

MICHIGAN

**Commercial Vehicle Safety Plan
for the
Federal Motor Carrier Safety Administration's
Motor Carrier Safety Assistance Program
Fiscal Years 2018 - 2020
Annual Update FY 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 (FY 2018 - 2020)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2018 - 2020)
- Part 4: Financial Information (FY 2019)
- Part 5: Certifications and Documents

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

The MCSAP program includes the eCVSP tool to assist States in developing and monitoring their grant applications. The eCVSP provides ease of use and promotes a uniform, consistent process for all States to complete and submit their plans. States and territories will use the eCVSP to complete the CVSP and to submit 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

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

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

Instructions:

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

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

Michigan State Police, Commercial Vehicle Enforcement Division (MSP/CVED)

MISSION

To provide the highest quality commercial vehicle enforcement and public safety services throughout Michigan.

VISION

A national leader in commercial vehicle enforcement and a partner in public safety, with a highly trained and specialized force that is mobile, flexible, and responsive to emerging public safety needs across Michigan.

3 - MCSAP Structure Explanation

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

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

Instructions:

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

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

The Michigan State Police (MSP), Commercial Vehicle Enforcement Division (CVED) is the State lead agency for commercial vehicle enforcement. MSP-CVED has participated in the MCSAP program since its inception and was a participant in the pilot project that was the forerunner to the MCSAP program.

Motor carrier officers (MCOs) in Michigan are sworn law enforcement officers who enforce all laws as they pertain to commercial vehicles and their drivers. MCOs also have limited enforcement powers with respect to certain criminal statutes that apply to the general public. MCOs primarily enforce the Federal Motor Carrier Safety Regulations (FMCSRs) and the Hazardous Material Regulation (HMR) as adopted by the Michigan Motor Carrier Safety Act of 1963.

In June 2012, changes were legislated which removed intrastate (non-CDL) vehicles from parts of the Michigan Motor Carrier Safety Act. These non-CDL interstate commercial motor vehicles must still comply with parts 391-393 as adopted by the act. Because they are excepted from the requirements of 49 CFR, part 396, MSP-CVED elects to not perform North American Standard (NAS) inspections on these vehicles.

Michigan is an economically, environmentally, and demographically diverse state with an estimated population of 9.96 million citizens. Michigan has a total of 120,256 miles of roadway which includes; 90,208 miles of secondary roads, 9,655 miles of state trunk lines, and 1,240 mile of interstate highways.

Michigan is a major thoroughfare for international CMV traffic with Canada. Michigan has the second and fifth busiest border crossings in the nation for commercial vehicle traffic. Michigan has a total of five ports of entry from Canada including three bridges for which one is privately owned, a tunnel, and a ferry service. These ports of entry each pose unique safety and security concerns. Michigan's international borders and roadways are used extensively for the transportation of a variety of HM products including highway route-controlled radioactive materials. Michigan's unique environment makes it vulnerable to HM incidents during transportation and potential security risks related to its international borders.

Michigan is a major producer of automobiles as well as agricultural products, lumber, oil and gas, and chemical manufacturing. This mix of industry and agriculture provides unique issues and opportunities for commercial motor vehicle enforcement programs.

MSP-CVED is the state MCSAP lead agency and does not supplement the program with sub-grantees. MSP-CVED currently has 109 MCOs, 10 Motor Carrier (MC) Investigators, 21 field MC Sergeants. MSP CVED also has three non-sworn safety auditors who conduct inspections at weigh stations, under the supervision of enforcement personnel. The aforementioned equal a total of 143 personnel who regularly conduct inspections at weigh stations, roadside, or at a carrier's place of business. In addition to enforcement of the FMCSRs and the HMR, MCOs are responsible for general traffic and regulatory compliance enforcement on commercial vehicles. This includes but is not limited to moving violations including drug and alcohol offenses, size, weight, operating authority, and vehicle registration requirements.

Although Michigan does not use sub-grantees, MSP-CVED currently authorizes 30 inspection personnel in 17 non-funded local law enforcement agencies, including the Michigan Department of Transportation passenger carrier inspectors, to conduct NAS inspections in accordance with an inter-agency memorandum of agreement (MOA) with MSP CVED.

4 - MCSAP Structure

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

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

Instructions:

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

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

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

Lead Agency Information	
Agency Name:	MSP/CVED
Enter total number of personnel participating in MCSAP activities	144
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	143
Traffic Enforcement Activities	140
Investigations*	10
Public Education and Awareness	139
Data Collection and Reporting	1
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	N/A
Enter total number of personnel participating in MCSAP activities	0
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	0
Traffic Enforcement Activities	0
Investigations*	0
Public Education and Awareness	0
Data Collection and Reporting	0
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	17
Total # of MCSAP Participating Personnel:	30

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

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

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

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

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

Trend Analysis for 2012 - 2016

Instructions for all tables in this section:

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

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

ALL CMV CRASHES

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

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

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2015	09/30/2016	100	0.1030	0
10/01/2014	09/30/2015	85	0.1030	0.0820
10/01/2013	09/30/2014	113	0.1030	0.11
10/01/2012	09/30/2013	86	0.1030	0.96
10/01/2011	09/30/2012	79	0.1030	0.0870

MOTORCOACH/PASSENGER CARRIER CRASHES

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

Goal measurement as defined by your State: Other

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

Total Bus Crashes

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2015	09/30/2016	0	10	17
10/01/2014	09/30/2015	0	11	12
10/01/2013	09/30/2014	1	12	17
10/01/2012	09/30/2013	1	0	18
10/01/2011	09/30/2012	1	0	0

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: Other

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

Total HM Crashes (placard required) regardless of leak or spill.

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2015	09/30/2016	3	92	105
10/01/2014	09/30/2015	4	97	128
10/01/2013	09/30/2014	4	102	114
10/01/2012	09/30/2013	2	107	86
10/01/2011	09/30/2012	0	0	0

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

Michigan's five-year goal as indicated in the FY2013 CVSP was to reduce the number of HM (placard required) CMV crashes in Michigan by five each year, for a total reduction of 25 crashes by the end of FY 2017. This goal was developed based on SafetyNet data queried while creating the FY2013 CVSP and included crashes involving ALL HM placard required vehicles, and not just those associated with a leak or spill. There were four HM placard required crashes where a spill or leak was reported during the five-year period above. Data Source: SafetyNet data for placard required HM vehicle crashes retrieved 08/04/2017.

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

Michigan's overall five-year goal as indicated in FY2013 cannot be completely evaluated until the end of FY2017.

Narrative Overview for FY 2018 - 2020**Instructions:**

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

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

For FY2018, the MSP-CVED shifted focus from reducing all CMV-involved crashes to decreasing CMV-involved fatal crashes and fatalities. This was due to a sharp increase in CMV-related fatalities, in 2016, compared to CMV-involved fatalities the previous year.

The percentage of CMV-involved fatal crashes appears to be trending upward. The MSP-CVED will continue to focus on decreasing CMV-involved fatalities and fatal crashes for FY 2019. Because truck tractor and semitrailer combination vehicles represent the highest percentage of CMV-involved fatal crashes, the MSP-CVED will focus enforcement efforts primarily on those vehicle combinations.

Enter the data source and capture date:

Michigan Traffic Crash Reporting System (TCRS) - 07/18/2018. TCRS is the data base for all crash reports involving motor vehicles in the state of Michigan. All Michigan law enforcement agencies upload crash reports to this data base.

Projected Goal for FY 2018 - 2020:

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

Fiscal Year	Annual Crash Reduction Goals
2018	0
2019	0
2020	0

Deploy MSP-CVED resources, based on state CMV crash data, with the goal of reducing CMV-related fatal crashes involving CMV's in Michigan from 9.3 percent to 9 percent (0.10 percent per year) or below by September 30, 2020. The table above does not accurately reflect this goal as it only allows for the input of whole numbers.

Program Activities for FY 2018 - 2020: States must indicate the activities, and the amount of effort (staff hours, inspections, traffic enforcement stops, etc.) that will be resourced directly for the program activities purpose.

