quarterly basis to determine efficacy of enforcement efforts. Enforcement focus will be shifted as needed based on the crash data; including enforcement efforts in high crash areas, and increasing enforcement details. Results of this analysis will be reported quarterly. Targeted violations will be tracked and reported on a quarterly basis to compared with crash data and overall effectiveness of the strategy. Targeted violations will be documented during the year.

The HM coordinator will evaluate inspection data on a quarterly basis to determine if HM carrier intervention is necessary based on violation history and frequency. They will coordinate the need for carrier interventions with the CVE Compliance Review Squad and FMCSA.

## Part 2 Section 3 - Roadside Inspections

*In this section, provide a trend analysis, an overview of the State's roadside inspection program, and projected goals for FY 2019.*

**Note:** *In completing this section, do NOT include border enforcement inspections. Border Enforcement activities will be captured in a separate section if applicable.*

### **Trend Analysis for 2013 - 2017**

| Inspection Types               | 2013         | 2014         | 2015         | 2016         | 2017         |
|--------------------------------|--------------|--------------|--------------|--------------|--------------|
| Level 1: Full                  | 2660         | 2497         | 2626         | 2872         | 2983         |
| Level 2: Walk-Around           | 8423         | 7704         | 8907         | 9602         | 9919         |
| Level 3: Driver-Only           | 10597        | 14427        | 12004        | 8774         | 4999         |
| Level 4: Special Inspections   | 1            | 1            | 2            | 2            | 0            |
| Level 5: Vehicle-Only          | 435          | 384          | 253          | 218          | 191          |
| Level 6: Radioactive Materials | 0            | 0            | 0            | 0            | 0            |
| <b>Total</b>                   | <b>22116</b> | <b>25013</b> | <b>23792</b> | <b>21468</b> | <b>18092</b> |

### **Narrative Overview for FY 2019**

#### **Overview:**

*Describe components of the State's general Roadside and Fixed-Facility Inspection Program. Include the day-to-day routine for inspections and explain resource allocation decisions (i.e., number of FTE, where inspectors are working and why).*

**Enter a narrative of the State's overall inspection program, including a description of how the State will monitor its program to ensure effectiveness and consistency.**

There are 77 DPS troopers and supervisors assigned full-time to the two DPS CVE districts (the 31 assigned primarily to Border Enforcement activities will not be included in this section's goals). These troopers and supervisors are stationed throughout the state and conduct roadside CVE enforcement as their primary activity, although they occasionally will conduct inspections at the international/interstate ports of entry. The assignment and scheduling of personnel is based on data analysis, including crash times/locations and violation identified. In addition, 40 CVE-trained troopers within DPS' regular patrol districts contribute to collision reduction by including CVE activities in their standard patrol responsibilities.

CVE activity and CMV crash data is collected and contrasted every 28 days. Areas/issues of concern are then identified and incorporated into personnel deployment plans. Violations of concern will be specifically targeted throughout the year. Targeted violations will then be tracked and reported on a quarterly basis to compare with crash data and overall effectiveness of the strategy. To ensure continuing inspector certification and quality control, inspection numbers and tracked and random inspection reports are sampled for critique and review with the issuing inspector and their supervisor.

Arizona DPS does not control, and rarely inspects, at any fix-site facilities. This means most inspections are done at the roadside, which is generally not an appropriate place to conduct a Level I inspection. Arizona finds this acceptable, as the majority of CMV collision-causing violations can be addressed by Level II and Level III inspections. This is why Arizona's goals for Level I inspections are less than 25% of all inspections.

### **Projected Goals for FY 2019**

#### **Instructions for Projected Goals:**

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Year 2019. For FY 2019, there are separate tabs for the Lead Agency, Subrecipient Agencies, and Non-Funded Agencies—enter inspection goals by agency type. Enter the requested information on the first three tabs (as applicable). The Summary table totals are calculated by the eCVSP system.

To modify the names of the Lead or Subrecipient agencies, or the number of Subrecipient or Non-Funded Agencies, visit [Part 1, MCSAP Structure](#).

**Note:** Per the [MCSAP Comprehensive Policy](#), States are strongly encouraged to conduct at least 25 percent Level 1 inspections and 33 percent Level 3 inspections of the total inspections conducted. If the State opts to do less than these minimums, provide an explanation in space provided on the Summary tab.

### MCSAP Lead Agency

**Lead Agency is:** ARIZONA DEPARTMENT OF PUBLIC SAFETY

**Enter the total number of certified personnel in the Lead agency:** 117

| Projected Goals for FY 2019 - Roadside Inspections |              |             |             |              |                     |
|--|--------------|-------------|-------------|--------------|---------------------|
| Inspection Level                                   | Non-Hazmat   | Hazmat      | Passenger   | Total        | Percentage by Level |
| Level 1: Full                                      | 5500         | 500         | 600         | 6600         | 20.14%              |
| Level 2: Walk-Around                               | 11500        | 2500        | 100         | 14100        | 43.03%              |
| Level 3: Driver-Only                               | 11500        | 0           | 200         | 11700        | 35.71%              |
| Level 4: Special Inspections                       | 0            | 0           | 0           | 0            | 0.00%               |
| Level 5: Vehicle-Only                              | 50           | 10          | 300         | 360          | 1.10%               |
| Level 6: Radioactive Materials                     | 0            | 5           | 0           | 5            | 0.02%               |
| <b>Sub-Total Lead Agency</b>                       | <b>28550</b> | <b>3015</b> | <b>1200</b> | <b>32765</b> |                     |

### MCSAP subrecipient agency

Complete the following information for each MCSAP subrecipient agency. A separate table must be created for each subrecipient.

ARIZONA DEPARTMENT OF

**Subrecipient is:** TRANSPORTATION

**Enter the total number of certified personnel in this funded agency:** 5

| Projected Goals for FY 2019 - Subrecipients |            |            |           |            |                     |
|---|------------|------------|-----------|------------|---------------------|
| Inspection Level                            | Non-Hazmat | Hazmat     | Passenger | Total      | Percentage by Level |
| Level 1: Full                               | 200        | 100        | 50        | 350        | 100.00%             |
| Level 2: Walk-Around                        |            |            |           | 0          | 0.00%               |
| Level 3: Driver-Only                        |            |            |           | 0          | 0.00%               |
| Level 4: Special Inspections                |            |            |           | 0          | 0.00%               |
| Level 5: Vehicle-Only                       |            |            |           | 0          | 0.00%               |
| Level 6: Radioactive Materials              |            |            |           | 0          | 0.00%               |
| <b>Sub-Total Funded Agencies</b>            | <b>200</b> | <b>100</b> | <b>50</b> | <b>350</b> |                     |

**Non-Funded Agencies**

|  |      |
|--|------|
| Total number of agencies:                                    | 37   |
| Enter the total number of non-funded certified officers:     | 162  |
| Enter the total number of inspections projected for FY 2019: | 7000 |

**Summary**

## Projected Goals for FY 2019 - Roadside Inspections Summary

| <b>Projected Goals for FY 2019<br/>Summary for All Agencies</b>    |              |             |             |              |                     |
|--|--------------|-------------|-------------|--------------|---------------------|
| <b>MCSAP Lead Agency: ARIZONA DEPARTMENT OF PUBLIC SAFETY</b>      |              |             |             |              |                     |
| <b># certified personnel: 117</b>                                  |              |             |             |              |                     |
| <b>Subrecipient Agencies: ARIZONA DEPARTMENT OF TRANSPORTATION</b> |              |             |             |              |                     |
| <b># certified personnel: 5</b>                                    |              |             |             |              |                     |
| <b>Number of Non-Funded Agencies: 37</b>                           |              |             |             |              |                     |
| <b># certified personnel: 162</b>                                  |              |             |             |              |                     |
| <b># projected inspections: 7000</b>                               |              |             |             |              |                     |
| Inspection Level   | Non-Hazmat   | Hazmat      | Passenger   | Total        | Percentage by Level |
| Level 1: Full  | 5700         | 600         | 650         | 6950         | 20.99%              |
| Level 2: Walk-Around   | 11500        | 2500        | 100         | 14100        | 42.58%              |
| Level 3: Driver-Only   | 11500        | 0           | 200         | 11700        | 35.33%              |
| Level 4: Special Inspections                                       | 0            | 0           | 0           | 0            | 0.00%               |
| Level 5: Vehicle-Only  | 50           | 10          | 300         | 360          | 1.09%               |
| Level 6: Radioactive Materials                                     | 0            | 5           | 0           | 5            | 0.02%               |
| <b>Total ALL Agencies</b>  | <b>28750</b> | <b>3115</b> | <b>1250</b> | <b>33115</b> |                     |

**Note:** If the minimum numbers for Level 1 and Level 3 inspections are less than described in the [MCSAP Comprehensive Policy](#), briefly explain why the minimum(s) will not be met.

Arizona DPS does not control, and rarely inspects, at any fix-site facilities. This means most inspections are done at the roadside, which is generally not an appropriate place to conduct a Level I inspection. Arizona finds this acceptable, as the majority of CMV collision-causing violations can be addressed by Level II and Level III inspections. This is why Arizona's goals for Level I inspections are less than 25% of all inspections.

**Part 2 Section 4 - Investigations**

*Describe the State's implementation of FMCSA's interventions model for interstate carriers. Also describe any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel assigned to this effort. Data provided in this section should reflect interstate and intrastate investigation activities for each year.*



**The State does not conduct investigations. If this box is checked, the tables and narrative are not required to be completed and won't be displayed.**

**Trend Analysis for 2013 - 2017**

| <b>Investigative Types - Interstate</b> | <b>2013</b> | <b>2014</b> | <b>2015</b> | <b>2016</b> | <b>2017</b> |
|---|-------------|-------------|-------------|-------------|-------------|
| Compliance Investigations               |             |             |             |             |             |
| Cargo Tank Facility Reviews             |             |             |             |             |             |
| Non-Rated Reviews (Excludes CSA & SCR)  |             |             |             |             |             |
| CSA Off-Site                            |             |             |             |             | 10          |
| CSA On-Site Focused/Focused CR          |             |             |             | 7           | 17          |
| CSA On-Site Comprehensive               |             |             |             | 13          | 6           |
| <b>Total Investigations</b>             | <b>0</b>    | <b>0</b>    | <b>0</b>    | <b>20</b>   | <b>33</b>   |
| Total Security Contact Reviews          |             |             |             |             |             |
| Total Terminal Investigations           |             |             |             |             | 1           |

| <b>Investigative Types - Intrastate</b> | <b>2013</b> | <b>2014</b> | <b>2015</b> | <b>2016</b> | <b>2017</b> |
|---|-------------|-------------|-------------|-------------|-------------|
| Compliance Investigations               |             |             |             | 0           | 0           |
| Cargo Tank Facility Reviews             |             |             |             | 0           | 0           |
| Non-Rated Reviews (Excludes CSA & SCR)  |             |             | 32          | 36          | 0           |
| CSA Off-Site                            |             |             | 0           | 0           | 0           |
| CSA On-Site Focused/Focused CR          |             |             | 183         | 151         | 41          |
| CSA On-Site Comprehensive               |             |             | 24          | 22          | 30          |
| <b>Total Investigations</b>             | <b>0</b>    | <b>0</b>    | <b>239</b>  | <b>209</b>  | <b>71</b>   |
| Total Security Contact Reviews          |             |             | 1           | 1           | 0           |
| Total Terminal Investigations           |             |             | 1           | 10          | 1           |

**Narrative Overview for FY 2019****Instructions:**

*Describe the State's implementation of FMCSA's interventions model to the maximum extent possible for interstate carriers and any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel assigned to this effort.*

**Projected Goals for FY 2019**

**Complete the table below indicating the number of investigations that the State anticipates conducting during FY 2019.**

| Projected Goals for FY 2019 - Investigations |                  |                  |
|--|------------------|------------------|
| Investigative Type                           | Interstate Goals | Intrastate Goals |
| Compliance Investigations                    | 0                | 0                |
| Cargo Tank Facility Reviews                  | 0                | 0                |
| Non-Rated Reviews (Excludes CSA & SCR)       | 0                | 0                |
| CSA Off-Site                                 | 0                | 0                |
| CSA On-Site Focused/Focused CR               | 64               | 5                |
| CSA On-Site Comprehensive                    | 16               | 5                |
| <b>Total Investigations</b>                  | <b>80</b>        | <b>10</b>        |
| Total Security Contact Reviews               | 0                | 0                |
| Total Terminal Investigations                | 0                | 0                |

**Add additional information as necessary to describe the carrier investigation estimates.**

The State Enforcement Programs Summary Data in the eCVSP took kit (which only goes back to FY2015) caused us confusion regarding the number and type of reviews we complete. We track the cases we complete internally and the numbers in A & I do not even remotely align with them (A & I shows much higher). This particular format of the CVSP was new for the FY2018 eCVSP and has exposed that there must have been a misunderstanding over the years.

**Program Activities: Describe components of the State's carrier investigation activities. Include the number of personnel participating in this activity.**

The DPS Compliance Review (CR) unit includes five troopers and a supervisor. The CR unit works in cooperation with the Arizona FMCSA Division Office to complete investigation on both interstate and intrastate carriers. CR personnel work full-time on investigation activities, but do participate in CVE deployments/details and take other related enforcement action as appropriate. Additionally, the CR unit oversees New Entrant activities conducted by ADOT (as a sub-grantee).

CR cases are initiated based on information obtained from a variety of sources, including roadside inspections, CMV-involved crashes, complaints from outside sources, and safety alerts.

**Performance Measurements and Monitoring: Describe all measures the State will use to monitor progress toward the annual goals. Further, describe how the State measures qualitative components of its carrier investigation program, as well as outputs.**

The CR unit will assess the FMCSA safety ratings for Arizona based intrastate and interstate motor carriers on a quarterly basis and will assign the poorest rated carriers to investigators. The total goal for the unit will be to complete at least 90 compliance reviews. This goal will have a direct impact on carrier safety ratings and improve overall motor carrier safety.

The CR unit supervisor will meet with district command staff quarterly and review the status of investigations assigned to CR personnel, as well as outcomes of completed investigations. CR stats will be reported quarterly.

## Part 2 Section 5 - Traffic Enforcement

Traffic enforcement means documented enforcement activities of State or local officials. This includes the stopping of vehicles operating on highways, streets, or roads for moving violations of State or local motor vehicle or traffic laws (e.g., speeding, following too closely, reckless driving, and improper lane changes).

### Trend Analysis for 2013 - 2017

#### Instructions:

Please refer to the [MCSAP Comprehensive Policy](#) for an explanation of FMCSA's traffic enforcement guidance. Complete the tables below to document the State's safety performance goals and outcomes over the past five measurement periods.

1. Insert the beginning and end dates of the measurement period being used, (e.g., calendar year, Federal fiscal year, State fiscal year or any consistent 12-month period for which data is available).
2. Insert the total number CMV traffic enforcement stops with an inspection, CMV traffic enforcement stops without an inspection, and non-CMV stops in the tables below.
3. Insert the total number of written warnings and citations issued during the measurement period. The number of warnings and citations are combined in the last column.

| State/Territory Defined Measurement Period (Include 5 Periods) |            | Number of Documented CMV Traffic Enforcement Stops with an Inspection | Number of Citations and Warnings Issued |
|--|------------|---|---|
| Begin Date   | End Date   |   |   |
| 01/01/2017   | 12/31/2017 | 33537   | 60355                                   |
| 01/01/2016   | 12/31/2016 | 20512   | 20899                                   |
| 01/01/2015   | 12/31/2015 | 22482   |   |
| 01/01/2014   | 12/31/2014 | 21243   |   |
| 01/01/2013   | 12/31/2013 | 23233   |   |

☐ The State does not conduct CMV traffic enforcement stops without an inspection. If this box is checked, the "CMV Traffic Enforcement Stops without an Inspection" table is not required to be completed and won't be displayed.

| State/Territory Defined Measurement Period (Include 5 Periods) |            | Number of Documented CMV Traffic Enforcement Stops without Inspection | Number of Citations and Warnings Issued |
|--|------------|---|---|
| Begin Date   | End Date   |   |   |
| 01/01/2017   | 12/31/2017 | 4904  | 5622                                    |
| 01/01/2016   | 12/31/2016 | 3041  | 3207                                    |
| 01/01/2015   | 12/31/2015 | 934   | 1121                                    |
| 01/01/2014   | 12/31/2014 |   |   |
| 01/01/2013   | 12/31/2032 |   |   |

☐ The State does not conduct documented non-CMV traffic enforcement stops and was not reimbursed by the MCSAP grant (or used for State Share or MOE). If this box is checked, the "Non-CMV Traffic Enforcement Stops" table is not required to be completed and won't be displayed.

| State/Territory Defined Measurement Period (Include 5 Periods) |            | Number of Documented Non-CMV Traffic Enforcement Stops | Number of Citations and Warnings Issued |
|--|------------|--|---|
| Begin Date   | End Date   |  |   |
| 01/01/2017   | 12/31/2017 | 3565   | 4627                                    |
| 01/01/2016   | 12/31/2016 | 1431   | 1548                                    |
| 01/01/2015   | 12/31/2015 | 3809   | 5139                                    |
| 01/01/2014   | 12/31/2014 | 1377   | 1377                                    |
| 01/01/2013   | 12/31/2013 |  |   |

**Enter the source and capture date of the data listed in the tables above.**

Safetynet and DPS TraCS: 06/27/2018 Our agency does engage in non-CMV traffic enforcement, however, since this was a new reporting section in FY2014, we did not anticipate the need to establish a system to effectively cull out CMV cites/warnings from non-CMV cites/warnings. Providing the total number of non-CMV stops was possible, but the numbers were skewed due to a program initiated in previous years which was later spun off into a separate High Priority grant. The numbers from that program, which targets unsafe non-CMVs around CMVs, could give the false impression we are placing a lot of emphasis on non-CMVs as a part of the Basic Grant. We have established a system which will facilitate a more effective totaling of this data, but it cannot provide historical data.

