

IDAHO

Commercial Vehicle Safety Plan for the Federal Motor Carrier Safety Administration's Motor Carrier Safety Assistance Program Fiscal Year 2019

Date of Approval: Jun 14, 2019

Final CVSP

Part 1 - MCSAP Overview

1 - Introduction

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

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

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

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

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

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

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

NEW FOR FY 2019:

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

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

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

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

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

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

2 - Mission/Goal Statement**Instructions:**

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

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

**Idaho State Police Mission Statement:**

Providing public safety across the State of Idaho through law enforcement excellence.

Commercial Vehicle Safety Section Mission Statement:

Reducing the number of commercial vehicle crashes on Idaho roadways.

3 - MCSAP Structure Explanation

Instructions:

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

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

The Commercial Vehicle Safety Section (CVS), is part of the Idaho State Police Patrol Division (ISP), and has been designated as the lead MCSAP agency in the state since 1999. CVS began in Idaho in 1984 and works in cooperation with the Idaho Division of the Federal Motor Carrier Safety Administration (FMCSA).

The CVS Program is operated and managed by Captain Scott Hanson. There are 22 full time enforcement positions/CVS Specialists (FTE's), 4 support/professional positions and one financial specialist (1/3 time), assigned to the program. NOTE: At the time of CVSP submission, CVS had submitted a request for FMCSA FY 18 High Priority Funding which would add one additional enforcement position to the program.

All enforcement positions assigned to the program are certified law enforcement officers, as required by Idaho Code. All CVS Specialists are also CVSA Level I-VI trained/certified or in the process if recently promoted into the program.

CVS is funded with federal MCSAP funds as well as state matching/MOE funds provided by the Idaho State Police Patrol Division.

The Commercial Vehicle Safety Section is responsible for the following programs in Idaho.

- Commercial Motor Vehicle/Driver Inspections
- Hazardous Materials Training and Response
- Compliance/Safety Investigations
- New Entrant Safety Audits
- Data Q Management
- SafetyNet Data Collection and Management
- Aspen Management and Oversight
- Commercial Motor Vehicle Crash Response and Investigation

4 - MCSAP Structure**Instructions:**

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

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

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

Lead Agency Information	
Agency Name:	IDAHO STATE POLICE, COMMERCIAL VEHICLE SAFETY
Enter total number of personnel participating in MCSAP activities	26
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	22
Traffic Enforcement Activities	22
Investigations*	13
Public Education and Awareness	22
Data Collection and Reporting	2
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	0
Total # of MCSAP Participating Personnel:	

Part 2 - Crash Reduction and National Program Elements

1 - Overview

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

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

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

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

2 - CMV Crash Reduction

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

Trend Analysis for 2013 - 2017

Instructions for all tables in this section:

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

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

ALL CMV CRASHES

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	44	34	44
01/01/2016	12/31/2016	35	33	35
01/01/2015	12/31/2015	34	24	34
01/01/2014	12/31/2014	25	35	25
01/01/2013	12/31/2013	36	14	36

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: Actual # Fatal Crashes

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	0	0	0
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	1	0	1
01/01/2014	12/31/2014	0	0	0
01/01/2013	12/31/2013	1	0	1

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: Actual # Fatal Crashes

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	0	0	0
01/01/2016	12/31/2016	1	0	1
01/01/2015	12/31/2015	2	0	2
01/01/2014	12/31/2014	1	0	1
01/01/2013	12/31/2013	1	0	1

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

Crash Data: Idaho Office of Highway Safety CARS Data, 1/1/2012 through 6/15/18. Retrieved: 6/15/18 Motor coach / Passenger Carrier Data: A&I On-Lin Data, Crash Statistics, Busses, Hazardous Materials Data: A&I On-Line Data, Crash Statistics, HM Report

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

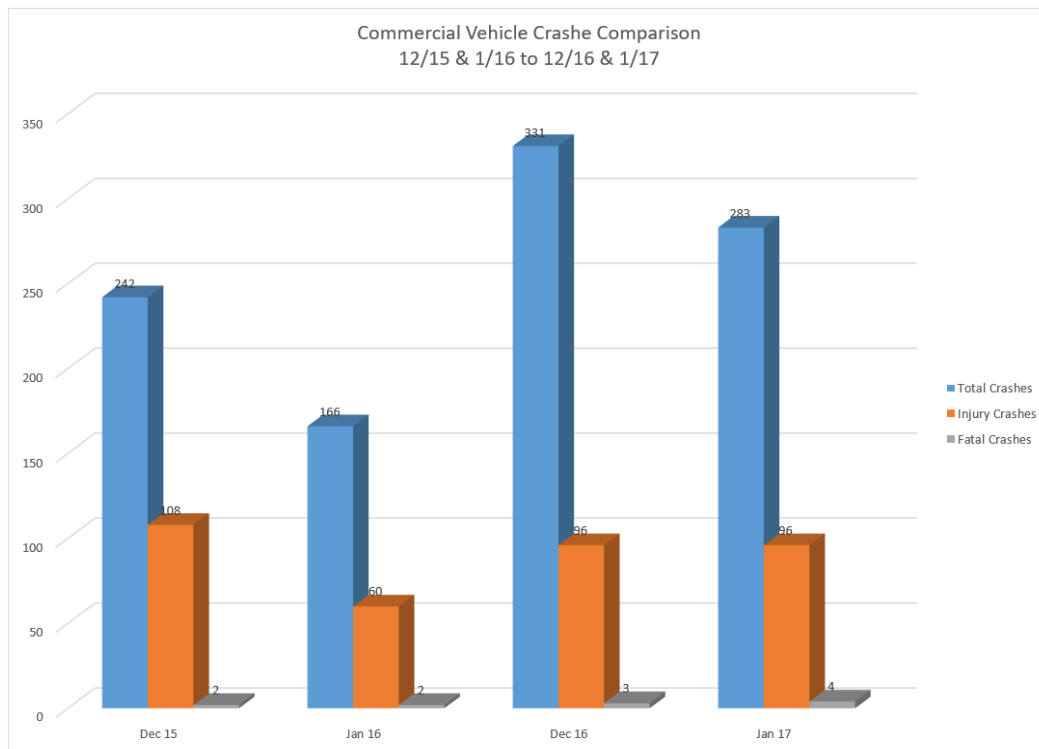
CVS has worked for several years to set realistic and achievable crash reduction goals. One of the biggest challenges continues to be identifying risk factors that can be addressed by the CVS Program. The low population in Idaho, combined with the high number of road/highway miles make data analysis difficult. The low numbers of commercial vehicle crashes in Idaho add to the problem and make it impossible to determine if an identifiable safety risk exists, or if it is a weather related or other short term anomaly that will disappear without any type of intervention in a short period of time.

An additional challenge to implementing effective crash reduction strategies is the location of many commercial vehicle crashes. A review of the locations where the highest numbers of commercial vehicle crashes occurred from 2012-2017, showed that of the top 30 locations each year, all were located within city limits. In Idaho, local law enforcement agencies do all traffic enforcement and respond to all crashes that occur in cities, with the exception of violations or safety hazards observed by other officers. In an effort to maintain effective working relationships with local law enforcement agencies, the Idaho State Police respect the local jurisdictions and respond to or provide assistance only when requested.

Because of the unique characteristics of Idaho, many of the reports and analysis available don't accurately reflect crash factors in Idaho. For example, nearly all roads in Idaho meet FMCSA's definition for "Rural Roads", making it a less useful identifier.

Because of the challenges described and in an effort to develop an effective crash reduction strategy, the goals and measurements have continued to evolve and change, to better address safety risks and identify achievable results.

Presently, commercial vehicle crash rates have increased in Idaho, in spite of the education and enforcement efforts CVS has implemented. One factor in commercial vehicle crashes is weather. Severe weather impacts crash rates in Idaho as noted in the following chart. The record winter snowfall in 12/2016 and 1/2017 increased commercial vehicle crashes over 36% from the same period in the previous year. Fatal crashes were also up during that period by approximately 43%. (See charts below).



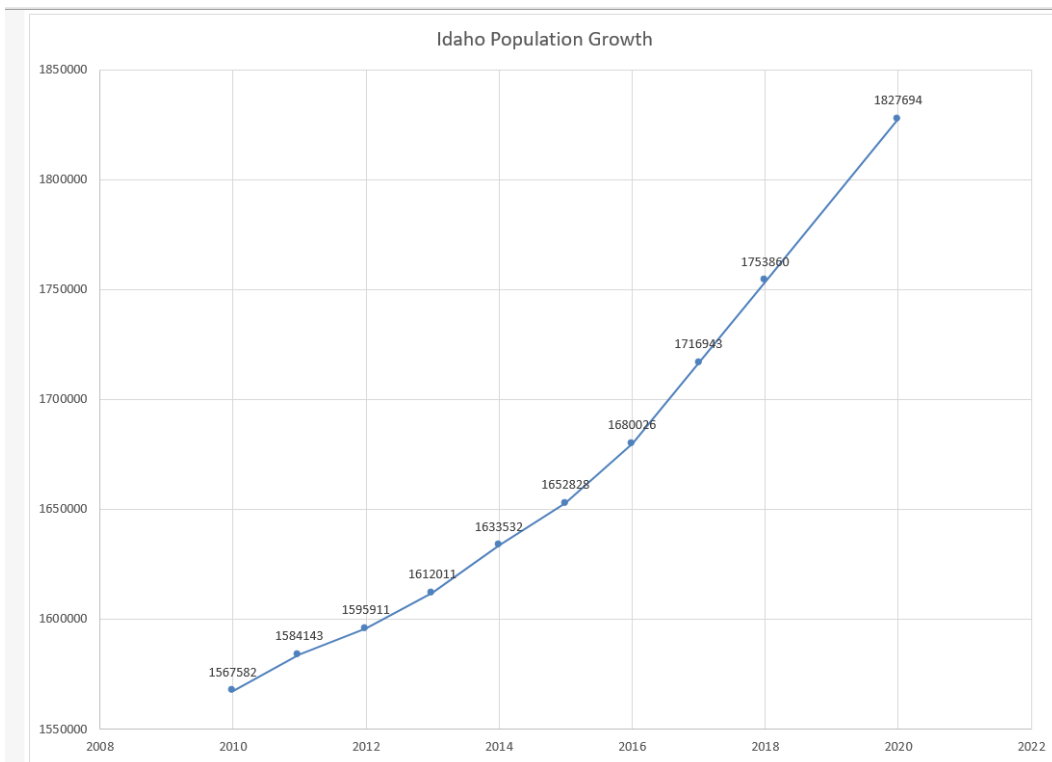
Another factor contributing to the increased crash rates in Idaho are fewer Idaho State Police Patrol Officers available for traffic enforcement and other proactive law enforcement activities. From 2008-2011, the Idaho State Police was forced to eliminate and/or leave several positions unfilled due to budget hold backs and shortfalls. Since that time, ISP has worked to increase the number of patrol officers across the state. Additional personnel have been hired, but because it takes time to hire and train quality personnel, it will be calendar year 2019 before ISP is back or close to pre 2008 enforcement personnel rates. Right now, there is approximately 1 CVS Specialist per every 52,769 licensed drivers in Idaho and 1 per every 4,484 miles of roadway.