As indicated in the Inspection, Traffic Enforcement, and Carrier Intervention Objectives, MSP-CVED projects to perform NAS Level I, II, III, and V inspections, traffic enforcement inspections, conduct carrier interventions, new entrant safety audits, and border enforcement activities statewide as follows:

Total Inspections: 50,500

Traffic Enforcement Inspections: 12,625

Carrier Interventions: 230
New Entrant Audits: 425
Border Inspections: 625

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.

MSP-CVED will use TCRS data to report the number and percentage of CMV crashes and fatal crashes as compared to all crashes and fatal crashes reported in Michigan.

3 - Roadside Inspections

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

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

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

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

Trend Analysis for 2012 - 2016

Inspection Types	2012	2013	2014	2015	2016
Level 1: Full	12045	10794	8721	8221	7912
Level 2: Walk-Around	24776	17195	20745	22053	22107
Level 3: Driver-Only	23229	18674	19192	19288	19587
Level 4: Special Inspections	182	5	8	19	51
Level 5: Vehicle-Only	226	100	74	268	783
Level 6: Radioactive Materials	45	51	59	51	40
Total	60503	46819	48799	49900	50480

Narrative Overview for FY 2018 - 2020

Overview:

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

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

MSP-CVED is the MCSAP lead agency in Michigan and does not use sub-grantees. MSP-CVED has 109 sworn MC Officers and 10 MC investigators certified to conduct NAS Level I - V inspections, in addition 21 field MC Sergeants certified to conduct Level III inspections. MC Officers are responsible for conducting inspections roadside and at Michigan's fifteen weigh stations. They are also responsible for overall traffic and regulatory enforcement on CMVs. This includes, but is not limited to, size, weight, operating authority, and vehicle registration requirements. In addition, MSP-CVED has three non-sworn vehicle safety inspectors (VSIs) who conduct NAS inspections at scale locations under the supervision of a MCO. Each VSI conducts a minimum of 32 Level I inspections, and eight non-bulk HM inspections annually to maintain certification. MSP-CVED allows other non-funded enforcement agencies and MDOT motor bus inspectors to conduct NAS inspections. MSP-CVED requires these agencies to be CVSA certified prior to conducting inspections. MSP-CVED hosts mandatory refresher training for these agencies. There are currently 17 agencies and 30 inspection-certified personnel conducting inspections.

Projected Goals for FY 2018 - 2020

Instructions for Projected Goals:

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

during Fiscal Years 2018 - 2020. For FY 2019, there are separate tabs for the Lead Agency, Subrecipient Agencies, and Non-Funded Agencies—enter inspection goals by agency type. Enter the requested information on the first three tabs (as applicable). The Summary table totals are calculated by the eCVSP system.

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

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

MCSAP Lead Agency

Lead Agency is: MSP/CVED

Enter the total number of certified personnel in the Lead agency: 143

Projected Goals for FY 2019 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	6975	520	80	7575	15.00%
Level 2: Walk-Around	22080	2925	80	25085	49.67%
Level 3: Driver-Only	17645	0	80	17725	35.10%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	50	5	10	65	0.13%
Level 6: Radioactive Materials	0	50	0	50	0.10%
Sub-Total Lead Agency	46750	3500	250	50500	

MCSAP subrecipient agency

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

Subrecipient is: N/A

Enter the total number of certified personnel in this funded agency: 0

Projected Goals for FY 2019 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	%
Level 2: Walk-Around				0	%
Level 3: Driver-Only				0	%
Level 4: Special Inspections				0	%
Level 5: Vehicle-Only				0	%
Level 6: Radioactive Materials				0	%
Sub-Total Funded Agencies	0	0	0	0	

Non-Funded Agencies

Total number of agencies:	17
Enter the total number of non-funded certified officers:	30
Enter the total number of inspections projected for FY 2019:	1056

Summary

Projected Goals for FY 2019 - Roadside Inspections Summary

Projected Goals for FY 2019 Summary for All Agencies					
MCSAP Lead Agency: MSP/CVED					
# certified personnel: 143					
Subrecipient Agencies: N/A					
# certified personnel: 0					
Number of Non-Funded Agencies: 17					
# certified personnel: 30					
# projected inspections: 1056					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	6975	520	80	7575	15.00%
Level 2: Walk-Around	22080	2925	80	25085	49.67%
Level 3: Driver-Only	17645	0	80	17725	35.10%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	50	5	10	65	0.13%
Level 6: Radioactive Materials	0	50	0	50	0.10%
Total ALL Agencies	46750	3500	250	50500	

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.

Michigan's commitment of 15% of inspections conducted as Level I is consistent with most other states in the Midwestern Service Center. Not all officers in Michigan are assigned to scale locations, thus resulting in a large percentage of true "roadside" inspections where a Level I inspection is not always safe or feasible.

Projected Goals for FY 2019 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	50500	0	1056	51556
Enter total number of certified personnel	143	0	33	176
Projected Goals for FY 2020 Roadside Inspections				
Enter total number of projected inspections	51000	0	1056	52056
Enter total number of certified personnel	143	0	33	176

4 - Investigations

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

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

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

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

Trend Analysis for 2012 - 2016

Investigative Types - Interstate	2012	2013	2014	2015	2016
Compliance Investigations	0	0	0	3	0
Cargo Tank Facility Reviews	0	0	1	1	5
Non-Rated Reviews (Excludes CSA & SCR)	1	2	6	3	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	65	33	78	130	98
CSA On-Site Comprehensive	25	11	108	31	54
Total Investigations	91	46	193	168	157
Total Security Contact Reviews	2	2	9	3	4
Total Terminal Investigations	0	0	0	0	0

Investigative Types - Intrastate	2012	2013	2014	2015	2016
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	3	3	3	3
Non-Rated Reviews (Excludes CSA & SCR)	5	1	0	7	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	13	1	50	47	91
CSA On-Site Comprehensive	8	1	66	5	4
Total Investigations	26	6	119	62	98
Total Security Contact Reviews	1	0	5	3	3
Total Terminal Investigations	0	0	0	0	0

Narrative Overview for FY 2018 - 2020**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 2018 - 2020

Complete the table below indicating the number of investigations that the State anticipates conducting during FY 2018 - 2020.

Projected Goals for FY 2018 - 2020 - Investigations						
Investigation Type	FY 2018		FY 2019		FY 2020	
	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
Compliance Investigations	0	0	0	0	0	0
Cargo Tank Facility Reviews	0	10	0	10	0	10
Non-Rated Reviews (Excludes CSA & SCR)	0	10	0	10	0	10
CSA Off-Site	0	0	0	0	0	0
CSA On-Site Focused/Focused CR	200	0	200	0	200	0
CSA On-Site Comprehensive	10	0	10	0	10	0
Total Investigations	210	20	210	20	210	20
Total Security Contact Reviews	3	3	3	3	3	3
Total Terminal Investigations	0	0	0	0	0	0

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

MSP-CVED will work with FMCSA to conduct motor carrier and HM shipper/carrier interventions, and cargo tank facility reviews as indicated in the table. These will include CSA investigations of prioritized interstate and intrastate motor carriers, shipper/carriers, cargo tank facilities, and non-frivolous carrier complaints. CSA Offsite- Michigan is not scheduled to attend CSA Offsite Intervention training until August 27-29, 2019. Michigan will commit to completing zero CSA Offsite Interventions in FY 2019. Michigan will commit to completing 50 CSA Offsite Interventions on interstate carriers in FY 2020.

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

MSP-CVED will conduct carrier interventions and cargo tank facility reviews as outlined in the table above. MSP-CVED will provide regular and specialized and update training as needed for personnel conducting investigations. MSP-CVED plans to use 10 MC investigators to accomplish this goal.

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.

MSP-CVED will report the number and type of investigations completed and progress toward the goal each quarter.

5 - Traffic Enforcement

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

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

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

Trend Analysis for 2012 - 2016

Instructions:

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2015	09/30/2016	15277	17568
10/01/2014	09/30/2015	12744	14054
10/01/2013	09/30/2014	13051	14752
10/01/2012	09/30/2013	13070	15294
10/01/2011	09/30/2012	13842	21952

☒ 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.

