



CONNECTICUT

Commercial Vehicle Safety Plan

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

**Fiscal Years 2018 - 2020
Annual Update FY 2019**

Date of Approval: July 17, 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 (FY 2018 - 2020)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2018 - 2020)
- 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 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.

REMINDERS FOR FY 2019:

Multi-Year plans—For FY 2019, all States will be utilizing the multi-year CVSP format. This means that objectives, projected goals, and activities in the plan will cover a full 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 or Year 3 of a multi-year plan will be providing an Annual Update only. States will be able to review the project plan submitted in the previous year and indicate whether anything needs to be updated for the upcoming fiscal year 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 previously will be editable and State users can make any necessary changes to their project plan. (Note: Trend information that supports your current activities is not editable.)
- If No is indicated, then no information in this section will be editable and the user can move forward to the next section.
- The financial information and certifications will be updated each fiscal year.

All 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.

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.

Personally Identifiable Information – PII is information which, on its own or matched with other data, would permit identification of that individual. Examples of PII include: name, home address, social security number, driver's license number or State-issued identification number, date and/or place of birth, mother's maiden name, financial, medical, or educational records, non-work telephone numbers, criminal or employment history, etc. PII, if disclosed to or altered by unauthorized individuals, could adversely affect the Agency's mission, personnel, or assets or expose an individual whose information is released to harm, such as identity theft.

Part 1 Section 2 - Mission/Goal Statement

Please review the description of your State's lead CMV agency's goals or mission. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☒ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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.

Connecticut Department of Motor Vehicles

Our Mission and Vision

Mission: The mission of the Connecticut Department of Motor Vehicles is to promote and advance public Safety, Security and Service through the regulation of drivers, their motor vehicles and certain motor vehicle-related businesses.

Vision: Our vision is to always evolve as an organization; to employ new and innovative measures and strategies that improve customer service, enhance the security of credentials, foster staff development and satisfaction, streamline agency procedures, and promote clear and timely communication.

Commercial Vehicle Safety Division
Motor Carrier Unit

* Safety is what we do every day.*

To reduce the number and severity of; accidents, fatalities, and injuries involving commercial motor vehicles and hazardous materials incidents through consistent, uniform, and effective commercial motor vehicle safety programs.

Goal: With Connecticut's 2016 fatality rate of .104 that is more than 25% less than the national average of .144, we will strive to maintain our lower than national average percentage and reduce its total number of crashes and reduce our total number of crashes annually by two percent.

Part 1 Section 3 - MCSAP Structure Explanation

Please review your State's CMV enforcement program description. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☒ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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.

The Connecticut Department of Motor Vehicles, Commercial Vehicle Safety Division (CVSD) continues as this State's MCSAP lead agency. As the State's lead agency, partnering with the Federal Motor Carrier Safety Administration (FMCSA), Connecticut Department of Transportation (ConnDOT) and the Department of Emergency Services and Public Protection, Division of State Police (CSP) as well as a number of local municipalities, our common goal is to reduce the number and severity of accidents and hazardous materials incidents involving commercial motor vehicles. Inasmuch as the primary function of the CVSD is the stopping of commercial vehicles for the purpose of inspecting the vehicle, its driver and its load, we are firmly committed to our highway safety goals and ensuring that the highways of Connecticut are safe for the motoring public. We remain confident that Connecticut will execute a well thought out and comprehensive Commercial Vehicle Safety Plan (CVSP) that will significantly improve motor carrier safety.

All personnel (111) performing roadside inspections submit those inspections to CVSD for uploading into the Federal database. CSP and CVSD personnel complete their inspections electronically (ASPEN) and upload those inspections wirelessly. Local officers record their inspections on handwritten inspection reports and CVSD manually enters those reports into SAFETYNET. Subsequently, CVSD uploads them into the Federal database. All personnel are trained and certified by the CVSD in accordance with Connecticut State statutes (Connecticut General Statutes (CGS) 14-163c) and regulations (Regulations of Connecticut State Agencies (RCSA) 14-163c-1, 2, 4 through 12 inclusive) and their respective departments have written MOUs with CVSD.

All participating agencies conduct roadside inspections, complete Driver/Vehicle Examination Reports and file those reports with the CVSD. As previously noted CSP and CVSD upload their reports electronically. CVSD performs the data entry of all hand written reports, monitoring all DataQs, certifies all reports, sends out second notices for delinquent reports and suspends the registrations of those vehicles cited in the delinquent reports that are non-compliant.

CVSD deploys four truck teams: Central, East, West and Evening in areas across the State for maximum coverage. CVSD schedules include, at a minimum, three days per month for level III driver focused inspections, weekly traffic enforcement (TE) days, two HM days and two destination inspection details. All personnel will include checks for: safety belts; drugs and alcohol; operating authority (as applicable); violations of Federal OOS orders; and proper and valid license status when conducting inspections.

In addition, to conducting nearly 80% of the Driver/Vehicle Examination Reports, which include CMV TE and motor coach terminal inspections, CVSD performs: New Entrant Safety Audits (SAs), the Internal Repair Audit Program (IRAP), Judicial Outreach Program (JOP), and educational contacts.

Part 1 Section 4 - MCSAP Structure

Please review your State's MCSAP structure information. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☒ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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:	CONNECTICUT DEPARTMENT OF MOTOR VEHICLES
Enter total number of personnel participating in MCSAP activities	53
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	53
Traffic Enforcement Activities	53
Investigations*	3
Public Education and Awareness	10
Data Collection and Reporting	7
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	5
Total # of MCSAP Participating Personnel:	58

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 2018 - 2020 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.

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 Activity Dashboard and/or the CVSP Toolkit on the A&I Online website. The Activity 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>. 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

Please review the description of your State's crash reduction problem statement, goals, program activities and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☒ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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 2012 - 2016

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: Other

If you select 'Other' as the goal measurement, explain the measurement used in the text box provided:
Fatal & non-fatal crashes

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2016	12/31/2016	29	1390	1643
01/01/2015	12/31/2015	36	667	1418
01/01/2014	12/31/2014	21	739	680
01/01/2013	12/31/2013	23	614	754
01/01/2012	12/31/2012	15	773	626

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: Other

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

Fatal & non-fatal crashes

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2016	12/31/2016	4	252	398
01/01/2015	12/31/2015	5	71	257
01/01/2014	12/31/2014	1	91	72
01/01/2013	12/31/2013	2	31	92
01/01/2012	12/31/2012	2	12	32

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: N/A

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

N/A

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0
01/01/2013	12/31/2013	0	0	0
01/01/2012	12/31/2012	0	0	0

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

Data Sources: A&I. MCMIS Large Trucks and Buses Involved in Fatal and Non-fatal Crashes CY 2015, May 26, 2017 data snapshot, which includes crash records through January 31, 2017 and the 2015 State Level Commercial Motor Vehicle (CMV) Fatality Rate per 100 Million Total Vehicle Miles Traveled. PHMSA Incident Reports.

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

Connecticut's CMV Fatality Rate per 100 million VMT: 2007 - .09; 2008 - .09; 2009 - .05; 2010 - .09; 2011 - .05; 2012 - .05; 2013 - .07; 2014 - .07; and 2015 - .13.

Outcomes are listed as a percentage (%) of change from previous year's total (fatal and non-fatal) truck crashes. While we grasp the seriousness of fatal crashes, due to the small number of fatal crashes, Connecticut uses the total (fatal and non-fatal) truck crash numbers when stating our goals and calculating the actual outcomes. This larger number provides for a more statistically relevant number for us to evaluate.

Calendar years: 2008 - 859; 2009 - 723 (-15.8%); 2010 - 700 (-3.18%); 2011 - 814 (16.29%); 2012 - 626 (-23.10%); 2013 - 754 (20.45%); 2014 - 680 (-9.81%); *2015 - 1,418 (108.52%); and 2016 - 1,643 (13.69%).

*NOTE - 2015 saw the implementation of the State's newly required electronic crash report (PR-1) and a subsequent large up tick in crash reports submitted by cities and towns that were previously not reported. Many of these new reports do not appear to be reportable and the ConnDOT has received a SaDIP grant to work on training for police officers throughout the State on the proper reporting of CMV crashes. The training is being performed by UConn Transportation Safety Research Center. When conducting this training CVSD personnel assist UConn instructors.

Hazardous Materials: A review of the PHMSA Yearly Incident Summary Reports (highway) for the years 2012 through 2016 continue to show zero fatalities and zero injuries that required hospitalization. To that end the State has not identified a significant hazardous materials safety problem that warrants a specific state objective. The total number of incidents remains somewhat flat; 196, 157, 210, 198 and 251 respectively. Damages are flat as well; \$197,427 in 2012 to \$107,326 in 2016, except for the large spike in damages for 2013, which resulted mainly from one incident where a cargo tank rolled over after sliding on the ice and released 2,500 gallons of diesel fuel. Damages for that one incident were \$300,919. (71.21% of the 2013 year's total damages of \$422,590)

Regardless, trucks teams continue to be assigned twice per month to specific 'HM days' for a focus on hazardous materials transportation with a concentration on flammable, combustible and corrosive shipments as these three hazard classes represent 81.75% of the national incidents. Ultimately, the crash statistics, the PHMSA incident summary reports and the out-of-service rates demonstrate that there is no apparent issue with regards to hazardous material transportation. However, the nature of the product being transported requires us to maintain careful oversight on those motor carriers to ensure they continue safe operating practices. In addition, we have several terminals (aka 'tank farms') located at a number of ports that supply fuel oils to consumers throughout the State and to surrounding States. We must be mindful of the security risk these terminals pose and continue to maintain a presence at these locations.

Narrative Overview for FY 2018 - 2020**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.