In Idaho, all full time employees, (FTE's), must be approved and allocated to each state agency by the Idaho Legislature. This can make increasing the number of personnel resources challenging and at times a lengthy process. Fortunately for CVS, in 2018, the Idaho Trucking Association approached the Idaho Legislature and proposed increasing the number of CVS Specialists in Idaho. For the first time in many years, CVS received the full support of the Idaho State Senate, who proposed and passed adding two (2) additional Commercial Vehicle Safety Specialists to the CVS Program, and the matching state funds (15%) to support them. These positions were added by the Senate without a formal request from ISP, suggesting they see the value of and support the CVS Program in Idaho. CVS is optimistic that having continued support from the Idaho Legislature will increase both the number of CVS Specialists available for MCSAP activities and the number of ISP Patrol Officers available to conduct traffic enforcement and other safety activities.

The other factor contributing to the increased number of crashes on Idaho roadways, is the continued population growth the state is experiencing. Idaho is currently the fastest growing state in the US, with a total population increase of over 2.2% since 2016. Growth has been

throughout the state, with the largest increases in Ada and Canyon Counties, the major population centers in the southern part of the state. The increases in population have increased the number of licensed drivers and vehicles on Idaho roadways. In 2016, the number of licensed drivers in Idaho was up 1.8%. In addition, the number of vehicle miles traveled was also up 2.9%.

In some areas of the state, infrastructure has not been able to keep pace and crashes are caused due to traffic congestion. In other areas where steps have been taken to improve roadways, the increased volume of traffic creates challenges in work zones and on near-by connecting streets. Population growth in Idaho is projected to continue growing due to the favorable economic conditions in the state. Crash rates will likely be negatively impacted into the next fiscal year or longer.



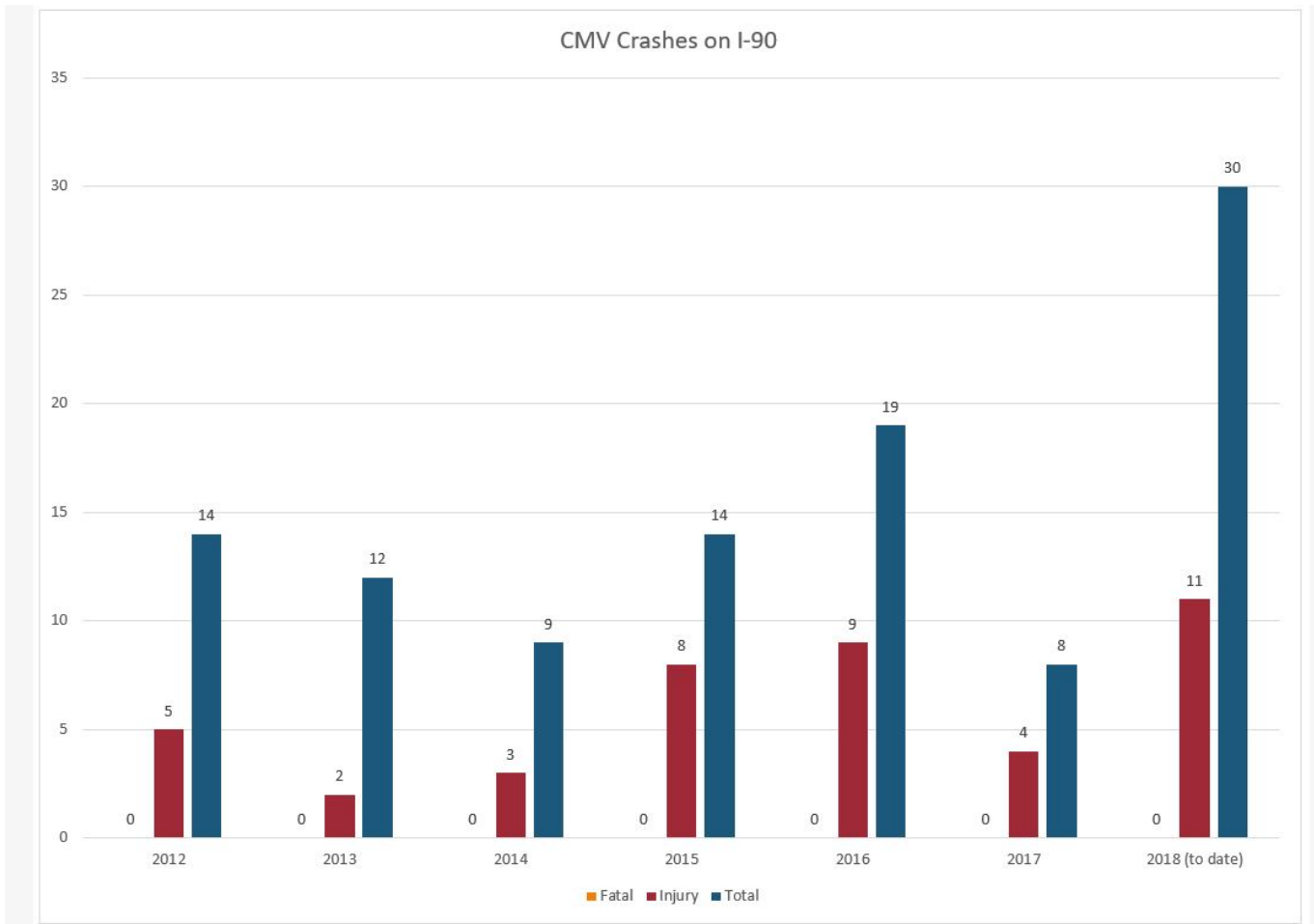
Some progress in crash reduction has been demonstrated in the high crash corridors identified in previous CVSP's. The total number of fatal crashes occurring in the high crash corridors is very low, less than one (1), per year. (See tables below).

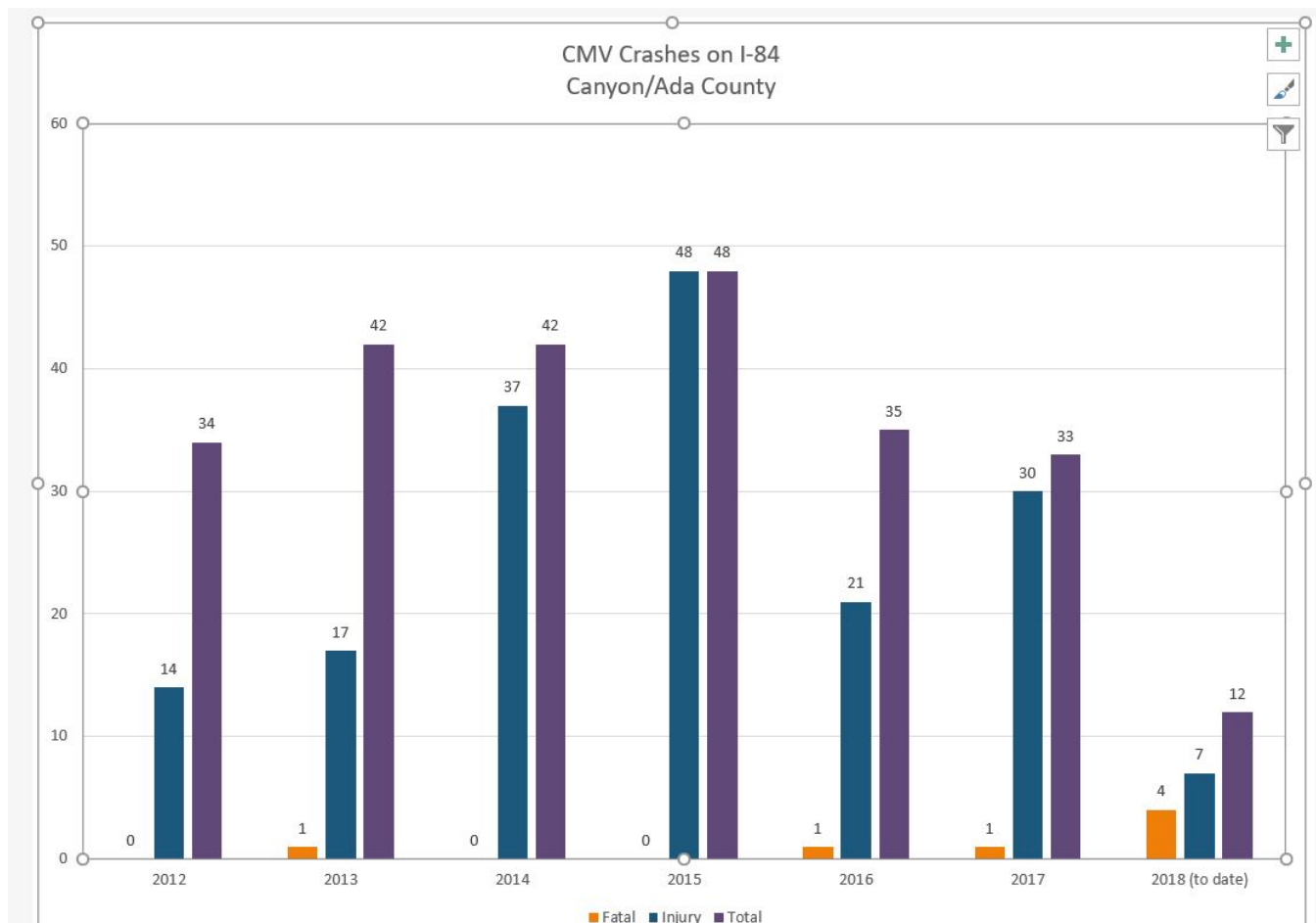
Previous crash reduction goals in these high crash areas were:

Fewer than 16 total commercial vehicle crashes on I-90.

Fewer than 40 total commercial vehicle crashes on I-84.

Fewer than 30 fatal commercial vehicle crashes statewide.

Commercial Vehicle Crashes on I-90*Commercial Vehicle Crashes on I-84 (Ada and Canyon Counties)*



Based on the current rate, CVS expects crash rates to continue at higher rates than in previous years. CVS will continue to monitor the high crash areas and use traffic enforcement and other tools to reduce the number of commercial vehicle crashes that occur.

Current performance data does not identify a motor coach/passenger carrier safety problem in Idaho. However, CVS is committed to pro-actively addressing motor coach safety. A motor coach/passenger carrier specific safety strategy is described later in the CVSP.

Based on the information available through A&I On-Line, CVS has no specific hazardous materials crash reduction goals, due to the low number of hazardous materials crashes in Idaho.