**Narrative Overview for FY 2019**

**Instructions:**

*Describe the State's proposed level of effort (number of personnel) to implement a statewide CMV (in conjunction with and without an inspection) and/or non-CMV traffic enforcement program. If the State conducts CMV and/or non-CMV traffic enforcement activities only in support of the overall crash reduction goal, describe how the State allocates traffic enforcement resources. Please include number of officers, times of day and days of the week, specific corridors or general activity zones, etc. Traffic enforcement activities should include officers who are not assigned to a dedicated commercial vehicle enforcement unit, but who conduct eligible commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State must conduct these activities in accordance with the [MCSAP Comprehensive Policy](#).*

DPS emphasizes traffic enforcement in conjunction with an inspection. On average in Arizona, just over 50% of the crashes involving a CMV were in fact caused by the CMV. This means responsibility for collisions between CMVs and passenger vehicles is essentially balanced between the two classes of vehicles, but the potential for devastation caused by these collisions often far exceeds passenger vehicle vs. passenger vehicle crashes.

DPS conducts CMV traffic enforcement in conjunction with CVSP activities and allocates personnel along all major highways carrying commercial traffic. Non-CMV traffic enforcement is focused on unsafe operation around CMVs. Of the 76 full-time DPS CVE personnel, 58 are assigned primarily to roadside enforcement activities along Interstates 10, 17, 19 and 40. These troopers and supervisors focus on CMV enforcement during varying shifts and locations, as dictated by crash and traffic data. The percentage of non-CMV enforcement should not exceed 10% of reimbursed activities.

**Projected Goals for FY 2019**

*Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2019. The projected goals are based on the number of traffic stops, not tickets or warnings issued. These goals are NOT intended to set a quota.*

|                                  |                       |  | Enter Projected Goals<br>(Number of Stops only) |
|----------------------------------|-----------------------|--|---|
| Yes                              | No                    | Traffic Enforcement Activities   | FY 2019   |
| <input checked="" type="radio"/> | <input type="radio"/> | CMV with Inspection  | 25000   |
| <input checked="" type="radio"/> | <input type="radio"/> | CMV without Inspection   | 3000  |
| <input checked="" type="radio"/> | <input type="radio"/> | Non-CMV  | 4100  |
| <input checked="" type="radio"/> | <input type="radio"/> | Comprehensive and high visibility in high risk locations and corridors (special enforcement details) | 3000  |

In order to be eligible to utilize Federal funding for Non-CMV traffic enforcement, the [FAST Act](#) requires that the State must maintain an average number of safety activities which include the number of roadside inspections, carrier investigations, and new entrant safety audits conducted in the State for Fiscal Years 2004 and 2005.

The table below displays the information you input into this plan from the roadside inspections, investigations, and new entrant safety audit sections. Your planned activities must at least equal the average of your 2004/2005 activities.

| FY 2019 Planned Safety Activities |                |                           |                           |                            |
|-----------------------------------|----------------|---------------------------|---------------------------|----------------------------|
| Inspections                       | Investigations | New Entrant Safety Audits | Sum of FY 2019 Activities | Average 2004/05 Activities |
| 40115                             | 90             | 650                       | 40855                     | 40833                      |

***Describe how the State will monitor its traffic enforcement efforts to ensure effectiveness, consistency, and correlation to FMCSA's national traffic enforcement priority.***

CVE activity and CMV-related crash data is collected and contrasted every 28 days. Distinction is made regarding CMV-responsible and non-CMV-responsible crash causations. Areas/issues of concern are then identified and incorporated into personnel deployment plans and enforcement priorities.

## Part 2 Section 6 - Safety Technology

The FAST Act made Performance and Registration Information Systems Management (PRISM) a condition for MCSAP eligibility in [49 CFR 350.201 \(aa\)](#). States must achieve full participation by October 1, 2020. FMCSA defines “fully participating” in PRISM, for the purpose of determining eligibility for MCSAP funding, as when a State’s or Territory’s International Registration Plan (IRP) or CMV registration agency suspends or revokes and denies registration if the motor carrier responsible for safety of the vehicle is under any Federal OOS order and denies registration if the motor carrier possess an inactive or de-active USDOT number for motor carriers operating CMVs in commerce that have a Gross Vehicle Weight (GVW) of 26,001 pounds or more. Further information regarding full participation in PRISM can be found in the MCP Section 4.3.1.

Under certain conditions, the FAST Act allows MCSAP lead agencies to use MCSAP funds for Operations and Maintenance (O&M) costs associated with Innovative Technology Deployment (ITD) and the PRISM ([49 CFR 350.201\(aa\) \(cc\)](#)). For PRISM, O&M costs are eligible expenses subject to FMCSA approval. For ITD, if the State agrees to comply with ITD program requirements and has complied with all MCSAP requirements, including achievement of full participation in PRISM, O&M costs are eligible expenses. O&M expenses must be included and described in the Spending Plan section per the method these costs are handled in the State’s accounting system (e.g., contractual costs, other costs, etc.).

### Safety Technology Compliance Status

Please verify the current level of compliance for your State in the table below using the drop-down menu. If the State plans to include O&M costs in this year’s CVSP, please indicate that in the table below. Additionally, details must be in this section and in your Spending Plan.

| Technology Program | Current Compliance Level     | Include O & M Costs? |
|--------------------|------------------------------|----------------------|
| ITD                | Core CVISN Compliant         | No                   |
| PRISM              | Less Than Full Participation | No                   |

Available data sources:

- [FMCSA website ITD information](#)
- [FMCSA website PRISM information](#)

**Enter the agency name responsible for ITD in the State, if other than the Lead MCSAP Agency:** Arizona Department of Transportation

**Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency:** Arizona Department of Transportation

### Narrative Overview for FY 2019

#### Problem Statement Narrative and Projected Goal:

**If the State’s PRISM compliance is less than full participation, describe activities your State plans to implement to achieve full participation in PRISM.**

Arizona state law presently prevents ADOT from progressing to Step 6 PRISM compliance. The state is aware that Step 6 must be achieved by October 1, 2020.

#### Program Activities: Describe any actions that will be taken to implement full participation in PRISM.

DPS is not authorized to speak to whether or not a change in legislation is being or will be considered.

On 01/03/2018 ADOT and DPS met with members of FMCSA and the state trucking association regarding full PRISM implementation. The discussion was productive and there appears to be an opportunity for legislation to be introduced which would enable PRISM level 6. ADOT will be responsible for introducing the legislation.

***Performance Measurements and Monitoring: Describe all performance measures that will be used and include how the State will conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.***

DPS is not authorized to speak to whether or not a change in legislation is being or will be considered.

Each month DPS will review the status of the PRISM educational materials discuss potential opportunities to share them, as authorized by policy makers.

## Part 2 Section 7 - Public Education and Outreach

*A public education and outreach program is designed to provide information on a variety of traffic safety issues related to CMVs and non-CMV's that operate around large trucks and buses.*

### **Trend Analysis for 2013 - 2017**

*In the table below, provide the number of public education and outreach activities conducted in the past 5 years.*

| <b>Public Education and Outreach Activities</b> | <b>2013</b> | <b>2014</b> | <b>2015</b> | <b>2016</b> | <b>2017</b> |
|---|-------------|-------------|-------------|-------------|-------------|
| Carrier Safety Talks                            |             |             | 18          | 23          | 35          |
| CMV Safety Belt Education and Outreach          |             |             | 3           | 2           | 1           |
| State Trucking Association Meetings             |             |             | 1           | 2           | 2           |
| State-Sponsored Outreach Events                 |             |             | 5           | 16          | 5           |
| Local Educational Safety Events                 |             |             | 4           | 14          | 8           |
| Teen Safety Events                              |             |             | 4           | 2           | 6           |

### **Narrative Overview for FY 2019**

**Performance Objective:** *To increase the safety awareness of the motoring public, motor carriers and drivers through public education and outreach activities such as safety talks, safety demonstrations, etc.*

**Describe the type of activities the State plans to conduct, including but not limited to passenger transportation, hazardous materials transportation, and share the road safety initiatives. Include the number of personnel that will be participating in this effort.**

The FY15 CVSP was the first time the six Public Education and Outreach Activities categories were implemented. Therefore, we do not have data for those corresponding categories for FY12 - FY14.

DPS believes public education and outreach to be an important part of its CMV safety efforts. Public education and outreach activities will include:

- All major enforcement mobilizations, including *International Roadcheck* and *Operation Safe Driver*, will include an invitation for members of the motor carrier industry to accompany CVE troopers as they inspect CMVs and engage in related enforcement activities. Doing so will promote better understanding of the relevant laws/regulations and bolster the respective CMV safety efforts of both enforcement and industry.
- High visibility enforcement details will be conducted each quarter by DPS CVE troopers. These details will focus on traffic safety issues related to CMVs and non-CMV's that operate around large trucks and buses. These details will include a CMV/non-CMV driver awareness public outreach effort as part of the crash reduction messaging.
- The *Share the Road* program, including "*Teens & Trucks*" and "*Curbing Distracted Driving*", will be instructed in high schools throughout the state.
- In conjunction with the Passenger Safety Initiative (PSI), outreach/educational events will be scheduled with passenger transportation carriers.
- DPS CVE will provide outreach to hazardous materials carriers to assist them in being safe and regulatory compliant. These carriers will be identified and prioritized based on an analysis of inspection and crash data.
- DPS CVE will actively solicit carriers to host safety talks directed at topics of particular interest/concern

Outreach activities are the responsibility of all personnel assigned to the DPS CVE program, although none will do it on a full-time basis. Consistently, 10 troopers will be called upon to conduct the various outreach activities.

**Projected Goals for FY 2019**

***In the table below, indicate if the State intends to conduct the listed program activities, and the estimated number, based on the descriptions in the narrative above.***

|                                  |                       |  | Performance Goals |
|----------------------------------|-----------------------|--|-------------------|
| Yes                              | No                    | Activity Type                          | FY 2019           |
| <input checked="" type="radio"/> | <input type="radio"/> | Carrier Safety Talks                   | 25                |
| <input checked="" type="radio"/> | <input type="radio"/> | CMV Safety Belt Education and Outreach | 2                 |
| <input checked="" type="radio"/> | <input type="radio"/> | State Trucking Association Meetings    | 4                 |
| <input checked="" type="radio"/> | <input type="radio"/> | State-Sponsored Outreach Events        | 2                 |
| <input checked="" type="radio"/> | <input type="radio"/> | Local Educational Safety Events        | 4                 |
| <input checked="" type="radio"/> | <input type="radio"/> | Teen Safety Events                     | 10                |

***Performance Measurements and Monitoring: Describe all performance measures and how the State will conduct monitoring of progress. States must report the quantity, duration and number of attendees in their quarterly SF-PPR reports.***

DPS CVE squads will report each outreach event, including the type, duration, and number of attendees immediately after completion. This information will be reviewed and reported each quarter, to ensure the program goals are being met.

**Part 2 Section 8 - State Safety Data Quality (SSDQ)**

The FAST Act allows MCSAP lead agencies to use MCSAP funds for Operations and Maintenance (O&M) costs associated with Safety Data Systems (SSDQ) if the State meets accuracy, completeness and timeliness measures regarding motor carrier safety data and participates in the national data correction system (DataQs).

**SSDQ Compliance Status**

Please verify the current level of compliance for your State in the table below using the drop-down menu. If the State plans to include O&M costs in this year's CVSP, select Yes. These expenses must be included in the Spending Plan section per the method these costs are handled in the State's accounting system (e.g., contractual costs, other costs, etc.).

| Technology Program | Current Compliance Level | Include O & M Costs? |
|--------------------|--------------------------|----------------------|
| SSDQ               | Good                     | No                   |

Available data sources:

- [FMCSA website SSDQ information](#)

In the table below, use the drop-down menus to indicate the State's current rating within each of the State Safety Data Quality categories, and the State's goal for FY 2019.

| SSDQ Category                  | Current SSDQ Rating | Goal for FY 2019 |
|--------------------------------|---------------------|------------------|
| Crash Record Completeness      | Good                | Good             |
| Fatal Crash Completeness       | Good                | Good             |
| Crash Timeliness               | Good                | Good             |
| Crash Accuracy                 | Good                | Good             |
| Crash Consistency              | No Flag             | No Flag          |
| Inspection Record Completeness | Good                | Good             |
| Inspection VIN Accuracy        | Good                | Good             |
| Inspection Timeliness          | Fair                | Good             |
| Inspection Accuracy            | Good                | Good             |

**Enter the date of the A & I Online data snapshot used for the "Current SSDQ Rating" column.**

Data current as of 09/28/2018

**Narrative Overview for FY 2019**

**Problem Statement Narrative:** Describe any issues encountered for any SSDQ category not rated as "Good" in the Current SSDQ Rating category column above (i.e., problems encountered, obstacles overcome, lessons learned, etc.). If the State is "Good" in all categories, no further narrative or explanation is necessary.

When initially completing this section of the eCVSP, the most current snapshot was 06/27/2018, and all categories were listed as Good. In the time between then and now, the Inspection Timeliness category dropped to 89%. This was a result of a glitch where inspections were not auto-uploading from SAFETYNET to SAFER. By the time the issue was identified, several hundred inspection reports were delayed.

**Program Activities for FY 2019 - 2021:** Describe any actions that will be taken to achieve a "Good" rating in any category not currently rated as "Good," including measurable milestones.

While the reason for the glitch is identified and resolved, staff will check the que each day to ensure all uploads are completed.

***Performance Measurements and Monitoring: Describe all performance measures that will be used and include how the State will conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.***

Along with checking the pending upload que, the unit supervisor will periodically check the state's data scoring to see that the Inspection Timeliness rating improves, and that no other areas drop below Good.

## Part 2 Section 9 - New Entrant Safety Audits

The FAST Act states that conducting interstate New Entrant safety audits is now a requirement to participate in the MCSAP ([49 CFR 350.201](#).) The Act allows a State to conduct intrastate New Entrant safety audits at the State's discretion. States that choose to conduct intrastate safety audits must not negatively impact their interstate new entrant program.

*Note: The FAST Act also says that a State or a third party may conduct New Entrant safety audits. If a State authorizes a third party to conduct safety audits on its behalf, the State must verify the quality of the work conducted and remains solely responsible for the management and oversight of the New Entrant activities.*

| Yes                   | No                    | Question   |
|-----------------------|-----------------------|--|
| <input type="radio"/> | <input type="radio"/> | Does your State conduct Offsite safety audits in the New Entrant Web System (NEWS)? NEWS is the online system that carriers selected for an Offsite Safety Audit use to submit requested documents to FMCSA. Safety Auditors use this same system to review documents and communicate with the carrier about the Offsite Safety Audit. |
| <input type="radio"/> | <input type="radio"/> | Does your State conduct Group safety audits at non principal place of business locations?  |
| <input type="radio"/> | <input type="radio"/> | Does your State intend to conduct intrastate safety audits and claim the expenses for reimbursement, state match, and/or Maintenance of Effort on the MCSAP Grant?   |

### Trend Analysis for 2013 - 2017

In the table below, provide the number of New Entrant safety audits conducted in the past 5 years.

| New Entrant Safety Audits | 2013       | 2014       | 2015       | 2016       | 2017       |
|---------------------------|------------|------------|------------|------------|------------|
| Interstate                | 380        | 429        | 378        | 409        | 611        |
| Intrastate                | 0          | 0          | 0          | 0          | 0          |
| <b>Total Audits</b>       | <b>380</b> | <b>429</b> | <b>378</b> | <b>409</b> | <b>611</b> |

Note: Intrastate safety audits will not be reflected in any FMCSA data systems—totals must be derived from State data sources.

### Narrative Overview for FY 2019

**Enter the agency name conducting New Entrant activities, if other than the Lead MCSAP Agency:** Arizona Department of Transportation

**Program Goal:** Reduce the number and severity of crashes, injuries, and fatalities involving commercial motor vehicles by reviewing interstate new entrant carriers. At the State's discretion, intrastate motor carriers are reviewed to ensure they have effective safety management programs.

**Program Objective:** Statutory time limits for processing and completing interstate safety audits are:

- If entry date into the New Entrant program (as shown in FMCSA data systems) September 30, 2013 or earlier—safety audit must be completed within 18 months.
- If entry date into the New Entrant program (as shown in FMCSA data systems) October 1, 2013 or later—safety audit must be completed within 12 months for all motor carriers and 120 days for motor carriers of passengers.