Based on the 2016 MCMIS crash data for all large truck and bus crashes occurring on Connecticut's roadways: for the 2,033 large truck and bus crashes (involving 2,151 vehicles) the majority of those crashes occurred during daylight hours between 6 am and 6 pm (1,692 crashes, 78.7%), Monday through Friday (1,939 crashes, 90.1%), on dry roads (1,731, 80.5%), with clear weather condition reported (1,845 crashes, 85.8%), and take place on two-way divided highways 959 with barriers and 286 without barriers (1,245, 57.9%). The majority of these large trucks and buses are greater than 26,000 pounds (1,564, 72.7%), have three or more axles (1,174, 54.6%), have van/enclosed body cargo areas (891, 41.4%), are non-domiciled carriers (1,105, 51.4%), and are interstate carriers (1,608, 74.8%). The

majority of these crashes (1,748, 81.3%) occur in three of our eight counties, Fairfield (557, 25.6%), Hartford (586, 27.2%) and New Haven (605, 28.1%); we need to focus in our high-crash corridors for large trucks with three or more axles operated Monday through Friday between 6 am and 6 pm. In 2016, Connecticut's fatality rate per 100 million total VMT is .104, which is more than 25% less than the national average of .144. Connecticut must strive to maintain its lower than national average percentage and reduce its total number of crashes annually by two percent. Any collision involving a large truck or bus has the potential to be a fatal event.

Note 2017 Data:

Large truck fatal and non-fatal crashes for calendar year 2017 - 1,333 crashes, an 18.87% reduction from 2016 (1,643 crashes).

Large truck fatal and non-fatal crashes 01/01/2017-12/31/2017: 25 Fatalities; Goal 1,611 crashes; Outcome 1,333 crashes.

Motorcoach/Passenger Carrier fatal and non-fatal crashes 01/01/2017-12/31/2017: 3 Fatalities; Goal 390 crashes; Outcome 337 crashes.

Enter the data source and capture date:

Data Source: MCMIS Large Trucks and Buses Involved in Fatal and Non-fatal Crashes CY 2016, July 28, 2017 data snapshot, which includes crash records through January 31, 2017 and the 2016 State Level Commercial Motor Vehicle (CMV) Fatality Rate per 100 Million Total Vehicle Miles Traveled.

Projected Goal for FY 2018 - 2020:

In the table below, state the crash reduction goal for each of the three fiscal years. The method of measurement should be consistent from year to year. For example, if the overall crash reduction goal for the three year period is 12 percent, then each annual goal could be 4 percent.

Fiscal Year	Annual Crash Reduction Goals
2018	1611
2019	1579
2020	1548

Connecticut must strive to maintain its lower than national average percentage and reduce its total number of truck crashes annually by two percent.

Program Activities for FY 2018 - 2020: 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.

Through the findings of the LTCCS's recognition of the driver as one of the major factors in 'crash causation', we will conduct CMV TE focusing on reckless driving, speeding, following too close and unsafe lane changes, in all areas of the state as well as prior to and within the identified high crash areas. This CMV TE will be documented on Driver/Vehicle Examination Reports. In addition, we will perform random roadside inspections, focusing on the driver and provide a high visibility presence prior to or within the identified high crash areas.

Connecticut does not intend to include non-CMV TE as part of the CVSP. CVSD does not have the necessary staffing levels to assign personnel to this task while maintaining our levels of inspections. Personnel will conduct isolated stops at times when unsafe actions by the non-CMV driver are performed in the vicinity of a CMV and warrants immediate action.

Connecticut will assign several personnel from each of our four truck teams to work in the identified high crash areas at least twice per week. This should result in approximately 144 hours of CMV TE weekly. Activities will take place M-F between 6 am and 6 pm and focus on drivers of CMVs greater than 26,000 pounds operating on interstates. All CMV TE performed will be documented on Driver/Vehicle Examination Reports.

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.

Supervisors will schedule monthly high crash and TE days accordingly. The MCSAP Coordinator will review monthly schedules submitted by supervisors to ensure high crash and TE days have been scheduled. Those days will be noted in the quarterly reports.

Part 2 Section 3 - Roadside Inspections

Please review the description of your State's overall inspection program and identify if changes are needed for the upcoming fiscal year. You must also update the projected roadside inspection goals for the upcoming fiscal year. You must select "yes" to make changes.

- ☒ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

In this section, provide a trend analysis, an overview of the State's roadside inspection program, and projected goals for FY 2018 - 2020.

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 2012 - 2016

Inspection Types	2012	2013	2014	2015	2016
Level 1: Full	6673	6056	5677	5833	5443
Level 2: Walk-Around	7057	6237	6787	8968	7493
Level 3: Driver-Only	7298	7526	6044	7759	7877
Level 4: Special Inspections	0	0	0	0	0
Level 5: Vehicle-Only	652	665	726	676	711
Level 6: Radioactive Materials	0	0	0	0	0
Total	21680	20484	19234	23236	21524

Narrative Overview for FY 2018 - 2020

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.

Note: The Inspections numbers are from the State's SAFETYNET files and reflect Federal Fiscal Years (FFY); October 1 - September 30.

Connecticut will perform Driver/Vehicle Inspections at the levels noted in the activity projections listed below. All personnel will include checks for: safety belts; drugs and alcohol; operating authority (as applicable); violations of Federal OOS orders; and proper/valid license status (electronic check) when conducting inspections. These inspections will be done as specified in the other sections of this plan as they relate to crash reduction, TE, HM transportation and passenger-carrying vehicles. Ultimately, we will work to maintain or increase driver focused inspections at or above the 33% level.

CVSD deploys four truck teams: Central, East, West and Evenings in areas across the State for maximum coverage. Personnel on these teams work on CMV enforcement full-time and these teams represent approximately twenty-two FTEs. CVSD schedules include, at a minimum, three days per month for level III driver focused inspections, weekly TE days, two HM days per month and two destination inspection details per month. The Evening Team works primarily out of the six States weight and inspection stations.

Team supervisors will schedule details according to our objectives and review personnel's activities to ensure they are working to achieve our goals.

It must be noted that our inspection goals include the inspections conducted by the fifty-four CSP certified personnel and the four certified local Officers. CSP and the local Police Departments do not receive any MCSAP Basic funding and their inspections do not show on the summary tab for the MCSAP Lead Agency and as such the table may not show the correct percentages for Connecticut's inspection goals. These agencies conduct roughly 2,500 level one inspections; 2,250 Non-Hazmat and 250 Hazmat. The table below shows the correct percentages for Connecticut's inspection goals from all reporting personnel.

Connecticut Inspection Goals/All Agencies/All Personnel:

Projected Goals for FY 2018 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	4250	500	100	4850	27.64%
Level 2: Walk-Around	5000	750	100	5850	33.33%
Level 3: Driver-Only	5950	100	300	6350	36.18%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only	0	0	500	500	2.85%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Sub-Total Lead Agency	15200	1350	1000	17550	

The inspection goals reflected are based on inspections performed during regular time and do not include any inspections performed as part of any other grant activities performed on overtime. The inspection numbers are typically larger due to inspection activities performed as part of several different grants; e.g. FHWA Oversize/Overweight grants, Dyed Fuel grants and FMCSA High Priority grants. As part of these overtime activities, CVSD and CSP personnel will perform inspections on those vehicles and/or drivers identified as needing inspections. These grants are not received every year and fluctuations obviously occur when those activities are not conducted.

Moving forward, as law enforcement agencies continue with their hiring difficulties, Connecticut hopes to maintain its projected inspection numbers.

Projected Goals for FY 2018 - 2020

Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2018 - 2020. 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: CONNECTICUT DEPARTMENT OF MOTOR VEHICLES

Enter the total number of certified personnel in the Lead agency: 53

Projected Goals for FY 2019 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	2000	250	100	2350	15.61%
Level 2: Walk-Around	5000	750	100	5850	38.87%
Level 3: Driver-Only	5950	100	300	6350	42.19%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only	0	0	500	500	3.32%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Sub-Total Lead Agency	12950	1100	1000	15050	

MCSAP subrecipient agency

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

You have not entered any subrecipient information. Visit Part 1, MCSAP Structure to add subrecipient information.

Non-Funded Agencies

Total number of agencies:	5
Enter the total number of non-funded certified officers:	58
Enter the total number of inspections projected for FY 2019:	2500

Summary

Projected Goals for FY 2019 - Roadside Inspections Summary

Projected Goals for FY 2019 Summary for All Agencies					
MCSAP Lead Agency: CONNECTICUT DEPARTMENT OF MOTOR VEHICLES					
# certified personnel: 53					
Subrecipient Agencies:					
# certified personnel: 0					
Number of Non-Funded Agencies: 5					
# certified personnel: 58					
# projected inspections: 2500					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	2000	250	100	2350	15.61%
Level 2: Walk-Around	5000	750	100	5850	38.87%
Level 3: Driver-Only	5950	100	300	6350	42.19%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only	0	0	500	500	3.32%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Total ALL Agencies	12950	1100	1000	15050	

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.

See description in the narrative above.

Projected Goals for FY 2019 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	15000	0	2500	17500
Enter total number of certified personnel	50	0	62	112
Projected Goals for FY 2020 Roadside Inspections				
Enter total number of projected inspections	15000	0	2500	17500
Enter total number of certified personnel	50	0	61	111

Part 2 Section 4 - Investigations

Please review your State's investigation goals, program activities and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ **Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.**
- ☐ **No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.**

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.

Part 2 Section 5 - Traffic Enforcement

Please review the description of your State's traffic enforcement program, projected goals and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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 2012 - 2016

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		
01/01/2016	12/31/2016	5679	5679
01/01/2015	12/31/2015	5837	5837
01/01/2014	12/31/2014	4689	4689
01/01/2013	12/31/2013	6811	6811
01/01/2012	12/31/2012	7031	7031

☒ 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.

☒ 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.