Idaho Population. (2018-01-19). Retrieved 2018-06-20, from <http://worldpopulationreview.com/states/idaho-population>

Narrative Overview for FY 2019

Instructions:

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

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

CVS is implementing a crash reduction goal for FY 19 specifically designed to address fatal and serious injury commercial vehicle crashes occurring in work zones statewide.

CVS has determined that commercial vehicle crash rates have significantly increased in some areas due to road construction. In the previous year, the rate in one area has gone from two (2) crashes during the same period in 2016, to 19 crashes including two (2) fatalities during the same period in 2017. To date, in 2018, work zones continue to be over-represented in crash data locations. A crash in a work zone in June of 2018 killed four people. Two separate crashes in work zones in July killed two.

Because of the increasing population and positive economic forecast, road construction and maintenance will continue at the current rate or increase in the next fiscal year. This will mean the number of work zones and opportunities for crashes will remain constant or increase as well.

Enter the data source and capture date:

Idaho Office of Highway Safety CARS Data, 2012-2018 (to date) Idaho Office of Highway Safety, Idaho Traffic Crashes, 2016 <http://apps.itd.idaho.gov/apps/ohs/Crash/16/Analysis2016final.pdf>

Projected Goal for FY 2019

Enter Crash Reduction Goal:

Crash reduction goals for FY 2019: Reduce the number of crashes occurring in and around work zones involving commercial vehicles by 5% in FY 19. Current Rate: Total Crashes: 345 Injury Crashes: 127 Fatal Crashes: 4 Although A&I On-Line Data doesn't show an increase in crashes in work zones in Idaho, state data shows several serious injury and fatal crashes have occurred in and around work zones in the past 2 years.

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

CVS will conduct traffic enforcement activities in or near work zones in Idaho. CVS will provide a minimum of forty (40) hours of traffic enforcement in these areas per week.

CVS will work with ISP Patrol and ISP Motor Units when available to conduct increased high

visibility traffic enforcement in and around work zones on I-84, I-15, I-90 and other areas if identified.

CVS will also continue to monitor crash rates in high crash areas and implement traffic enforcement or other strategies if rates increase.

If an additional position is funded through a high priority grant, the activities may increase.

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.

CVS will use the total number of traffic enforcement hours completed in work zones as a performance measure. Target: A minimum of 2,000 hours of additional traffic enforcement this fiscal year in work zones.

CVS will also compare current crash rates to previous rates (similar periods) to determine what, if any, impact CVS is having on crash rates in the emphasis areas. CVS will use Idaho Office of Highway Safety, CARS Data for data analysis.

All information will be reported upon completion in the quarterly reports. The project coordinator will be responsible for data analysis and reporting.

3 - Roadside Inspections

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

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

Trend Analysis for 2013 - 2017

Inspection Types	2013	2014	2015	2016	2017
Level 1: Full	3564	4225	3254	2975	3669
Level 2: Walk-Around	3505	3537	3167	2415	3942
Level 3: Driver-Only	2743	3251	3321	3340	2918
Level 4: Special Inspections	156	53	6	51	201
Level 5: Vehicle-Only	270	348	171	110	53
Level 6: Radioactive Materials	375	13	0	120	207
Total	10613	11427	9919	9011	10990

Narrative Overview for FY 2019

Overview:

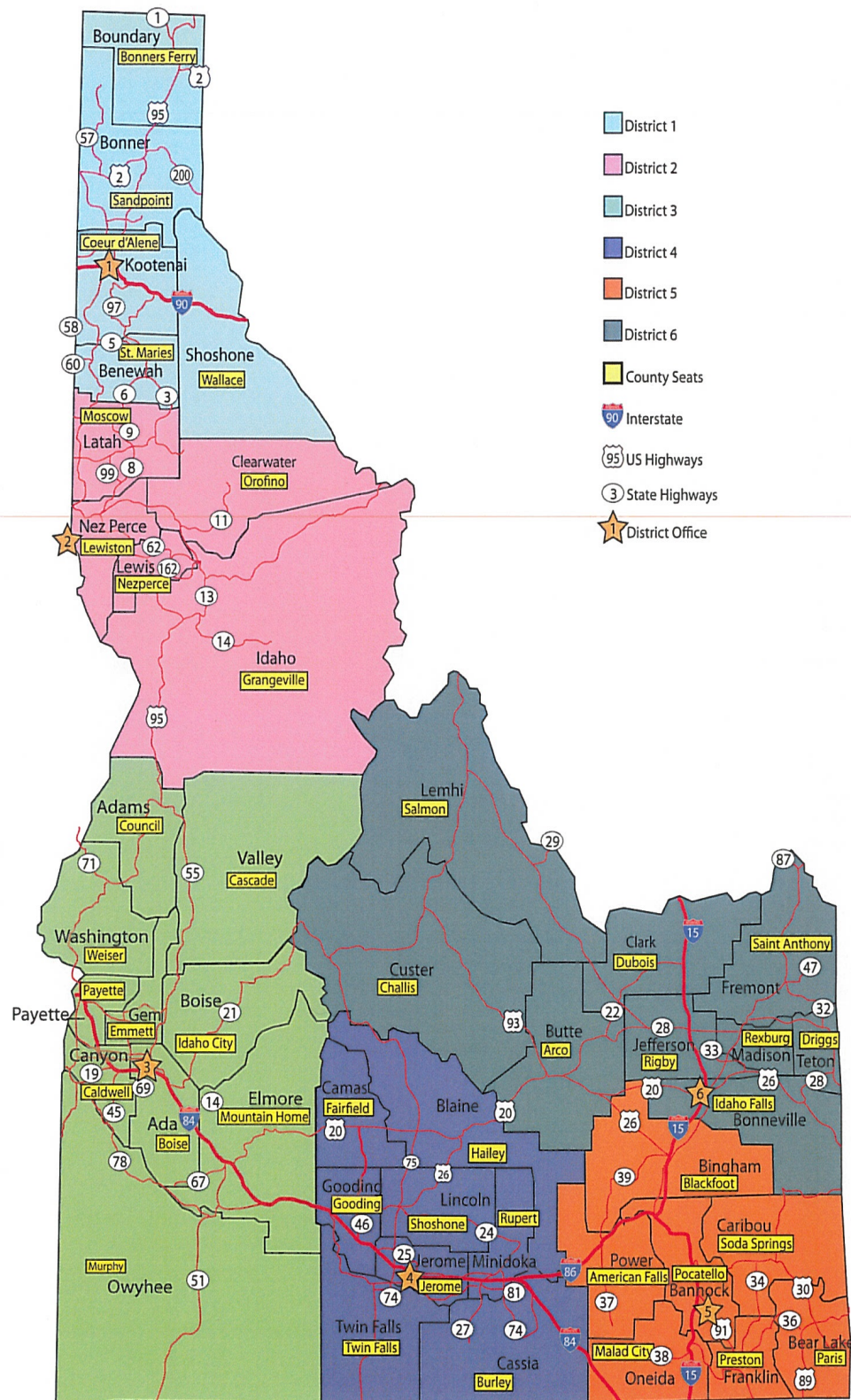
Describe components of the State's general Roadside and Fixed-Facility Inspection Program. Include the day-to-day routine for inspections and explain resource allocation decisions (i.e., number of FTE, where inspectors are working and why).

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

CVS Specialists (22), complete more than 9,000 commercial vehicle inspections throughout the State of Idaho. Inspections are completed both at roadside and at fixed facilities (Ports of Entry). In Idaho, the Ports of Entry are managed by the Idaho Transportation Department, which is a separate state agency.

CVS Specialists are assigned to each of the six (6) ISP Patrol Districts based on population, traffic volume, and the number of commercial vehicle crashes in the area. See list below.

District 1	(Coeur D Alene)	3 CVS Specialists
District 2	(Lewiston)	1 CVS Specialist
District 3	(Boise/Meridian)	5 CVS Specialists, 2 CVS Sergeants
District 4	(Twin Falls)	3 CVS Specialists
District 5	(Pocatello)	3 CVS Specialists, 1 CVS Sergeant
District 6	(Idaho Falls)	2 CVS Specialists



Personnel assignments are reviewed at a minimum of annually to ensure resources are allocated appropriately. Adjustments are made, if necessary, to ensure effective use of

personnel resources. As noted earlier, if CVS receives high priority funding, the number of CVS Specialists will increase.

In addition to commercial vehicle and driver inspections, CVS Specialists complete all other MCSAP Program requirements as well as responding to commercial vehicle crashes and other emergencies. Adverse weather, as well as specialist positions being vacant/unfilled can significantly impact the number of inspections and other assignments completed. Vacant/unfilled specialist positions in CVS have reduced the total number of inspections completed in previous years. Although additional personnel will be completing inspections in FY 19, CVS will maintain close to the same number of inspections as in previous years until the full impact of enforcing the new ELD regulations has on inspection duration can be determined.

CVS Specialists use Aspen or Idaho's CVIEW System to identify carriers for and to complete inspections. Inspections are uploaded using a wireless connection (wi-fi hot spot).

CVS Specialists complete all levels of commercial vehicle inspections, Level I- VI. As noted earlier, Idaho Code requires all commercial vehicle inspections Level I-VI be completed by a current, certified, law enforcement officer.

If a CVS Specialist is conducting a Level III inspection and identifies vehicle violations, he/she changes the inspection to a Level I or II to ensure the vehicle defects/violation data is recorded and uploaded to MCMIS.

CVS Sergeants and Management monitor inspection totals at a minimum of quarterly to ensure the inspection goals are met. If any performance issues are identified, it is addressed with the individual specialist. It is important to note that the Idaho Commercial Vehicle Safety Program is relatively small when compared with the overall size and population of the State of Idaho. In order for the CVS Program to meet the outlined inspection goals, each specialist is required to complete a minimum number of commercial inspections each year, in addition to the other duties/tasks described earlier.

Projected Goals for FY 2019

Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting

during Fiscal Year 2019. For FY 2019, there are separate tabs for the Lead Agency, Subrecipient Agencies, and Non-Funded Agencies—enter inspection goals by agency type. Enter the requested information on the first three tabs (as applicable). The Summary table totals are calculated by the eCVSP system.

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

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

MCSAP Lead Agency

Lead Agency is: IDAHO STATE POLICE, COMMERCIAL VEHICLE SAFETY

Enter the total number of certified personnel in the Lead agency: 22

Projected Goals for FY 2019 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	2565	350	125	3040	34.25%
Level 2: Walk-Around	2015	375	40	2430	27.38%
Level 3: Driver-Only	2925	55	35	3015	33.97%
Level 4: Special Inspections	55	1	0	56	0.63%
Level 5: Vehicle-Only	105	10	0	115	1.30%
Level 6: Radioactive Materials	100	120	0	220	2.48%
Sub-Total Lead Agency	7765	911	200	8876	

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:	0
Enter the total number of non-funded certified officers:	
Enter the total number of inspections projected for FY 2019:	

Summary

Projected Goals for FY 2019 - Roadside Inspections Summary

Projected Goals for FY 2019 Summary for All Agencies					
MCSAP Lead Agency: IDAHO STATE POLICE, COMMERCIAL VEHICLE SAFETY					
# certified personnel: 22					
Subrecipient Agencies:					
# certified personnel: 0					
Number of Non-Funded Agencies: 0					
# certified personnel:					
# projected inspections:					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	2565	350	125	3040	34.25%
Level 2: Walk-Around	2015	375	40	2430	27.38%
Level 3: Driver-Only	2925	55	35	3015	33.97%
Level 4: Special Inspections	55	1	0	56	0.63%
Level 5: Vehicle-Only	105	10	0	115	1.30%
Level 6: Radioactive Materials	100	120	0	220	2.48%
Total ALL Agencies	7765	911	200	8876	

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.