SafetyNet was used to report the number of documented CMV traffic enforcement stops with an inspection. As indicated below, Michigan does not conduct CMV traffic enforcement stops without an inspection. The FMCSA A&I State Quarterly Report and CVSP Data Dashboard was used to report traffic enforcement violations (number of warnings and citations).

Narrative Overview for FY 2018 - 2020

Instructions:

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

MSP-CVED has 119 MC Officers/Investigators dedicated to CVED's roadside enforcement program and 21 MC Sergeants who are certified to conduct Level III inspections in addition to their regular administrative duties. MSP-CVED CMV enforcement program uses various funding sources for the purpose of reducing CMV-related crashes and fatalities, and for the protection of the highway transportation infrastructure. In Michigan, MC Officers and Investigators are employed solely for CMV enforcement and do not have the responsibility to conduct enforcement activities on non-CMVs except in certain narrowly specified circumstances (i.e. operating under the influence of drugs/alcohol). In these situations, enforcement activities are not charged to the MCSAP grant, and not used for the State's share or MOE.

Projected Goals for FY 2018 - 2020

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2018 - 2020. The projected goals are based on the number of traffic stops, not tickets or warnings issued. These goals are NOT intended to set a quota.

			Enter Projected Goals (Number of Stops only)		
Yes	No	Traffic Enforcement Activities	FY 2018	FY 2019	FY 2020
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	12500	12625	12750
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	0	0	0

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
51556	230	425	52211	50746

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

MC Officers/Investigators conduct traffic enforcement on CMVs and by policy, a NAS inspection is conducted on every MCSAP qualifying CMV traffic enforcement stop (100% inspection policy). MSP-CVED uses the data provided in the A&I CVSP Data Dashboard to report progress toward meeting the Traffic Enforcement Objective.

6 - Safety Technology

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

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

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

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

Safety Technology Compliance Status

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

Technology Program	Current Compliance Level	Include O & M Costs?
ITD	Core CVISN Compliant	Yes
PRISM	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: MSP/CVED

Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency: Michigan Dept. of State, IRP Unit

Narrative Overview for FY 2018 - 2020

Problem Statement Narrative and Projected Goal:

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

MSP-CVED meets the six requirements of PRISM full participation and has begun meeting the minimum requirements of enhanced participation.

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

MSP CVED will continue to work with the Michigan Department of State to identify Out of Service carriers and reincarnated carriers and take appropriate enforcement action.

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.

N/A.

7 - Public Education and Outreach

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

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

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

Trend Analysis for 2012 - 2016

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

Public Education and Outreach Activities	2012	2013	2014	2015	2016
Carrier Safety Talks	48	57	59	94	82
CMV Safety Belt Education and Outreach	0	0	0	0	0
State Trucking Association Meetings	0	0	0	0	0
State-Sponsored Outreach Events	0	0	0	0	0
Local Educational Safety Events	0	0	0	0	0
Teen Safety Events	0	0	0	0	0

Narrative Overview for FY 2018 - 2020

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

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

The Michigan Center for Truck Safety (MCTS) is funded through the Michigan Truck Safety Commission (MTSC), by Michigan truck registration fees, to provide CMV safety outreach in Michigan. The MCTS conducts educational programs for new carriers and drivers, conducts Driver Performance Measure (DPM) driver evaluations, sponsors various safety education events addressing seatbelt use, teen driver, following too closely, and publishes the Michigan Truck Operators Guidebook.

Because the MCTS exists, the MSP-CVED can narrow its focus to educational outreach for motor carriers on topics related to the CMV safety and regulatory compliance from an enforcement perspective. MSP-CVED conducts many carrier safety talks each year for individual carriers upon request, and at multiple industry association functions such as the Michigan Logging Expo, the Michigan Ag Expo, and others. Topics generally include CDL, hours of service, drug and alcohol issues, hazardous material, and what to expect during a roadside inspection. MSP-CVED is represented on the MTSC board, and provides input on CMV safety issues. MSP-CVED also engages in special truck enforcement initiatives which are funded through the MTSC and other sources. Because funding is provided by other sources for these activities, they are not reported in the CVSP.

MSP-CVED will continue to provide carrier outreach in this manner as long as the MCTS is funded and provides education and outreach addressing CMV safety.

Projected Goals for FY 2018 - 2020

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

			Performance Goals		
Yes	No	Activity Type	FY 2018	FY 2019	FY 2020
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	50	55	60
<input type="radio"/>	<input checked="" type="radio"/>	CMV Safety Belt Education and Outreach	0	0	0
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	0	1	1
<input type="radio"/>	<input checked="" type="radio"/>	State-Sponsored Outreach Events	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	Local Educational Safety Events	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	Teen Safety Events	0	0	0

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.

MSP-CVED will provide educational programs/presentations to the transportation industry, general public, and law enforcement personnel as indicated above, and will report each quarter, the number of programs/presentations conducted. MSP-CVED works closely with the Michigan Trucking Association and assists them with presentations.

8 - State Safety Data Quality (SSDQ)

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

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

The FAST Act 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 2018 - 2020.

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

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

Data current as of July 19, 2018.

Narrative Overview for FY 2018 - 2020

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

N/A

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

N/A

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.

N/A

9 - New Entrant Safety Audits

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

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

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

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

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

Trend Analysis for 2012 - 2016

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

New Entrant Safety Audits	2012	2013	2014	2015	2016
Interstate	703	1149	947	809	895
Intrastate	0	0	0	0	0
Total Audits	703	1149	947	809	895

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

Narrative Overview for FY 2018 - 2020

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

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

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

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

Projected Goals for FY 2018 - 2020

For the purpose of completing the table below:

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

Projected Goals for FY 2018 - 2020 - New Entrant Safety Audits						
	FY 2018		FY 2019		FY 2020	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
# of Safety Audits (Onsite)	50	0	60	0	70	0
# of Safety Audits (Offsite)	350	0	365	0	375	0
# Group Audits	0	0	0	0	0	0
TOTAL Safety Audits	400	0	425	0	445	0
# of Non-Audit Resolutions	400	0	425	0	445	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.

In order to accomplish the goal of reducing the number and severity of CMV-related crashes, injuries, and fatalities, MSP-CVED proposes to conduct offsite and onsite safety audits on Michigan-domiciled interstate carriers, and conduct offsite safety audit on Canadian-domiciled carriers on behalf of the FMCSA Michigan Division, within the parameters of the program.

MSP-CVED has conducted 18 offsite Canadian carrier audits in FY2018 as of 07/23/2018. MSP-CVED will manage a similar workload of offsite Canadian carrier audits in FY2019 and will commit to 32 annually if the inventory supports it.

Activity Plan for FY 2018 - 2020: Include a description of the activities proposed to help achieve the objectives. If group audits are planned, include an estimate of the number of group audits.

To meet performance objectives, MSP-CVED will utilize three civilian FTE auditors to conduct safety audits and MC Investigators on a part-time basis to complete safety audits. MSP-CVED will also use one secretary and additional administrative staff on a part-time basis, as needed, for scheduling and operational oversight of the program.

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.

MSP-CVED will review the new entrant inventories and activities on a quarterly basis to ensure that the program successfully meets the objectives and measurable performance goals as outlined in the goals, performance objectives, and activities sections above.

MSP-CVED will report the following:

- Number of new entrant safety audits completed
- Number of motor carriers entering the program
- Number of overdue carriers
- Number of carriers exiting the program without a safety audit
- Progress towards completing the projected number of safety audits.

MSP-CVED will pay particular attention to the A & I monthly trend report concerning the new entrant carrier inventory in an attempt to

prepare for significant changes in the number of new entrant safety audits that are forthcoming.

10 - Border Enforcement

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

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

The FAST Act 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 2012 - 2016

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	510	77	46	13	22
Level 2: Walk-Around	1272	1953	1348	104	366
Level 3: Driver-Only	4133	720	121	3	12
Level 4: Special Inspections	0	0	0	0	0
Level 5: Vehicle-Only	0	0	0	0	0
Level 6: Radioactive Materials	0	0	0	0	0
Total	5915	2750	1515	120	400

Narrative Overview for FY 2018 - 2020

☐ 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:
MSP/CVED

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 2018 - 2020

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 2018 - 2020 - Border Enforcement			
	FY 2018	FY 2019	FY 2020
Number of International Commerce Regular CMV	550	575	600
Number of International Commerce HM	50	50	50
Number of International Commerce Passenger	0	0	0
Total International Commerce Inspections	600	625	650
Number of Fixed Facility International Inspections	0	0	0
Number of Non-Fixed Facility International Inspections	600	625	650
Traffic Enforcement	0	0	0
Strike Force Activities (CMVs)	0	0	0
Strike Force Activities (Passenger CMVs)	0	0	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.