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

Data Source: FMCSA's MCMIS data snapshot as of 7/28/2017. Note - While the majority of TE stops are accompanied by a ticket (infraction or misdemeanor), Connecticut's Driver/Vehicle Examination Reports are treated and processed as written warning. Failing to certify a Driver/Vehicle Examination Report may result in a registration suspension for the motor carrier.

Narrative Overview for FY 2018 - 2020

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](#).

Through the findings of the LTCCS's recognition of the driver as one of the major factors in 'crash causation', we will conduct CMV TE focusing on reckless driving, speeding, following too close and unsafe lane changes, in all areas of the state as well as prior to and within the identified high crash areas. This CMV TE will be documented on Driver/Vehicle Examination Reports. In addition, we will perform random roadside inspections, focusing on the driver and provide a high visibility presence prior to or within the identified high crash areas.

Connecticut does not intend to include non-CMV TE as part of the CVSP. CVSD does not have the necessary staffing levels to assign personnel to this task while maintaining our levels of inspections. Personnel will conduct isolated stops at times when unsafe actions by the non-CMV driver are performed in the vicinity of a CMV and warrants immediate action.

Connecticut will assign several personnel from each of our four truck teams to work in the identified high crash areas at least twice per week. This should result in approximately 144 hours of CMV TE weekly. Activities will take place M-F between 6 am and 6 pm and focus on drivers of CMVs greater than 26,000 pounds operating on interstates. All CMV TE performed will be documented on Driver/Vehicle Examination Reports.

Projected Goals for FY 2018 - 2020

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2018 - 2020. 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 (Number of Stops only)		
Yes	No	Traffic Enforcement Activities	FY 2018	FY 2019	FY 2020
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	5000	5250	5500
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	0	0	0
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	1000	1250	1500

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
17550	0	610	18160	16890

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

Supervisors will schedule monthly high crash and TE days accordingly. The MCSAP Coordinator will review monthly schedules submitted by supervisors to ensure high crash and TE days have been scheduled. Those days will be noted in the quarterly reports.

Part 2 Section 6 - Safety Technology

Please verify your State's safety technology compliance levels, responsible agencies, and narrative overview. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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	Yes
PRISM	Exceeds Full Participation	Yes

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:

Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency:

Narrative Overview for FY 2018 - 2020

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.

Program Activities for FY 2018 - 2020: Describe any actions that will be taken to implement full participation in PRISM.

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.

Part 2 Section 7 - Public Education and Outreach

Please review the description of your State's public education and outreach activities, projected goals and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☒ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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 2012 - 2016

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

Public Education and Outreach Activities	2012	2013	2014	2015	2016
Carrier Safety Talks	8	12	9	41	70
CMV Safety Belt Education and Outreach	9	13	10	42	71
State Trucking Association Meetings	1	1	1	1	1
State-Sponsored Outreach Events	0	1	0	1	1
Local Educational Safety Events	1	1	1	1	1
Teen Safety Events	1	1	1	1	1

Narrative Overview for FY 2018 - 2020

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 safely initiatives. Include the number of personnel that will be participating in this effort.

Activity #1: Include the 'Share the Road with Trucks' message in the Connecticut Driver's Manual.

Goal: To ensure all new drivers are provided this important information when studying for their driver's license.

Actual: Connecticut Driver's Manual contains the 'Share the Road with Trucks' message. The manual is available on-line for all new drivers as well as anyone who wishes to review the manual.

Activity #2: Inspectors to visit with Courts to ensure that our daily activities are properly and judicially administered through the State's courthouses in an effort to ensure that those 'high risk' carriers are dealt with swiftly and accordingly.

Goal: Court visits twice per week.

Actual: Average of two visits per week was completed as well as a monthly visit to the Centralized Infraction Bureau.

Narrative: The twenty-plus courts are spread out across the State of Connecticut making it difficult to visit some of the courts on the fringe areas of the State. Most visits are conducted at those courts that have CMV cases pending.

Activity #3: Conduct in-service commercial vehicle law training for police as well as training in commercial vehicle law to new police recruits. Training to CVSA certified personnel will include the importance of accurate violations and their effect on motor carriers through CSA.

Goal: Two Truck 101 classes and several in-service classes.

Actual: Two Trucks 101 and five in-service classes held.

Narrative: These training classes are helpful for all law enforcement officers throughout the State. The Trucks 101 classes provide training to State and local police and their respective departments on CMV laws as well as the need

for accurate and timely accident/crash reporting of all reportable crashes. We have made advancements at the Police Academy and have returned to provide CMV training to new recruits. The Trucks 101 course was previously added to a week long course for law enforcement officers that covers: DUI, speed monitoring, CMVs, and other traffic related issues. **However, due to time constraints this training will return to a stand alone class.**

Activity #4: Conduct safety briefings and presentations on CMV safety performed when requested.

Goal: Conducting at least one safety briefing/presentation per month. All safety talks will include CSA, safety belt and distracted driving education.

Actual: Schedule one safety briefing/presentation per month.

Narrative: It is important to work motor carriers and their drivers so they understand the mission of reducing the number and severity of CMV crashes.

Projected Goals for FY 2018 - 2020

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 2018	FY 2019	FY 2020
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	20	25	30
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	20	25	30
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	1	1	1
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	1	1	1
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	1	1	1
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	1	1	1

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.

Perform inquiry into the CAD/RMS system and provide the number of Educational Events conducted. Include duration and number of attendees in the quarterly report.

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

Please review your State's SSDQ compliance levels and narrative overview and identify if changes are needed for the upcoming fiscal year. You must also update the newly added Crash VIN Accuracy category rating. You must select 'yes' to make changes.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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	Yes

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 2018 - 2020.

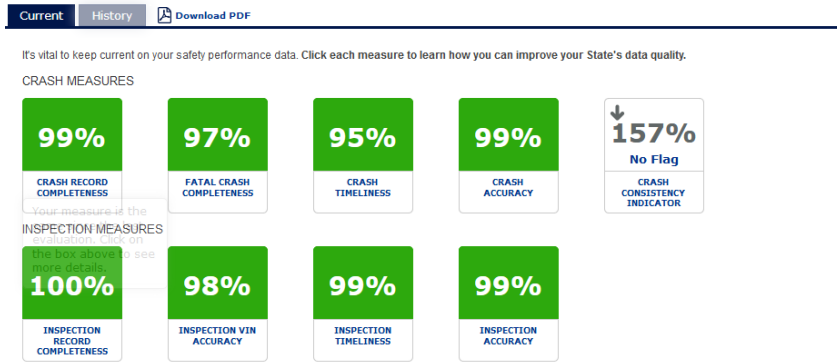
SSDQ Category	Current SSDQ Rating	Goal for FY 2018	Goal for FY 2019	Goal for FY 2020
Crash Record Completeness	Good	Good	Good	Good
Fatal Crash Completeness	Good	Good	Good	Good
Crash Timeliness	Good	Good	Good	Good
Crash Accuracy	Good	Good	Good	Good
Crash Consistency	No Flag	No Flag	No Flag	No Flag
Inspection Record Completeness	Good	Good	Good	Good
Inspection VIN Accuracy	Good	Good	Good	Good
Inspection Timeliness	Good	Good	Good	Good
Inspection Accuracy	Good	Good	Good	Good

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

A&I Online data current as of July 28, 2017.

Narrative Overview for FY 2018 - 2020

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.



Data Source: FARS records and MCMS crash and inspection records. Note: Since FMCSA's transition to the cloud in November 2016 resulted in a delay for State submissions, FMCSA is not including impacted late records in Crash or Inspection Timeliness measures. Crashes and inspections reported on-time will count toward State timeliness measures.

Program Activities for FY 2018 - 2020: Describe any actions that will be taken to achieve a “Good” rating in any category not currently rated as “Good,” including measurable milestones.

Monthly monitoring of SSDQ categories to ensure Connecticut maintains its "green" rating in all categories.

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.

Connecticut will continue to monitor A&I Online data monthly to ensure the achievements made returning all areas back to "green" is maintained.

Part 2 Section 9 - New Entrant Safety Audits

Please review the agency responsible for conducting New Entrant activities and the description of your State's strategies, activities and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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 2012 - 2016

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

New Entrant Safety Audits	2012	2013	2014	2015	2016
Interstate	247	177	269	240	399
Intrastate	0	0	0	0	0
Total Audits	247	177	269	240	399

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 2018 - 2020

Enter the agency name conducting New Entrant activities, if other than the Lead MCSAP Agency:

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 2018 - 2020

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 2018 - 2020 - New Entrant Safety Audits						
	FY 2018		FY 2019		FY 2020	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
# of Safety Audits (Onsite)	150	0	135	0	125	0
# of Safety Audits (Offsite)	450	0	475	0	500	0
# Group Audits	0	0	0	0	0	0
TOTAL Safety Audits	600	0	610	0	625	0
# of Non-Audit Resolutions	0	0	0	0	0	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.

With the ever continued increase in the number of new entrants, as motor carriers enter and exit the continued volatile business environment, we will maintain the two current full-time DMV personnel assigned to the FMCSA CT office to perform SAs. Additionally, this grant provides for a two Processing Technicians (PT) to work full-time, one who will work as the New Entrant Coordinator and the other to work conducting offsite SAs as we continue to work to try and get ahead of those required SAs within the statutory time frame. The New Entrant Coordinator was added in FFY 2014 in an attempt to counter the excessive backlog of SAs. This strategy had a tremendous payoff, ultimately reducing the backlog to almost no overdue SAs. The strategy allowed personnel conducting SAs to focus on completing SAs while the New Entrant Coordinator worked to fill appointments. The New Entrant Coordinator eliminates those motor carriers: 1) who do not need an SA (no interstate trips), or 2) who do not make contact and are declared OOS after three no contacts. Additionally, we began doing offsite SAs in June 2016, which has also helped to complete the required SAs within the statutory time frame. The New Entrant Coordinator will work with those motor carriers who are preparing for the SA and help to have the carrier ready when the Inspector comes to complete the SA or works with them in the offsite process.