### Projected Goals for FY 2019

For the purpose of completing the table below:

- **Onsite safety audits** are conducted at the carrier's principal place of business.
- **Offsite safety audit** is a desktop review of a single New Entrant motor carrier's basic safety management controls and can be conducted from any location other than a motor carrier's place of business. Offsite audits are conducted by States that have completed the FMCSA New Entrant training for offsite audits.
- **Group audits** are neither an onsite nor offsite audit. Group audits are conducted on multiple carriers at an alternative location (i.e., hotel, border inspection station, State office, etc.).

| Projected Goals for FY 2019 - New Entrant Safety Audits |            |            |
|---|------------|------------|
|   | FY 2019    |            |
| Number of Safety Audits/Non-Audit Resolutions           | Interstate | Intrastate |
| # of Safety Audits (Onsite)                             | 70         | 0          |
| # of Safety Audits (Offsite)                            | 580        | 0          |
| # Group Audits  | 0          | 0          |
| <b>TOTAL Safety Audits</b>                              | <b>650</b> | <b>0</b>   |
| # of Non-Audit Resolutions                              | 350        | 0          |

**Strategies: Describe the strategies that will be utilized to meet the program objective above. Provide any challenges or impediments foreseen that may prevent successful completion of the objective.**

\*\*\*Note: the Arizona Department of Public Safety DPS is the MCSAP Lead Agency for Arizona, but until recently New Entrant activities have been handled under a separate grant by the Arizona Department of Transportation (ADOT). DPS will oversee ADOT's activities as a subgrantee.\*\*\*

Under the direction of DPS, ADOT will complete New Entrant safety audits on new interstate motor carriers within the statutory time limits to assure that the program participants are demonstrating compliance with commercial motor vehicle safety and hazardous materials regulations and have effective safety management programs in place. Through this effort, the number and severity of crashes, injuries, and fatalities involving commercial motor vehicles will be reduced.

The State anticipates expanding its New Entrant activities to include intrastate carriers, as interstate New Entrant activity time and workload permits

The ADOT New Entrant program consists of a sworn supervisor/auditors, two sworn officers/auditors, three civilian auditors, and an administrative supervisor. The six auditors are also certified to conduct commercial vehicle inspections.

**Activity Plan: Include a description of the activities proposed to help achieve the objectives. If group audits are planned, include an estimate of the number of group audits.**

ADOT will complete 650 interstate New Entrant safety audits within the required deadline. This goal is slightly lower than last year, due to a loss of one position within the New Entrant workgroup. The New Entrant Program Manager will assign safety audits to the New Entrant staff using the New Entrant Web System (NEWS) – New Entrant Inventories, etc. The safety audit assignments will be made based on the carrier's priority due date. A weekly total of 5-6 carriers will be assigned to each of the New Entrant Program auditors. As the assignments are completed successfully, the New Entrant Program Manager will assign more carriers to maintain a consistent work load of 25-30 carriers per auditor. About 10% of these audits will be conducted at the carrier's place of business (onsite audit) while the remaining will be conducted remotely via telephone (offsite audit). The New Entrant Program Manager will assure that staff members continue to complete required training and maintain appropriate certifications required to conduct New Entrant safety audits and CVSA roadside inspections.

ADOT will consolidate dates for at least 10% of the onsite safety audits conducted on motor carriers outside the general Phoenix area. This effort will serve to reduce New Entrant program costs and improve efficiency through the reduction of duplicated travel costs associated with safety audits on non-local New Entrant motor carriers.

***Performance Measurement Plan: Describe how you will measure progress toward meeting the objective, such as quantifiable and measurable outputs (staffing, work hours, carrier contacts, inspections, etc.). The measure must include specific benchmarks to be reported on in the quarterly progress report, or as annual outputs.***

The New Entrant Program Manager will review CVSA inspections and safety audit reports for quantity, quality, completeness and accuracy throughout the month and will hold regular unit meetings to discuss current progress toward program goals. The New Entrant Program Manager will utilize FMCSA statistical programs to regularly analyze the performance of each auditor and compare productivity with expectations. The New Entrant unit's statistical activity in the areas of safety audits, CVSA inspections and attempted carrier contacts will be evaluated and reported on a quarterly basis. The New Entrant Program Manager will also utilize FMCSA programs and reports to monitor the New Entrant timeline requirements to prevent overdue safety audits on New Entrant motor carriers.

The New Entrant Program Manager will regularly review safety audit assignments and assure that at least 10% of the non-local audits are being consolidated. The New Entrant Program Manager will also query the Arizona Department of Transportation DARTS system to assess unit progress in reducing the average travel time per safety audit. This data will be evaluated and reported on a quarterly basis.

ADOT will complete a quarterly performance report and submit it to DPS for incorporation into the MCSAP quarterly PPR.

## Part 2 Section 10 - Border Enforcement

The FAST Act affirms that States sharing a land border with another country will conduct a border commercial motor vehicle safety program focusing on international commerce, including enforcement and related projects ([49 CFR 350.201](#)). If a State sharing a land border with another country declines to engage in border related activities, it will forfeit all border enforcement funds the State is eligible to receive.

### Trend Analysis for 2013 - 2017

In the table below, provide the number of inspections conducted in the past 5 years.

| Inspection Types               | 2013         | 2014         | 2015         | 2016         | 2017         |
|--------------------------------|--------------|--------------|--------------|--------------|--------------|
| Level 1: Full                  | 1747         | 1599         | 1609         | 1451         | 1345         |
| Level 2: Walk-Around           | 10367        | 17624        | 16317        | 13070        | 9031         |
| Level 3: Driver-Only           | 14820        | 4936         | 2991         | 5099         | 6080         |
| Level 4: Special Inspections   | 1            | 0            | 9            | 3            | 1            |
| Level 5: Vehicle-Only          | 0            | 0            | 1            | 11           | 54           |
| Level 6: Radioactive Materials | 0            | 0            | 0            | 0            | 1            |
| <b>Total</b>                   | <b>26935</b> | <b>24159</b> | <b>20927</b> | <b>19634</b> | <b>16512</b> |

### Narrative Overview for FY 2019

☐ The State chooses not to engage in border enforcement activities in FY 2019. If this box is checked, no additional narrative is necessary in this section.

Enter the Agency name conducting Border Enforcement activities if other than the Lead Agency:

**Program Objectives:** In addition to the primary goal of the program as stated below, a State must identify at least one of the following priority objectives as a focus within their border enforcement program to be considered for participating within this focus area.

**Program Goal:** Border States should conduct a border CMV safety program. The focus is on international commerce that includes enforcement and related projects, to ensure motor carriers and drivers operating CMVs (primarily those entering the United States from a foreign country) are in compliance with U.S. CMV safety standards and regulations, financial responsibility regulations, and registration requirements. It also ensures drivers of those vehicles are qualified and properly licensed to operate a CMV in the U.S.

Check all objectives that apply (minimum of 1):

☒ **Objective 1: International Motorcoach Inspections** - Facilitate the conducting of inspections of motorcoaches engaged in international commerce at bus stations, terminals, border crossings, maintenance facilities, destination locations, or other locations where a motor carrier may make a planned stop (excluding a weigh station). For FY 2018, FMCSA encourages States to examine their data on international motorcoach activity and use that data to establish reasonable goals that will result in an appropriate level of motorcoach-focused activities. States must justify the goals set and provide the data or data source references.

☒ **Objective 2: High Crash Corridor Enforcement Focused on International Commerce** - Conduct international commerce CMV enforcement activities (inspections and traffic enforcement) within corridors where the data indicate that there are a high number of crashes involving vehicles engaged in international commerce.

☐ **Objective 3: International Commerce CMV Inspections at Remote Border Sites Away from Border Crossings** - Conduct international commerce CMV safety inspections at identified sites where known international commerce activity occurs near the Canadian and Mexican borders but where there is no official border crossing facility. Site(s) must be identified in the narrative below and describe how far

these locations are from the nearest official border crossing facility, if any.

### Projected Goals for FY 2019

Summarize projected border enforcement activities in the table below.

**Note:** All non-international commerce inspections conducted should be included in the Driver Vehicle Inspections section of the CVSP, and not be indicated as BEG inspections on the inspection report which is uploaded into ASPEN

| Projected Goals for FY 2019 - Border Enforcement       |              |
|--|--------------|
|  | FY 2019      |
| Number of International Commerce Regular CMV           | 12525        |
| Number of International Commerce HM                    | 175          |
| Number of International Commerce Passenger             | 800          |
| <b>Total International Commerce Inspections</b>        | <b>13500</b> |
| Number of Fixed Facility International Inspections     | 1500         |
| Number of Non-Fixed Facility International Inspections | 1200         |
| Traffic Enforcement                                    | 1000         |
| Strike Force Activities (CMVs)                         | 4            |
| Strike Force Activities (Passenger CMVs)               | 4            |

**Strategies:** Include a description of the strategies that will be utilized to meet the program objective(s) above. The applicant must include any challenges or impediments foreseen.

#### **Objective 1: International Motorcoach Inspections:**

Passenger Carrying Vehicle safety is a priority of DPS. Passenger Carrying Vehicles used in international commerce and transportation primarily include motorcoaches, buses and multi-passenger vans. As a priority, Border Enforcement Program troopers will proactively conduct traffic enforcement and inspections on the variety of Passenger Carrying Vehicles at allowable locations as governed by applicable policies, rules and regulations.

Due to restrictions put in place by SAFETEA-LU regarding "in-transit" inspection on passenger carrying vehicles, enforcement efforts are limited to destination locations for inspections. For its Border Enforcement activities, this will require DPS to conduct most of its inspections at the international ports of entry (where passengers are off-loaded and processed by ICE). Special details will be conducted along the border corridors to interdict, and then inspect, passenger carrying vehicles operating in an unsafe manner/condition.

#### **Objective 2: High Crash Corridor Enforcement Focused on International Commerce:**

The Border Enforcement Program will continue its commitment to CMV traffic enforcement by conducting daily, high-visibility aggressive state traffic law and commercial vehicle regulation enforcement to decrease CMV related crashes in transportation corridors identified as having an increased number of collisions involving the transportation of international commerce.

To accomplish this objective, Border Enforcement troopers will conduct safety inspections throughout the Border Enforcement area; focusing on the inspection level necessary to increase highway safety throughout international corridors and decrease international commerce related CMV collisions.

***Activity Plan: Describe the specific activities planned to reach border enforcement goals.***

While achieving 1,260 Passenger Carrying Vehicle inspections annually, Border Enforcement troopers will take full advantage of the allowable locations for conducting Passenger Carrying Vehicle inspections and quarterly details. The enforcement effort will focus on international commerce related vehicles and the implantation of Level 1, 2 and 3 inspections based upon the situational requirements to ensure the safe operation for those using the transportation service and the motoring public.

Border Enforcement troopers will conduct roving/roadside traffic enforcement and inspections on state highways identified as having a high rate of collisions involving CMV traffic engaged in international commerce. Additionally, the troopers will conduct a minimum of two inspection/enforcement details per quarter in an effort to support the goal of collision reduction. This totals 24 details for the year which will be conducted in high collision areas based on data analysis using the DPS and TraCS database.

***Performance Measurement Plan: Describe how you will measure progress toward the performance objective goal, to include quantifiable and measurable outputs (work hours, carrier contacts, inspections, etc.) and in terms of performance outcomes. The measure must include specific benchmarks that can be reported on in the quarterly progress report, or as annual outcomes.***

CVE activity and CMV-related crash data will be collected and contrasted every 28 days, and then reported quarterly. Areas/issues of concern will be identified and incorporated into personnel deployment plans and enforcement priorities.

**Part 3 - National Emphasis Areas and State Specific Objectives**

*FMCSA establishes annual national priorities (emphasis areas) based on emerging or continuing issues, and will evaluate CVSPs in consideration of these national priorities. Part 3 allows States to address the national emphasis areas/priorities outlined in the Notice of Funding Opportunity (NOFO) and any State-specific objectives as necessary.*

**Part 3 Section 1 - Enforcement of Federal OOS Orders during Roadside Activities****Instructions:**

*FMCSA has established an Out-of-Service (OOS) catch rate of 85 percent for carriers operating while under an OOS order. In this part, States will indicate their catch rate is at least 85 percent by using the check box or completing the problem statement portion below.*

**Check this box if:**

**As evidenced by the data provided by FMCSA, the State identifies at least 85 percent of carriers operating under a Federal OOS order during roadside enforcement activities and will not establish a specific reduction goal. However, the State will maintain effective enforcement of Federal OOS orders during roadside inspections and traffic enforcement activities.**

## Part 3 Section 2 - Passenger Carrier Enforcement

### Instructions:

*FMCSA requests that States conduct enhanced investigations for motor carriers of passengers and other high risk carriers. Additionally, States are asked to allocate resources to participate in the enhanced investigations training being offered by FMCSA. Finally, States are asked to continue partnering with FMCSA in conducting enhanced investigations and inspections at carrier locations.*

### Check this box if:

☐ As evidenced by the trend analysis data, the State has not identified a significant passenger transportation safety problem. Therefore, the State will not establish a specific passenger transportation goal in the current fiscal year. However, the State will continue to enforce the Federal Motor Carrier Safety Regulations (FMCSRs) pertaining to passenger transportation by CMVs in a manner consistent with the [MCSAP Comprehensive Policy](#) as described either below or in the roadside inspection section.

### Narrative Overview for FY 2019

**Problem Statement Narrative: Describe the problem as identified by performance data and include the baseline data.**

Per FARS and MCMIS, nearly 17,000 bus-related crashes occurred in CY2017. 1.4% of those collisions involved a fatality. At 2.9%, Arizona's rate was higher, but that was a by-product of the overall number of bus-related crashes dropping from 288 in CY2016 to 271 in CY2017, while the number of fatal crashes increased from seven to eight. Additionally, the FARS and MCMIS data does not make a distinction between a CMV being responsible for a crash, as opposed to merely being involved.

The restrictions regarding "in-transit" inspection on passenger carrying vehicles impacts the ability optimally address passenger carrier safety. Aside from targeting obvious safety violations while in transport, DPS must limit inspections to destination locations for inspections. In Arizona, this results in most of our large-scale initiatives held at the Grand Canyon and the US/Mexico Border.

### Projected Goals for FY 2019: Enter performance goals.

Beginning in FY2017, DPS ceased making its internal crash reduction goals in terms of VMT, and instead began using actual numbers. The reason being that actual numbers (i.e. keep fatal crashes below 34) is easier to visualize across the organization than a rate based on VMT. The goal is focused on reducing crashes where the CMV is responsible (in Arizona, that tends to be just over 50% of all CMV-involved crashes). The FY2019 passenger carrier crash reduction goals are:

- No more than six fatal crashes
- No more than 300 total crashes

### Program Activities: Provide additional information regarding how these activities will be implemented.

DPS will conduct a minimum of four annual passenger transportation enforcement details which will result in at least 600 inspections. At least two of the details will be conducted at the Grand Canyon in conjunction with the National Park Service and each deployment should result in a minimum of 150 inspections. This location handles the highest volume of passenger carriers in the state and has ample facilities to inspect buses while minimizing interference with passenger and carrier operations. Intrastate passenger carriers will be targeted as part of the education and outreach efforts to promote the overall CVSP goal of crash reduction and traffic safety. To promote this effort, at least one passenger carrier outreach activity will be conducted each quarter.

### Performance Measurements and Monitoring: Describe all performance measures and how the State will

***conduct ongoing monitoring of progress in addition to quarterly SF-PPR reporting.***

Quarterly reports will indicate the number of passenger carrier inspections conducted. Crash data will be evaluated on a quarterly basis to determine efficacy of enforcement efforts. Enforcement focus will be shifted as needed based on the crash data; including enforcement efforts in high crash areas, and increasing enforcement details. Results of this analysis will be reported quarterly. Targeted violations will be tracked and reported on a quarterly basis to compared with crash data and overall effectiveness of the strategy. Targeted violations will be documented during the year.

### Part 3 Section 3 - State Specific Objectives – Past

#### Instructions:

*Describe any State-specific CMV problems that were addressed with FY2018 MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc. Report below on year-to-date progress on each State-specific objective identified in the FY 2018 CVSP.*

#### **Progress Report on State Specific Objectives(s) from the FY 2018 CVSP**

*Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2018 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.*

#### Activity #1

##### **Activity: Describe State-specific activity conducted from previous year's CVSP.**

Electronic Logging Device (ELD) Implementation. Until recently, Arizona's most recent FMCSR adoption was from 2012. That era of FMCSR did not include the required Electronic Logging Device (ELD) regulations. Additionally, there was still too much unfamiliarity with ELD amongst both the CVE and motor carrier communities.

##### **Goal: Insert goal from previous year CVSP (#, %, etc., as appropriate).**

During FY2018, Arizona would do the following: • Adopt, at minimum, the 2016 FMCSRs • Establish an ELD training curriculum for certified CMV inspectors • Train all CMV inspectors in the state on ELD • Provide at least two outreach/educational forums to motor carriers on ELD implementation

##### **Actual: Insert year to date progress (#, %, etc., as appropriate).**

All goals set forth have been accomplished.