4 - Investigations

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



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

Trend Analysis for 2013 - 2017

Investigative Types - Interstate	2013	2014	2015	2016	2017
Compliance Investigations	12	12	12	12	11
Cargo Tank Facility Reviews					
Non-Rated Reviews (Excludes CSA & SCR)	4	4	4	4	3
CSA Off-Site					
CSA On-Site Focused/Focused CR		4	4	4	2
CSA On-Site Comprehensive		4	4	4	2
Total Investigations	16	24	24	24	18
Total Security Contact Reviews					
Total Terminal Investigations					

Investigative Types - Intrastate	2013	2014	2015	2016	2017
Compliance Investigations					
Cargo Tank Facility Reviews					
Non-Rated Reviews (Excludes CSA & SCR)					
CSA Off-Site					
CSA On-Site Focused/Focused CR					
CSA On-Site Comprehensive					
Total Investigations	0	0	0	0	0
Total Security Contact Reviews					
Total Terminal Investigations					

Narrative Overview for FY 2019**Instructions:**

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

Projected Goals for FY 2019

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

Projected Goals for FY 2019 - Investigations		
Investigative Type	Interstate Goals	Intrastate Goals
Compliance Investigations	3	0
Cargo Tank Facility Reviews	0	0
Non-Rated Reviews (Excludes CSA & SCR)	1	0
CSA Off-Site	0	0
CSA On-Site Focused/Focused CR	2	0
CSA On-Site Comprehensive	6	0
Total Investigations	12	0
Total Security Contact Reviews	0	0
Total Terminal Investigations	0	0

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

CVS works with the Idaho FMCSA Office to complete carrier investigations as assigned.

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

Currently, there are two (2) CVS Specialists who are trained and certified to complete carrier investigations.

During this fiscal year, CVS plans to work with FMCSA to determine when/if an additional specialist should be trained to complete investigations. Personnel changes may necessitate sending someone to training in FY 20 or 21. Captain Hanson will identify training needs if any by March 30, 2019.

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

CVS will complete all carrier investigations assigned by FMCSA. Each CVS Specialist will complete a minimum of six (6) during this fiscal year. (2 x 6 = 12).

If an additional specialists completes investigation training, he/she will complete a minimum of six (6) investigations as well. However, if the training is scheduled for late in this fiscal year, less than six (6) may be completed.

CVS Sergeants will monitor carrier investigation assignments to ensure they are complete and each officer completes a minimum of six (6). Additionally, the CVS Sergeants and the Research Analyst will review each investigation prior to submitting it to FMCSA to ensure it is accurate and complete. Any corrections or changes needed will be done by the specialist before submitting it to FMCSA.

5 - Traffic Enforcement

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

Trend Analysis for 2013 - 2017

Instructions:

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2017	12/31/2017	3385	557
01/01/2016	12/31/2016	3646	240
01/01/2015	12/31/2015	3157	
01/01/2014	12/31/2014	3504	
01/01/2013	12/31/2013	3241	

☒ **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.

Idaho State Police, Records Management, Crystal Report - CVS Clearing Codes. 1/1/2016-6/16/18. Retrieved: 6/15/18 Data was unavailable prior to 2016. CVS began collecting the data in mid 2016.

Narrative Overview for FY 2019

Instructions:

Describe the State's proposed level of effort (number of personnel) to implement a statewide CMV (in conjunction with and without an inspection) and/or non-CMV traffic enforcement program. If the State conducts CMV and/or non-CMV

traffic enforcement activities only in support of the overall crash reduction goal, describe how the State allocates traffic enforcement resources. Please include number of officers, times of day and days of the week, specific corridors or general activity zones, etc. Traffic enforcement activities should include officers who are not assigned to a dedicated commercial vehicle enforcement unit, but who conduct eligible commercial vehicle/driver enforcement activities. If the State conducts non-CMV traffic enforcement activities, the State must conduct these activities in accordance with the [MCSAP Comprehensive Policy](#).

All CVS Specialists conduct traffic enforcement throughout the State of Idaho. CVS personnel resource allocations are described earlier, (See Section 3). When CVS Specialists are assigned to work on a specific emphasis patrol, the dates, times, locations, etc., are determined by CVS Sergeants and CVS Management based on crash data, current conditions in the area, and resources available.

ISP Patrol Officers are not assigned to CVS and are paid with state funds and are under the direction of management in each patrol district and operate independently of CVS. Patrol officers can assist CVS if requested and available.

The main focus of the program is commercial vehicles, however; CVS Specialists take enforcement action on all vehicle types when warranted, including non-commercial vehicles operating unsafely. All traffic enforcement done on commercial vehicles/drivers by CVS Specialists includes a commercial vehicle inspection.

In FY 19, CVS will complete approximately 1500 traffic enforcement contacts. It's anticipated that a majority of the contacts will be on commercial vehicles, however; non-commercial vehicles will be contacted if traffic enforcement violations or other serious violations are observed by a CVS Specialist. The number included in the table below for non-cmv contacts is a "best guess" for the upcoming fiscal year.

Based on crash data analysis, CVS has identified the top five reported common factors in fatal and serious injury commercial vehicles crashes, for 2012-2018 (to date). These are:

1. Inattention
2. Failure to Maintain Lane/Drove Left of Center
3. Failure to Yield
4. Speed
5. Impaired and Failure to Obey Traffic Signal (tie)

CVS Specialists will focus on identifying and taking action on these and other serious traffic violations during all emphasis and other patrols scheduled during this fiscal year.

CVS will also conduct a minimum of two traffic enforcement emphasis patrols during this fiscal year. A minimum of three (3) CVS Specialists will be used per emphasis. Emphasis patrols will be conducted in high crash/traffic areas, or other areas identified through crash data analysis as a high risk to commercial vehicle safety. Results will be reported quarterly, upon

completion by the project coordinator and will include the number of specialists involved, the location, number of commercial vehicle inspections completed, and the number of citations issued. If non-commercial vehicles are contacted, during the emphasis, it will be noted in the report.

Projected Goals for FY 2019

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

			Enter Projected Goals (Number of Stops only)
Yes	No	Traffic Enforcement Activities	FY 2019
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	1500
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	75
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	100

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
8876	12	345	9233	9107

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

CVS will use the number of traffic enforcement hours completed as a performance measure. CVS will review the contributing circumstances listed on commercial vehicle crash reports during this grant period to determine if the increase enforcement is impacting the crash rate. Target: Fewer fatal and serious injury commercial vehicle crashes where Inattention, Failure to Maintain Lane/Drove Left of Center, Failure to Yield, Speed, Impaired or Failure to Obey Traffic Signal are reported as the contributing factor.

6 - Safety Technology

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

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

Safety Technology Compliance Status

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

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

Available data sources:

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

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

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

Narrative Overview for FY 2019

Problem Statement Narrative and Projected Goal:

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

Idaho is Core CVISN complaint.

Idaho is also PRISM Step 6 compliant.

Program Activities: 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.

7 - Public Education and Outreach

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

Trend Analysis for 2013 - 2017

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

Public Education and Outreach Activities	2013	2014	2015	2016	2017
Carrier Safety Talks	8	12	25	23	17
CMV Safety Belt Education and Outreach	12	10	30	4	12
State Trucking Association Meetings	10	12	15	15	9
State-Sponsored Outreach Events	15	8	10	10	14
Local Educational Safety Events	10	7	18	104	15
Teen Safety Events	15	12	20	6	3

Narrative Overview for FY 2019

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

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

CVS will use safety talks/public presentations or other outreach methods to educate commercial and non-commercial drivers about commercial vehicle safety and related safety topics.

CVS will use CVS Specialists (22) to complete safety talks/presentations throughout the state when opportunities are identified and available. CVS will work in cooperation with other safety stakeholders to promote commercial vehicle safety messages. CVS may use advertising methods appropriate for the demographic identified by crash data analysis to promote commercial vehicle safety if funding is available during this fiscal year.

Projected Goals for FY 2019

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

			Performance Goals
Yes	No	Activity Type	FY 2019
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	10
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	10
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	10
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	10
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	20
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	10

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

The number of presentations completed will be used as a performance measure. Goal: 70.

The project coordinator will report the number of safety presentations completed to FMCSA in the quarterly reports.

CVS Sergeants will schedule CVS Specialists to complete safety presentations as they become available.

8 - State Safety Data Quality (SSDQ)

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

SSDQ Compliance Status

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

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

Available data sources:

- [FMCSA website SSDQ information](#)

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

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

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

A&I Online Data Snapshot: June 22, 2018.

Narrative Overview for FY 2019

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

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

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.

9 - New Entrant Safety Audits

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

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

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

Trend Analysis for 2013 - 2017

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

New Entrant Safety Audits	2013	2014	2015	2016	2017
Interstate	313	615	427	319	294
Intrastate	0	0	0	0	0
Total Audits	313	615	427	319	294

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

Narrative Overview for FY 2019

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

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

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

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

Projected Goals for FY 2019

For the purpose of completing the table below:

- **Onsite safety audits** are conducted at the carrier's principal place of business.

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

Projected Goals for FY 2019 - New Entrant Safety Audits		
	FY 2019	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate
# of Safety Audits (Onsite)	125	0
# of Safety Audits (Offsite)	220	0
# Group Audits	0	0
TOTAL Safety Audits	345	0
# of Non-Audit Resolutions	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.

CVS will continue using two (2) professional staff and 10 CVS Specialists currently trained and certified to complete new entrant safety audits during this fiscal year. As noted in the table, CVS will use on and off-site audits to ensure timeliness guidelines are met.

In addition, CVS will train at least one additional specialist to complete safety audits during this fiscal year.

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

CVS will use both on and off-site audits to meet the goal of 345 this fiscal year. On-site audits will be scheduled for all carriers identified by FMCSA as "Expedited" or "On-Site", any carrier who has previously been in the New Entrant Program, or to meet certification requirements for CVS Specialists.

CVS will not be implementing group audits during this fiscal year.

CVS will identify and train an additional CVS Specialist to complete safety audits during this fiscal year.

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.