Personnel assigned to NE SAs are responsible to conduct SAs as assigned by the New Entrant Coordinator in coordination with the FMCSA CT Division Office (onsite or offsite). Personnel will also remove those registration plates for new entrant carriers who have been issue a Federal OOS order. With CT DMV personnel focused on the offsite process, CT will add a non-sworn PT to focus on preliminary paperwork for offsite SAs. Once the motor carrier has supplied most off or all of the required documentation for the offsite SA the non-sworn PT will then move the assignment to the sworn Inspector to complete the offsite SA. Motor carriers requiring an onsite SA will be visited by a sworn Inspector, visiting the motor carrier's place of business, or in the case of the business office in someone's home, conduct the SA in a separate office (e.g. DMV or FMCSA office).

The small nature of our State creates several challenges that affect the number of SAs performed; such as motor carriers who are no shows, have not made any interstate trips, must be converted to CRs, etc. The New Entrant Coordinator helps to manage the NE SA Program and ultimately, stay ahead of the new entrant companies on the assignment list. The addition of a second PT to the program can only have positive results as it relates to SAs preformed.

With a number of motor carriers entering and exiting the business environment, tracking down those new entrants takes time. Those, along with motor carriers who are trying to avoid an SA, all ultimately affect the number of SAs actually performed. Over the years, and more so during these continued hard economic times, CT has seen a large number of new entrants change to intrastate, go out of business or just not show up resulting in a revocation, again all of which affects the number of SAs performed.

Activity Plan for FY 2018 - 2020: 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.

Two CT DMV Inspectors and one PT assigned to the CT FMCSA division office would receive their audit assignments from the New Entrant Coordinator. The New Entrant Coordinator would coordinate with the FMCSA CT Division Office and CT DMV personnel to monitor the status of the CTs new entrants prioritize the assignment lists and attempt to mitigate those motor carriers who are overdue for their SA. The SAs, onsite or offsite, would be submitted for completeness and accuracy to the CT FMCSA DA or designee before being approved and submitted into the Federal system. Inspectors would report to the CT FMCSA division office as needed. The New Entrant Coordinator will schedule SAs, onsite and offsite) for CT DMV personnel. This has been very beneficial and eliminates the difficulties of scheduling for field personnel conducting the SAs.

The addition of the one additional PT will require hiring, training in the NE SA offsite process and purchase of equipment for the program. In the current labor environment this will be a challenge to implement.

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 Coordinator will complete a schedule that all personnel have access too, including the FMCSA CT Division Office personnel. Monthly activity reports will be provided to New Entrant Coordinator. Monthly reports will include: days worked, number of SAs onsite completed, number of offsite SAs completed, number of SAs converted to CRs and reassigned, number of visits resulting in a motor carriers change from interstate to intrastate or US DOT number revoked, number of SAs that were no shows and US DOT number revoked, number of visits canceled, number of roadside inspections, number of days off (vacation, PL or sick) and any other relative information.

A financial and performance quarterly report will be submitted within 30 days of the end of each quarter, as required by FMCSA.

The "Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.", was clicked in error. The "No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary." should have been checked. Unable to change.

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 MCSAP CVSP Planning Memorandum and any State-specific objectives as necessary. Specific goals and activities must be projected for the three fiscal year period (FYs 2018 - 2020).

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

Please review your State's Federal OOS catch rate during roadside enforcement activities, projected goals, program activities and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☒ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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

Please review your State's passenger carrier transportation goals, problem statement narrative, program activities and monitoring. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

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.

Part 3 Section 3 - State Specific Objectives – Past

No updates are required for this section.

Instructions:

Describe any State-specific CMV problems that were addressed with FY2017 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 2017 CVSP.

Progress Report on State Specific Objectives(s) from the FY 2017 CVSP

Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2017 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.

Continue to work with ConnDOT and the electronic upload process to continue our crash timeliness until we achieve 'green' status. Working with ConnDOT includes: - allowing their systems to interface with CTCVIEW to help identify the proper carriers (aka carrier match) involved in CMV reportable crashes. - Work with ConnDOT and their vendor during the train-the-trainer classes being provided to police departments on the new electronic PR-1 as it relates to CMVs. - fatal crash completeness to ensure our records are matched. - identifying PDs who have consistent issues with crash reporting so their issues do not affect timeliness and accuracy of the crash data.

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

Crash timeliness measure return to 'green' from 'red'. With the new electronic PR-1 in place and the upload from ConnDOT and CVSD operational, edit checks refined, uploads performed every night when a CMV reportable crash(es) clears ConnDOT edits and is added to their system. This should be an excellent improvement in the crash timeliness measure once we have caught up to the backlog created during the delayed development of the electronic upload. Lastly, the new electronic PR-1 included all of FMCSA's suggested changes in MMUCC and result in all of the data being transferred from ConnDOT to CVSD. As the nightly electronic uploads continue and ConnDOT catches up with their backlog we should see a return to 'yellow' as the first quarter of FFY 2017 begins and to 'green' sometime in the first or second quarter of FFY 2017.

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

This activity is complete. Crash timeliness measure is now 'green' (95%). ConnDOT is performing nightly uploads of reportable CMV crashes. CVSD has access to electronically view crash reports. CVSD uses this functionality to verify crash reports as needed and correct any errors or omissions that may have occurred from the electronic upload of the crash data. All FMCSA MMUCC fields are being electronically uploaded.

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

Connecticut is currently 'green' in all areas. Crash timeliness is at 95% (green). This previous activity is complete. See uploaded document titled "CT SSDQ Rating". Also refer to Crash Reduction, Section 8.

Part 3 Section 4 - State Specific Objectives – Future

Please review your State specific objectives and narrative overview. Are there changes that need to be made for the upcoming fiscal year? Before selecting "yes," make sure there are changes to be made as once selected, this answer cannot be changed.

- ☐ Yes, the information in this section must be updated for this upcoming fiscal year. I understand that I must click "Save" to save any changes.
- ☐ No, the information in this section remains valid for the upcoming fiscal year and no updates are necessary.

Instructions:

The State may include additional objectives from the national priorities or emphasis areas identified in the MCSAP CVSP Planning Memorandum 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 2018 - 2020. 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	\$2,395,297.00	\$422,368.00	\$2,817,665.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$422,368.00
MOE Baseline:	\$538,397.94

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):	\$422,368.00
--	--------------

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
Inspector	13	100.0000	\$64,748.33	\$841,728.29	\$715,553.22	\$126,175.07	\$0.00
Lieutenant	1	100.0000	\$93,590.66	\$93,590.66	\$79,561.42	\$14,029.24	\$0.00
Processing Technician	3	100.0000	\$52,543.93	\$157,631.79	\$134,002.78	\$23,629.01	\$0.00
MOE - Salary	12	0.0000	\$776,979.96	\$0.00	\$0.00	\$0.00	\$776,979.96
Subtotal: Salary				\$1,092,950.74	\$929,117.42	\$163,833.32	\$776,979.96

Overtime Project Costs

Overtime	1	100.0000	\$25,500.00	\$25,500.00	\$21,677.55	\$3,822.45	\$0.00
MOE - Overtime Salary	1	0.0000	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
Subtotal: Overtime				\$25,500.00	\$21,677.55	\$3,822.45	\$15,000.00
TOTAL: Personnel				\$1,118,450.74	\$950,794.97	\$167,655.77	\$791,979.96

Accounting Method: Accrual

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

MCSAP funding pays for thirteen Inspectors (FTE), one Lieutenant (MCSAP Coordinator) and three Processing Technicians who all work full-time (2,080 hours per year) on MCSAP eligible activities. With the thirteen Inspector's average rate of \$31.12 per hour that equates to \$841,728 per year; the Lieutenant's rate of \$44.99 per hour that equates to \$93,591 per year; and the Processing Technician's average rate of \$25.26 per hour, equating to \$157,632 per year; totaling \$1,092,950.74. With an added overtime line item of \$25,500, which is approximately 545 hours of Inspector overtime ($\$31.12 \text{ per hour} \times 1.5 \times 546.27$) the total personnel costs are \$1,118,450.74. All of the personnel listed are assigned to MCSAP on a full-time basis. Two of the Inspectors are assigned to perform New Entrant Safety Audits (SAs) along with ancillary MCSAP duties as well as one of the Processing Technicians who is assigned to coordinate the SAs for the two Inspectors.

MOE Salaries: Covers 12 Inspectors (FTE) working on Truck Teams and MOE Overtime Salaries covers their overtime.

CVSD will continue to work with our Human Resources (HR) to hire the third PT to work on SAs.

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
Lieutenant	120.0000	100.0000	\$93,590.66	\$112,308.79	\$95,473.70	\$16,835.09	\$0.00
Processing Technician (2 FTE)	110.0000	100.0000	\$102,600.00	\$112,860.00	\$95,942.29	\$16,917.71	\$0.00
Inspectors (13 FTE)	120.0000	100.0000	\$841,728.29	\$1,010,073.94	\$858,663.86	\$151,410.08	\$0.00
Processing Technician (1 FTE)	120.0000	100.0000	\$55,031.81	\$66,038.17	\$56,139.05	\$9,899.12	\$0.00
Overtime	85.0000	100.0000	\$25,500.00	\$21,675.00	\$18,425.92	\$3,249.08	\$0.00
MOE Fringe - Salaries	120.0000	0.0000	\$776,979.96	\$0.00	\$0.00	\$0.00	\$932,375.95
MOE Fringe - Overtime Salaries	85.0000	0.0000	\$15,000.00	\$0.00	\$0.00	\$0.00	\$12,750.00
TOTAL: Fringe Benefits				\$1,322,955.90	\$1,124,644.82	\$198,311.08	\$945,125.95

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

Fringe benefits are a summation of the actual fringe benefits per employee (regardless of job category) and include medical/dental insurance (32.55% avg), unemployment compensation (.26%), FICA-Social Security (6.2%), FICA-Medicare (1.45%), employer-share of their retirement plan (81.75%*) and employer-share group life (.23% avg). We estimate the fringe rate average at 120.00% and based on the proposed personnel costs, fringe rate costs are proposed to be \$1,322,955.90.