##### **Narrative: Describe any difficulties achieving the goal, problems encountered, obstacles overcome, lessons learned, etc.**

All goals set forth have been accomplished.

**Part 3 Section 4 - State Specific Objectives – Future****Instructions:**

*The State may include additional objectives from the national priorities or emphasis areas identified in the NOFO as applicable. In addition, the State may include any State-specific CMV problems identified in the State that will be addressed with MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc.*

*Describe any State-specific objective(s) identified for FY 2019. Click on "Add New Activity" to enter information on each State-specific objective. This is an optional section and only required if a State has identified a specific State problem planned to be addressed with grant funding.*

## Part 4 - Financial Information

### Part 4 Section 1 - Overview

The Spending Plan is an explanation of each budget component, and should support the cost estimates for the proposed work. The Spending Plan should focus on how each item will achieve the proposed project goals and objectives, and explain how costs are calculated. The Spending Plan must be clear, specific, detailed, and mathematically correct. Sources for assistance in developing the Spending Plan include [2 CFR part 200](#), [2 CFR part 1201](#), [49 CFR part 350](#) and the [MCSAP Comprehensive Policy](#).

Before any cost is billed to or recovered from a Federal award, it must be allowable ([2 CFR §200.403](#), [2 CFR §200 Subpart E – Cost Principles](#)), reasonable and necessary ([2 CFR §200.403](#) and [2 CFR §200.404](#)), and allocable ([2 CFR §200.405](#)).

- **Allowable** costs are permissible under the OMB Uniform Guidance, DOT and FMCSA regulations and directives, MCSAP policy, and all other relevant legal and regulatory authority.
- **Reasonable and Necessary** costs are those which a prudent person would deem to be judicious under the circumstances.
- **Allocable** costs are those that are charged to a funding source (e.g., a Federal award) based upon the benefit received by the funding source. Benefit received must be tangible and measurable.
  - For example, a Federal project that uses 5,000 square feet of a rented 20,000 square foot facility may charge 25 percent of the total rental cost.

#### Instructions

The Spending Plan should include costs for FY 2019 only. This applies to States completing a multi-year CVSP or an Annual Update to their multi-year CVSP.

The Spending Plan data tables are displayed by budget category (Personnel, Fringe Benefits, Travel, Equipment, Supplies, Contractual and Subaward, and Other Costs). You may add additional lines to each table, as necessary. Please include clear, concise explanations in the narrative boxes regarding the reason for each cost, how costs are calculated, why they are necessary, and specific information on how prorated costs were determined.

The following definitions describe Spending Plan terminology.

- **Federal Share** means the portion of the total project costs paid by Federal funds. Federal share is 85 percent of the total project costs for this FMCSA grant program.
- **State Share** means the portion of the total project costs paid by State funds. State share is 15 percent of the total project costs for this FMCSA grant program. A State is only required to contribute up to 15 percent of the total project costs of all budget categories combined as State share. A State is NOT required to include a 15 percent State share for each line item in a budget category. The State has the flexibility to select the budget categories and line items where State match will be shown.
- **Total Project Costs** means total allowable costs incurred under a Federal award and all required cost sharing (sum of the Federal share plus State share), including third party contributions.
- **Maintenance of Effort (MOE)** means the level of effort Lead State Agencies are required to maintain each fiscal year in accordance with [49 CFR § 350.301](#). The State has the flexibility to select the budget categories and line items where MOE will be shown. Additional information regarding MOE can be found in the MCSAP Comprehensive Policy (MCP) in section 3.6.

#### On Screen Messages

The system performs a number of edit checks on Spending Plan data inputs to ensure calculations are correct, and values are as expected. When anomalies are detected, alerts will be displayed on screen.

- Calculation of Federal and State Shares

Total Project Costs are determined for each line based upon user-entered data and a specific budget category formula. Federal and State shares are then calculated by the system based upon the Total Project Costs and are added to each line item.

The system calculates an 85 percent Federal share and 15 percent State share automatically and populates these values in each line. Federal share is the product of Total Project Costs x .85. State share equals Total Project Costs minus Federal share. If Total Project Costs are updated based upon user edits to the input values, the 85 and 15 percent values will not be recalculated by the system and should be reviewed and updated by users as necessary.

States may edit the system-calculated Federal and State share values at any time to reflect actual allocation for any line item. For example, States may allocate a different percentage to Federal and State shares. States must ensure that the sum of the Federal and State shares equals the Total Project Costs for each line before proceeding to the next budget category.

An error is shown on line items where Total Project Costs does not equal the sum of the Federal and State shares. Errors must be resolved before the system will allow users to 'save' or 'add' new line items.

Territories must insure that Total Project Costs equal Federal share for each line in order to proceed.

- **MOE Expenditures**

States may enter MOE on individual line items in the Spending Plan tables. The Personnel, Fringe Benefits, Equipment, Supplies, and Other Costs budget activity areas include edit checks on each line item preventing MOE costs from exceeding allowable amounts.

- If "Percentage of Time on MCSAP grant" equals 100%, then MOE must equal \$0.00.
- If "Percentage of Time on MCSAP grant" equals 0%, then MOE may equal up to Total Project Costs as expected at 100%.
- If "Percentage of Time on MCSAP grant" > 0% AND < 100%, then the MOE maximum value cannot exceed "100% Total Project Costs" minus "system-calculated Total Project Costs".

An error is shown on line items where MOE expenditures are too high. Errors must be resolved before the system will allow users to 'save' or 'add' new line items.

The Travel and Contractual budget activity areas do not include edit checks for MOE costs on each line item. States should review all entries to ensure costs reflect estimated expenditures.

- **Financial Summary**

The Financial Summary is a summary of all budget categories. The system provides warnings to the States on this page if the projected State Spending Plan totals are outside FMCSA's estimated funding amounts. States should review any warning messages that appear on this page and address them prior to submitting the eCVSP for FMCSA review.

The system will confirm that:

- Overtime value does not exceed the FMCSA limit.
- Planned MOE Costs equal or exceed FMCSA limit.
- States' proposed Federal and State share totals are each within \$5 of FMCSA's Federal and State share estimated amounts.
- Territories' proposed Total Project Costs are within \$5 of \$350,000.

| ESTIMATED Fiscal Year Funding Amounts for MCSAP |                   |                 |                         |
|---|-------------------|-----------------|-------------------------|
|   | 85% Federal Share | 15% State Share | Total Estimated Funding |
| Total   | \$11,240,643.00   | \$1,982,087.00  | \$13,222,730.00         |

| Summary of MCSAP Funding Limitations  |                |
|---|----------------|
| Allowable amount for Overtime without written justification (15% of MCSAP Award Amount ): | \$1,982,087.00 |
| MOE Baseline:   | \$3,177,921.02 |

## Part 4 Section 2 - Personnel

Personnel costs are salaries for employees working directly on a project.

**Note: Do not include any personally identifiable information (PII) in the CVSP. The final CVSP approved by FMCSA is required to be posted to a public FMCSA website.**

List grant-funded staff who will complete the tasks discussed in the narrative descriptive sections of the CVSP. Positions may be listed by title or function. It is not necessary to list all individual personnel separately by line. The State may use average or actual salary and wages by personnel category (e.g., Trooper, Civilian Inspector, Admin Support, etc.). Additional lines may be added as necessary to capture all your personnel costs.

The percent of each person's time must be allocated to this project based on the amount of time/effort applied to the project. For budgeting purposes, historical data is an acceptable basis.

**Note:** Reimbursement requests must be based upon documented time and effort reports. Those same time and effort reports may be used to estimate salary expenses for a future period. For example, a MCSAP officer's time and effort reports for the previous year show that he/she spent 35 percent of his/her time on approved grant activities. Consequently, it is reasonable to budget 35 percent of the officer's salary to this project. For more information on this item see [2 CFR §200.430](#).

In the salary column, enter the salary for each position.

Total Project Costs equal the Number of Staff x Percentage of Time on MCSAP grant x Salary for both Personnel and Overtime (OT).

If OT will be charged to the grant, only OT amounts for the Lead MCSAP Agency should be included in the table below. If the OT amount requested is greater than the 15 percent limitation in the MCSAP Comprehensive Policy (MCP), then justification must be provided in the CVSP for review and approval by FMCSA headquarters.

Activities conducted on OT by subrecipients under subawards from the Lead MCSAP Agency must comply with the 15 percent limitation as provided in the MCP. Any deviation from the 15 percent limitation must be approved by the Lead MCSAP Agency for the subrecipients.

### Summary of MCSAP Funding Limitations

|  |                |
|--|----------------|
| Allowable amount for Lead MCSAP Agency Overtime without written justification (15% of MCSAP Award Amount): | \$1,982,087.00 |
|--|----------------|

| Personnel: Salary and Overtime Project Costs |             |                          |              |                                       |                       |                     |                       |
|--|-------------|--------------------------|--------------|---------------------------------------|-----------------------|---------------------|-----------------------|
| Salary Project Costs                         |             |                          |              |                                       |                       |                     |                       |
| Position(s)                                  | # of Staff  | % of Time on MCSAP Grant | Salary       | Total Project Costs (Federal + State) | Federal Share         | State Share         | MOE                   |
| Budget Coordinator                           | 1           | 100.0000                 | \$58,946.00  | \$58,946.00                           | \$58,946.00           | \$0.00              | \$0.00                |
| Admin Assistant                              | 2           | 100.0000                 | \$45,076.50  | \$90,153.00                           | \$90,153.00           | \$0.00              | \$0.00                |
| Admin. Service Manager                       | 1           | 100.0000                 | \$36,585.00  | \$36,585.00                           | \$36,585.00           | \$0.00              | \$0.00                |
| MATCH personnel see narrative                | 1           | 100.0000                 | \$655,208.00 | \$655,208.00                          | \$0.00                | \$655,208.00        | \$0.00                |
| Budget Coordinator                           | 1           | 100.0000                 | \$49,096.00  | \$49,096.00                           | \$49,096.00           | \$0.00              | \$0.00                |
| Data Entry Operator                          | 1           | 100.0000                 | \$16,092.00  | \$16,092.00                           | \$16,092.00           | \$0.00              | \$0.00                |
| Trooper                                      | 33          | 100.0000                 | \$60,766.66  | \$2,005,299.78                        | \$2,005,299.78        | \$0.00              | \$0.00                |
| Sergeant                                     | 7           | 100.0000                 | \$75,968.00  | \$531,776.00                          | \$531,776.00          | \$0.00              | \$0.00                |
| Captain                                      | 2           | 100.0000                 | \$105,818.33 | \$211,636.66                          | \$211,636.66          | \$0.00              | \$0.00                |
| Office Coordinator                           | 2           | 100.0000                 | \$45,076.50  | \$90,153.00                           | \$90,153.00           | \$0.00              | \$0.00                |
| Sworn Staff MOE                              | 1           | 0.0000                   | \$991,325.00 | \$0.00                                | \$0.00                | \$0.00              | \$991,325.00          |
| Professional Staff MOE                       | 1           | 0.0000                   | \$42,978.00  | \$0.00                                | \$0.00                | \$0.00              | \$42,978.00           |
| <b>Subtotal: Salary</b>                      |             |                          |              | <b>\$3,744,945.44</b>                 | <b>\$3,089,737.44</b> | <b>\$655,208.00</b> | <b>\$1,034,303.00</b> |
| Overtime Project Costs                       |             |                          |              |                                       |                       |                     |                       |
| Trooper                                      | 63          | 100.0000                 | \$1,139.37   | \$71,780.31                           | \$71,780.31           | \$0.00              | \$0.00                |
| Trooper                                      | 63          | 100.0000                 | \$1,993.90   | \$125,615.70                          | \$125,615.70          | \$0.00              | \$0.00                |
| Sergeant                                     | 11          | 100.0000                 | \$1,424.34   | \$15,667.74                           | \$15,667.74           | \$0.00              | \$0.00                |
| Civilian FTE                                 | 6           | 100.0000                 | \$1,236.67   | \$7,420.02                            | \$7,420.02            | \$0.00              | \$0.00                |
| Sergeant                                     | 11          | 100.0000                 | \$2,492.72   | \$27,419.92                           | \$27,419.92           | \$0.00              | \$0.00                |
| <b>Subtotal: Overtime</b>                    |             |                          |              | <b>\$247,903.69</b>                   | <b>\$247,903.69</b>   | <b>\$0.00</b>       | <b>\$0.00</b>         |
| <b>TOTAL: Personnel</b>                      |             |                          |              | <b>\$3,992,849.13</b>                 | <b>\$3,337,641.13</b> | <b>\$655,208.00</b> | <b>\$1,034,303.00</b> |
| <b>Accounting Method:</b>                    | <b>Cash</b> |                          |              |                                       |                       |                     |                       |

**Enter a detailed explanation of how the personnel costs were derived and allocated to the MCSAP project.**

**PERSONNEL**

Thirty-three troopers, seven sergeants and two captains work full-time on MCSAP-eligible activities and are directly funded by the grant, while forty troopers and sergeants also work full-time on MCSAP-eligible activities as part of the Match/MOE. Additionally, six full-time and two part-time (hourly-paid intermittent) civilian employees perform MCSAP eligible activities. There are two CVE districts, one headquartered in the central part of the state and the other in the south. The captains serve as district commanders and work from their regional headquarters. Each has a district administrative assistant (civilian) to handle local administrative processes. The remaining civilians are responsible for the core CVE program needs such as records, finance/budgeting, DataQ, data quality, crash data, and time & accounting.

The following tables highlight the personnel budget for FY 2019. The cost per hour entries are solely salary, not including fringe or employer related expenses. All salaries are expected to be reimbursed at 100%.

**Sworn Personnel**

| Personnel   | Cost Per Hour | Number of Hours dedicated to MCSAP | TOTAL COSTS        |
|-------------|---------------|------------------------------------|--------------------|
| 33 Troopers | \$31.6493     | 1920                               | \$2,005,300        |
| 7 Sergeants | \$39.5667     | 1920                               | \$531,776          |
| 2 Captains  | \$50.8742     | 2080                               | \$211,637          |
|             |               |                                    | <b>\$2,748,713</b> |

**Civilian Personnel**

| <b>Personnel</b>                           | <b>Cost Per Hour</b> | <b>Number of Hours<br/>dedicated to MCSAP</b> | <b>TOTAL COSTS</b> |
|--|----------------------|---|--------------------|
| Budget Coordinator<br>(full-time)          | \$28.3394            | 2080  | \$58,946           |
| Budget Coordinator<br>(full-time)          | \$23.6040            | 2080  | \$49,096           |
| 2 Office Coordinators<br>(full-time)       | \$21.6713            | 2080  | \$90,153           |
| 2 Administrative<br>Assistants (full-time) | \$21.6713            | 2080  | \$90,153           |
| Admin Service Manager<br>(part-time)       | \$33.5023            | 1092  | \$36,585           |
| Data Entry Operator<br>(part-time)         | \$30.9452            | 520   | \$16,091           |
|  |                      |   | <b>\$341,024</b>   |

**Total expected MCSAP reimbursement for civilian and sworn personnel= \$3,089,737**

Expected reimbursement is budgeted at 100% percent. The 15% match component for the FY2019 MCSAP grant is comprised of salary, fringe, and indirect costs associated with one sergeant, five Compliance Review (CR) troopers, and six state-funded commercial vehicle enforcement troopers. These funds remain segregated into a specific expense function code and are kept separate from other CVE staff and expenses. Additional funds budgeted after Match requirement is met will contribute to MOE.

| <b>15% Match<br/>Personnel</b> | <b>Cost Per<br/>Hour</b> | <b>Number of dedicated<br/>hours</b> | <b>TOTAL COSTS</b> |
|--------------------------------|--------------------------|--------------------------------------|--------------------|
| 6 CVE Troopers                 | \$31.6493                | 1920                                 | \$364,600          |
| 1 Sergeants                    | \$39.5667                | 2080                                 | \$82,299           |
| 5 CR Troopers                  | \$31.6493                | 2080                                 | \$329,153          |
| Total Salary:                  |                          |                                      | <b>\$776,052</b>   |
| Required for 15%<br>Match      |                          |                                      | <b>\$655,208</b>   |
| Remainder after<br>15%         |                          |                                      | <b>\$120,843</b>   |

|                 |
|-----------------|
| <b>OVERTIME</b> |
|-----------------|

Sixty-three troopers and eleven sergeants will participate in approximately three eight-hour MCSAP eligible overtime enforcement details throughout the grant period. In addition, we budget for a small amount of unforeseen overtime activities including occasional add-on weekly OT activity hours at an average of 3.5 hours monthly each per trooper and sergeant.