MSP-CVED will conduct inspections at the international border crossings located within the state. The crossings are as follows:

Sault Ste. Marie International Bridge, Sault Ste. Marie, Michigan
 Blue Water International Bridge, Port Huron, Michigan
 Detroit-Windsor Tunnel, Detroit, Michigan
 Ambassador Bridge, Detroit, Michigan
 Detroit-Windsor Truck Ferry, Detroit, Michigan

The international borders are adjacent to Canada. The borders are in the following MSP-CVED Districts: 2nd, 3rd & 8th District(s).

Activity Plan for FY 2018 - 2020: Describe the specific activities planned to reach border enforcement goals.

All inspections completed will be at the international border crossings.

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.

MSP-CVED will report the number of border enforcement inspections completed and progress made toward the goal.

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. Specific goals and activities must be projected for the three fiscal year period (FYs 2018 - 2020).

1 - Enforcement of Federal OOS Orders during Roadside Activities

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

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

Instructions:

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

Check this box if:



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

2 - Passenger Carrier Enforcement

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

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

Instructions:

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

Check this box if:

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

3 - State Specific Objectives – Past

No updates are required for this section.

Instructions:

Describe any State-specific CMV problems that were addressed with FY2017 MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc. Report below on year-to-date progress on each State-specific objective identified in the FY 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

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

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

Instructions:

The State may include additional objectives from the national priorities or emphasis areas identified in the 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 2018 - 2020. Click on "Add New Activity" to enter information on each State-specific objective. This is an optional section and only required if a State has identified a specific State problem planned to be addressed with grant funding.

Part 4 - Financial Information

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	\$8,669,181.00	\$1,528,656.00	\$10,197,837.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$1,528,656.00
MOE Baseline:	\$3,382,221.50

2 - Personnel

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

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

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

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

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

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

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

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

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

Summary of MCSAP Funding Limitations

Allowable amount for Lead MCSAP Agency Overtime without written justification (15% of MCSAP Award Amount):	\$1,528,656.00
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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
Accountant Manager	1	35.0000	\$88,323.00	\$30,913.05	\$26,276.09	\$4,636.96	\$0.00
Motor Carrier Officers	109	32.0409	\$59,163.00	\$2,066,242.98	\$1,756,306.53	\$309,936.45	\$2,572,719.00
Motor Carrier Investigators	10	90.0000	\$62,586.00	\$563,274.00	\$478,782.90	\$84,491.10	\$0.00
Motor Carrier Sergeants	21	35.0000	\$72,192.00	\$530,611.20	\$451,019.52	\$79,591.68	\$0.00
Motor Carrier Spl Sergeants	2	95.0000	\$72,316.00	\$137,400.40	\$116,790.34	\$20,610.06	\$0.00
Motor Carrier Officer Recruits	10	59.0000	\$44,193.00	\$260,738.70	\$221,627.90	\$39,110.80	\$0.00
Motor Carrier Lieutenants	2	80.0000	\$82,403.00	\$131,844.80	\$112,068.08	\$19,776.72	\$0.00
Department Technician	1	100.0000	\$53,234.00	\$53,234.00	\$45,248.90	\$7,985.10	\$0.00
Accounting Technician	1	15.0000	\$53,194.00	\$7,979.10	\$6,782.24	\$1,196.86	\$0.00
Secretary	1	35.0000	\$54,462.00	\$19,061.70	\$16,202.45	\$2,859.25	\$0.00
Financial Analyst	1	40.0000	\$73,620.00	\$29,448.00	\$25,030.80	\$4,417.20	\$0.00
Accountant	1	40.0000	\$73,620.00	\$29,448.00	\$25,030.80	\$4,417.20	\$0.00
NEP - Vehicle Safety Inspectors	3	100.0000	\$53,215.00	\$159,645.00	\$135,698.25	\$23,946.75	\$0.00
NEP - Motor Carrier Investigators	10	2.0000	\$62,576.00	\$12,515.20	\$10,637.92	\$1,877.28	\$0.00
Subtotal: Salary				\$4,032,356.13	\$3,427,502.72	\$604,853.41	\$2,572,719.00
Overtime Project Costs							
Motor Carrier Officers, Investigators, Sergeants-Incidental Overtime	1	100.0000	\$230,209.00	\$230,209.00	\$195,678.00	\$34,531.00	\$0.00
BE-Motor Carrier Officers-Scheduled Overtime	1	100.0000	\$42,465.00	\$42,465.00	\$36,095.25	\$6,369.75	\$0.00
NEP-Vehicle Safety Inspector Overtime	1	100.0000	\$916.00	\$916.00	\$778.60	\$137.40	\$0.00
Subtotal: Overtime				\$273,590.00	\$232,551.85	\$41,038.15	\$0.00
TOTAL: Personnel				\$4,305,946.13	\$3,660,054.57	\$645,891.56	\$2,572,719.00
Accounting Method:	Modified Accrual						

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

MCSAP and BEG

MSP-CVED has 154 enforcement personnel and six administrative personnel that perform MCSAP eligible activities that will be charged to MCSAP. Enforcement personnel include motor carrier officers, motor carrier investigators, motor carrier sergeants, motor carrier specialist sergeants, motor carrier lieutenants, and motor carrier officer recruits. Administrative personnel include an accountant manager, financial analyst, accountant, accounting technician, secretary, and a department technician.

Personnel costs for 109 motor carrier officers are included in the budget. Motor carrier officers conduct NAS inspections, traffic, and compliance enforcement. Motor carrier officers will track their actual time spent on MCSAP eligible activities on automated officer dailies. Salary costs for each motor carrier officer will be multiplied by the actual time each officer spends on MCSAP activities as documented on their officer dailies. Based on historical data, an average of 65% of the motor carrier officer's enforcement activities are MCSAP eligible. However, due to the amount of the grant award, only 36.95% of this time is projected to be charged to the MCSAP grant. The remainder will be used as maintenance of effort.

Motor Carrier Officers Salary Grant Revision (6/13/19): The "% of Time on MCSAP Grant" for Motor Carrier Officers Salary was lowered from 36.95% to 32.04% to accommodate the increase in MSP's Indirect Cost Rate and also for the decrease in the final MCSAP Grant award amount. Original budget line was \$2,382,890 and was reduced to \$2,066,243.

Personnel costs for ten motor carrier investigators are included in the budget. Motor carrier investigators conduct compliance reviews, traffic, and compliance enforcement. Motor carrier investigators will track their actual time spent on MCSAP eligible activities on automated officer dailies. Salary costs for each motor carrier investigator will be multiplied by the actual time spent on MCSAP activities as documented on their officer dailies. Based on historical data, an average of 90% of the motor carrier investigator's time is projected to be spent on MCSAP activities.

Personnel costs for twenty-one field motor carrier sergeants are included in the budget. Field motor carrier sergeants provide oversight of enforcement activities of motor carrier officers, conduct NAS inspections, and conduct traffic enforcement. Field motor carrier sergeants will track their actual time spent on MCSAP eligible activities on automated officer dailies. Salary costs for each sergeant will be multiplied by the actual time spent on MCSAP activities as documented on their officer dailies. Based on historical data, an average of 35% of the motor carrier sergeant's time is projected to be spent on MCSAP activities.

Personnel costs for two division headquarters motor carrier specialist sergeants are included in the budget. These sergeants provide technical expertise in safety, hazardous materials transportation, and regulatory compliance. They also provide program oversight of motor carrier investigators and safety auditors carrying out the compliance review program, safety audit program, and hazardous materials enforcement program. The specialist sergeants will work part-time reviewing safety audit reports, providing personnel training, and overseeing the NEP program administration. The motor carrier specialist sergeants will track their actual time spent on MCSAP eligible activities on payroll activity reports. Salary costs for each sergeant will be multiplied by the actual time spent on MCSAP activities as documented on their payroll activity reports. Based on historical data, an average of 95% of the sergeant's time is projected to be spent on MCSAP activities.