*The memorandum from the Connecticut Office of the State Comptroller as it relates to the calculations for 2017-2018 Fringe Benefit Cost Recovery Rates. The direct link to the memorandum found on the Comptroller's website is: <http://www.osc.ct.gov/2017memos/numbered/201710r.htm>.

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
CVSA Data Mgmt, San Antonio, TX	1	3	100.0000	\$1,350.00	\$1,147.63	\$202.37	\$0.00
COHMED San Antonio, TX	1	5	100.0000	\$3,850.00	\$3,272.88	\$577.12	\$0.00
CVSA Spring Workshop, St Louis, MO	1	7	100.0000	\$1,650.00	\$1,402.66	\$247.34	\$0.00
CVSA Annual Conf, Biloxi, MS	1	7	100.0000	\$3,000.00	\$2,550.30	\$449.70	\$0.00
MCSAP Planning Meetings, TBD	2	2	100.0000	\$3,500.00	\$2,975.35	\$524.65	\$0.00
NTC/NAIC Training	6	10	100.0000	\$7,650.00	\$6,503.26	\$1,146.74	\$0.00
TOTAL: Travel				\$21,000.00	\$17,852.08	\$3,147.92	\$0.00

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

Conference travel for three CVSA conferences/meetings; Annual, Spring Workshop and COHMED. Lieutenant to attend: CVSA Spring Workshop in St Louis, MO – hotel \$1,440 and per diem \$210; and CVSA Annual Meeting in Biloxi, MS – hotel \$2,750 and per diem \$250. Processing Tech to attend CVSA Data Mgmt, San Antonio, TX – air fare \$650, hotel \$600 and per diem \$100; Sergeant to attend COHMED in San Antonio, TX – air fare \$1,520, hotel \$2,000 and per diem \$330; Lieutenant and Sergeant to attend MCSAP Planning Meeting/Workshop March 2019, location to be determined – air fare \$2,500, hotel \$800 and per diem \$200. NTC Training travel covers the cost of personnel attending NTC/NAIC Training, which will be greatly increased as a result of the loss of the Regional Training Academy that was hosted by the Massachusetts State Police. NTC Courses: NASTI Part A & B, General HM, Bulk Packaging, PVI, DIAP, and CR courses as needed. Total travel expenses \$21,000

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
TOTAL: Equipment				\$0.00	\$0.00	\$0.00	\$0.00
Equipment threshold is greater than \$5,000.							

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

We plan no large purchases of any single item greater than \$5,000.

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/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Office Supplies/Inspection Equipment	1 Each	\$17,250.00	100.0000	\$17,250.00	\$14,664.22	\$2,585.78	\$0.00
Computers	4 Each	\$3,600.00	100.0000	\$14,400.00	\$12,241.44	\$2,158.56	\$0.00
Uniform/Other Related Supplies	1 Each	\$17,384.39	100.0000	\$17,384.39	\$14,778.47	\$2,605.92	\$0.00
MOE - Supplies	1 Each	\$32,000.00	0.0000	\$0.00	\$0.00	\$0.00	\$32,000.00
Motor Coach Trailer Replacement	1 Each	\$4,250.00	100.0000	\$4,250.00	\$3,612.92	\$637.08	\$0.00
Misc Lighting/Securement /Other Equipment	1 Each	\$500.00	100.0000	\$500.00	\$425.05	\$74.95	\$0.00
LED Inspection Flashlights/Holders	60 Each	\$129.16	100.0000	\$7,749.60	\$6,587.93	\$1,161.67	\$0.00
Emergency Lightig Equipment	3 Each	\$9,484.79	100.0000	\$28,454.37	\$24,189.06	\$4,265.31	\$0.00
TOTAL: Supplies				\$89,988.36	\$76,499.09	\$13,489.27	\$32,000.00

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

Office supplies/Inspection Equipment: Funds the purchases printer cartridges and paper supplies needed for printing of Driver/Vehicle Examination Reports. Associated supporting documents (e.g. Federal out-of-service orders) by law enforcement personnel and office staff when processing/certifying reports. Inspection items such as creepers, chock blocks, tape measures, flashlights, soap stone holders, soap stone and other items related to the inspection of commercial vehicles. \$17,250.

Uniforms/Other Related Supplies: Uniforms are purchased for the Inspectors and Lieutenant funded under this program. Purchase is based on individual needs such as shirts, trousers, jacket, rain gear, duty gear (holsters, magazine pouches, handcuff pouches, flashlight holders), etc. Purchase is typically replacement for worn out items; 8 to 10 items per person. \$17,384.39.

Computers: 4 Panasonic Toughbooks (CF31 or similar); projected cost \$3,600; \$14,400. Laptops are used by all sworn personnel (Inspectors, Sergeants and Lieutenants) to conduct and upload inspections and perform all the required checks while conducting those inspections (e.g. license checks, Federal OOS Order checks, etc.). With 55 sworn DMV personnel performing inspections and the useful life of a laptop, depending on its use, cited at 2-7 years (techguide.com), and with the rough service of our lap tops (extreme cold, extreme heat and motion), we have a projected the life of our lap tops at 5 years. Using the 5 years as a baseline we should be purchasing 11 new laptops

per year.

Motor Coach Trailer Replacement: The current motor coach trailer, which transports the destination inspection equipment (ramps, chock blocks, creepers, etc.), is nearly twenty years old and is in need of replacement. The replacement trailer will be a 5x10 enclosed trailer with rear and right side doors similar to the trailer we are currently using and was purchased in 2000 for the same purpose. \$4,250. An additional \$500 will be used to purchase additional auxiliary lighting, securement points and devices as well as other related inspection items.

LED Rechargeable Flashlights w/holders and batteries: Purchase of sixty Streamlight Protac HL-X USB rechargeable flashlights (or similar) for use when certified personnel are conducting inspections. These flashlights are rechargeable through the USB connections on the computer or those USB ports installed in our cruisers. The 1,000 lumens flashlight will provide better lighting, are smaller and more easily carried on personnel's duty belt than our outdated large three "D" cell Maglights. The purchase will include holders and spare batteries. \$7,750.

MOE - Supplies: Office Supplies and Equipment, \$15,000; Uniforms and Other Related Supplies, \$15,000; and Printers, \$2,000.

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
DAS (State Agency)	DUNS 807850417	Contract	100.0000	\$87,768.00	\$74,611.58	\$13,156.42	\$0.00
Description of Services: State Agency lease of Police Interceptors and SUVs							
DAS (State Agency)	DUNS 807850417	Contract	100.0000	\$0.00	\$0.00	\$0.00	\$74,592.00
Description of Services: State Agency lease of Police Interceptors and SUVs							
TOTAL: Contractual and Subaward				\$87,768.00	\$74,611.58	\$13,156.42	\$74,592.00

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

Fourteen vehicles are leased from the State's Department of Administrative Services (DAS). The fee includes maintenance and routine repairs. Twelve Ford Police Interceptors are leased at \$518 per month and two Ford Expeditions are leased at \$549/month.

12 Ford Police Interceptors; \$518/month/12 months = \$74,592

2 Ford Expeditions; \$549/month/12 months = \$13,176
Total lease costs = \$87,768

MOE Costs: 12 Ford Police Interceptors; \$518/month/12 months = \$74,592 for the 12 State funded Truck team members.

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 not claim reimbursement for Indirect Costs.

Other Costs Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Training Costs (Tuition, materials, etc.)	1 Each	\$10,000.00	100.0000	\$10,000.00	\$8,501.00	\$1,499.00	\$0.00
CVSA Dues	1 Each	\$10,300.00	100.0000	\$10,300.00	\$8,756.03	\$1,543.97	\$0.00
CVSA Decals	7200 Each	\$0.29	100.0000	\$2,088.00	\$1,775.01	\$312.99	\$0.00
CAD/RMS (O&M)	1 Each	\$25,500.00	100.0000	\$25,500.00	\$21,677.55	\$3,822.45	\$0.00
Fuel Costs	1 Gallons	\$70,000.00	100.0000	\$70,000.00	\$59,507.00	\$10,493.00	\$0.00
Modems (PRISM/SaDIP))	55 Each	\$462.00	100.0000	\$25,410.00	\$21,601.04	\$3,808.96	\$0.00
WiFi Hotspots	3 Each	\$408.00	100.0000	\$1,224.00	\$1,040.52	\$183.48	\$0.00
Cellular Phones	6 Each	\$130.00	100.0000	\$780.00	\$663.08	\$116.92	\$0.00
Conference Registration Fees	4 Each	\$550.00	100.0000	\$2,200.00	\$1,870.22	\$329.78	\$0.00
CTCVIEW/NORPASS (ITD)	1 Each	\$15,000.00	100.0000	\$15,000.00	\$12,751.50	\$2,248.50	\$0.00
Iteris Inspect Maintenance (O&M)	1 Each	\$15,000.00	100.0000	\$15,000.00	\$12,751.50	\$2,248.50	\$0.00
MOE Costs	1 Each	\$86,900.00	0.0000	\$0.00	\$0.00	\$0.00	\$86,900.00
TOTAL: Other Costs				\$177,502.00	\$150,894.45	\$26,607.55	\$86,900.00

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

CVSA Decals: 7,200 at projected cost of .29 cents per decal (includes shipping). Total cost \$2,088.

CVSA yearly dues: \$10,300.

Conference costs listed cover the conference/meeting registration fees for the four conferences/meetings of \$550 each; grand total of \$2,200.