Six full-time civilian employees are estimated to perform MCSAP-eligible overtime activities at approximately 4 hours each per month. This additional overtime activity will be utilized for MCSAP eligible activities/work comprised of occasional special projects and/or backlog that was unable to be completed during the regular course of the work week. The following table highlights the overtime salary budget for FY 2019. The cost per hour entries are solely overtime salary, not including fringe or employer related expenses.

| <b>Personnel</b>        | <b>Cost Per Hour</b> | <b>Est. OT Hours</b> | <b>TOTAL COSTS</b> |
|-------------------------|----------------------|----------------------|--------------------|
| 63 Troopers – details   | \$47.4740            | 2016 (63 @ 24 ea.)   | \$71,781           |
| 11 Sergeants – details  | \$59.3501            | 264 (11 @ 24 ea.)    | \$15,668           |
| 63 Troopers             | \$47.4740            | 2646 (63 @ 42 ea.)   | \$125,616          |
| 11 Sergeants            | \$59.3501            | 462 (11 @ 42 ea.)    | \$27,420           |
| 6 Civilians (full-time) | \$34.35 (avg.)       | 216 (6 @ 36 ea.)     | \$7,419            |

|  |  |  |                  |
|--|--|--|------------------|
|  |  |  | <b>\$247,904</b> |
|--|--|--|------------------|

### Part 4 Section 3 - Fringe Benefits

*Fringe costs are benefits paid to employees, including the cost of employer's share of FICA, health insurance, worker's compensation, and paid leave. Only non-Federal grantees that use the **accrual basis** of accounting may have a separate line item for leave, and is entered as the projected leave expected to be accrued by the personnel listed within Part 4.2 – Personnel. Reference [2 CFR §200.431\(b\)](#).*

*Show the fringe benefit costs associated with the staff listed in the Personnel section. Fringe costs may be estimates, or based on a fringe benefit rate approved by the applicant's Federal cognizant agency for indirect costs. If using an approved rate, a copy of the indirect cost rate agreement must be provided through grants.gov. For more information on this item see [2 CFR §200.431](#).*

*Show how the fringe benefit amount is calculated (i.e., actual fringe benefits, rate approved by HHS Statewide Cost Allocation or cognizant agency). Include a description of the specific benefits that are charged to a project and the benefit percentage or total benefit cost.*

*The cost of fringe benefits are allowable if:*

- Costs are provided under established written policies.
- Costs are equitably allocated to all related activities, including Federal awards.
- Accounting basis (cash or accrual) selected for each type of leave is consistently followed by the non-Federal entity or specified grouping of employees.

*Depending on the State, there are fixed employer taxes that are paid as a percentage of the salary, such as Social Security, Medicare, State Unemployment Tax, etc.*

- For each of these standard employer taxes, under Position you may list "All Positions," the benefits would be the respective standard employer taxes, followed by the respective rate with a base being the total salaries for Personnel in Part 4.2.
- The base multiplied by the respective rate would give the total for each standard employer tax. Workers' Compensation is rated by risk area. It is permissible to enter this as an average, usually between sworn and unsworn—any grouping that is reasonable and clearly explained in the narrative is allowable.
- Health Insurance and Pensions can vary greatly and can be averaged; and like Workers' Compensation, can sometimes be broken into sworn and unsworn.

*In the Position column include a brief position description that is associated with the fringe benefits.*

*The **Fringe Benefit Rate** is:*

- The rate that has been approved by the State's cognizant agency for indirect costs; or a rate that has been calculated based on the aggregate rates and/or costs of the individual items that your agency classifies as fringe benefits.
- For example, your agency pays 7.65 percent for FICA, 42.05 percent for health/life/dental insurance, and 15.1 percent for retirement. The aggregate rate of 64.8 percent (sum of the three rates) may be applied to the salaries/wages of personnel listed in the table.

*The **Base Amount** is:*

- The salary/wage costs within the proposed budget to which the fringe benefit rate will be applied.
- For example, if the total wages for all grant-funded staff is \$150,000 and the percentage of time on the grant is 50 percent, then that is the amount the fringe rate of 64.8 (from the example above) will be applied. The calculation is:  $\$150,000 \times 64.8 \times 50\% / 100 = \$48,600$  Total Project Costs.

*Total Project Costs equal the Fringe Benefit Rate x Percentage of Time on MCSAP grant x Base Amount divided by 100.*

| Fringe Benefits Project Costs |                     |                          |                |                                       |                       |                     |                       |
|-------------------------------|---------------------|--------------------------|----------------|---------------------------------------|-----------------------|---------------------|-----------------------|
| Position(s)                   | Fringe Benefit Rate | % of Time on MCSAP Grant | Base Amount    | Total Project Costs (Federal + State) | Federal Share         | State Share         | MOE                   |
| Sworn Staff                   | 127.3900            | 100.0000                 | \$2,748,712.77 | \$3,501,585.19                        | \$3,501,585.19        | \$0.00              | \$0.00                |
| Professional Staff            | 38.9000             | 100.0000                 | \$288,347.00   | \$112,166.98                          | \$112,166.98          | \$0.00              | \$0.00                |
| FY19 Intermittent Staff       | 19.7100             | 100.0000                 | \$52,676.00    | \$10,382.43                           | \$10,382.43           | \$0.00              | \$0.00                |
| Overtime Sworn                | 108.6700            | 100.0000                 | \$240,484.90   | \$261,334.94                          | \$261,334.94          | \$0.00              | \$0.00                |
| Overtime Civilian             | 22.4200             | 100.0000                 | \$7,420.00     | \$1,663.56                            | \$1,663.56            | \$0.00              | \$0.00                |
| MATCH Personnel see narrative | 127.3900            | 100.0000                 | \$655,208.00   | \$834,669.47                          | \$0.00                | \$834,669.47        | \$0.00                |
| Sworn Staff MOE               | 100.0000            | 0.0000                   | \$1,262,848.44 | \$0.00                                | \$0.00                | \$0.00              | \$1,262,848.44        |
| Professional Staff MOE        | 100.0000            | 0.0000                   | \$16,718.36    | \$0.00                                | \$0.00                | \$0.00              | \$16,718.36           |
| <b>TOTAL: Fringe Benefits</b> |                     |                          |                | <b>\$4,721,802.57</b>                 | <b>\$3,887,133.10</b> | <b>\$834,669.47</b> | <b>\$1,279,566.80</b> |

*Enter a detailed explanation of how the fringe benefit costs were derived and allocated to the MCSAP project.*

#### FRINGE BENEFIT COST

Fringe benefits are a summation of the actual fringe benefits per employee (calculated to a percentage that is then applied to their regular salary.) Sworn employee ERE percentages include FICA/MEDICARE (7.65%), Retirement (95.72%), Worker's Compensation (2.367%), GITA (.20%), Sick Leave (.40%), Long-Term Disability (2.33%) and Employee Election driven ERE (18.72%). The total percentage equals 127.39%.

The fringe percentage for civilian personnel is 38.90% due to the difference in retirement contribution. Civilian full-time ERE percentages include FICA/MEDICARE (7.65%), Retirement (11.64%), Worker's Compensation (2.37%), ASET (0.20%), Retirement Accumulated Sick Leave (0.40%), Long Term Disability (0.16%) and Employee Election driven ERE (16.48%). The total percentage equals 38.90%

The fringe percentage for part-time civilians is 19.71%, which is the Agency's marginal ERE rate. Part-time hourly-paid employees are not eligible for most fringe categories including Medical and Dental. Consequently, a significantly smaller ERE percentage is incurred. Their ERE percentages include FICA/MEDICARE (7.65%), Worker's Compensation (2.37%), Retirement (9.49%), and ASET (0.20%). The total percentage equals 19.71%

The specific amount for the fringe benefit actual cost in each category will be included in each voucher.

| Sworn Personnel | Total Salary | Total Fringe (Salary x Fringe Rate) | FRINGE TOTAL COSTS |
|-----------------|--------------|-------------------------------------|--------------------|
| 33 Troopers     | \$2,005,300  | \$2,554,551 (127.39%)               | \$2,554,551        |
| 7 Sergeants     | \$531,776    | \$677,430 (127.39%)                 | \$677,430          |
| 2 Captains      | \$211,637    | \$ 269,604 (127.39%)                | \$ 269,604         |
|                 |              |                                     | <b>\$3,501,585</b> |

| Civilian Personnel      | Total Salary | Total Fringe (Salary x Fringe Rate) | FRINGE TOTAL COSTS |
|-------------------------|--------------|-------------------------------------|--------------------|
| 6 Civilians (full-time) | \$288,347    | \$ 112,167 (38.90%)                 | \$ 112,167         |
| 2 Civilians (part-time) | \$ 52,676    | \$ 10,382 (19.71%)                  | \$ 10,383          |
|                         |              |                                     | <b>\$122,550</b>   |

**Expected MCSAP reimbursement = \$3,624,135**

Expected reimbursement is budgeted at 100% percent. The 15% match component for the FY2019 MCSAP grant is comprised

of salary, fringe, and indirect costs associated with one sergeant, five CR troopers, and six state-funded CVE troopers. These funds remain segregated into a specific expense function code and are kept separate from other CVE staff and expenses. Additional funds budgeted after Match requirement is met will contribute to MOE.

| <b>15% Match Personnel</b> | <b>Total Salary</b> | <b>Total Fringe (Salary x Fringe Rate)</b> | <b>FRINGE TOTAL COSTS</b> |
|----------------------------|---------------------|--|---------------------------|
| 6 CMV Troopers             | \$364,600           | \$ 464,464 (127.39%)                       | \$464,464                 |
| 1 Sergeants                | \$82,299            | \$ 104,841 (127.39%)                       | \$104,841                 |
| 5 CR Troopers              | \$329,153           | \$419,308 (127.39%)                        | \$419,308                 |
| Total Salary:              |                     |  | <b>\$988,613</b>          |
| Required for 15% Match     |                     |  | <b>\$834,670</b>          |
| <b>Remainder after 15%</b> |                     |  | <b>\$153,943</b>          |

#### OVERTIME FRINGE BENEFIT COST

Fringe benefits for overtime are charged at the Agency's Marginal ERE rate levels. Sworn employee ERE percentages include FICA/MEDICARE (7.65%), Retirement (95.72%), Worker's Compensation (2.37%), GITA (0.20%), Retirement Accumulated Sick Leave (0.40%), and Long Term Disability (2.33%). The total percentage equals 108.67%.

| <b>Personnel</b> | <b>Total Salary</b> | <b>Total Fringe (Salary x Fringe Rate 108.67%)</b> | <b>FRINGE TOTAL COSTS</b> |
|------------------|---------------------|--|---------------------------|
| 63 Troopers      | \$197,397           | \$214,511 (108.67%)                                | \$214,511                 |
| 11 Sergeants     | \$43,088            | \$46,822 (108.67%)                                 | \$46,824                  |
|                  |                     |  | <b>\$261,335</b>          |

For civilian personnel the rates include FICA/MEDICARE (7.65%), Retirement (11.64%), Worker's Compensation (2.37%), GITA (0.20%), Retirement Accumulated Sick Leave (0.40%), and Long Term Disability (0.16%). The total percentage equals 22.42%.

| <b>Personnel</b> | <b>Total Salary</b> | <b>Total Fringe (Salary x Fringe Rate 22.42%)</b> | <b>FRINGE TOTAL COSTS</b> |
|------------------|---------------------|---|---------------------------|
| 6 Civilians      | \$7,419             | \$1,663 (22.42%)                                  | \$1,663                   |
|                  |                     |   | <b>\$1,663</b>            |

Expected MCSAP reimbursement = \$262,998

**Part 4 Section 4 - Travel**

Itemize the positions/functions of the people who will travel. Show the estimated cost of items including but not limited to, lodging, meals, transportation, registration, etc. Explain in detail how the MCSAP program will directly benefit from the travel.

Travel costs are funds for field work or for travel to professional meetings.

List the purpose, number of persons traveling, number of days, percentage of time on MCSAP Grant, and total project costs for each trip. If details of each trip are not known at the time of application submission, provide the basis for estimating the amount requested. For more information on this item see [2 CFR §200.474](#).

Total Project Costs should be determined by State users, and manually input in the table below. There is no system calculation for this budget category.

| Travel Project Costs                  |            |           |                          |                                       |                     |               |               |
|---------------------------------------|------------|-----------|--------------------------|---------------------------------------|---------------------|---------------|---------------|
| Purpose                               | # of Staff | # of Days | % of Time on MCSAP Grant | Total Project Costs (Federal + State) | Federal Share       | State Share   | MOE           |
| Routine Travel see Narrative          | 75         | 5         | 100.0000                 | \$140,500.00                          | \$140,500.00        | \$0.00        | \$0.00        |
| CVSA Conferences                      | 6          | 10        | 100.0000                 | \$20,160.00                           | \$20,160.00         | \$0.00        | \$0.00        |
| CVSA IT Data Workshop                 | 3          | 4         | 100.0000                 | \$5,811.00                            | \$5,811.00          | \$0.00        | \$0.00        |
| MCSAP Related Training                | 6          | 5         | 100.0000                 | \$16,200.00                           | \$16,200.00         | \$0.00        | \$0.00        |
| MCSAP Planning Meeting                | 4          | 4         | 100.0000                 | \$4,000.00                            | \$4,000.00          | \$0.00        | \$0.00        |
| Operation Roadcheck                   | 70         | 3         | 100.0000                 | \$58,800.00                           | \$58,800.00         | \$0.00        | \$0.00        |
| DIAP Conference                       | 8          | 5         | 100.0000                 | \$9,600.00                            | \$9,600.00          | \$0.00        | \$0.00        |
| NAIC                                  | 4          | 5         | 100.0000                 | \$5,400.00                            | \$5,400.00          | \$0.00        | \$0.00        |
| Conference Registration See Narrative | 16         | 4         | 100.0000                 | \$10,050.00                           | \$10,050.00         | \$0.00        | \$0.00        |
| <b>TOTAL: Travel</b>                  |            |           |                          | <b>\$270,521.00</b>                   | <b>\$270,521.00</b> | <b>\$0.00</b> | <b>\$0.00</b> |

**Enter a detailed explanation of how the travel costs were derived and allocated to the MCSAP project.**

|                       |
|-----------------------|
| <b>PROGRAM TRAVEL</b> |
|-----------------------|

Routine MCSAP-related travel expenses include lodging and meal allowances for personnel participating in enforcement details, compliance reviews, outreach events, travel related to training required to maintain trooper status, as well as travel related to regional and national meetings. In addition to Operation Roadcheck, the agency conducts numerous “strike force” enforcement details. At least three of these enforcement mobilizations are conducted annually, which require travel expenses for 45 to 75 personnel participating. As part of the agency’s CVSP, compliance reviews are conducted on intrastate carriers, which require travel within the state for CR personnel. Regional and national meetings include agency CVE supervisor meetings and FMCSA/MCSAP related meetings, such as the annual MCSAP Planning Meeting, and various meetings with FMCSA personnel. Troopers are required to participate in routine training occasionally to maintain their employment and peace officer certification status. This type of training would include training such as qualifying shoots, rifle training, defensive tactics, fit testing, etc. Expected routine MCSAP-related travel expenses are estimated to be \$140,500 for FY2019. The following table provides estimated expenses:

| Purpose                         | Estimated Amount |
|---------------------------------|------------------|
| Enforcement details             | \$103,000        |
| Compliance Reviews              | \$ 6,000         |
| Meetings (intra and interstate) | \$ 10,000        |
| Trooper Maintenance             | \$ 20,500        |
| Outreach events                 | \$ 1,000         |

|              |                     |
|--------------|---------------------|
| <b>Total</b> | <b>\$140,500.00</b> |
|--------------|---------------------|

The Department participates in the Commercial Vehicle Safety Alliance (CVSA) and has benefited from sending attendees to the CVSA bi-annual conferences. Travel to each CVSA conference total approximately \$20,160 for five personnel to attend. This approximate total includes \$7,000 for air fare/transportation, \$3,660 for meals and incidentals, and \$9,500 for lodging. The personnel who attend hold committee assignments, such as Training, COHMED, Driver-Traffic Enforcement, Enforcement and Industry Modernization, and Region IV Representative.

| <b>Expense</b> | <b>Personnel</b> | <b>Amount</b> | <b>Days</b> | <b>Events</b> | <b>Total</b>    |
|----------------|------------------|---------------|-------------|---------------|-----------------|
| Lodging        | 5                | \$190         | 5           | 2             | \$9,500         |
| Per Diem       | 5                | \$61          | 6           | 2             | \$3,660         |
| Airfare        | 5                | \$700         | N/A         | 2             | \$7,000         |
| <b>Total</b>   |                  |               |             |               | <b>\$20,160</b> |

We also send two administrative and one sworn personnel to the CVSA Data Management, Quality and FMCSA Systems Training. The total cost for this is \$2,900 including transportation, lodging, and meals.

| <b>Expense</b> | <b>Personnel</b> | <b>Amount</b> | <b>Days</b> | <b>Events</b> | <b>Total</b>   |
|----------------|------------------|---------------|-------------|---------------|----------------|
| Lodging        | 3                | \$233         | 4           | 1             | \$2,796        |
| Per Diem       | 3                | \$61          | 5           | 1             | \$915          |
| Airfare        | 3                | \$700         | N/A         | 1             | \$2,100        |
| <b>Total</b>   |                  |               |             |               | <b>\$5,811</b> |

MCSAP-related training travel expenses include transportation, lodging and meals. While most training is conducted within the state, in some cases, training outside the state may be necessary. Estimated travel for four new troopers to attend Level 1 training, approximate cost for each to attend including meals and lodging is \$600, for an approximate total of \$2,400. Cargo Tank and Other Bulk Packaging courses will be held with 4 troopers attending each, at approximately \$600 each, for a total of \$4,800. Estimate two instructors per class 6 scheduled classes (Level 1, Cargo Tank, OBP) at \$750 each, for an approximate total of \$9,000. Grand Total for estimated training travel = \$16,200. Additionally, training conducted within the state, as scheduled by the CVE Training Coordinator, is conducted with agency trainers. Since these trainers instruct within the state, travel related funding is not reimbursed by the National Training Center (NTC).