Professional staff will use the NEWS and MCMIS Programs to monitor audits and ensure they are completed within the required time frames. Professional staff will also complete all non-audit resolutions and update MCMIS as needed. A CVS Sergeant will monitor the

program and take steps to make corrections when necessary to ensure timeliness and program goals are met.

The total number of audits completed will be reported quarterly.

An additional specialist will complete safety audit training by the end of quarter three of this fiscal year.

10 - Border Enforcement

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

Trend Analysis for 2013 - 2017

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

Inspection Types	2013	2014	2015	2016	2017
Level 1: Full	980	957	258	889	853
Level 2: Walk-Around	113	150	12	248	330
Level 3: Driver-Only	52	59	0	15	7
Level 4: Special Inspections					
Level 5: Vehicle-Only					
Level 6: Radioactive Materials					
Total	1145	1166	270	1152	1190

Narrative Overview for FY 2019

☐ The State chooses not to engage in border enforcement activities in FY 0. If this box is checked, no additional narrative is necessary in this section.

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

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

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

Check all objectives that apply (minimum of 1):

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

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

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

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

Projected Goals for FY 2019

Summarize projected border enforcement activities in the table below.

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

Projected Goals for FY 2019 - Border Enforcement	
	FY 2019
Number of International Commerce Regular CMV	500
Number of International Commerce HM	100
Number of International Commerce Passenger	3
Total International Commerce Inspections	603
Number of Fixed Facility International Inspections	500
Number of Non-Fixed Facility International Inspections	0
Traffic Enforcement	0
Strike Force Activities (CMVs)	2
Strike Force Activities (Passenger CMVs)	0

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

CVS will use Border Enforcement to focus on international commercial vehicle traffic in the remote border area of Idaho.

CVS will use a strike team concept to focus on international vehicle traffic near the Idaho/Canadian border. CVS will complete two (2) operations during this fiscal year.

Specialists will complete approximately Border Enforcement 603 inspections in FY 19.

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

CVS Specialists will complete two (2) Border Enforcement Emphasis Patrols between March and September of this fiscal year, or when weather and funding availability allow. Each operation will include 4-5 CVS Specialists for a minimum of five days for a total of 60 hours per specialist. Additional days/hours may be scheduled if resources are available. The operation will also include necessary support personnel and equipment needed.

CVS Specialists assigned to the saturations will check the CDL, operating authority, insurance, and UCR status for each driver contacted. Specialists will also check for any signs of impairment and take the necessary enforcement action when warranted. Specialists will also look for any signs of human trafficking and/or transporting illegal goods and take appropriate action.

CVS Specialists will inspect hazardous materials carriers, motor coach/passenger carriers, and international shipments when available.

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

CVS Management (captain or lieutenant) will monitor the progress of the Border Project and take steps if necessary to ensure goals are met. Projects will be scheduled by the end of the first quarter after CVS receives federal funding.

CVS will use the number of border inspections completed as a performance measure. The goal is: 603.

CVS will also use the number of completed Border Enforcement Emphasis Patrols completed during this fiscal year as a performance measure. Target: 2.

Part 3 - National Emphasis Areas and State Specific Objectives

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

1 - Enforcement of Federal OOS Orders during Roadside Activities

Instructions:

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

Check this box if:

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

Narrative Overview for FY 2019

Enter your State's OOS Catch Rate percentage if below 85 percent: 80%

Project Goals for FY 2019: Enter a description of the State's performance goals.

CVS currently has a catch rate of 80%, based on 5 out of service carriers contacted and 1 currently listed as missed by FMCSA. The carrier listed as being missed by CVS was on an intra-state trip at the time of the stop and not subject to the out of service order. CVS is working to resolve the issue with FMCSA. Without the intra-state carrier, CVS would have a catch rate of 100%.

CVS will continue monitoring the out of service catch rate and take steps if necessary to maintain a rate of 85% or greater.

Program Activities: Describe policies, procedures, and/or technology that will be utilized to identify OOS carriers at roadside. Include how you will conduct quality assurance oversight to ensure that inspectors are effectively identifying OOS carriers and preventing them from operating.

CVS Specialists are required to check the status of each driver and carrier/DOT number contacted. Specialists can use a secure portal to access the information in MCMIS, or request it from the ISP Communication Center who can access the data via ILETS/NLETS

CVS will provide additional training to specialists and/or communications staff if necessary to maintain the catch rate at or above acceptable levels.

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

CVS Management will review reports provided by FMCSA on catch rates and take action as needed. Any Out of Service carriers that are not identified correctly will be confirmed and a CVS Sergeant will contact the CVS Specialist involved. Corrective action and/or training will be implemented and monitored by CVS Sergeants.

Monitoring will be on-going.

2 - Passenger Carrier Enforcement

Instructions:

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

Check this box if:

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

Narrative Overview for FY 2019

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

As noted earlier in the CVSP, current data does not identify a motor coach/passenger carrier safety problem in Idaho. However, CVS is committed to supporting FMCSA's goals of increasing motor coach/passenger carrier safety.

The limited number of inspection facilities and the small number of motor coach/passenger carriers based in Idaho have made it difficult to implement a safety strategy based solely on conducting inspections at carriers within the state. In spite of these challenges, CVS has developed a successful motor coach/passenger carrier safety strategy working in cooperation with other state and federal agencies.

Projected Goals for FY 2019: Enter performance goals.

CVS will work with other safety agencies to complete motor coach/passenger carrier emphasis patrols on motor coach/passenger carriers traveling through the state. The goal for this fiscal year is to complete a minimum of three (3) operations during high traffic times.

In addition, CVS will complete 200 motor coach/passenger carrier inspections during this fiscal year.

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

CVS will work in cooperation with the Wyoming Highway Patrol and the US Park Service to inspect motor coach /passenger carriers traveling through Idaho to Yellowstone and/or Teton National Park.

The emphasis patrols will be completed during the tourist season when a high number of motor coach/passenger carriers routinely travel through Idaho to the National Parks, (May through September). The exact dates and times will be dependent on availability of other agencies and weather conditions. A late spring could delay the start of the project. Also, an early winter/snow could cause some patrols to be canceled.

All motor coach/passenger carrier inspections will be completed when the motor coach/passenger carriers have reached their destination and the passengers can/are off-loaded in a safe location.

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

CVS will use the number of emphasis patrols scheduled and completed, the number of commercial vehicle specialists used, and the total number of inspections completed as performance measurements.

Target: Complete three (3) emphasis patrols, using a minimum of three (3) commercial vehicle safety specialists and completing a minimum of 200 inspections.

CVS Sergeants will schedule and monitor the emphasis patrols. Results will be reported by the project coordinator in the quarterly report following completion.

3 - State Specific Objectives – Past**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 2018 CVSP.

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

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

4 - State Specific Objectives – Future

Instructions:

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

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

State Objective #1

Enter the title of your State-Identified Objective.

Implement Anti-Human Trafficking Project

Narrative Overview for FY 2019

Problem Statement Narrative: Describe problem identified by performance data including baseline data.

CVS plans to develop and begin implementation of an Anti-Human Trafficking Project. The project will include training and working in cooperation with other safety agencies to develop a statewide strategy to address human trafficking. Currently there is no Idaho specific performance data to support the project. However; there is data on a national level to suggest the problem exists. Additionally, CVS supports goals outlined by FMCSA to combat human trafficking.

Projected Goals for FY 2019:

Enter performance goal.

In FY 19, CVS will develop an anti-human trafficking project that includes other safety agencies and stakeholders. As part of the project, CVS will identify possible training that may be available and if it feasible to provide it to all CVS Specialists during this grant period.

Program Activities: Describe the activities that will be implemented including level of effort.

CVS will identify other stakeholders and available resources including training as well as what resources are available and necessary to implement the project. Captain Hanson and other CVS Staff will work on project development. CVS Sergeants will help implement the strategies developed.

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

CVS will have the initial stage of the project implemented, including training identified by the end of FY 19.

Part 4 - Financial Information

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.

What's New for FY 2019

The Spending Plan budget activity tables have been restructured to permit Maintenance of Effort (MOE) expenditures to be added on each line item of the budget activity tables. In the FY 2018 eCVSP, States indicated MOE costs as a single cost in each budget activity area. Please review the FY 2019 changes and instructions below prior to completing your Spending Plan.

- A new column (% of Time on MCSAP Grant) has been added in each of the budget activity tables to capture the percentage of time each item entered is dedicated to the MCSAP grant.
- A new column (MOE) has been added in each of the budget activity tables to capture MOE amounts. This allows users the ability to add MOE expenditures by each line item. MOE expenditures must not be included in the calculation of Total Project Costs, Federal share, or State share.

Instructions

The Spending Plan should include costs for FY 2019 only. This applies to States completing a single-year CVSP, 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.

Expansion of 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	\$2,501,899.00	\$441,165.00	\$2,943,064.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$441,165.00
MOE Baseline:	\$707,522.80

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):	\$441,165.00
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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
Program Support	3	100.0000	\$53,596.36	\$160,789.08	\$160,789.08	\$0.00	\$0.00
Part time program support	1	100.0000	\$25,421.76	\$25,421.76	\$25,421.76	\$0.00	\$0.00
Part time financial spec	1	100.0000	\$18,993.73	\$18,993.73	\$18,993.73	\$0.00	\$0.00
Program Management & Specialists	12	100.0000	\$80,207.84	\$962,494.08	\$657,851.28	\$304,642.80	\$0.00
Program Management & Specialists	6	0.0000	\$88,579.26	\$0.00	\$0.00	\$0.00	\$531,475.56
Subtotal: Salary				\$1,167,698.65	\$863,055.85	\$304,642.80	\$531,475.56
Overtime Project Costs							
CVS Overtime	1	100.0000	\$295,000.00	\$295,000.00	\$295,000.00	\$0.00	\$0.00
Subtotal: Overtime				\$295,000.00	\$295,000.00	\$0.00	\$0.00
TOTAL: Personnel				\$1,462,698.65	\$1,158,055.85	\$304,642.80	\$531,475.56
Accounting Method:	Accrual						

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

Costs are estimates. Actual personnel costs billed will vary.

Salary costs for personnel assigned to work holidays (enforcement position) are calculated on 2100 hours per year vs 2080 for civilian personnel.

Overtime was calculated using the average salary for CVS Specialists. Overtime funds are used for additional commercial vehicle/driver inspections on weekends and off-peak hours, additional traffic enforcement, and emphasis patrols in high crash and/or high commercial vehicle traffic locations.

The template wouldn't allow salaries paid at 100% MOE to be listed as 100% of time on the grant, however; the program management and CVS Specialists included in MOE costs are assigned to the CVS Section and spent 100% of their time on MCSAP activities.