Fuel costs are calculated from our previous year's expenditures and are only associated with the law enforcement vehicles assigned to the Lieutenant and the thirteen Inspectors assigned to MCSAP eligible activities. Fuel costs beyond the MCSAP line item budgeted amount are included as part of our maintenance of effort. MCSAP personnel generally average 170 gallons per month that equates to 2,040 gallons per year. Slightly less than three dollars per gallon, MCSAP fuel costs for fourteen vehicles are budgeted at \$70,000.

Modem costs \$38.50/month for 55 units, twelve months; \$25,410. Costs cover all DMV personnel who complete and upload inspections. All DMV personnel are required to be certified to conduct truck inspections. All inspections conducted by State personnel must be completed electronically for timeliness and accuracy of data. The modems allow personnel access to ASPEN/ISS, CAD/RMS, CTCVIEW, Iteris Inspect, FMCSA Portal and SAFER, which in turn is designed to ensure that personnel have the required systems to verify and document Federal OOS orders. \$25,410. (PRISM/SaDIP O&M)

WiFi Hot spots cost \$34/month for 3 units, twelve months. \$1,224. Hot spots for use by personnel conducting NE SAs and MCSAP Coordinator.

Cellular phones – Lieutenant (MCSAP Coordinator), three truck team Sergeants and two NE Inspectors. Cost

includes fees for Lieutenant's smart phone. Proposed fees \$780.

Training costs covers the cost of personnel attending NTC classes for the materials needed, printing supplies and other associated training costs. Additionally, these funds purchase of the CVSA North American Standard Out-of-Service Criteria Handbook for all certified personnel. \$10,000.

CAD/RMS costs (PRISM updates, maintenance and support): Costs cover: Nexgen maintenance/support \$21,000; \$4,000 Netmotion maintenance; \$500 Appeon maintenance. \$25,500. (General O&M)

Iteris Inspect costs (O&M): Costs cover: Iteris Inspect maintenance \$15,000 (General O&M). Comprehensive Policy section 5.3.9 will be followed as we begin purchase of the third party inspection software.

CTCVIEW/NORPASS (ITD maintenance and support): \$15,000 NORPASS. (ITD O&M)

MOE Costs: Fuel - \$80,000; Additional Communications costs - \$6,900.

NOTE: Indirect fees of \$297,829.08 are not billed directly to the MCSAP grant.

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).

ESTIMATED Fiscal Year Funding Amounts for MCSAP

	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$2,395,297.00	\$422,368.00	\$2,817,665.00

Summary of MCSAP Funding Limitations

Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$422,368.00
MOE Baseline:	\$538,397.94

Estimated Expenditures
Personnel

	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
Inspector	\$715,553.22	\$126,175.07	\$841,728.29	\$0.00
Lieutenant	\$79,561.42	\$14,029.24	\$93,590.66	\$0.00
Processing Technician	\$134,002.78	\$23,629.01	\$157,631.79	\$0.00
MOE - Salary	\$0.00	\$0.00	\$0.00	\$776,979.96
Salary Subtotal	\$929,117.42	\$163,833.32	\$1,092,950.74	\$776,979.96
Overtime	\$21,677.55	\$3,822.45	\$25,500.00	\$0.00
MOE - Overtime Salary	\$0.00	\$0.00	\$0.00	\$15,000.00
Overtime subtotal	\$21,677.55	\$3,822.45	\$25,500.00	\$15,000.00
Personnel total	\$950,794.97	\$167,655.77	\$1,118,450.74	\$791,979.96

Fringe Benefits

	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Lieutenant	\$95,473.70	\$16,835.09	\$112,308.79	\$0.00
Processing Technician (2 FTE)	\$95,942.29	\$16,917.71	\$112,860.00	\$0.00
Inspectors (13 FTE)	\$858,663.86	\$151,410.08	\$1,010,073.94	\$0.00
Processing Technician (1 FTE)	\$56,139.05	\$9,899.12	\$66,038.17	\$0.00
Overtime	\$18,425.92	\$3,249.08	\$21,675.00	\$0.00
MOE Fringe - Salaries	\$0.00	\$0.00	\$0.00	\$932,375.95
MOE Fringe - Overtime Salaries	\$0.00	\$0.00	\$0.00	\$12,750.00
Fringe Benefits total	\$1,124,644.82	\$198,311.08	\$1,322,955.90	\$945,125.95

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
CVSA Data Mgmt, San Antonio, TX	\$1,147.63	\$202.37	\$1,350.00	\$0.00
COHMED San Antonio, TX	\$3,272.88	\$577.12	\$3,850.00	\$0.00
CVSA Spring Workshop, St Louis, MO	\$1,402.66	\$247.34	\$1,650.00	\$0.00
CVSA Annual Conf, Biloxi, MS	\$2,550.30	\$449.70	\$3,000.00	\$0.00
MCSAP Planning Meetings, TBD	\$2,975.35	\$524.65	\$3,500.00	\$0.00
NTC/NAIC Training	\$6,503.26	\$1,146.74	\$7,650.00	\$0.00
Travel total	\$17,852.08	\$3,147.92	\$21,000.00	\$0.00

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Equipment total	\$0.00	\$0.00	\$0.00	\$0.00

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Office Supplies/Inspection Equipment	\$14,664.22	\$2,585.78	\$17,250.00	\$0.00
Computers	\$12,241.44	\$2,158.56	\$14,400.00	\$0.00
Uniform/Other Related Supplies	\$14,778.47	\$2,605.92	\$17,384.39	\$0.00
MOE - Supplies	\$0.00	\$0.00	\$0.00	\$32,000.00
Motor Coach Trailer Replacement	\$3,612.92	\$637.08	\$4,250.00	\$0.00
Misc Lighting/Securement/Other Equipment	\$425.05	\$74.95	\$500.00	\$0.00
LED Inspection Flashlights/Holders	\$6,587.93	\$1,161.67	\$7,749.60	\$0.00
Emergency Lightig Equipment	\$24,189.06	\$4,265.31	\$28,454.37	\$0.00
Supplies total	\$76,499.09	\$13,489.27	\$89,988.36	\$32,000.00

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
DAS (State Agency)	\$74,611.58	\$13,156.42	\$87,768.00	\$0.00
DAS (State Agency)	\$0.00	\$0.00	\$0.00	\$74,592.00
Contractual and Subaward total	\$74,611.58	\$13,156.42	\$87,768.00	\$74,592.00

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Training Costs (Tuition, materials, etc.)	\$8,501.00	\$1,499.00	\$10,000.00	\$0.00
CVSA Dues	\$8,756.03	\$1,543.97	\$10,300.00	\$0.00
CVSA Decals	\$1,775.01	\$312.99	\$2,088.00	\$0.00
CAD/RMS (O&M)	\$21,677.55	\$3,822.45	\$25,500.00	\$0.00
Fuel Costs	\$59,507.00	\$10,493.00	\$70,000.00	\$0.00
Modems (PRISM/SaDIP))	\$21,601.04	\$3,808.96	\$25,410.00	\$0.00
WiFi Hotspots	\$1,040.52	\$183.48	\$1,224.00	\$0.00
Cellular Phones	\$663.08	\$116.92	\$780.00	\$0.00
Conference Registration Fees	\$1,870.22	\$329.78	\$2,200.00	\$0.00
CTCVIEW/NORPASS (ITD)	\$12,751.50	\$2,248.50	\$15,000.00	\$0.00
Iteris Inspect Maintenance (O&M)	\$12,751.50	\$2,248.50	\$15,000.00	\$0.00
MOE Costs	\$0.00	\$0.00	\$0.00	\$86,900.00
Other Costs total	\$150,894.45	\$26,607.55	\$177,502.00	\$86,900.00

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$2,395,296.99	\$422,368.01	\$2,817,665.00	\$1,930,597.91
Total Costs Budgeted	\$2,395,296.99	\$422,368.01	\$2,817,665.00	\$1,930,597.91

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	\$2,395,297.00	\$422,368.00	\$2,817,665.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$422,368.00
MOE Baseline:	\$538,397.94

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$929,117.42	\$163,833.32	\$1,092,950.74	\$776,979.96
Overtime Subtotal	\$21,677.55	\$3,822.45	\$25,500.00	\$15,000.00
Personnel Total	\$950,794.97	\$167,655.77	\$1,118,450.74	\$791,979.96
Fringe Benefits Total	\$1,124,644.82	\$198,311.08	\$1,322,955.90	\$945,125.95
Travel Total	\$17,852.08	\$3,147.92	\$21,000.00	\$0.00
Equipment Total	\$0.00	\$0.00	\$0.00	\$0.00
Supplies Total	\$76,499.09	\$13,489.27	\$89,988.36	\$32,000.00
Contractual and Subaward Total	\$74,611.58	\$13,156.42	\$87,768.00	\$74,592.00
Other Costs Total	\$150,894.45	\$26,607.55	\$177,502.00	\$86,900.00
	85% Federal Share	15% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$2,395,296.99	\$422,368.01	\$2,817,665.00	\$1,930,597.91
Indirect Costs	\$0.00	\$0.00	\$0.00	NA
Total Costs Budgeted	\$2,395,296.99	\$422,368.01	\$2,817,665.00	\$1,930,597.91

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? Donald Bridge, Jr.
2. What is this person's title? Lieutenant, MCSAP Coordinator
3. Who is your Governor's highway safety representative? Thomas J. Maziarz
4. What is this person's title? CT DOT Bureau Chief, Bureau of Policy and Planning

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

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

State Certification declaration:

I, Donald Bridge, Jr., Lieutenant, MCSAP Coordinator, on behalf of the State of CONNECTICUT, 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? Sharon Geanuracos
2. What is the title of your certifying State official? Agency Legal Director
3. What are the phone # and email address of your State official? 860.263.5130 sharon.geanuracos@ct.gov

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

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

I, Sharon Geanuracos, 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.