The MCSAP Manager, MCSAP Operations Manager, and two the MCSAP Budget Coordinators attend the annual MCSAP Planning Meeting. These personnel are cross trained as backups for all of the MCSAP grant programs, which is why we choose to have them all to attend. The anticipated expenses for the Regional Planning Meeting are \$4,000 including meals, lodging, and airfare.

The International Roadcheck enforcement event involves all CVE personnel within the agency. Travel expenses associated with this major deployment total \$58,800. Approximately 75 sworn personnel participate in International Roadcheck, which is held in Flagstaff. Only some troopers are stationed there for regular duty, so all remaining personnel are in travel status for the duration of the detail. Lodging is \$142 per night for 4 nights (\$568 per person - \$42,600) meals/per diem is \$54 per person for 4 days (\$216 per person - \$16,200) for a grand total of \$58,800.

Each year, FMCSA coordinates and hosts a national DIAP conference, which provides commercial vehicle criminal interdiction training. This training greatly assists our troopers who are assigned to conduct commercial vehicle inspections, as well as roadside interdiction throughout the state. This training is essential to the troopers' understanding the use of commercial vehicles in conducting criminal activity, how CMV's are sometimes used in the illegal transportation of cargo, and the dangers associated with these criminal organizations. We plan to send 6 troopers to the DIAP conference. Expenses include \$3,900 for lodging, \$2,100 for meals, and \$3,600 for airfare, for a total of \$9,600.

Three troopers (top three finishers) and the Department's CVE Training Coordinator will travel to the North American Inspector Championship held annually. The training coordinator is the Arizona Inspector Championship Coordinator, and is responsible to work at the national competition. The location of the championship changes from year to year. The approximate cost for each to attend is \$1,350, for an approximate grand total of \$5,400. This total includes air fare/transportation, meals and incidentals, and lodging.

CVSA Conference registration is \$550 per person, per conference. As stated above in the Program Travel section, six personnel typically attend each CVSA conference due to their respective committee assignments and areas of interest. The total CVSA

conference registration for the year is \$6,600. We also send two administrative personnel and one trooper to the CVSA Data Management, Quality and FMCSA Systems Training with a \$200 registration fee for a total cost of \$600. One sergeant attends the C.A.R.E conference with a registration fee of \$450. The six DIAP conference attendees cost \$400 each to register for a total of \$2,400. The total cost for all conference registration is budgeted for \$10,050.

**Expected MCSAP Reimbursement = \$270,521**

**Part 4 Section 5 - Equipment**

Equipment is tangible or intangible personal property. It includes information technology systems having a useful life of more than one year, and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the non-Federal entity (i.e., the State) for financial statement purposes, or \$5,000.

- If your State's equipment capitalization threshold is below \$5,000, check the box below and provide the threshold amount. See [§200.12](#) Capital assets, [§200.20](#) Computing devices, [§200.48](#) General purpose equipment, [§200.58](#) Information technology systems, [§200.89](#) Special purpose equipment, and [§200.94](#) Supplies.

Show the total cost of equipment and the percentage of time dedicated for MCSAP related activities that the equipment will be billed to MCSAP. For example, you intend to purchase a server for \$5,000 to be shared equally among five programs, including MCSAP. The MCSAP portion of the total cost is \$1,000. If the equipment you are purchasing will be capitalized (depreciated), you may only show the depreciable amount, and not the total cost ([2 CFR §200.436](#) and [2 CFR §200.439](#)). If vehicles or large IT purchases are listed here, the applicant must disclose their agency's capitalization policy.

Provide a description of the equipment requested. Include the quantity, the full cost of each item, and the percentage of time this item will be dedicated to MCSAP grant.

Total Project Costs equal the Number of Items x Full Cost per Item x Percentage of Time on MCSAP grant.

| Equipment Project Costs                      |            |                    |                          |                                       |                     |               |               |
|--|------------|--------------------|--------------------------|---------------------------------------|---------------------|---------------|---------------|
| Item Name                                    | # of Items | Full Cost per Item | % of Time on MCSAP Grant | Total Project Costs (Federal + State) | Federal Share       | State Share   | MOE           |
| Vehicle Lease-to-Purchase Year 3             | 19         | \$10,888.90        | 100                      | \$206,889.10                          | \$206,889.10        | \$0.00        | \$0.00        |
| In-Car Camera System                         | 20         | \$5,500.00         | 100                      | \$110,000.00                          | \$110,000.00        | \$0.00        | \$0.00        |
| Vehicle Lease-to-Purchase Year 1             | 7          | \$10,888.90        | 100                      | \$76,222.30                           | \$76,222.30         | \$0.00        | \$0.00        |
| Portable Radios                              | 16         | \$8,500.00         | 100                      | \$136,000.00                          | \$136,000.00        | \$0.00        | \$0.00        |
| <b>TOTAL: Equipment</b>                      |            |                    |                          | <b>\$529,111.40</b>                   | <b>\$529,111.40</b> | <b>\$0.00</b> | <b>\$0.00</b> |
| Equipment threshold is greater than \$5,000. |            |                    |                          |                                       |                     |               |               |

Enter a detailed explanation of how the equipment costs were derived and allocated to the MCSAP project.

**EQUIPMENT**

Over 50% of the DPS MCSAP fleet is due for replacement. The average age and mileage for this portion of the fleet is over six years, 129,000 miles, and have exceeded their useful life per State policy. To help offset this problem, the Department leased-to-purchase nineteen new vehicles out of the FY2017 MCSAP grant for conducting MCSAP related enforcement and activities. The lease-to-purchase price of the new vehicles, including police equipment buildup, was \$1,034,444 (\$54,444 ea.). The expense of the lease purchase will be spread over five years as per Arizona State Accounting policy. The cost per year for the lease purchase of the nineteen vehicles will be \$206,889 for each year and this will be our third year on the lease-to-purchase of these vehicles. This includes buildup costs for making them viable police/CVE vehicles. This equipment includes lights, sirens, cages, cargo mounts and containers, mounting equipment for laptop computer for inspections, etc.

Another seven lease-to-purchase vehicles are requested to replace vehicles that have been exceeded their useful life since the FY2017 grant lease-to-purchase order. The lease-to-purchase price of the seven new vehicle is \$381,108. Spread over five years per Arizona State Accounting policy, the price per year for the lease-to-purchase of these vehicles is \$76,222.

DPS has determined it necessary to transition to an upgraded portable radio, of the type worn by supervisors and troopers during their patrol activities. These multi-band radios represent an advancement in technology and better support interoperability and

trooper safety. There are instances where those without these newer portable radios are not able to communicate with other law enforcement and first responder personnel. Therefore, MCSAP funds will be used to begin the purchase of (eventually) 78 updated portable radios at a cost of approximately \$8,500 per unit. The FY19 MCSAP budget should support the cost of approximately 16 portable radios for \$136,000.

All Highway Patrol Bureaus are being required to purchase thirty-five In-Car Camera systems. For FY2019 we plan to purchase 20 units at \$5,500 each for a total of \$110,000.

**Expected MCSAP Reimbursement = \$529,111.**

**Part 4 Section 6 - Supplies**

*Supplies means all tangible property other than that described in [§200.33](#) Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or \$5,000, regardless of the length of its useful life. See also [§200.20](#) Computing devices and [§200.33](#) Equipment.*

*Estimates for supply costs may be based on the same allocation as personnel. For example, if 35 percent of officers' salaries are allocated to this project, you may allocate 35 percent of your total supply costs to this project. A different allocation basis is acceptable, so long as it is reasonable, repeatable and logical, and a description is provided in the narrative.*

*Provide a description of each unit/item requested, including the quantity of each unit/item, the unit of measurement for the unit/item, the cost of each unit/item, and the percentage of time on MCSAP grant.*

*Total Project Costs equal the Number of Units x Cost per Unit x Percentage of Time on MCSAP grant.*

| Supplies Project Costs     |                                       |                  |                                |   |                     |               |               |
|----------------------------|---------------------------------------|------------------|--------------------------------|---|---------------------|---------------|---------------|
| Item Name                  | # of Units/<br>Unit of<br>Measurement | Cost per<br>Unit | % of Time<br>on MCSAP<br>Grant | Total Project<br>Costs (Federal<br>+ State) | Federal<br>Share    | State Share   | MOE           |
| General Office<br>Supplies | 12<br>Month                           | \$4,795.92       | 100.0000                       | \$57,551.04                                 | \$57,551.04         | \$0.00        | \$0.00        |
| LIDAR                      | 10<br>each                            | \$2,595.00       | 100.0000                       | \$25,950.00                                 | \$25,950.00         | \$0.00        | \$0.00        |
| RADAR                      | 25<br>each                            | \$1,696.00       | 100.0000                       | \$42,400.00                                 | \$42,400.00         | \$0.00        | \$0.00        |
| Printer Cartridges         | 1<br>year                             | \$70,000.00      | 100.0000                       | \$70,000.00                                 | \$70,000.00         | \$0.00        | \$0.00        |
| Printers                   | 40<br>each                            | \$89.00          | 100.0000                       | \$3,560.00                                  | \$3,560.00          | \$0.00        | \$0.00        |
| Computer Supplies          | 1<br>Lot                              | \$50,000.00      | 100.0000                       | \$50,000.00                                 | \$50,000.00         | \$0.00        | \$0.00        |
| Computers                  | 2<br>each                             | \$1,200.00       | 100.0000                       | \$2,400.00                                  | \$2,400.00          | \$0.00        | \$0.00        |
| Inspection Supplies        | 1<br>Lot                              | \$15,000.00      | 100.0000                       | \$15,000.00                                 | \$15,000.00         | \$0.00        | \$0.00        |
| TraCS Scanners             | 20<br>each                            | \$319.00         | 100.0000                       | \$6,380.00                                  | \$6,380.00          | \$0.00        | \$0.00        |
| Mobile Data<br>Computers   | 40<br>ea                              | \$2,250.00       | 100.0000                       | \$90,000.00                                 | \$90,000.00         | \$0.00        | \$0.00        |
| CDL License                | 5<br>ea                               | \$500.00         | 100.0000                       | \$2,500.00                                  | \$2,500.00          | \$0.00        | \$0.00        |
| Firearm<br>Replacement     | 78<br>ea                              | \$615.00         | 100.0000                       | \$47,970.00                                 | \$47,970.00         | \$0.00        | \$0.00        |
| <b>TOTAL: Supplies</b>     |                                       |                  |                                | <b>\$413,711.04</b>                         | <b>\$413,711.04</b> | <b>\$0.00</b> | <b>\$0.00</b> |

**Enter a detailed explanation of how the supply costs were derived and allocated to the MCSAP project.**

|                 |
|-----------------|
| <b>SUPPLIES</b> |
|-----------------|

General office supplies for the agency's MCSAP CVE program unit total \$57,551. This includes paper, paperclips, staples, pens, file folders, organization items, office furniture, etcetera, as well as any toner and printer cartridges not specified below. We anticipate replacing up to two office chairs that are broken and worn out.

We plan to purchase ten LIDAR and twenty-five RADAR units for squad usage (this includes units for the 19 new vehicles) at a cost \$2,595 and \$1,696 each. We'll also be purchasing twenty TraCS scanners for the troopers at \$319 each. The three line-items total \$74,730

A large portion of our Mobile Data Computers (MDCs) were purchased in 2015 and they are subject to a three-year warranty. We're budgeting for 40 MDCs to replace defective units and/or utilize while units are being repaired. The cost per unit is \$2,250 for a total of \$90,000.

Five CDL licenses will be acquired at \$500 each, for a total of \$2500.

Based on SFY2018 spending, the Department is budgeting \$70,000 for printer cartridges for printers used for CMV inspections and MCSAP related reports. These are for use by all sworn and professional staff in the CVE program.

Replacement printers (40 units), used for roadside inspections, will need to be purchased at a cost of approximately \$89 each. The forty printers will be purchased for a total of \$3,560.

Computer supplies for MCSAP related activities total \$50,000, which include replacement hardware, software, cables, MDC/laptop carry cases, power inverters and related equipment.

We will be replacing two older computers (approximately 4 & 5 years) for two of our administrative/budget staff. Total budgeted = \$2,400.

DPS has determined it necessary to transition the make and caliber of the handguns issued to its personnel. This mandate will include the nearly 80 troopers and supervisors assigned to MCSAP (grant and Match/MOE). Therefore, MCSAP funds will be used to purchase 78 handguns at a cost of approximately \$615 per unit.

Inspection related supplies include items such as creepers, brake chamber tools, wheel chocks, ladders, and measuring devices. Much of these purchases will be replacing current worn or unusable equipment. Total cost should not exceed \$15,000.

**Expected MCSAP Reimbursement = \$413,711**

## Part 4 Section 7 - Contractual and Subaward

This section includes contractual costs and subawards to subrecipients. Use the table below to capture the information needed for both contractual agreements and subawards. The definitions of these terms are provided so the instrument type can be entered into the table below.

**Contractual** – A contract is a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award ([2 CFR §200.22](#)). All contracts issued under a Federal award must comply with the standards described in [2 CFR §200 Procurement Standards](#).

**Note:** Contracts are separate and distinct from subawards; see [2 CFR §200.330](#) for details.

**Subaward** – A subaward is an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract ([2 CFR §200.92](#) and [2 CFR §200.330](#)).

**Subrecipient** - Subrecipient means a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program, but does not include an individual who is a beneficiary of such program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency ([2 CFR §200.93](#)).

Enter the legal name of the vendor or subrecipient if known. If unknown at this time, please indicate 'unknown' in the legal name field. Include a description of services for each contract or subaward listed in the table. Entering a statement such as "contractual services" with no description will not be considered meeting the requirement for completing this section.

Enter the DUNS or EIN number of each entity. There is a drop-down option to choose either DUNS or EIN, and then the State must enter the corresponding identification number.

Select the Instrument Type by choosing either Contract or Subaward for each entity.

Total Project Costs should be determined by State users and input in the table below. The tool does not automatically calculate the total project costs for this budget category.

**Operations and Maintenance**-If the State plans to include O&M costs that meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below.

Please describe the activities these costs will be using to support (i.e., ITD, PRISM, SSDQ or other services.)

| Contractual and Subaward Project Costs        |                 |                 |                          |                                       |                     |                    |               |
|---|-----------------|-----------------|--------------------------|---------------------------------------|---------------------|--------------------|---------------|
| Legal Name                                    | DUNS/EIN Number | Instrument Type | % of Time on MCSAP Grant | Total Project Costs (Federal + State) | Federal Share       | State Share        | MOE           |
| Arizona Office Technology                     | EIN 860641398   | Contract        | 100.0000                 | \$3,620.00                            | \$3,620.00          | \$0.00             | \$0.00        |
| Description of Services: Copier Lease         |                 |                 |                          |                                       |                     |                    |               |
| Arizona Department of Transportation          | DUNS 825327831  | Subrecipient    | 100.0000                 | \$641,326.00                          | \$545,127.10        | \$96,198.90        | \$0.00        |
| Description of Services: New Entrant Subaward |                 |                 |                          |                                       |                     |                    |               |
| <b>TOTAL: Contractual and Subaward</b>        |                 |                 |                          | <b>\$644,946.00</b>                   | <b>\$548,747.10</b> | <b>\$96,198.90</b> | <b>\$0.00</b> |

**Enter a detailed explanation of how the contractual and subaward costs were derived and allocated to the MCSAP project.**

### CONTRACTUAL and SUBAWARD

The New Entrant Program activities will be handled by a sub grantee, Arizona Department of Transportation (ADOT). The Federal portion of their program will be \$545,127 and they've allocated \$96,199 ADOT funds for their portion of the required

15% MATCH.

Arizona Office Technologies, Inc. and Ricoh have been providing copier maintenance for our agency. We have current service agreements for two of the copiers and we lease a third large copier/scanner for our central office suite at headquarters. We estimate \$3,620 in maintenance and lease contracts for the three copiers used for MCSAP activities including estimated surcharges for contracted excess.

**Expected MCSAP Reimbursement = \$548,747**

## Part 4 Section 8 - Other Costs

*Other Costs are those not classified elsewhere and are allocable to the Federal award. These costs must be specifically itemized and described. The total costs and allocation bases must be explained in the narrative. Examples of Other Costs may include utilities and/or leased equipment, employee training tuition, meeting registration costs, etc. The quantity, unit of measurement (e.g., monthly, annually, each, etc.), unit cost, and percentage of time on MCSAP grant must be included.*

**Operations and Maintenance**—If the State plans to include O&M costs that do not meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below. Please identify these costs as ITD O&M, PRISM O&M, or SSDQ O&M. Sufficient detail must be provided in the narrative that explains what components of the specific program are being addressed by the O&M costs.