Program support positions work 100% in the CVS Program. They are professional and clerical positions who support the CVS Specialists and staff. Their duties include but are not limited to: budget development and management, completing and submitting the CVSP, quarterly progress reports, data entry, customer service, CVS inventory, travel scheduling, processing bills/invoices for payment, ordering supplies, ordering uniforms and other necessary items, Data Q management, inspection data quality management, Safetynet systems, management of federal software used by CVS, computer upgrades/updates, crash data analysis, state credit card reconciliations, payroll processing, records retention management, legislation preparation when needed to adopt FMCSA or HM regs, public outreach and media contacts, Grants.gov management, NEWS Program coordination,

contacting carriers for safety audits, MCMIS updates, and safety audit program management. Additionally, one professional staff member participates on several committees at the request of FMCSA and CVSA.

Program Management and CVS Specialists include one program captain, one program lieutenant, three program sergeants and 18 CVS Specialists, as described earlier in the CVSP. CVS Specialists are ISP Troopers who are promoted into the CVS Program as Specialists.

Program Management and CVS Specialists positions are funded with both state and federal funds and are listed in the table above based on the funding source. As noted earlier, the template didn't allow for salary costs to be split and listed exactly as they are calculated by CVS.

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
Program Support	23.6900	100.0000	\$160,789.08	\$38,090.93	\$38,090.93	\$0.00	\$0.00
Part time program support	23.6900	100.0000	\$25,421.76	\$6,022.41	\$6,022.41	\$0.00	\$0.00
Part time financial spec	23.6900	100.0000	\$18,993.73	\$4,499.61	\$4,499.61	\$0.00	\$0.00
Program Mgmt and Spec	24.0300	100.0000	\$962,494.08	\$231,287.32	\$158,081.66	\$73,205.66	\$0.00
Program mgnt and spec	24.0300	0.0000	\$531,475.56	\$0.00	\$0.00	\$0.00	\$127,713.57
Overtime Benefits	24.0300	100.0000	\$295,000.00	\$70,888.50	\$70,888.50	\$0.00	\$0.00
TOTAL: Fringe Benefits				\$350,788.77	\$277,583.11	\$73,205.66	\$127,713.57

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

Fringe benefits include: the cost of health insurance, retirement benefits, compensation, unemployment benefits, and other associated costs. The rate is applied to the actual salary per hour for the employee. The Idaho State Police claims exact charges for fringe benefits and have never used a negotiated rate.

The current rates for FY 19.

Enforcement Personnel: 2403

Civilian Personnel: 2369

As noted earlier, MOE costs listed are for employees who are assigned to the CVS Section and spend 100% of their time on MCSAP activities.

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
SafetyNet Training/Conf	3	5	100.0000	\$8,260.00	\$8,260.00	\$0.00	\$0.00
CVSA Conf	6	6	100.0000	\$21,352.50	\$20,000.00	\$1,352.50	\$0.00
NAS Level I	3	7	100.0000	\$8,500.00	\$8,500.00	\$0.00	\$0.00
Safety Investigation Training	1	12	100.0000	\$5,500.00	\$5,500.00	\$0.00	\$0.00
Safety Audit Training	2	5	100.0000	\$6,000.00	\$6,000.00	\$0.00	\$0.00
Other FMCSA Meetings	5	4	100.0000	\$6,500.00	\$6,500.00	\$0.00	\$0.00
FMCSA Planning Meeting	5	3	100.0000	\$9,375.00	\$9,375.00	\$0.00	\$0.00
NAS Part A	3	7	100.0000	\$7,000.00	\$7,000.00	\$0.00	\$0.00
In-Service Training	40	5	100.0000	\$22,000.00	\$22,000.00	\$0.00	\$0.00
Motor Coach Training	2	5	100.0000	\$5,500.00	\$5,500.00	\$0.00	\$0.00
Bulk Packaging Training	2	6	100.0000	\$6,000.00	\$6,000.00	\$0.00	\$0.00
State Required Trng	5	8	100.0000	\$4,500.00	\$4,500.00	\$0.00	\$0.00
DIAP Training	22	6	100.0000	\$0.00	\$0.00	\$0.00	\$0.00
NAS Part B	3	5	100.0000	\$7,500.00	\$7,500.00	\$0.00	\$0.00
Border Enforcement	8	15	100.0000	\$10,000.00	\$10,000.00	\$0.00	\$0.00
Travel paid with moe	1	1	0.0000	\$0.00	\$0.00	\$0.00	\$15,500.00
TOTAL: Travel				\$127,987.50	\$126,635.00	\$1,352.50	\$15,500.00

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

Budget adjustments were made based on the final allocation.

Additional funds were included in SafetyNet Training, the FMCSA Planning Meeting, and Border Enforcement to allow for additional personnel to attend/work. Funds were increased in State Required Training to pay for Leadership/Management Training required by the Idaho State Police for all captains and lieutenants who have not previously attended.

The template only allowed for the total cost to be split between the federal and state share. Some travel costs are paid with MOE funds and were included in the MOE total. This will cause actual travel cost splits to vary when submitted for reimbursement.

Travel costs are estimates based on actual costs of travel completed recently, current rates

on Expedia, Priceline, Delta, United and other travel websites. Out of state travel rates use the federal per diem rate for the city as listed on the GSA website, <https://www.gsa.gov/portal/content/104877>

Actual costs may differ. Costs were based on training, conferences, and meetings CVS was aware of at the time of CVSP submission. The location of some training planned for this fiscal year was unavailable/yet to be determined at the time of CVSP submission, as such, costs may differ.

Additional travel may be required if new training needs are identified or if additional meetings are scheduled during the fiscal year. Recently, additional meetings have been scheduled by FMCSA which have required travel for some CVS Staff.

Travel costs were included for CVS staff to attend CVSA meetings based on their participation in committees that benefit the CVS Program. Members of CVS participate in or head the following CVSA committees: Policy and Regulatory Affairs, Driver/Traffic Enforcement, Crash, Hazmat, and the Information Systems Committee. Captain Hanson is also the Region IV President and as such attends the region and other meetings. Information provided at the CVSA Conferences is critical to ensure CVS continues to operate efficiently and in cooperation with other states and FMCSA. Some of the information provided to attendees at CVSA is not available at other meetings or other places. In addition, there have been recent changes in leadership at the Idaho State Police and the new ISP Major over the CVS program, as well as the ISP Colonel, have requested to be more involved and may attend if scheduling allows.

Some travel is listed without a cost as a placeholder and a way to document travel that may become necessary during the fiscal year.

Travel costs are necessary to ensure the success of the goals and activities outlined in the CVSP. All travel costs are in accordance with state and federal travel guidelines. Travel expenses are itemized, and supporting documents are forwarded to FMCSA for approval. Audits of expenses are done both internally and externally.

CVS strives to ensure all travel is completed in the most economical way possible. CVS uses a variety of resources to locate and book the cheapest travel options possible, including: Expedia, Priceline, Trivago and others. CVS also makes every effort to book travel plans well in advance to reduce the costs. ISP has a policy which requires travel be approved/scheduled a minimum of 30 days in advance unless it is an emergency situation. Contracts are used for some in-state travel which also reduces travel costs.

The travel budget also includes travel costs for enforcement projects on or near the Idaho/Canadian Border as part of the Border Enforcement Project described in the CVSP.

The travel budget includes some in-state travel necessary for training. In-state per diem rates are used for all in-state travel when applicable. Rates are set by the State of Idaho. Below is the current state travel policy on per-diem rates.

<https://www.sco.idaho.gov/web/sbe/sbeweb/nsf/pages/trvlpolicy.htm#Policy>

6. Per Diem Allowance

A. Daily Per Diem Allowance Rates - A daily Per diem allowance shall be paid to the traveler in accordance with the amounts and hours of the day as established by the Idaho State Board of Examiners pursuant to Appendix B. The Per diem allowance is a fixed amount for a full day of official travel status and is not a reimbursement for actual costs incurred. No receipt or other evidence of expenditure is required. The Per diem allowance is intended to cover the cost of food, beverages, and related gratuities and no portion of these costs shall be reimbursed as separate items. The Per diem allowance shall be based on the rate at the temporary work location, and on the final day of travel the allowance shall be the rate for the location where the traveler last stayed the night prior to returning to their official primary work station.

B. Timeframes for Partial Day Per Diem Allowance - The amount of the Per diem allowance for official State travel that does not involve an overnight stay, or for the first and last day of a multiple day trip, shall be calculated based on the percentages of the daily Per diem allowance as established by the State Board of Examiners.

1) 25% for breakfast (leave at 7:00am or earlier/return at 8:00am or later) 2) 35% for lunch (leave at 11:00am or earlier/return at 2:00pm or later) 3) 55% for dinner (leave at 5:00pm or earlier/return at 7:00pm or later)

Each entity of State government may adopt an internal policy regarding the time frames for allowing partial day Per diem allowance in order to consider the effects of swing shifts and other flexible work schedules that are usual and customary to the entity.

C. Meals Provided by Others and at Conferences - When meals are furnished by others or as part of a meeting or conference and are identified on an official agenda, the Per diem allowance for the day shall be calculated for only those meals not provided. The allowable amount shall use the following percentages applied to the allowable Per diem allowance for each meal not provided by others or as part of a meeting or conference:

1) 25% for breakfast 2) 35% for lunch 3) 55% for dinner

Complimentary meals or beverages provided by lodging vendors, commercial airlines, or other commercial entities will not be considered when determining Per diem allowances.

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
CVS Vehicles	2	\$65,000.00	100	\$130,000.00	\$130,000.00	\$0.00	\$0.00
Replace broken/damaged furniture	1	\$6,000.00	100	\$6,000.00	\$6,000.00	\$0.00	\$0.00
Replace Desktop computers	2	\$3,000.00	100	\$6,000.00	\$6,000.00	\$0.00	\$0.00
Equipment purchased with MOE	1	\$12,833.67	0	\$0.00	\$0.00	\$0.00	\$12,833.67
CVS Vehicle	1	\$65,000.00	93.25	\$60,612.50	\$0.00	\$60,612.50	\$0.00
TOTAL: Equipment				\$202,612.50	\$142,000.00	\$60,612.50	\$12,833.67
Equipment threshold is greater than \$5,000.							

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

Vehicle costs are estimated based on current state vehicle purchasing contracts. CVS plans to purchase 3, 1/2 or 3/4 ton GMC or Chevrolet pickups or similar vehicle to replace 3 vehicles currently being used by CVS Specialists. The vehicles being replaced are at or past the mileage limit the Idaho State Police and State of Idaho Vehicle Use Policies allow.

The vehicle listed in the budget at 93.25% will be used 100% by CVS. The costs are being split between state match and moe funds. The percentage adjustment was the only way to list the costs in the template.

Equipment costs not specifically listed above will be purchased with MOE funds.

The vehicles are used by only CVS Specialists to complete duties assigned as part of the MCSAP Program. They also transport the equipment necessary to complete commercial

vehicle inspections and crash investigations. The vehicles are also necessary for the adverse weather conditions which occur throughout Idaho during the winter months of the year.