Personnel costs for two division headquarters motor carrier lieutenants are included in the budget. One lieutenant is the division's grant administrator and provides oversight to the hazardous materials unit and safety compliance unit. The other lieutenant is responsible for the SafetyNet inspection database, commercial motor vehicle crashes, DataQs, information and technology projects including the commercial vehicle information exchange window system, and enforcement officer training, including recruit schools. The lieutenants will track their actual time spent on MCSAP eligible activities on payroll activity reports. Salary costs for each lieutenant will be multiplied by the actual time spent on MCSAP activities as documented on their payroll activity reports. Based on historical data, an average of 80% of the lieutenant's time is projected to be spent on MCSAP activities.

Personnel costs for ten motor carrier officer recruits are included in the budget. The motor carrier officer recruits will be trained to perform MCSAP enforcement activities. These recruits will undergo a nineteen week recruit school program at the Michigan State Police Training Academy to become motor carrier officers. Upon academy recruit school graduation, the recruit officers will complete their training in the field while on probation. Based on historical data, the recruits are projected to spend approximately 59% of their time on MCSAP activities after academy graduation.

Personnel costs for an accountant manager are included in the budget. The accountant manager is responsible for monitoring grant expenditures, assisting with grant budgets, attending grant meetings, coordinating of federal financial audits, assisting with calculating maintenance of effort, and supervising accounting staff. The accountant manager will track her time spent on MCSAP eligible activities through payroll activity reports. Salary costs for the accountant manager will be multiplied by the actual time spent on MCSAP activities as documented on payroll activity reports. Based on historical data, the accountant manager is projected to spend approximately 35% of her time on MCSAP activities.

Personnel costs for a financial analyst are included in the budget. The financial analyst is responsible for monitoring grant expenditures, completing grant budgets, and attending grant meetings. The financial analyst will track her time spent on MCSAP eligible activities through payroll activity reports. Salary costs for the financial analyst will be multiplied by the actual time spent on MCSAP activities as documented on payroll activity reports. The financial analyst is projected to spend approximately 40% of her time on MCSAP activities.

Personnel costs for an accountant are included in the budget. The accountant is responsible for preparing grant billings and financial reports, ensuring proper grant reimbursement, and tracking grant expenditures. The accountant will track her time spent on MCSAP eligible activities through payroll activity reports. Salary costs for the accountant will be multiplied by the actual time spent on MCSAP activities as documented on payroll activity reports. Based on historical data, the accountant is projected to spend approximately 40% of her time on MCSAP activities.

Personnel costs for an accounting technician are included in the budget. The accounting technician is responsible to processing employee travel vouchers, processing vendor payments, and overseeing the procurement card program. The accounting technician will track his time spent on MCSAP eligible activities through payroll activity reports. Salary costs for the accounting technician will be multiplied by the actual time spent on MCSAP activities as documented on payroll activity reports. Based on historical data, the accounting technician is projected to spend approximately 15% of his time on MCSAP activities.

Personnel costs for a department technician are included in the budget. The department technician is only responsible for MCSAP eligible activities including SafetyNet software, importing/exporting inspections and crashes, and monitoring/responding to DataQs. Since all job duties are MCSAP related, one hundred percent of the department technician's personnel costs will be charged to

MCSAP. Supporting documentation for charging one hundred percent of the technician's personnel costs is the technician's position description.

Personnel costs for a secretary are included in the budget. The secretary assists motor carriers with USDOT number issues, MCS-150 issues, and provides NEP administrative support functions. The secretary will track her time spent on MCSAP eligible activities through payroll activity reports. Salary costs for the secretary will be multiplied by the actual time spent on MCSAP activities as documented on payroll activity reports. Based on historical data, the secretary is projected to spend approximately 35% of her time on MCSAP activities.

The Salary amount for each position classification includes the employees' base salary and an annual longevity payment where eligible. Salary amounts are established by position classification by the state of Michigan Civil Service Commission. Longevity is paid in amounts established by the state of Michigan Civil Service Commission rules.

Overtime includes incidental overtime and scheduled overtime for motor carrier officers. The amount of incidental overtime is projected based on historical data. Scheduled overtime is based upon 1,000 overtime hours for motor carrier officers to perform border enforcement.

NEP

MSP-CVED has three vehicle safety inspectors/safety auditors and ten motor carrier investigators that work on New Entrant Program (NEP) activities.

The three vehicle safety inspectors work full-time performing safety audits. The vehicle safety inspectors' NEP activities will be documented on automated officer dailies and by position description. One hundred percent of the vehicle safety auditor's personnel costs will be charged to MCSAP.

The ten motor carrier investigators work part-time performing safety audits. The motor carrier investigator's NEP activities and related time will be documented on automated officer dailies. Salary costs for each motor carrier investigator will be multiplied by the actual time spent on NEP activities as documented on their officer dailies. Based on historical data, it is projected that motor carrier investigator work on NEP activities will equate to .2 of an investigator FTE.

NEP overtime includes incidental overtime that vehicle safety inspectors may incur while performing safety audits. The budgeted amount is based on 24 total overtime hours.

MOE

MOE Personnel consists of salary and overtime costs of motor carrier officers related to time spent on MCSAP eligible activities not paid for with federal grant funds or related state match funds. MCSAP eligible activities include inspections, traffic enforcement, and traffic crash reduction activities.

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
Motor Carrier Officers	86.3400	32.0409	\$6,448,766.99	\$1,783,994.19	\$1,516,395.06	\$267,599.13	\$2,210,453.00
Motor Carrier Investigators	75.5600	90.0000	\$625,856.00	\$425,607.11	\$361,766.04	\$63,841.07	\$0.00
Motor Carrier Sergeants	83.9100	35.0000	\$1,516,025.00	\$445,233.80	\$378,448.73	\$66,785.07	\$0.00
Motor Carrier Spl Sergeants	85.7700	95.0000	\$144,633.00	\$117,849.13	\$100,171.76	\$17,677.37	\$0.00
Motor Carrier Officer Recruits	85.5000	59.0000	\$441,929.00	\$222,931.08	\$189,491.42	\$33,439.66	\$0.00
Motor Carrier Lieutenants	69.4500	80.0000	\$164,807.00	\$91,566.76	\$77,831.75	\$13,735.01	\$0.00
Department Technician	95.3500	100.0000	\$53,234.00	\$50,758.61	\$43,144.82	\$7,613.79	\$0.00
Accounting Technician	96.4200	15.0000	\$53,194.00	\$7,693.44	\$6,539.42	\$1,154.02	\$0.00
Secretary	92.6100	35.0000	\$54,462.00	\$17,653.04	\$15,005.08	\$2,647.96	\$0.00
Financial Analyst	76.0800	40.0000	\$73,620.00	\$22,404.03	\$19,043.43	\$3,360.60	\$0.00
Accountant	76.0800	40.0000	\$73,620.00	\$22,404.03	\$19,043.43	\$3,360.60	\$0.00
Accountant Manager	55.7400	35.0000	\$88,323.00	\$17,230.93	\$14,646.29	\$2,584.64	\$0.00
BE-Motor Carrier Officers-Scheduled Overtime Retirement	55.4400	100.0000	\$42,465.00	\$23,542.59	\$20,011.20	\$3,531.39	\$0.00
Motor Carrier Officers, Investigators, Sergeants-Incidental Overtime Retirement	55.4200	100.0000	\$230,209.00	\$127,581.82	\$108,444.55	\$19,137.27	\$0.00
NEP - Vehicle Safety Inspector	94.8123	100.0000	\$159,646.00	\$151,364.04	\$128,659.43	\$22,704.61	\$0.00
NEP - Motor Carrier Investigator	75.3656	100.0000	\$12,515.00	\$9,432.00	\$8,017.20	\$1,414.80	\$0.00
NEP - Vehicle Safety Inspector Overtime Retirement	55.8400	100.0000	\$916.00	\$511.49	\$434.77	\$76.72	\$0.00
TOTAL: Fringe Benefits				\$3,537,758.09	\$3,007,094.38	\$530,663.71	\$2,210,453.00

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

Fringe benefits include retirement (social security, Medicare, retirement, and other postemployment benefits), insurance, and a uniform dry cleaning allowance. In lieu of charging a fringe benefit rate, Michigan charges actual fringe benefit costs for each employee. Fringe benefits costs are projected by using average fringe benefit rates for each employee classification category.