*Enter a description of each requested Other Cost.*

*Enter the number of items/units, the unit of measurement, the cost per unit/item, and the percentage of time dedicated to the MCSAP grant for each Other Cost listed. Show the cost of the Other Costs and the portion of the total cost that will be billed to MCSAP. For example, you intend to purchase air cards for \$2,000 to be shared equally among five programs, including MCSAP. The MCSAP portion of the total cost is \$400.*

*Total Project Costs equal the Number of Units x Cost per Item x Percentage of Time on MCSAP grant.*

### Indirect Costs

Information on Indirect Costs ([2 CFR §200.56](#)) is captured in this section. This cost is allowable only when an approved indirect cost rate agreement has been provided. Applicants may charge up to the total amount of the approved indirect cost rate multiplied by the eligible cost base. Applicants with a cost basis of salaries/wages and fringe benefits may only apply the indirect rate to those expenses. Applicants with an expense base of modified total direct costs (MTDC) may only apply the rate to those costs that are included in the MTDC base ([2 CFR §200.68](#)).

- **Cost Basis** — is the accumulated direct costs (normally either total direct salaries and wages or total direct costs exclusive of any extraordinary or distorting expenditures) used to distribute indirect costs to individual Federal awards. The direct cost base selected should result in each Federal award bearing a fair share of the indirect costs in reasonable relation to the benefits received from the costs.
- **Approved Rate** — is the rate in the approved Indirect Cost Rate Agreement.
- **Eligible Indirect Expenses** — means after direct costs have been determined and assigned directly to Federal awards and other activities as appropriate. Indirect costs are those remaining to be allocated to benefitted cost objectives. A cost may not be allocated to a Federal award as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been assigned to a Federal award as a direct cost.
- **Total Indirect Costs** equal Approved Rate x Eligible Indirect Expenses divided by 100.

### Your State will claim reimbursement for Indirect Costs.

| Indirect Costs                   |               |                            |                       |                       |                     |
|----------------------------------|---------------|----------------------------|-----------------------|-----------------------|---------------------|
| Cost Basis                       | Approved Rate | Eligible Indirect Expenses | Total Indirect Costs  | Federal Share         | State Share         |
| Salaries, Wages and Fringe (SWF) | 26.58         | \$7,630,937.00             | \$2,028,303.05        | \$1,632,293.00        | \$396,010.05        |
| <b>TOTAL: Indirect Costs</b>     |               |                            | <b>\$2,028,303.05</b> | <b>\$1,632,293.00</b> | <b>\$396,010.05</b> |

| Other Costs Project Costs     |                                       |                  |                                |   |                     |                |                     |
|-------------------------------|---------------------------------------|------------------|--------------------------------|---|---------------------|----------------|---------------------|
| Item Name                     | # of Units/<br>Unit of<br>Measurement | Cost per<br>Unit | % of Time<br>on MCSAP<br>Grant | Total Project<br>Costs (Federal<br>+ State) | Federal<br>Share    | State<br>Share | MOE                 |
| Postage                       | 1<br>yearly                           | \$1,000.00       | 100.0000                       | \$1,000.00                                  | \$1,000.00          | \$0.00         | \$0.00              |
| DVER<br>Printing              | 1<br>yearly                           | \$6,000.00       | 100.0000                       | \$6,000.00                                  | \$6,000.00          | \$0.00         | \$0.00              |
| Training/Reg<br>Books         | 399<br>each                           | \$27.21          | 100.0000                       | \$10,856.79                                 | \$10,856.79         | \$0.00         | \$0.00              |
| CVSA Decals                   | 4<br>quarter                          | \$1,380.00       | 100.0000                       | \$5,520.00                                  | \$5,520.00          | \$0.00         | \$0.00              |
| Level II CVSA<br>dues         | 1<br>each                             | \$10,400.00      | 100.0000                       | \$10,400.00                                 | \$10,400.00         | \$0.00         | \$0.00              |
| Fuel                          | 12<br>Monthly                         | \$21,080.00      | 100.0000                       | \$252,960.00                                | \$252,960.00        | \$0.00         | \$0.00              |
| Vehicle<br>Maintenance        | 12<br>monthly                         | \$7,375.33       | 100.0000                       | \$88,503.96                                 | \$88,503.96         | \$0.00         | \$0.00              |
| Cell Phones                   | 12<br>Month                           | \$3,000.00       | 100.0000                       | \$36,000.00                                 | \$36,000.00         | \$0.00         | \$0.00              |
| Air Cards                     | 12<br>monthly                         | \$3,000.00       | 100.0000                       | \$36,000.00                                 | \$36,000.00         | \$0.00         | \$0.00              |
| Inspection<br>Seals           | 1<br>Year                             | \$2,700.00       | 100.0000                       | \$2,700.00                                  | \$2,700.00          | \$0.00         | \$0.00              |
| Workspace<br>Renovation       | 1<br>each                             | \$96,000.00      | 100.0000                       | \$96,000.00                                 | \$96,000.00         | \$0.00         | \$0.00              |
| Risk<br>Management<br>Premium | 1<br>each                             | \$75,545.00      | 100.0000                       | \$75,545.00                                 | \$75,545.00         | \$0.00         | \$0.00              |
| MOE Indirect<br>Costs         | 1<br>ea                               | \$903,078.00     | 0.0000                         | \$0.00                                      | \$0.00              | \$0.00         | \$903,078.00        |
| <b>TOTAL: Other<br/>Costs</b> |                                       |                  |                                | <b>\$621,485.75</b>                         | <b>\$621,485.75</b> | <b>\$0.00</b>  | <b>\$903,078.00</b> |

***Enter a detailed explanation of how the 'other' costs were derived and allocated to the MCSAP project.***

#### INDIRECT COSTS

An Indirect Cost Proposal each year is generated and approved by the Department's cognizant agency each Fiscal Year. Our cognizant agency is the U.S. Department of Justice. The State's cognizant agency is the Department of Health and Human Services, and they approve the Statewide Cost Allocation Plan (SWCAP), which is used by the Department of Justice to prepare the Indirect Cost Proposal for our agency.

Though computed annually by the Department of Justice, the Indirect Cost Rate Proposal is generally not adopted for several months past its' effective start date, due to delays in state approval of the SWCAP. Oftentimes, this delay can take up to or beyond six months. We received an approved Indirect Cost Rate of 16.35% on April 11, 2017. The Indirect Cost Rate is applied to a base of salaries and fringe (ERE) and charged to our MCSAP grant along with the monthly salaries.

The Indirect Cost Rate for July 1, 2017 thru June 30, 2018 is still awaiting approval by the U.S. Department of Justice. The line item figure reflected in the budget has been updated to the proposed rate of 26.58%. At this rate, estimated Indirect Cost charges will be \$1,920,343. As this propose rate is over 10% above our last approved rate, we plan to request reimbursement of 85% of those Indirect Costs, at \$1,632,292. Indirect Cost for Match should be \$396,010. Indirect Cost for MOE should be \$903,078, which includes the 15% for which we are not seeking reimbursement.

#### OTHER EXPENSES

Training costs include the purchase of Regulation Books, OOS criteria and HazMat Regulations. We've budgeted for 180 spiral bound HazMat 49CFR 100-185 for \$3,960, 580 spiral bound Regulation Books for \$5,870 and 430 glove box Regulation Books for \$1,027 for a Training materials cost of \$10,857.

CVSA Decals cost the agency \$1,380 per quarter based on SFY2018 pricing, for a total of \$5,520 per year.

Inspection seals for one year are approximately \$2700.

Level II CVSA membership dues total \$10,400 for the year.

The Department purchases fuel in bulk at a reduced rate. This helps reduce the amount of funding requested. Fuel consumption used to perform MCSAP activities will be tracked by the Department and billed to the grant. Each vehicle that was purchased with MCSAP funds is assigned a fuel card and all fuel purchases specific to that vehicle are billed to the grant. An itemized billing is provided every other month with fuel charges for MCSAP purchased vehicles listed. The average monthly MCSAP 2018 fuel cost was \$20,080. A monthly \$21,080 average cost x 12 months was budgeted for FY 2019. Total = \$252,960.

MCSAP vehicles will be maintained and repaired by the agency's Fleet Service Section. All vehicles will be maintained per the manufacturers recommended services schedule. An itemized billing is provided every other month with maintenance charges for MCSAP purchased vehicles listed. The average monthly cost for vehicle maintenance for FY 2018, is \$7,375.33. A monthly \$7,375.33 average cost x 12 months was budgeted for FY 2019. Total = \$88,504.

The agency is requesting \$72,000 for communication expenses. These expenses include;

\$36,000 for mobile phones for roadside inspectors (CMV troopers, sergeants, captains)

\$36,000 for air cards for transmitting inspections to SAFER and accessing FMCSA Portal (CMV troopers, sergeants, captain)

Some minor alterations are planned for the CMV Budget workspace to expand work area for CMV budget/administrative personnel. Estimated cost of renovation is \$10,000. These costs are Direct Costs that will be specifically billed to CVE work unit and are not part of the Agency's Indirect Costs. (Build-out of offices, minor cubicle remodel, etc.)

Alterations are planned for MCSAP personnel workspaces to provide better consolidation and expand the work area for CVE personnel. Currently core program personnel work at different locations in Metro Phoenix due to a lack of useable workspace at a centralized location. The cost of this renovation is projected to be about \$50,000. Additionally, since MCSAP supervisors and troopers are stationed along all of the State's major CMV routes, smaller field offices must be provided and maintained across Arizona. A recent review determined that seven of those offices are in need of minor improvements which will better ensure the safeguarding of MCSAP funded/related equipment, supplies, and documents/information. The cost of the improvements to all seven of the field offices identified as needing improvement is projected to be about \$36,000. These costs are Direct Costs that will be specifically billed to CVE work unit and are not part of the Agency's Indirect Costs. (Build-out of offices, cubicle remodel, card reader access, etc.)

Risk Management insurance premiums per employee are calculated at a rate of \$1,658.50 for sworn and \$785 for civilian. Based on personnel assigned to MCSAP related activities, the Risk Management insurance premium is \$75,545. Risk Management insurance premiums are a direct expense and are not included in the calculation for Indirect Costs. Risk Management insurance is required by the Agency as all employees are required to be insured. Arizona is a self-insured state.

For State Fiscal Year 2018 our average postage cost was \$1,000 for the year. We are budgeting \$1,000 for FY2019 estimated postage.

We're requesting \$6,000 for printing of roadside inspection forms. The forms are used by troopers/inspectors not using ASPEN for inspection reports. The forms are disseminated to other troopers within the agency as well as to other agencies who conduct commercial vehicle inspections.

**Expected MCSAP Reimbursement = \$621,486**

**Part 4 Section 9 - Comprehensive Spending Plan**

The Comprehensive Spending Plan is auto-populated from all line items in the tables and is in read-only format. Changes to the Comprehensive Spending Plan will only be reflected by updating the individual budget category table(s).

| <b>ESTIMATED Fiscal Year Funding Amounts for MCSAP</b> |                   |                 |                         |
|--|-------------------|-----------------|-------------------------|
|  | 85% Federal Share | 15% State Share | Total Estimated Funding |
| Total  | \$11,240,643.00   | \$1,982,087.00  | \$13,222,730.00         |

| Summary of MCSAP Funding Limitations   |                |              |  |                |
|--|----------------|--------------|--|----------------|
| Allowable amount for Overtime without written justification (15% of Basic Award Amount): |                |              | \$1,982,087.00                           |                |
| MOE Baseline:  |                |              | \$3,177,921.02                           |                |
| Estimated Expenditures   |                |              |  |                |
| Personnel  |                |              |  |                |
|  | Federal Share  | State Share  | Total Project Costs<br>(Federal + Share) | MOE            |
| Budget Coordinator   | \$58,946.00    | \$0.00       | \$58,946.00                              | \$0.00         |
| Admin Assistant  | \$90,153.00    | \$0.00       | \$90,153.00                              | \$0.00         |
| Admin. Service Manager   | \$36,585.00    | \$0.00       | \$36,585.00                              | \$0.00         |
| MATCH personnel see narrative  | \$0.00         | \$655,208.00 | \$655,208.00                             | \$0.00         |
| Budget Coordinator   | \$49,096.00    | \$0.00       | \$49,096.00                              | \$0.00         |
| Data Entry Operator  | \$16,092.00    | \$0.00       | \$16,092.00                              | \$0.00         |
| Trooper  | \$2,005,299.78 | \$0.00       | \$2,005,299.78                           | \$0.00         |
| Sergeant   | \$531,776.00   | \$0.00       | \$531,776.00                             | \$0.00         |
| Captain  | \$211,636.66   | \$0.00       | \$211,636.66                             | \$0.00         |
| Office Coordinator   | \$90,153.00    | \$0.00       | \$90,153.00                              | \$0.00         |
| Sworn Staff MOE  | \$0.00         | \$0.00       | \$0.00                                   | \$991,325.00   |
| Professional Staff MOE   | \$0.00         | \$0.00       | \$0.00                                   | \$42,978.00    |
| Salary Subtotal  | \$3,089,737.44 | \$655,208.00 | \$3,744,945.44                           | \$1,034,303.00 |
| Trooper  | \$71,780.31    | \$0.00       | \$71,780.31                              | \$0.00         |
| Trooper  | \$125,615.70   | \$0.00       | \$125,615.70                             | \$0.00         |
| Sergeant   | \$15,667.74    | \$0.00       | \$15,667.74                              | \$0.00         |
| Civilian FTE   | \$7,420.02     | \$0.00       | \$7,420.02                               | \$0.00         |
| Sergeant   | \$27,419.92    | \$0.00       | \$27,419.92                              | \$0.00         |
| Overtime subtotal  | \$247,903.69   | \$0.00       | \$247,903.69                             | \$0.00         |
| Personnel total  | \$3,337,641.13 | \$655,208.00 | \$3,992,849.13                           | \$1,034,303.00 |

| <b>Fringe Benefits</b>        |                       |                     |  |                       |
|-------------------------------|-----------------------|---------------------|--|-----------------------|
|                               | Federal Share         | State Share         | Total Project Costs<br>(Federal + State) | MOE                   |
| Sworn Staff                   | \$3,501,585.19        | \$0.00              | \$3,501,585.19                           | \$0.00                |
| Professional Staff            | \$112,166.98          | \$0.00              | \$112,166.98                             | \$0.00                |
| FY19 Intermittent Staff       | \$10,382.43           | \$0.00              | \$10,382.43                              | \$0.00                |
| Overtime Sworn                | \$261,334.94          | \$0.00              | \$261,334.94                             | \$0.00                |
| Overtime Civilian             | \$1,663.56            | \$0.00              | \$1,663.56                               | \$0.00                |
| MATCH Personnel see narrative | \$0.00                | \$834,669.47        | \$834,669.47                             | \$0.00                |
| Sworn Staff MOE               | \$0.00                | \$0.00              | \$0.00                                   | \$1,262,848.44        |
| Professional Staff MOE        | \$0.00                | \$0.00              | \$0.00                                   | \$16,718.36           |
| <b>Fringe Benefits total</b>  | <b>\$3,887,133.10</b> | <b>\$834,669.47</b> | <b>\$4,721,802.57</b>                    | <b>\$1,279,566.80</b> |

| Travel                                |                     |               |  |               |
|---------------------------------------|---------------------|---------------|--|---------------|
|                                       | Federal Share       | State Share   | Total Project Costs<br>(Federal + State) | MOE           |
| Routine Travel see Narrative          | \$140,500.00        | \$0.00        | \$140,500.00                             | \$0.00        |
| CVSA Conferences                      | \$20,160.00         | \$0.00        | \$20,160.00                              | \$0.00        |
| CVSA IT Data Workshop                 | \$5,811.00          | \$0.00        | \$5,811.00                               | \$0.00        |
| MCSAP Related Training                | \$16,200.00         | \$0.00        | \$16,200.00                              | \$0.00        |
| MCSAP Planning Meeting                | \$4,000.00          | \$0.00        | \$4,000.00                               | \$0.00        |
| Operation Roadcheck                   | \$58,800.00         | \$0.00        | \$58,800.00                              | \$0.00        |
| DIAP Conference                       | \$9,600.00          | \$0.00        | \$9,600.00                               | \$0.00        |
| NAIC                                  | \$5,400.00          | \$0.00        | \$5,400.00                               | \$0.00        |
| Conference Registration See Narrative | \$10,050.00         | \$0.00        | \$10,050.00                              | \$0.00        |
| <b>Travel total</b>                   | <b>\$270,521.00</b> | <b>\$0.00</b> | <b>\$270,521.00</b>                      | <b>\$0.00</b> |

| Equipment                        |                     |               |  |               |
|----------------------------------|---------------------|---------------|--|---------------|
|                                  | Federal Share       | State Share   | Total Project Costs<br>(Federal + State) | MOE           |
| Vehicle Lease-to-Purchase Year 3 | \$206,889.10        | \$0.00        | \$206,889.10                             | \$0.00        |
| In-Car Camera System             | \$110,000.00        | \$0.00        | \$110,000.00                             | \$0.00        |
| Vehicle Lease-to-Purchase Year 1 | \$76,222.30         | \$0.00        | \$76,222.30                              | \$0.00        |
| Portable Radios                  | \$136,000.00        | \$0.00        | \$136,000.00                             | \$0.00        |
| <b>Equipment total</b>           | <b>\$529,111.40</b> | <b>\$0.00</b> | <b>\$529,111.40</b>                      | <b>\$0.00</b> |