Replacement items listed are estimated. In the event an item is broken or needs replaced during this fiscal year, state/federal funds will be used. In previous fiscal years, capital outlay costs were not specifically listed in the budget and when purchases were needed/necessary, they not allowed by FMCSA. The items purchased are only used by CVS employees. All items are included on the employee's inventory list.

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
Computer Supplies	30 each	\$100.00	100.0000	\$3,000.00	\$3,000.00	\$0.00	\$0.00
Uniforms and related supplies	1 each	\$14,000.00	100.0000	\$14,000.00	\$14,000.00	\$0.00	\$0.00
Office supplies	12 months	\$737.25	100.0000	\$8,847.00	\$8,847.00	\$0.00	\$0.00
TOTAL: Supplies				\$25,847.00	\$25,847.00	\$0.00	\$0.00

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

Computer supplies include keyboards, cords, cables, monitors, and other devices necessary for CVS Specialists, management, and support personnel to complete their tasks and are replaced as needed.

Uniforms and related supplies for CVS Specialists include the costs of uniforms worn daily during inspections and other items necessary, i.e., holsters, boots, duty belts, radio clips, etc. All the items are required by ISP policy.

Office supplies include paper, pens, etc., used by employees in the CVS Program while completing their assigned tasks. The cost listed is an estimate based on total costs spent in the previous fiscal year, but increased to allow for an additional employee (New FTE).

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
TOTAL: Contractual and Subaward				\$0.00	\$0.00	\$0.00	\$0.00

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

8 - Other Costs

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

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

Enter a description of each requested Other Cost.

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

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

Indirect Costs

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

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

Your State will claim reimbursement for Indirect Costs.

Indirect Costs					
Cost Basis	Approved Rate	Eligible Indirect Expenses	Total Indirect Costs	Federal Share	State Share
Salaries, Wages and Fringe (SWF)	34.58	\$1,435,634.50	\$496,442.41	\$496,442.41	\$0.00
TOTAL: Indirect Costs			\$496,442.41	\$496,442.41	\$0.00

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
Cell phones, other communication	1 year	\$16,000.00	100.0000	\$16,000.00	\$16,000.00	\$0.00	\$0.00
CVS vehicle fuel	21580 gallon	\$4.00	100.0000	\$86,320.00	\$86,320.00	\$0.00	\$0.00
Maintenance - vehicles	1 year	\$155,117.00	100.0000	\$155,117.00	\$153,766.00	\$1,351.00	\$0.00
CVSA Decals	6000 each	\$0.50	100.0000	\$3,000.00	\$3,000.00	\$0.00	\$0.00
CVSA Conference Registration(s) and membership fees	12 year	\$550.00	100.0000	\$6,600.00	\$6,600.00	\$0.00	\$0.00
Other costs paid with MOE	1 year	\$20,000.00	0.0000	\$0.00	\$0.00	\$0.00	\$20,000.00
CVSA Dues	1 Annually	\$8,000.00	100.0000	\$8,000.00	\$8,000.00	\$0.00	\$0.00
Data Quality Conference Registration	3 each	\$550.00	100.0000	\$1,650.00	\$1,650.00	\$0.00	\$0.00
TOTAL: Other Costs				\$276,687.00	\$275,336.00	\$1,351.00	\$20,000.00

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

Additional funds were included in the fuel budget based on the final allocation. Additional funds were also included in the maintenance section due to a state policy change increasing the number of miles a vehicle is used before being replaced. The increase in miles is likely to result in higher repair costs. Additional Data Quality Conference Registration was added.

Fuel and lubricant costs are an estimate, based on the cost in the previous fiscal year for fuel/lubricants for vehicles used by CVS Specialists for MCSAP activities, and projecting possible fuel costs of \$4.00 per gallon.

Maintenance and repair costs are for maintenance and repair to vehicles used by CVS Specialists. It is an estimate based on the previous fiscal year and projected costs based on the age and mileage of vehicles currently being used. Changes to the state vehicle replacement policy require vehicles to remain in use for longer than in previous years. As such, CVS anticipates vehicle repair costs will increase and included additional funds in the budget.

CVS issues CVSA decals for some inspections. The total listed is an estimate based on the total spent in the previous fiscal year. Actual costs may vary.

CVS employees attend and participate in several CVSA Committees as described earlier.

CVS plans to pay registration fees for six employees to attend two conferences during this fiscal year, which includes costs for one member of upper management (Colonel or Major) to attend a CVSA Conference. As noted earlier, CVS employees participate in CVSA to facilitate safety and partnerships with other safety agencies and industry partners. The costs budgeted are estimated membership dues for on year.

CVS Staff and Specialists use cell phones and hot spots to complete inspection uploads and other MCSAP activities outlined in the CVSP.

Three CVS staff will attend the FMCSA/CVSA Data Quality Conference and registration fees are also listed above.

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	\$2,501,899.00	\$441,165.00	\$2,943,064.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$441,165.00
MOE Baseline:	\$707,522.80

Estimated Expenditures				
Personnel				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
Program Support	\$160,789.08	\$0.00	\$160,789.08	\$0.00
Part time program support	\$25,421.76	\$0.00	\$25,421.76	\$0.00
Part time financial spec	\$18,993.73	\$0.00	\$18,993.73	\$0.00
Program Management & Specialists	\$657,851.28	\$304,642.80	\$962,494.08	\$0.00
Program Management & Specialists	\$0.00	\$0.00	\$0.00	\$531,475.56
Salary Subtotal	\$863,055.85	\$304,642.80	\$1,167,698.65	\$531,475.56
CVS Overtime	\$295,000.00	\$0.00	\$295,000.00	\$0.00
Overtime subtotal	\$295,000.00	\$0.00	\$295,000.00	\$0.00
Personnel total	\$1,158,055.85	\$304,642.80	\$1,462,698.65	\$531,475.56

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Program Support	\$38,090.93	\$0.00	\$38,090.93	\$0.00
Part time program support	\$6,022.41	\$0.00	\$6,022.41	\$0.00
Part time financial spec	\$4,499.61	\$0.00	\$4,499.61	\$0.00
Program Mgmt and Spec	\$158,081.66	\$73,205.66	\$231,287.32	\$0.00
Program mgnt and spec	\$0.00	\$0.00	\$0.00	\$127,713.57
Overtime Benefits	\$70,888.50	\$0.00	\$70,888.50	\$0.00
Fringe Benefits total	\$277,583.11	\$73,205.66	\$350,788.77	\$127,713.57

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
SafetyNet Training/Conf	\$8,260.00	\$0.00	\$8,260.00	\$0.00
CVSA Conf	\$20,000.00	\$1,352.50	\$21,352.50	\$0.00
NAS Level I	\$8,500.00	\$0.00	\$8,500.00	\$0.00
Safety Investigation Training	\$5,500.00	\$0.00	\$5,500.00	\$0.00
Safety Audit Training	\$6,000.00	\$0.00	\$6,000.00	\$0.00
Other FMCSA Meetings	\$6,500.00	\$0.00	\$6,500.00	\$0.00
FMCSA Planning Meeting	\$9,375.00	\$0.00	\$9,375.00	\$0.00
NAS Part A	\$7,000.00	\$0.00	\$7,000.00	\$0.00
In-Service Training	\$22,000.00	\$0.00	\$22,000.00	\$0.00
Motor Coach Training	\$5,500.00	\$0.00	\$5,500.00	\$0.00
Bulk Packaging Training	\$6,000.00	\$0.00	\$6,000.00	\$0.00
State Required Trng	\$4,500.00	\$0.00	\$4,500.00	\$0.00
DIAP Training	\$0.00	\$0.00	\$0.00	\$0.00
NAS Part B	\$7,500.00	\$0.00	\$7,500.00	\$0.00
Border Enforcement	\$10,000.00	\$0.00	\$10,000.00	\$0.00
Travel paid with moe	\$0.00	\$0.00	\$0.00	\$15,500.00
Travel total	\$126,635.00	\$1,352.50	\$127,987.50	\$15,500.00

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
CVS Vehicles	\$130,000.00	\$0.00	\$130,000.00	\$0.00
Replace broken/damaged furniture	\$6,000.00	\$0.00	\$6,000.00	\$0.00
Replace Desktop computers	\$6,000.00	\$0.00	\$6,000.00	\$0.00
Equipment purchased with MOE	\$0.00	\$0.00	\$0.00	\$12,833.67
CVS Vehicle	\$0.00	\$60,612.50	\$60,612.50	\$0.00
Equipment total	\$142,000.00	\$60,612.50	\$202,612.50	\$12,833.67

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Computer Supplies	\$3,000.00	\$0.00	\$3,000.00	\$0.00
Uniforms and related supplies	\$14,000.00	\$0.00	\$14,000.00	\$0.00
Office supplies	\$8,847.00	\$0.00	\$8,847.00	\$0.00
Supplies total	\$25,847.00	\$0.00	\$25,847.00	\$0.00

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Contractual and Subaward total	\$0.00	\$0.00	\$0.00	\$0.00

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Cell phones, other communication	\$16,000.00	\$0.00	\$16,000.00	\$0.00
CVS vehicle fuel	\$86,320.00	\$0.00	\$86,320.00	\$0.00
Maintenance - vehicles	\$153,766.00	\$1,351.00	\$155,117.00	\$0.00
CVSA Decals	\$3,000.00	\$0.00	\$3,000.00	\$0.00
CVSA Conference Registration(s) and membership fees	\$6,600.00	\$0.00	\$6,600.00	\$0.00
Other costs paid with MOE	\$0.00	\$0.00	\$0.00	\$20,000.00
CVSA Dues	\$8,000.00	\$0.00	\$8,000.00	\$0.00
Data Quality Conference Registration	\$1,650.00	\$0.00	\$1,650.00	\$0.00
Other Costs total	\$275,336.00	\$1,351.00	\$276,687.00	\$20,000.00

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$2,005,456.96	\$441,164.46	\$2,446,621.42	\$707,522.80
Indirect Costs	\$496,442.41	\$0.00	\$496,442.41	NA
Total Costs Budgeted	\$2,501,899.37	\$441,164.46	\$2,943,063.83	\$707,522.80

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	\$2,501,899.00	\$441,165.00	\$2,943,064.00

Summary of MCSAP Funding Limitations

Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$441,165.00
MOE Baseline:	\$707,522.80

Estimated Expenditures

	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$863,055.85	\$304,642.80	\$1,167,698.65	\$531,475.56
Overtime Subtotal	\$295,000.00	\$0.00	\$295,000.00	\$0.00
Personnel Total	\$1,158,055.85	\$304,642.80	\$1,462,698.65	\$531,475.56
Fringe Benefits Total	\$277,583.11	\$73,205.66	\$350,788.77	\$127,713.57
Travel Total	\$126,635.00	\$1,352.50	\$127,987.50	\$15,500.00
Equipment Total	\$142,000.00	\$60,612.50	\$202,612.50	\$12,833.67
Supplies Total	\$25,847.00	\$0.00	\$25,847.00	\$0.00
Contractual and Subaward Total	\$0.00	\$0.00	\$0.00	\$0.00
Other Costs Total	\$275,336.00	\$1,351.00	\$276,687.00	\$20,000.00
	85% Federal Share	15% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$2,005,456.96	\$441,164.46	\$2,446,621.42	\$707,522.80
Indirect Costs	\$496,442.41	\$0.00	\$496,442.41	NA
Total Costs Budgeted	\$2,501,899.37	\$441,164.46	\$2,943,063.83	\$707,522.80

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.