Retirement is calculated on salary, overtime, and longevity in accordance with state of Michigan Department of Technology, Management and Budget financial guidelines. This accounting practice is followed uniformly for all employees charged to any revenue source.

Employee insurance costs are established by collective bargaining unit and state of Michigan agreement with benefit providers. Actual insurance costs for each employee will be charged to MCSAP.

Uniform dry cleaning allowance payments are made to enforcement personnel per collective bargaining agreement and Michigan Department of State Police Official Orders.

Following is a summary of the average fringe benefit rates by personnel category used in fringe benefit projections:

Employee Classification	Retirement %	Insurance %	Cleaning %	Total Benefits %
Motor Carrier Officers E10	55.44%	30.06%	0.83%	86.34%
Motor Carrier Investigators 11	54.88%	19.94%	0.74%	75.56%
Motor Carrier Sergeants 13	55.12%	28.14%	0.65%	83.91%

Motor Carrier Specialist Sergeants 13	54.64%	30.49%	0.64%	85.77%
Motor Carrier Officer Recruits 9	55.84%	29.66%	0.00%	85.50%
Motor Carrier Lieutenants 14	53.43%	15.45%	0.56%	69.45%
Accountant Manager 14	53.43%	2.31%	0.00%	55.74%
Financial Analyst 12	53.43%	22.65%	0.00%	76.08%
Accountant 12	53.43%	22.65%	0.00%	76.08%
Accounting Technician 9	55.84%	40.58%	0.00%	96.42%
Department Technician 9	55.84%	39.51%	0.00%	95.35%
Secretary 9	53.43%	39.18%	0.00%	92.61%
NEP - Vehicle Safety Inspector	55.53%	39.28%	0.00%	94.81%
NEP - Motor Carrier Investigator	54.88%	19.76%	0.73%	75.37%

Motor Carrier Officers Fringe Benefits Grant Revision (6/13/19): The "% of Time on MCSAP Grant" for Motor Carrier Officers Fringe Benefits was lowered from 36.95% to 32.04% to accommodate the increase in MSP's Indirect Cost Rate and also for the decrease in the final MCSAP Grant Award amount. Original budget line was \$2,057,375 and was reduced to \$1,783,994.

MOE Fringe Benefits consist of related fringe benefits to salary and overtime costs of motor carrier officers conducting MCSAP eligible activities not paid for with federal grant funds or related state match funds. Fringe benefit costs include motor carrier officer retirement, insurance, and dry cleaning allowances.

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
NEP-Safety Audit & Meeting Travel	1	1	100.0000	\$1,200.00	\$1,020.00	\$180.00	\$0.00
Spring CVSA Workshop Travel	6	5	100.0000	\$11,598.00	\$9,858.30	\$1,739.70	\$0.00
Fall CVSA Annual Conference and Exhibition Travel	9	5	100.0000	\$18,855.00	\$16,026.75	\$2,828.25	\$0.00
COHMED Conference Travel	3	5	100.0000	\$6,755.00	\$5,741.75	\$1,013.25	\$0.00
North American Inspectors Championship Travel	2	5	100.0000	\$3,110.00	\$2,643.50	\$466.50	\$0.00
IFTA/IRP Manager's and Law Enforcement Workshop Travel	2	5	100.0000	\$3,136.00	\$2,665.60	\$470.40	\$0.00
FMCSA MCSAP Planning Session Travel	4	3	100.0000	\$5,568.00	\$4,732.80	\$835.20	\$0.00
NTC Investigative Safety Analysis Training Travel	1	10	100.0000	\$5,289.00	\$4,495.65	\$793.35	\$0.00
NTC Master Instructor Development Training Travel	3	5	100.0000	\$7,228.00	\$6,143.80	\$1,084.20	\$0.00
CMV Post-Crash Inspection Training Travel	3	10	100.0000	\$13,699.00	\$11,644.15	\$2,054.85	\$0.00
23rd & 24th Recruit School Training Travel	10	95	59.0000	\$53,315.00	\$45,317.75	\$7,997.25	\$0.00
Enforcement In Service Training Travel	157	3	64.2500	\$11,500.00	\$9,775.00	\$1,725.00	\$0.00
Routine Travel	151	260	60.0000	\$16,699.56	\$15,213.81	\$1,485.75	\$0.00
CVSA Data Management, Quality & FMCSA Systems Training Travel	1	3	100.0000	\$1,464.00	\$1,244.40	\$219.60	\$0.00
NTC Roadside Instructor Recertification Training Travel	4	3	100.0000	\$5,968.00	\$5,072.80	\$895.20	\$0.00
CSA National Safety Intervention Training Travel	13	2	100.0000	\$1,950.00	\$1,657.50	\$292.50	\$0.00
21st Retread Advanced III Training Travel	12	5	59.4700	\$2,355.00	\$2,001.75	\$353.25	\$0.00
22nd Retread Advanced II Training Travel	8	5	100.0000	\$3,827.00	\$3,252.95	\$574.05	\$0.00
23rd Retread Advanced I Training Travel	12	10	59.3100	\$7,710.00	\$6,553.50	\$1,156.50	\$0.00
TOTAL: Travel				\$181,226.56	\$155,061.76	\$26,164.80	\$0.00

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

All travel is reimbursed to members based upon pre-established state of Michigan and Michigan State Police travel rates, rules, and regulations. Travel regulations and rates are applied consistently to all travel regardless of funding source. Travel costs primarily include lodging and meals, but can also include parking and fees.

Conference travel includes meals, lodging, airfare, and other transportation costs associated with attendance at the COHMED conference, Spring CVSA conference, NAIC Inspector's Challenge, and Fall CVSA conference. MSP-CVED anticipates three staff members attending COHMED, nine staff members attending the Spring CVSA conference, four staff members attending the NAIC Inspector's Challenge, and nine staff members attending the Fall CVSA conference.

Participation in these conferences is beneficial to MSP-CVED's MCSAP program. MSP-CVED's personnel who will attend these conferences are involved in various positions and committees.

CVSA Workshops - Attendance at CVSA Workshops allows the state to participate in committees, exchange information with other states, interact with FMCSA staff, and bring back information and training to enable Michigan's program to stay up-to-date and

consistent with CVSA OOS criteria and Federal requirements as well as work toward uniform enforcement of motor carrier and hazmat safety regulations. The following positions attend the spring/fall conference and take an active role in the conference.

1. Captain - Represents Michigan at Region III meetings
2. Inspector - Alternate voting member for Captain

Additional Region III Voting Members by Committee:

3. Lieutenant, State Support Section - Information Systems Committee
4. Sergeant / CVSA Instructor - Vehicle Committee
5. Inspector or Lieutenant, Special Program Section - Enforcement and Industry Modernization Committee
6. Sergeant, Hazmat Program Manager & Committee Secretary - Hazardous Materials Committee
7. Sergeant, Training Academy & Recruit School Commander - Training Committee

Additional members for future committees and introduction to CVSA:

8. District Lieutenant - Attend spring/fall or both to benefit field enforcement personnel
- 9-Fall. District Field Sergeant or Lieutenant will attend the fall conference
- 9-Spring. MSP CVED Motor Carrier Officer of the Year will attend the spring conference

CVSA Workshops Grant Revision (6/13/19): The number of staff attending the Spring CVSA Workshop was reduced from 9 to 6. Original budget line was \$17,397 and was reduced to \$11,598 to reflect the actual number of attendees.

COHMED - The Cooperative Hazardous Materials Enforcement Development (COHMED) Program provides the advanced hazardous materials (hazmat) and dangerous goods (DG) training that regulatory and enforcement officers need. This training goes significantly beyond basic hazardous materials training officers receive for certification purposes. An annual COHMED Conference is held every spring to provide an opportunity to foster coordination, cooperation and communication between industry and federal, state and local agencies with regulatory and enforcement responsibility for the safe transportation of hazmat/DG. Many jurisdictions send their hazardous materials specialists and/or instructors to the annual COHMED Conference to receive specialized training.