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

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

☐ Yes ☒ No



STATE OF CONNECTICUT
DEPARTMENT OF MOTOR VEHICLES

60 State Street, Wethersfield, CT 06161

<http://ct.gov/dmv>



Annual Review of Laws, Regulations, Policies and Compatibility Certification

I, **Sharon Geanuracos, Agency Legal Director**, 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 below.

None

Signature of Certifying Official:

Title of Certifying Official: CT DMV, Agency Legal Director

Date of Certification:

7/19/18

July 19, 2018

CT OOS Catch Rate – 100%

A	B	C	D	E	F	G	H	I	J	K	L
Fiscal Year 2018 to Date (October 2017 - May 2018)											
Inspections on all OOS carriers completed or uploaded in Fiscal Year 2018 to Date (October 2017 - May 2018)											
OOS identified indicates which inspections had violations for Operating While OOS											
Data Source: MCMIS as of 06/15/2018											
Service Center	State	Inspections on All OOS Carriers	Inspections on All OOS Carriers Identified	OOS Carriers Not identified			OOS Carriers Identified			Percentages Identified	
				Imminent Hazard	Unsat/Unfit	Other OOS Types	Imminent Hazard	Unsat/Unfit	Other OOS Types	Percentage of All OOS Carriers Identified	Percentage of IH & UNSAT/UNFIT Carriers Identified
ESC	CT	17	15			2		1	14	88.24%	100.00%



From: Brooks, Karen (FMCSA)

Sent: Wednesday, July 18, 2018 6:56 PM

To: Brooks, Karen (FMCSA) <karen.brooks@dot.gov>

Cc: MCDA <MCDA2@dot.gov>; FMCSA_MCFSPM <FMCSA_MCFSPM@dot.gov>; Kostelnik, Jack (FMCSA) <jack.kostelnik@dot.gov>; Liberatore, Thomas (FMCSA) <thomas.liberatore@dot.gov>; Jacoby, Jeremy (FMCSA) <jeremy.jacoby@dot.gov>

Subject: 12-month OOS catch rate report for FY19 eCVSP development

Importance: High

Good afternoon everyone,

The attached report is being sent by blind copy (bcc) to all State MCSAP users of the eCVSP system.

This is the 12-month Out of Service (OOS) catch rate report to be used in developing your FY 2019 CVSP. The 12 months covered in the report are May 1, 2017 through April 30, 2018. The last column (L) titled "Percentage of IH & UNSAT/UNFIT Carriers Identified" contains the percentage data needed for your eCVSP planning and development.

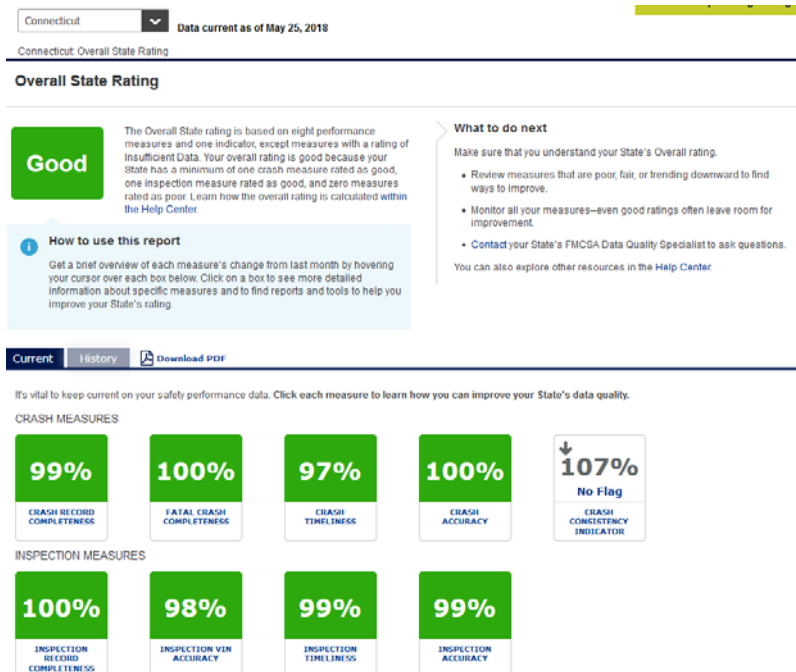
If you have any questions or concerns, please let us know.

Thank you,

Karen O. Brooks

FMCSA | State Programs Division | karen.brooks@dot.gov

CT SSDQs – Overall All Green



Data Source: FARS records and MCMIS crash and inspection records. Note: Since FMCSA's transition to the cloud in November 2016 resulted in a delay for State submissions, FMCSA is not including impacted late records in Crash or Inspection Timeliness measures. Crashes and inspections reported on-time will count toward State timeliness measures.

FY 2019 PROPOSED CVSP BUDGE'
FOR THE STATE OF: Connecticut
STATE LEAD MCSAP AGENCY: Department of Motor Vehicle^(New 7/31/2018)

	85 % Federal Share	15 % State Match	Total Grant Expenditures	MOE Expenditures
AWARD AMOUNTS				
FY 2018 MCSAP Funding (Anticipated Amount)	\$2,357,229.00	\$415,982.00	\$2,773,211.00	
MCSAP-ELIGIBLE EXPENSES				
Personnel (Payroll Costs)				
Salary - 1 Lt, 13 Insp	\$795,021.11	\$140,297.84	\$935,318.95	\$776,979.96
Salary - 3 Processing Tech	\$133,987.02	\$23,644.77	\$157,631.79	
Overtime - Basic Funded (Not to exceed 15%)	\$21,675.00	\$3,825.00	\$25,500.00	\$15,000.00
Subtotal for Personnel - Insert in Line 6a (Form 424A)	\$950,683.13	\$167,767.61	\$1,118,450.74	\$791,979.96
Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)				
Approved Fringe Benefits Rate (120%) - Lt, 13 Insp	\$954,025.33	\$168,357.41	\$1,122,382.74	\$932,375.95
Approved Fringe Benefits Rate (120%) 1- Processing Tech (\$55,031.80 salary)	\$56,132.44	\$9,905.72	\$66,038.16	
Approved Fringe Benefits Rate (110%) 2 - Processing Tech (\$51,300 ea, salary)	\$95,931.00	\$16,929.00	\$112,860.00	\$0.00
Approved Fringe Benefits Rate (85%) - Overtime	\$18,423.75	\$3,251.25	\$21,675.00	\$12,750.00
Subtotal for Fringe Benefits - Insert in Line 6b (Form 424A)	\$1,124,512.52	\$198,443.39	\$1,322,955.90	\$945,125.95
Program Travel				
Routine MCSAP-related Travel (Lodging/M meal Allowance)	\$4,250.00	\$750.00	\$5,000.00	
Conference Travel (Identify conferences in Budget Narrative)	\$7,225.00	\$1,275.00	\$8,500.00	
Training Travel (Identify training courses in the Budget Narrative)	\$6,375.00	\$1,125.00	\$7,500.00	
Subtotal for Program Travel - Insert in Line 6c (Form 424A)	\$17,850.00	\$3,150.00	\$21,000.00	\$0.00
Equipment (Enter description and quantity of items in Budget Narrative)				
Vehicles and Related Vehicle Equipment				
	\$0.00	\$0.00		
Subtotal for Vehicles and Related Vehicle Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Non-Vehicle Equipment				
Other Equipment (Not included above)	\$0.00	\$0.00		
Subtotal for Non-Vehicle Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal for Equipment - Insert in Line 6d (Form 424A)	\$0.00	\$0.00	\$0.00	\$0.00
Supplies				
Office Supplies and Inspection Equipment	\$13,175.00	\$2,325.00	\$15,500.00	\$15,000.00
Uniforms and Other Related Supplies	\$13,289.21	\$2,345.15	\$15,634.36	\$15,000.00
Computers (4 Panasonic CF31s or similar, \$3,600 each) (Enter in Budget Narrative)	\$12,240.00	\$2,160.00	\$14,400.00	
Printers (Enter quantity and unit cost in Budget Narrative)	\$0.00	\$0.00	\$0.00	\$2,000.00
Subtotal for Supplies - Insert in Line 6e (Form 424A)	\$38,704.21	\$6,830.15	\$45,534.36	\$32,000.00
Contractual (Subgrantees, Consultant Services, etc.)				
Vehicles (DAS Lease-14/12 Ford Police Interceptors @ \$518/mnth & 2 Ford Expedition EL @ \$549/mnth)	\$74,602.80	\$13,165.20	\$87,768.00	\$74,592.00
Subtotal for Contractual - Insert in Line 6f (Form 424A)	\$74,602.80	\$13,165.20	\$87,768.00	\$74,592.00
Other Expenses				
Training Costs (Tuition, materials, etc.)	\$8,500.00	\$1,500.00	\$10,000.00	
CVSA Decals 7,200 @ .29 each, includes shipping	\$1,774.80	\$313.20	\$2,088.00	
CVSA Dues	\$8,755.00	\$1,545.00	\$10,300.00	
Conferences Costs (Registration fees, etc.) CVSA/COHMED - 4 @ \$550 each	\$1,870.00	\$330.00	\$2,200.00	
Fuel Costs (Based on previous year's expenses for MCSAP funded personnel)	\$59,500.00	\$10,500.00	\$70,000.00	\$80,000.00
Communications (Modems \$38.50/mnthx55x12(\$25,410), 6 mobile phones-Lt, 3 Sgts, 2 NE Insps, 3 WiFi Hotspots)	\$23,301.90	\$4,112.10	\$27,414.00	\$6,900.00
CAD/RMS Upgrades, Maintenance and Support (PRISM) (Nexgen/Netmotion/Appeon)	\$21,675.00	\$3,825.00	\$25,500.00	
Iteris Inspect Maintenance (ITD)	\$12,750.00	\$2,250.00	\$15,000.00	
CTCVIEW, NORPASS Dues, Maintenance and Support (ITD)	\$12,750.00	\$2,250.00	\$15,000.00	
Subtotal for Other Expenses including Training & Conferences - Insert in Line 6h (Form 424A)	\$150,876.70	\$26,625.30	\$177,502.00	\$86,900.00
Subtotal for Direct Costs - Insert in Line 6i (Form 424A)	\$2,357,229.35	\$415,981.65	\$2,773,211.00	\$1,930,597.91
Current rate of 27.25% for FY2018 (Expires June 30, 2019)				
Indirect Costs Insert in Line 6j (Form 424A)	\$0.00	\$0.00	\$0.00	\$297,829.08
Total Costs Budgeted	\$2,357,229.35	\$415,981.65	\$2,773,211.00	\$2,228,426.99