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? C.L. "Butch" Otter
2. What is this person's title? Governor
3. Who is your Governor's highway safety representative? Brian Ness
4. What is this person's title? Director

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

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

State Certification declaration:

I, C.L. "Butch" Otter, Governor, on behalf of the State of IDAHO, 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.

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?
2. What is the title of your certifying State official?
3. What are the phone # and email address of your State official?

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

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

I, [name], 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.

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

Annual Review of Laws, Regulations, Policies and Compatibility Certification

I, Stephanie A. Altig, Lead Deputy Attorney General, Idaho State Police, 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.

(Enter information on any exceptions to the above certification here)

Signature of Certifying Official: Stephanie A. Altig

Title of Certifying Official: Lead Deputy Attorney General

Date of Certification: June 13, 2018

FY 2019 Certification of MCSAP Conformance

(State Certification)

I C.L., "Butch" Otter, Governor, on behalf of the State of Idaho, as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

1. The State has adopted commercial motor carrier and highway hazardous materials safety regulations, standards and orders that are compatible with the FMCSRs and the HMRs, and the standards and orders of the Federal Government.
2. The State has designated the Idaho State Police as the Lead State Agency to administer the Commercial Vehicle Safety Plan throughout the State for the grant sought and to perform defined functions under the CVSP. The Lead State Agency has the legal authority, resources, and qualified personnel necessary to enforce the State's commercial motor carrier, driver, and highway hazardous materials safety laws, regulations, standards, and orders.
3. The State will obligate the funds or resources necessary to provide a matching share to the Federal assistance provided in the grant to administer the plan submitted and to enforce the State's commercial motor carrier safety, driver, and hazardous materials laws, regulations, standards, and orders in a manner consistent with the approved plan.
4. The laws of the State provide the State's enforcement officials right of entry (or other method a State may use that is adequate to obtain the necessary information) and inspection sufficient to carry out the purposes of the CVSP, as approved, and provide that the State will grant maximum reciprocity for inspections conducted pursuant to the North American Standard Inspection procedure, through the use of a nationally accepted system allowing ready identification of previously inspected CMVs.
5. The State requires that all reports relating to the program be submitted to the appropriate State agency or agencies, and the State will make these reports available, in a timely manner, to the FMCSA on request.
6. The State has uniform reporting requirements and uses FMCSA designated forms for record keeping, inspection, and other enforcement activities.
7. The State has in effect a requirement that registrants of CMVs demonstrate their knowledge of the applicable Federal or State CMV safety laws or regulations.
8. The State must ensure that the total expenditure of amounts of the Lead State Agency will be maintained at a level of effort each fiscal year in accordance with 49 CFR 350.301.
9. The State will ensure that MCSAP funded enforcement of activities under 49 CFR 350.309 will not diminish the effectiveness of the development and implementation of the programs to improve motor carrier, CMV, and driver safety.

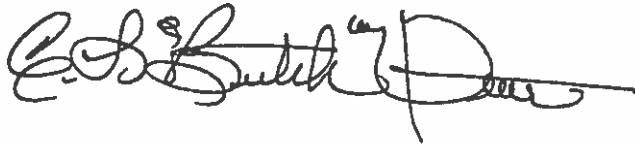
10. The State will ensure that CMV size and weight enforcement activities funded with MCSAP funds will not diminish the effectiveness of other CMV safety enforcement programs.
11. The State will ensure that violation sanctions imposed and collected by the State are consistent, effective, and equitable.
12. The State will (1) establish and dedicate sufficient resources to a program to provide FMCSA with accurate, complete, and timely reporting of motor carrier safety information that includes documenting the effects of the State's CMV safety programs; (2) participate in a national motor carrier safety data correction program (DataQs); (3) participate in appropriate FMCSA systems including information technology and data systems; and (4) ensure information is exchanged in a timely manner with other States.
13. The State will ensure that the CVSP, data collection, and information data systems are coordinated with the State highway safety improvement program under sec. 148(c) of title 23, U.S. Code. The name of the Governor's highway safety representative is Brian Ness, Director.
14. The State has undertaken efforts to emphasize and improve enforcement of State and local traffic laws as they pertain to CMV safety.
15. The State will ensure that it has departmental policies stipulating that roadside inspections will be conducted at locations that are adequate to protect the safety of drivers and enforcement personnel.
16. The State will ensure that MCSAP-funded personnel, including sub-grantees, meet the minimum Federal standards set forth in 49 CFR part 385, subpart C for training and experience of employees performing safety audits, compliance reviews, or driver/vehicle roadside inspections.
17. The State will enforce registration (i.e., operating authority) requirements under 49 U.S.C 13902, 31134, and 49 CFR § 392.9a by prohibiting the operation of any vehicle discovered to be operating without the required registration or beyond the scope of the motor carrier's registration.
18. The State will cooperate in the enforcement of financial responsibility requirements under 49 U.S.C. 13906, 31138, 31139 and 49 CFR part 387.
19. The State will include, in the training manual for the licensing examination to drive a non-CMV and the training manual for the licensing examination to drive a CMV, information on best practices for safe driving in the vicinity of noncommercial and commercial motor vehicles.
20. The State will conduct comprehensive and highly visible traffic enforcement and CMV safety inspection programs in high-risk locations and corridors.
21. The State will ensure that, except in the case of an imminent or obvious safety hazard, an inspection of a vehicle transporting passengers for a motor carrier of passengers is conducted at a bus station, terminal, border crossing, maintenance facility, destination, or other location where motor carriers may make planned stops (excluding a weigh station).

22. The State will transmit to its roadside inspectors the notice of each Federal exemption granted pursuant to 49 U.S.C. § 31315(b) and 49 CFR 390.32 and 390.25 as provided to the State by FMCSA, including the name of the person granted the exemption and any terms and conditions that apply to the exemption.
23. Except for a territory of the United States, the State will conduct safety audits of interstate and, at the State's discretion, intrastate new entrant motor carriers under 49 U.S.C. § 31144(g). The State must verify the quality of the work conducted by a third party authorized to conduct safety audits under 49 U.S.C. § 31144(g) on its behalf, and the State remains solely responsible for the management and oversight of the activities.
24. The State will fully participate in the performance and registration information systems management program under 49 U.S.C. § 31106(b) not later than October 1, 2020, or demonstrates to FMCSA an alternative approach for identifying and immobilizing a motor carrier with serious safety deficiencies in a manner that provides an equivalent level of safety.
25. In the case of a State that shares a land border with another country, the State may conduct a border CMV safety program focusing on international commerce that includes enforcement and related projects or will forfeit all MCSAP funds based on border-related activities.
26. In the case that a State meets all MCSAP requirements and funds operation and maintenance costs associated with innovative technology deployment with MCSAP funds, the State agrees to comply with the requirements established in 49 CFR 350.203 and 350.310.

Date

6/27/18

Signature

A handwritten signature in black ink, appearing to read "E. J. Butcher", followed by a horizontal line extending to the right.

BENEFIT RATES

	Projected FY2017	Actual FY2017	Projected FY2018	Actual FY2018	Projected FY2019	Revised FY2019	NAVISION G/L ACCT
FICA MAX							
SSDI 0.0620	118,500	118,500	118,500	127,200	127,200	127,200	5426000
SSHI 0.0145	0.0765	0.0765	0.0765	0.0765	0.0765	0.0765	5426000
UNEMPLOYMENT INSURANCE	0.0015	0.0015	0.0015	0.0015	0.0015	0.0015	5425500
LIFE INSURANCE	0.0068	0.0068	0.0068	0.0068	0.0068	0.0072	5420500
RETIREMENT	0.1132	0.1132	0.1132	0.1132	0.1194	0.1132	5422500
RETIREMENT POLICE OFFICERS	0.1166	0.1166	0.1166	0.1166	0.1228	0.1166	5422500
SICK LEAVE	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065	5423000
PERSONNEL COMM-CLASSIFIED	0.0031	0.0031	0.0031	0.0031	0.0031	0.0031	5425000
WORKER'S COMP-CLERICAL	0.0283	0.0283	0.0283	0.0283	0.0289	0.0289	5421500
WORKER'S COMP-PROFESSIONAL	0.0283	0.0283	0.0283	0.0283	0.0289	0.0289	5421500
WORKER'S COMP-FORENSICS	0.0283	0.0283	0.0283	0.0283	0.0289	0.0289	5421500
WORKER'S COMP-POLICE/RCC	0.0283	0.0283	0.0283	0.0283	0.0289	0.0289	5421500

	FY2017	FY2017	FY2018	FY2018	FY2019	FY2019	
TOTAL CLASSIFIED-CLERICAL	0.2358	0.2358	0.2358	0.2358	0.2426	0.2369	
TOTAL CLASSIFIED-PROF	0.2358	0.2358	0.2358	0.2358	0.2426	0.2369	
TOTAL CLASSIFIED-FORENSICS	0.2358	0.2358	0.2358	0.2358	0.2426	0.2369	
TOTAL CLASSIFIED-RCC	0.2358	0.2358	0.2358	0.2358	0.2426	0.2369	
TOTAL CLASSIFIED-POLICE	0.2392	0.2392	0.2392	0.2392	0.2460	0.2403	
TOTAL PART-TIME 20+	0.2328	0.2328	0.2328	0.2328	0.2396	0.2338	
TOTAL PART-TIME <20	0.1063	0.1063	0.1063	0.1063	0.1069	0.1069	
TOTAL EXEMPT	0.2328	0.2328	0.2328	0.2328	0.2396	0.2338	
TOTAL EXEMPT-POLICE	0.2362	0.2362	0.2362	0.2362	0.2430	0.2372	
TOTAL DIRECTOR	0.2347	0.2347	0.2347	0.2347	0.2415	0.2357	
HEALTH INSURANCE	11,540.00	12,240.00	13,460.00	13,100.00	11,190.00	11,650.00	5421000
HEALTH INSURANCE-Tier 2	9,370.00	9,939.00	11,170.00	10,900.00	8,960.00	9,320.00	5421000
COMMISSIONED INSURANCE	40.68	40.68	40.68	40.68	40.68	40.68	

	NO HRS ACCRUED	VAC HRS	VAC HRS
LONGEVITY			
A 0-60 MONTHS	3.7	192	192
B 61-120 MONTHS	4.6	240	240
C 121-180 MONTHS	5.5	288	288
D 181-240 MONTHS	6.5	336	336
E 241- OR MORE			

1385 MAX TEMP HOURS