NAIC - The NAIC's Inspector's Challenge is a CVSA sponsored event that allows inspectors to compete against other jurisdictions across North America with regards to inspection standards. During the week, competitors receive training on the latest commercial motor vehicle safety trends, technologies, standards, and inspection procedures. Competitors are afforded the chance to share insights, ideas, techniques, and experiences with other inspectors. Competitors bring back information, materials, and training to the state, so it can be implemented, used, and shared with other staff. MSP-CVED sends two personnel to this event. The competitor attends the competition to represent the state of the Michigan. The Hazardous Materials Sergeant attends to assist CVSA with set up, judging, and monitoring of the competition. The Hazardous Materials Sergeant also assists with the hazardous materials training session offered during the event.

IFTA/IRP Manager's and Law Enforcement Workshop - MSP-CVED has included travel costs for two motor carrier sergeants to attend the IFTA/IRP Manager's and Law Enforcement Workshop. This workshop will provide an in-depth exploration of issues impacting IRP, IFTA, law enforcement, and the motor carrier industry in general. The workshop is anticipated to be held in Milwaukee, Wisconsin; therefore, travel costs relative to that city were included in the budget.

MSP-CVED expects that FMCSA will hold a national MCSAP grant planning meeting during the year. MSP-CVED plans to send four personnel to the meeting. The current location is unknown; therefore, last year's actual costs were used in projected travel costs.

MSP-CVED expects to send several enforcement members to the following FMCSA National Training Center training sessions: one investigator to the Investigative Safety Analysis training, three enforcement members to Master Instructor Development training, and four to Roadside Instructor Recertification training. The current locations of the training are unknown; therefore, average out of state travel costs were included in the budget.

MSP-CVED expects to send three motor carrier officers to a Florida Highway Patrol Commercial Vehicle Enforcement staff hosted CMV Post-Crash Inspection training planned for two weeks.

MSP-CVED expects to send 5 personnel to the CVSA Data Management, Quality & FMCSA Systems Training in San Antonio, Texas. The CVSA Data Management, Quality and FMCSA Systems Training is designed to fulfill the state users' training needs on FMCSA software systems. The training will focus on how to manage your inspection and crash data, crash scenarios, identifying and correcting problems; stream lining data quality and uniformity standards. An in-depth focus on how to set up a state's local fields, solutions for DataQs adjudicated citation results and DataQs appears process plus advanced ad hoc queries will be available. There will also be an overview of FMCSA's other systems to aid in the state users' daily duties. The training will provide states with the skillset and expertise needed to use FMCSA's software systems efficiently and effectively, helping FMCSA achieve its mission of saving lives and making our roadways safer.

CVSA Data Management, Quality & FMCSA Systems Training Grant Revision (6/13/19): The number of staff attending the CVSA Data Management, Quality & FMCSA Systems Training was reduced from 5 to 1. Original budget line was \$7,320 and was reduced to \$1,464 to reflect the actual number of attendees.

MSP-CVED expects to host a two day training for both MSP-CVED and FMCSA members that conduct interventions, assign, or review investigations. The CSA National Safety Interventions package rolls out nationwide in 2019, every State, territory, and jurisdiction will

operate under one single enforcement model with field-tested tools that add efficiency, help reach more carriers, and improve motor carrier safety compliance. The training will include an offsite investigation policy and new web tools in ACE for document management.

Various division led in-service training sessions will be held during the year. An annual three day in-service training will be conducted for all enforcement members at the Michigan State Police Training Academy.

MSP-CVED will be conducting the 23rd Motor Carrier Officer Recruit School beginning in August of 2018 and ending in December of 2018. The 24th Motor Carrier Officer Recruit School is also planned to begin in August of 2019. Recruit school travel costs included in the budget are only for the grant period beginning October 1, 2018 through September 30, 2019 and include the cost of lodging and meals for recruits and temp staff. Total school travel costs are multiplied by 59% which is the percentage that officer recruits are projected to spend on MCSAP activities upon graduation.

Subsequent retread recruit school training sessions (identified as the 21st, 22nd, and 23rd Retread Schools) are held subsequent to recruit school academy graduation. Associated travel costs include the lodging and meals of the officer recruits and motor carrier officer training staff. The retread trainings include Hazardous Cargo Trunk training, Drug Interdiction training, Advanced Drive Track training, and other advanced training topics. Actual travel costs incurred will be multiplied by the MCSAP activity percentage derived from the automated officer daily system.

Routine travel costs are for routine travel related to motor carrier officers, motor carrier investigators, and motor carrier sergeants attending meetings, training, and enforcement travel for conducting inspections, team operations, compliance reviews, and other enforcement.

Routine Travel Grant Revision (6/13/19): The routine travel line was reduced from \$31,711 to \$16,700 to better reflect actual costs.

Travel costs for in-service training and routine travel will be allocated to MCSAP in accordance with the MCSAP effort percentage derived from a cost allocation of motor carrier officer time from the automated officer daily system. Conference and out of state travel will be accounted for and charged directly to MCSAP.

The NEP vehicle safety inspectors will incur a minimal amount of travel related to attending section meetings and performing safety audits. Vehicle safety inspector travel will be accounted for and charged directly.

5 - Equipment

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

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

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

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

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

Equipment Project Costs							
Item Name	# of Items	Full Cost per Item	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
TOTAL: Equipment				\$0.00	\$0.00	\$0.00	\$0.00
Equipment threshold is greater than \$5,000.							

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

MSP-CVED does not anticipate any equipment costs.

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
NEP-Office Supplies	12 monthly	\$50.00	100.0000	\$600.00	\$510.00	\$90.00	\$0.00
Enforcement In Service Training Supplies	1 training	\$10,690.00	64.2500	\$6,868.32	\$5,838.07	\$1,030.25	\$0.00
23rd & 24th Recruit School Training Supplies	1 training	\$58,711.00	59.0000	\$34,639.49	\$29,443.57	\$5,195.92	\$0.00
Uniforms	1 year	\$57,303.69	60.0000	\$34,382.21	\$29,224.88	\$5,157.33	\$0.00
Office Supplies	1 year	\$95,617.80	60.0000	\$57,370.68	\$48,765.08	\$8,605.60	\$0.00
Speed measurement devices	30 per item	\$2,600.00	60.0000	\$46,800.00	\$39,780.00	\$7,020.00	\$0.00
Mobile Data Computers	25 per item	\$4,080.00	60.0000	\$61,200.00	\$52,020.00	\$9,180.00	\$0.00
TOTAL: Supplies				\$241,860.70	\$205,581.60	\$36,279.10	\$0.00

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

Recruit school supplies are supplies related to training and outfitting new motor carrier officer recruits. Supplies include uniforms, fatigues, and web gear for the recruits. Supplies also include enforcement training tools, tasers, and other supplies. Based on historical data, the recruits are projected to spend approximately 59% of their time on MCSAP activities after academy graduation. Therefore, recruit supply costs included in the budget are also based on 59% of the total cost.

Uniforms and related supplies are required for enforcement members performing MCSAP activities. Enforcement members are sworn law enforcement officers required to wear fatigue uniforms while on road patrol and formal uniforms for court and professional meetings. Projected amounts are based on historical expenditures for uniforms.

General office supplies are required for enforcement members performing MCSAP activities. Office supplies include supplies needed at various division and post offices located throughout the state. Projected amounts are based on historical office supply expenditures.

Replacement speed measurement devices (e.g., lidars, radars) and replacement mobile data computers (laptops) are included in Supplies. Both speed measurement devices and mobile data computers are standard, required equipment in motor carrier officer patrol vehicles. Speed measurement devices are used to perform traffic enforcement activities required by MCSAP. Mobile data computers are required to access several MCSAP related systems and record MCSAP related enforcement activities.

A portion of uniforms, office supplies, speed measurement devices, and mobile data computers will be allocated to MCSAP in accordance with the MCSAP effort percentage derived from a cost allocation of motor carrier officer time from the automated officer daily system.

Enforcement in service training supplies include ammunition and other supplies for the training.