U.S. Department
of Transportation

Federal Motor Carrier
Safety Administration

1200 New Jersey Avenue, SE
Washington, DC 20590

July 17, 2018

In Reply Refer To: MC-CR
FY 2019 Pre-Award CTDMV

Mr. Michael R. Bzdya, Commissioner
Connecticut Department of Motor Vehicles
60 State Street
Wethersfield, CT, 06161

Dear Mr. Bzdya:

We are in receipt of the Connecticut Department of Motor Vehicles' (DMV) Federal Motor Carrier Safety Administration (FMCSA) Title VI Program Compliance Plan. We have reviewed your FMCSA Title VI Program Compliance Plan and find that the Plan contains all elements stipulated in the FMCSA Title VI Program Compliance Plan Checklist. Therefore, FMCSA approves the Connecticut DMV's Title VI Program Compliance Plan for Federal Fiscal Year (FY) 2019. We do request that the Connecticut DMV notify FMCSA's Office of Civil Rights should it provide funding to another Recipient (Sub-Recipient) and/or be the object of a Title VI Program compliance review conducted by another Federal agency. In this eventuality, we will coordinate with the Connecticut DMV to ensure that the Title VI Program Compliance Plan is updated with the additional information.


On an annual basis, FMCSA's Office of Civil Rights will conduct compliance reviews of a representative sampling of FMCSA Grant Recipients. FMCSA has approximately 125 Recipients annually. If and/or when the Connecticut DMV is chosen as one of the FMCSA Grant Recipients' Title VI Program that will be reviewed in a given year, the Office of Civil Rights will use the approved Title VI Program Compliance Plan as the basis for conducting the desk audit and will request additional documentation as deemed appropriate during the review.

In addition, a small number of Recipients who are selected for a Title VI Program compliance review will also be selected for an on-site visit which will include personnel interviews. We appreciate your future assistance in the event the Connecticut DMV is chosen for a compliance review in a given year.

If at any time your Agency has Title VI Program-related questions, please do not hesitate to contact Mr. Lester Finkle, National Title VI Program Manager at (202) 366-4474 or lester.finkle@dot.gov.

Sincerely,

Handwritten signature of Lester D. Finkle II in cursive script.

 Kennie J. May, Sr.
Director
Office of Civil Rights

Cc: Donald Bridge, Jr., Lieutenant, Connecticut DMV
Natalie Shipman, Title VI/ADA Coordinator, Connecticut DMV
Christopher Henry, Division Administrator, Connecticut Division Office

**FY 2019 ACTUAL CVSP BUDGET
FOR THE STATE OF: Connecticut
STATE LEAD MCSAP AGENCY: Department of Motor Vehicles** (Revised 6/10/2019)

	85 % Federal Share	15 % State Match	Total Grant Expenditures	MOE Expenditures
AWARD AMOUNTS				
FY 2019 MCSAP Funding (Award Amount)	\$2,395,015.25	\$422,649.75	\$2,817,665.00	
MCSAP-ELIGIBLE EXPENSES				
Personnel (Payroll Costs)				
Salary - 1 Lt, 13 Insp	\$795,021.11	\$140,297.84	\$935,318.95	\$776,979.96
Salary - 3 Processing Tech	\$133,987.02	\$23,644.77	\$157,631.79	
Overtime - Basic Funded (Not to exceed 15%)	\$21,675.00	\$3,825.00	\$25,500.00	\$15,000.00
Subtotal for Personnel - Insert in Line 6a (Form 424A)	\$950,683.13	\$167,767.61	\$1,118,450.74	\$791,979.96
Fringe Benefit Costs (Health, Life Insurance, Retirement, etc.)				
Approved Fringe Benefits Rate (120%) - Lt, 13 Insp	\$954,025.33	\$168,357.41	\$1,122,382.74	\$932,375.95
Approved Fringe Benefits Rate (120%) 1- Processing Tech (\$55,031.80 salary)	\$56,132.44	\$9,905.72	\$66,038.16	
Approved Fringe Benefits Rate (110%) 2 - Processing Tech (\$51,300 ea, salary)	\$95,931.00	\$16,929.00	\$112,860.00	\$0.00
Approved Fringe Benefits Rate (85%) - Overtime	\$18,423.75	\$3,251.25	\$21,675.00	\$12,750.00
Subtotal for Fringe Benefits - Insert in Line 6b (Form 424A)	\$1,124,512.52	\$198,443.39	\$1,322,955.90	\$945,125.95
Program Travel				
Routine MCSAP-related Travel (Lodging/M meal Allowance)	\$4,250.00	\$750.00	\$5,000.00	
Conference Travel (Identify conferences in Budget Narrative)	\$7,225.00	\$1,275.00	\$8,500.00	
Training Travel (Identify training courses in the Budget Narrative)	\$6,375.00	\$1,125.00	\$7,500.00	
Subtotal for Program Travel - Insert in Line 6c (Form 424A)	\$17,850.00	\$3,150.00	\$21,000.00	\$0.00
Equipment (Enter description and quantity of items in Budget Narrative)				
Vehicles and Related Vehicle Equipment				
	\$0.00	\$0.00	\$0.00	
Subtotal for Vehicles and Related Vehicle Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Non-Vehicle Equipment				
Other Equipment (Not included above)	\$0.00	\$0.00	\$0.00	
Subtotal for Non-Vehicle Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal for Equipment - Insert in Line 6d (Form 424A)	\$0.00	\$0.00	\$0.00	\$0.00
Supplies				
Office Supplies and Inspection Equipment	\$14,662.50	\$2,587.50	\$17,250.00	\$15,000.00
Uniforms and Other Related Supplies	\$14,776.73	\$2,607.66	\$17,384.39	\$15,000.00
Computers (4 Panasonic CF31s or similar, \$3,600 each) (Enter in Budget Narrative)	\$12,240.00	\$2,160.00	\$14,400.00	
Motor Coach Trailer Replacement (transports bus ramps) - Haulmark 5x10 (or similar)	\$3,612.50	\$637.50	\$4,250.00	
Misc lighting, securement, and other related equipment for inside new trailer	\$425.00	\$75.00	\$500.00	
LED Rechargeable Flashlights w/holders and batteries (60) for inspections	\$6,587.16	\$1,162.44	\$7,749.60	
Emergency Lighting Equipment (3 vehicles @ \$9,484.79 each)	\$24,186.21	\$4,268.16	\$28,454.37	
Printers (Enter quantity and unit cost in Budget Narrative)	\$0.00	\$0.00	\$0.00	\$2,000.00
Subtotal for Supplies - Insert in Line 6e (Form 424A)	\$76,490.11	\$13,498.25	\$89,988.36	\$32,000.00
Contractual (Subgrantees, Consultant Services, etc.)				
Vehicles (DAS Lease-14:12 Ford Police Interceptors @ \$518/mnth& 2 Ford Expedition EL @ \$549/mnth)	\$74,602.80	\$13,165.20	\$87,768.00	\$74,592.00
Subtotal for Contractual - Insert in Line 6f (Form 424A)	\$74,602.80	\$13,165.20	\$87,768.00	\$74,592.00
Other Expenses				
Training Costs (Tuition, materials, etc.)	\$8,500.00	\$1,500.00	\$10,000.00	
CVSA Decals 7,200 @ .29 each, includes shipping	\$1,774.80	\$313.20	\$2,088.00	
CVSA Dues	\$8,755.00	\$1,545.00	\$10,300.00	
Conferences Costs (Registration fees, etc.) CVSA/COHMED - 4 @ \$550 each	\$1,870.00	\$330.00	\$2,200.00	
Fuel Costs (Based on previous year's expenses for MCSAP funded personnel)	\$59,500.00	\$10,500.00	\$70,000.00	\$80,000.00
Communications (Modems \$38.50/mnthx55x12(\$25,410), 6 mobile phones-Lt, 3 Sgts, 2 NE Insps, 3 WiFi Hotspots)	\$23,301.90	\$4,112.10	\$27,414.00	\$6,900.00
CAD/RMS Upgrades, Maintenance and Support (PRISM) (Nexgen/Netmotion/Apeon)	\$21,675.00	\$3,825.00	\$25,500.00	
Iteris Inspect Maintenance (ITD)	\$12,750.00	\$2,250.00	\$15,000.00	
CTCVIEW, NORPASS Dues, Maintenance and Support (ITD)	\$12,750.00	\$2,250.00	\$15,000.00	
Subtotal for Other Expenses including Training & Conferences - Insert in Line 6h (Form 424A)	\$150,876.70	\$26,625.30	\$177,502.00	\$86,900.00
Subtotal for Direct Costs - Insert in Line 6i (Form 424A)	\$2,395,015.25	\$422,649.75	\$2,817,665.00	\$1,930,597.91
Current rate of 27.25% for FY2018 (Expires June 30, 2019)				
Indirect Costs Insert in Line 6j (Form 424A)	\$0.00	\$0.00	\$0.00	\$297,829.08
Total Costs Budgeted	\$2,395,015.25	\$422,649.75	\$2,817,665.00	\$2,228,426.99