| Supplies                |                     |               |  |               |
|-------------------------|---------------------|---------------|--|---------------|
|                         | Federal Share       | State Share   | Total Project Costs<br>(Federal + State) | MOE           |
| General Office Supplies | \$57,551.04         | \$0.00        | \$57,551.04                              | \$0.00        |
| LIDAR                   | \$25,950.00         | \$0.00        | \$25,950.00                              | \$0.00        |
| RADAR                   | \$42,400.00         | \$0.00        | \$42,400.00                              | \$0.00        |
| Printer Cartridges      | \$70,000.00         | \$0.00        | \$70,000.00                              | \$0.00        |
| Printers                | \$3,560.00          | \$0.00        | \$3,560.00                               | \$0.00        |
| Computer Supplies       | \$50,000.00         | \$0.00        | \$50,000.00                              | \$0.00        |
| Computers               | \$2,400.00          | \$0.00        | \$2,400.00                               | \$0.00        |
| Inspection Supplies     | \$15,000.00         | \$0.00        | \$15,000.00                              | \$0.00        |
| TraCS Scanners          | \$6,380.00          | \$0.00        | \$6,380.00                               | \$0.00        |
| Mobile Data Computers   | \$90,000.00         | \$0.00        | \$90,000.00                              | \$0.00        |
| CDL License             | \$2,500.00          | \$0.00        | \$2,500.00                               | \$0.00        |
| Firearm Replacement     | \$47,970.00         | \$0.00        | \$47,970.00                              | \$0.00        |
| <b>Supplies total</b>   | <b>\$413,711.04</b> | <b>\$0.00</b> | <b>\$413,711.04</b>                      | <b>\$0.00</b> |

| Contractual and Subaward              |                     |                    |  |               |
|---------------------------------------|---------------------|--------------------|--|---------------|
|                                       | Federal Share       | State Share        | Total Project Costs<br>(Federal + State) | MOE           |
| Arizona Office Technology             | \$3,620.00          | \$0.00             | \$3,620.00                               | \$0.00        |
| Arizona Department of Transportation  | \$545,127.10        | \$96,198.90        | \$641,326.00                             | \$0.00        |
| <b>Contractual and Subaward total</b> | <b>\$548,747.10</b> | <b>\$96,198.90</b> | <b>\$644,946.00</b>                      | <b>\$0.00</b> |

| Other Costs              |                     |               |  |                     |
|--------------------------|---------------------|---------------|--|---------------------|
|                          | Federal Share       | State Share   | Total Project Costs<br>(Federal + State) | MOE                 |
| Postage                  | \$1,000.00          | \$0.00        | \$1,000.00                               | \$0.00              |
| DVER Printing            | \$6,000.00          | \$0.00        | \$6,000.00                               | \$0.00              |
| Training/Reg Books       | \$10,856.79         | \$0.00        | \$10,856.79                              | \$0.00              |
| CVSA Decals              | \$5,520.00          | \$0.00        | \$5,520.00                               | \$0.00              |
| Level II CVSA dues       | \$10,400.00         | \$0.00        | \$10,400.00                              | \$0.00              |
| Fuel                     | \$252,960.00        | \$0.00        | \$252,960.00                             | \$0.00              |
| Vehicle Maintenance      | \$88,503.96         | \$0.00        | \$88,503.96                              | \$0.00              |
| Cell Phones              | \$36,000.00         | \$0.00        | \$36,000.00                              | \$0.00              |
| Air Cards                | \$36,000.00         | \$0.00        | \$36,000.00                              | \$0.00              |
| Inspection Seals         | \$2,700.00          | \$0.00        | \$2,700.00                               | \$0.00              |
| Workspace Renovation     | \$96,000.00         | \$0.00        | \$96,000.00                              | \$0.00              |
| Risk Management Premium  | \$75,545.00         | \$0.00        | \$75,545.00                              | \$0.00              |
| MOE Indirect Costs       | \$0.00              | \$0.00        | \$0.00                                   | \$903,078.00        |
| <b>Other Costs total</b> | <b>\$621,485.75</b> | <b>\$0.00</b> | <b>\$621,485.75</b>                      | <b>\$903,078.00</b> |

| Total Costs                      |                        |                       |  |                       |
|----------------------------------|------------------------|-----------------------|--|-----------------------|
|                                  | Federal Share          | State Share           | Total Project Costs<br>(Federal + State) | MOE                   |
| <b>Subtotal for Direct Costs</b> | <b>\$9,608,350.52</b>  | <b>\$1,586,076.37</b> | <b>\$11,194,426.89</b>                   | <b>\$3,216,947.80</b> |
| Indirect Costs                   | \$1,632,293.00         | \$396,010.05          | \$2,028,303.05                           | NA                    |
| <b>Total Costs Budgeted</b>      | <b>\$11,240,643.52</b> | <b>\$1,982,086.42</b> | <b>\$13,222,729.94</b>                   | <b>\$3,216,947.80</b> |

## Part 4 Section 10 - Financial Summary

The Financial Summary is auto-populated by the system by budget category. It is a read-only document and can be used to complete the SF-424A in Grants.gov. Changes to the Financial Summary will only be reflected by updating the individual budget category table(s).

- The system will confirm that percentages for Federal and State shares are correct for Total Project Costs. The edit check is performed on the **"Total Costs Budgeted"** line only.
- The system will confirm that Planned MOE Costs equal or exceed FMCSA funding limitation. The edit check is performed on the **"Total Costs Budgeted"** line only.
- The system will confirm that the Overtime value does not exceed the FMCSA funding limitation. The edit check is performed on the **"Overtime subtotal"** line.

| ESTIMATED Fiscal Year Funding Amounts for MCSAP |                   |                 |                         |
|---|-------------------|-----------------|-------------------------|
|   | 85% Federal Share | 15% State Share | Total Estimated Funding |
| Total   | \$11,240,643.00   | \$1,982,087.00  | \$13,222,730.00         |

| Summary of MCSAP Funding Limitations   |                |
|--|----------------|
| Allowable amount for Overtime without written justification (15% of Basic Award Amount): | \$1,982,087.00 |
| MOE Baseline:  | \$3,177,921.02 |

| Estimated Expenditures         |                        |                       |  |                       |
|--------------------------------|------------------------|-----------------------|--|-----------------------|
|                                | Federal Share          | State Share           | Total Project Costs<br>(Federal + State) | Planned MOE Costs     |
| Salary Subtotal                | \$3,089,737.44         | \$655,208.00          | \$3,744,945.44                           | \$1,034,303.00        |
| Overtime Subtotal              | \$247,903.69           | \$0.00                | \$247,903.69                             | \$0.00                |
| Personnel Total                | \$3,337,641.13         | \$655,208.00          | \$3,992,849.13                           | \$1,034,303.00        |
| Fringe Benefits Total          | \$3,887,133.10         | \$834,669.47          | \$4,721,802.57                           | \$1,279,566.80        |
| Travel Total                   | \$270,521.00           | \$0.00                | \$270,521.00                             | \$0.00                |
| Equipment Total                | \$529,111.40           | \$0.00                | \$529,111.40                             | \$0.00                |
| Supplies Total                 | \$413,711.04           | \$0.00                | \$413,711.04                             | \$0.00                |
| Contractual and Subaward Total | \$548,747.10           | \$96,198.90           | \$644,946.00                             | \$0.00                |
| Other Costs Total              | \$621,485.75           | \$0.00                | \$621,485.75                             | \$903,078.00          |
|                                | 85% Federal Share      | 15% State Share       | Total Project Costs<br>(Federal + State) | Planned MOE Costs     |
| Subtotal for Direct Costs      | \$9,608,350.52         | \$1,586,076.37        | \$11,194,426.89                          | \$3,216,947.80        |
| Indirect Costs                 | \$1,632,293.00         | \$396,010.05          | \$2,028,303.05                           | NA                    |
| <b>Total Costs Budgeted</b>    | <b>\$11,240,643.52</b> | <b>\$1,982,086.42</b> | <b>\$13,222,729.94</b>                   | <b>\$3,216,947.80</b> |

## Part 5 - Certifications and Documents

*Part 5 includes electronic versions of specific requirements, certifications and documents that a State must agree to as a condition of participation in MCSAP. The submission of the CVSP serves as official notice and certification of compliance with these requirements. State or States means all of the States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, and the Virgin Islands.*

*If the person submitting the CVSP does not have authority to certify these documents electronically, then the State must continue to upload the signed/certified form(s) through the "My Documents" area on the State's Dashboard page.*

### Part 5 Section 1 - State Certification

*The State Certification will not be considered complete until the four questions and certification declaration are answered. Selecting 'no' in the declaration may impact your State's eligibility for MCSAP funding.*

1. What is the name of the person certifying the declaration for your State? Brian Preston
2. What is this person's title? Major
3. Who is your Governor's highway safety representative? Alberto Gutier
4. What is this person's title? Director, Governor's Ofc of Highway Safety (GOHS)

**The State affirmatively accepts the State certification declaration written below by selecting 'yes'.**

- ☒ Yes
- ☐ Yes, uploaded certification document
- ☐ No

#### State Certification declaration:

I, Brian Preston, Major, on behalf of the State of ARIZONA, as requested by the Administrator as a condition of approval of a grant under the authority of [49 U.S.C. § 31102](#), as amended, certify that the State satisfies all the conditions required for MCSAP funding, as specifically detailed in [49 C.F.R. § 350.211](#).

If there are any exceptions that should be noted to the above certification, include an explanation in the text box below.

## Part 5 Section 2 - Annual Review of Laws, Regulations, Policies and Compatibility Certification

*You must answer all three questions and indicate your acceptance of the certification declaration. Selecting 'no' in the declaration may impact your State's eligibility for MCSAP funding.*

1. What is the name of your certifying State official? Brian Preston
2. What is the title of your certifying State official? Major
3. What are the phone # and email address of your State official? 602-223-2826 bpreston@azdps.gov

**The State affirmatively accepts the compatibility certification declaration written below by selecting 'yes'.**

- ☒ Yes
- ☐ Yes, uploaded certification document
- ☐ No

I, Brian Preston, certify that the State has conducted the annual review of its laws and regulations for compatibility regarding commercial motor vehicle safety and that the State's safety laws remain compatible with the Federal Motor Carrier Safety Regulations (49 CFR parts 390-397) and the Hazardous Materials Regulations (49 CFR parts 107 (subparts F and G only), 171-173, 177, 178, and 180) and standards and orders of the Federal government, except as may be determined by the Administrator to be inapplicable to a State enforcement program. For the purpose of this certification, Compatible means State laws or regulations pertaining to interstate commerce that are identical to the FMCSRs and HMRs or have the same effect as the FMCSRs and identical to the HMRs and for intrastate commerce rules identical to or within the tolerance guidelines for the FMCSRs and identical to the HMRs.

If there are any exceptions that should be noted to the above certification, include an explanation in the text box below.

49 CFR 350.201 (a). The State's exemption in A.R.S. § 28-5234 A for public utility and railroad carrier drivers in interstate commerce is not compatible with 49 CFR 391 and 395. A.R.S. § 28-5234 exempts public utility drivers and drivers for railroads from 49 CFR 391 and 395 in interstate commerce when operating vehicles that have a Gross Vehicle Weight Rating (GVWR) of more than 18,000 pounds when the operation is only incidental to the performance of their non-driving duties. A.R.S. § 28-5234 provides that 49 CFR 391 Subparts A – General and E – Physical Qualifications and Examinations do apply under certain circumstances described in A.R.S. § 28-5234 A. The FMCSRs state public utility drivers may be exempted from 49 CFR 395, but they may not be exempted from 49 CFR 391. Railroad vehicle drivers may not be exempted from either section. 49 CFR 350.201 (a). The State statutes found in A.R.S. § 28-5234 and A.A.C. R17-5-210 are not compatible in interstate commerce with 49 CFR 390.23 – Relief from Regulations and 49 CFR 390.25 – Extension of Relief from Regulations – Emergencies. A.R.S. § 28-5234 and A.A.C. R17-5-210 eliminate references to regional emergencies and change who can determine when an emergency exists that are contained in 49 CFR 390.23. A.A.C. R17-5-210 also changes who may extend periods of relief that are set forth in 49 CFR 390.25. A.R.S. § 28-5234 and A.A.C. R17-5-210 allows the motor carrier to declare the emergency rather than a government official as set forth in 49 CFR 390.23. R17-5-210 does not supersede the FMCSR's, it only applies to intrastate commerce. It does define who may determine when a local emergency exists. ARS 28-5234 determines who may make the determination of an emergency while R-17-5-210 defines the reporting mechanism of the public utilities and/or railroad involved. 49 CFR 350.201 (a). The State's regulation in A.A.C. R17-5-206 does not recognize the named Federal officials' authority to review an interstate driver's out-of-service (OOS) orders resulting from alcohol use, and therefore, is not compatible with 49 CFR 392.5 (e). Action Plan: R17-5-206 does not supersede the FMCSR's, it only adds the provisions of ARS 28-5241. 49 CFR 350.201 (a). The brake performance standards contained in A.R.S. § 28-952 are different than those contained in 49 CFR 393.52. Action Plan: A.R.S. § 28-952 provides general stopping and deceleration requirements and does not differentiate between passenger-carrying vehicles and property-carrying vehicles. The requirements within the statute are equal to or stricter than the requirements in 49 CFR 393.52 for all CMVs, except passenger and property carrying vehicles with a GVWR of 10,000 pounds or less. 49 CFR 350.201 (a). The State's vehicle registration requirements are not compatible with 49 CFR 350.201(j), requiring vehicle registrants to declare knowledge of applicable FMCSRs, HMRs, or compatible State laws and regulations at the time a vehicle is registered. 49 CFR 350.201 (a). The State's requirement on Tank Endorsement is not as strict as the FMCSRs. The State sets the requirement at a single package of 1,000 gallons or more, where the FMCSRs includes individual packages of more

than 119 gallons with an aggregate of 1,000 gallons or more.

**Part 5 Section 3 - New Laws/Legislation/Policy Impacting CMV Safety**

**Has the State adopted/enacted any new or updated laws (i.e., statutes) impacting CMV safety since the last CVSP or annual update was submitted?**

☒ Yes ☐ No

In the table below, please provide the bill number and effective date of any new legislation. Include the code section which was changed because of the bill and provide a brief description of the legislation. Please include a statute number, hyperlink or URL, in the summary. Do NOT include the actual text of the Bill as that can be very lengthy.

| Legislative Adoption |                |                      |   |
|----------------------|----------------|----------------------|---|
| Bill Number          | Effective Date | Code Section Changed | Summary of Changes  |
| HB2455               | 08/03/2018     | ARS<br>28-5201(1)(a) | The definition for a "Commercial Motor Vehicle" in ARS 28-5201(1)(a) was amended for intrastate CMVs to increase the weight to 26,0001 or more pounds GVWR from the previous 18,001 pounds. This was a result of HB2455. The change becomes effective August 3, 2018.<br>The language now reads: (a) A single vehicle or combination of vehicles that has a gross vehicle weight rating of TWENTY-SIX thousand one or more pounds and that is used for the purposes of intrastate commerce. |

**Has the State adopted/enacted any new administrative actions or policies impacting CMV safety since the last CVSP?**

☒ Yes ☐ No

In the table below, provide the section changed and the effective date of the administrative change or policy adoption. Include a brief description of the policy or action. Please include a hyperlink or URL, in the summary if available.

| Administrative and Policy Adoption |                |  |
|------------------------------------|----------------|--|
| Section Changed                    | Effective Date | Summary of Changes   |
| AAC Title 17,<br>Chapter 5         | 05/25/2018     | On May 25, 2018, the Arizona Secretary of State published the FMCSA rule adoptions as published in October 2016, and no further amendments. This adoption was inclusive of the ELD mandate and all additional FAST Act provisions. |



**U.S. Department of Justice**

Office of Justice Programs

*Office of the Chief Financial Officer*

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Washington D.C. 20531

September 13, 2018

Philip Case, Budget Officer  
Arizona Department of Public Safety  
2102 West Encanto Boulevard  
PO Box 6638  
Phoenix, AZ 85005

Dear Mr. Case:

As state agency, **Arizona Department of Public Safety**, with a current, negotiated indirect cost rate agreement, for fiscal year 2017 (***use period ending 06/30/2017***) may make a one-time request to extend its indirect cost rate agreement for a period not to exceed one year. Once request is received and approved, the one-time extension is binding.

Your fully executed Negotiated Agreement approving a fixed carry forward rate of ***16.35%, applicable to All Programs*** for the fiscal year ending **June 30, 2017** extension is approved.

**Period: One-Year - extended through June 30, 2019**

**Fiscal year: 2017**

**Rate: 16.35%**

**Applicable To: All Programs**

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Approved

Desma E. Robinson  
Staff Accountant  
Department of Justice  
Office of Justice Programs

If you have any questions, please contact me on (202)305-2725.