NEP office supplies are required for full-time vehicle safety inspectors performing NEP activities. NEP office supplies include supplies needed at the inspector's offices located at various posts. NEP office supplies will be separately accounted for and charged directly to the grant. Projected amounts are based on historical office supply expenditures.

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
Iteris, Inc.	EIN 952588496	Contract	100.0000	\$44,100.00	\$37,485.00	\$6,615.00	\$0.00
Description of Services: CVIEW-Plus Software Maintenance & Hosting							
Iteris, Inc.	EIN 952588496	Contract	100.0000	\$27,562.00	\$23,427.70	\$4,134.30	\$0.00
Description of Services: inSPECT Software Maintenance							
TOTAL: Contractual and Subaward				\$71,662.00	\$60,912.70	\$10,749.30	\$0.00

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

MSP-CVED projects a total of \$176,662 in contractual services.

In fiscal year 2016, MSP-CVED implemented CVIEW-Plus and inSPECT software purchased from Iteris. In fiscal year 2019, MSP-CVED will be required to pay Iteris a \$44,100 maintenance & hosting fee for CVIEW-Plus and a \$27,562 software maintenance

fee for inSPECT.

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)	11.30	\$7,843,704.22	\$886,338.57	\$753,387.78	\$132,950.79
TOTAL: Indirect Costs			\$886,338.57	\$753,387.78	\$132,950.79

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
NEP-Fleet	1 annual	\$20,572.00	100.0000	\$20,572.00	\$17,486.20	\$3,085.80	\$0.00
NEP-Telecommunications	3 inspectors	\$970.00	100.0000	\$2,910.00	\$2,473.50	\$436.50	\$0.00
NEP-Printing & Postage	12 monthly	\$2.00	100.0000	\$24.00	\$20.40	\$3.60	\$0.00
NEP-Technology Desktop and Email Fees	1 annual fees	\$3,435.00	100.0000	\$3,435.00	\$2,919.75	\$515.25	\$0.00
CVSA Membership Dues	1 annual dues	\$19,100.00	100.0000	\$19,100.00	\$16,235.00	\$2,865.00	\$0.00
Spring CVSA Workshop Registration Fees	9 attendees	\$550.00	100.0000	\$4,950.00	\$4,207.50	\$742.50	\$0.00
Fall CVSA Annual Conference and Exhibition Registration Fees	9 attendees	\$550.00	100.0000	\$4,950.00	\$4,207.50	\$742.50	\$0.00
COHMED Conference Registration Fees	3 attendees	\$550.00	100.0000	\$1,650.00	\$1,402.50	\$247.50	\$0.00
HELP, Inc. Membership Dues	1 annual dues	\$7,500.00	100.0000	\$7,500.00	\$6,375.00	\$1,125.00	\$0.00
CVSA Decals	14112 decals	\$0.28	100.0000	\$3,951.36	\$3,358.66	\$592.70	\$0.00
Fleet-patrol vehicles	143 patrol vehicles	\$9,000.00	60.0000	\$772,200.00	\$656,370.00	\$115,830.00	\$0.00
Telecommunications	1 year	\$102,960.00	60.0000	\$61,776.00	\$52,509.60	\$9,266.40	\$0.00
IFTA/IRP Manager's and Law Enforcement Workshop Registration Fees	2 attendees	\$395.00	100.0000	\$790.00	\$671.50	\$118.50	\$0.00
Enforcement In Service Training Room Rental Costs	3 trainings	\$250.00	64.2500	\$481.87	\$409.59	\$72.28	\$0.00
23rd and 24th Recruit School Temp Staff Fleet Costs	1 training	\$37,726.00	59.0000	\$22,258.34	\$18,919.59	\$3,338.75	\$0.00
23rd and 24th Recruit School Purchased Services	1 training	\$9,087.00	59.0000	\$5,361.33	\$4,557.13	\$804.20	\$0.00

23rd and 24th Recruit School Training Rental Room Costs	1 training	\$27,575.00	59.0000	\$16,269.25	\$13,828.86	\$2,440.39	\$0.00
Single Audit Fees	1 annual fee	\$2,400.00	100.0000	\$2,400.00	\$2,040.00	\$360.00	\$0.00
Purchased Services	1 annual	\$23,243.00	60.0000	\$13,945.80	\$11,853.93	\$2,091.87	\$0.00
BE-Motor Carrier Officers-Scheduled Overtime-Fleet	1000 fleet cost per ot hr	\$4.72	100.0000	\$4,720.00	\$4,012.00	\$708.00	\$0.00
CVSA Data Management, Quality & FMCSA Systems Training Registration Fees	5 attendee	\$550.00	100.0000	\$2,750.00	\$2,337.50	\$412.50	\$0.00
CSA National Safety Intervention Training Room Rental Costs	2 days	\$150.00	100.0000	\$300.00	\$255.00	\$45.00	\$0.00
22nd Retread Advanced II Training Room Rental Costs	1 training	\$750.00	100.0000	\$750.00	\$637.50	\$112.50	\$0.00
TOTAL: Other Costs				\$973,044.95	\$827,088.21	\$145,956.74	\$0.00

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

Indirect Costs

MSP-CVED has approval from its cognizant agency, the US Department of Homeland Security, to use a provisional indirect cost rate of 5.4% of personnel and fringe benefits for the 2019 fiscal year.

Indirect Costs Grant Revision (6/13/19): The Indirect Cost rate was revised to reflect the approved fixed rate of 11.3% of personnel and fringe benefit costs. This rate was agreed upon and approved by both MSP and the cognizant federal agency on 2/5/19. Original budget line was \$455,421 and increased to \$886,338.

Indirect costs include the indirect costs of the Michigan State Police (MSP) and the state of Michigan's Statewide Cost Allocation Plan (SWCAP). Examples of MSP indirect costs include MSP accounting budgeting, executive direction, purchasing, and internal audit functions. Examples of SWCAP costs include the state of Michigan's Department of Technology Management and Budget accounting, budgeting, purchasing and Michigan's Department of Treasury warrant processing and receipt processing functions.

Other Costs

CVSA annual membership dues are for MSP-CVED's Level V membership in CVSA. The dues are the actual amount that will be charged and will cover the period of October 1, 2018 through September 30, 2019. The dues will be accounted for and directly charged to MCSAP.

HELP, Inc. annual member dues are for MSP-CVED's Public Jurisdiction assessment from HELP, Inc. The dues are the actual amount that will be charged and will cover the period of October 1, 2018 through September 30, 2019. The dues will be accounted for and directly charged to MCSAP.

MSP-CVED anticipates issuing 14,112 CVSA decals at a cost of \$.28 per decal. Actual decal costs will be accounted for and directly charged to MCSAP.

Conference registration fees include registration fees for personnel to attend the COHMED conference, Spring CVSA Conference, Fall CVSA Conference, IFTA/IRP Workshop, and the CVSA Data, Management Quality and FMCSA Systems training. Actual conference registration fees will be accounted for and directly charged to MCSAP.

Room rental fees for the 22nd Retread (Hazardous Materials Cargo Tank) training, enforcement personnel in-service training, and CSA National Safety Intervention training are included in the budget. The room rental fees for the 22nd Retread and CSA National Safety Intervention training will be charged 100% to MCSAP. The room rental fee for the enforcement personnel in-service training will be allocated to MCSAP in accordance with the MCSAP effort percentage derived from a cost allocation of motor carrier officer time from the automated officer daily system.

The budget includes costs for recruit school training staff fleet, purchased services, and facility training room rental fees. Recruit school costs include the cost of state unmarked vehicles to be driven by school temporary staff members during the duration of each 19 week recruit school. Recruit school purchased services include uniform alteration services and health related testing services. Recruit school facility training room rental fees include rentals of Michigan State Police Training Academy conference rooms, gymnasium, training tank, drive track, firearms range, and graduation facilities. Based on historical data, the recruits are projected to spend approximately 59% of their time on MCSAP activities after academy graduation. Therefore, recruit school training costs included in the budget are also based on 59% of the total cost.

Single audit fees paid to the Michigan Office of the Auditor General for single audit services performed are included in the budget. Single audit fees represent the fees solely related to the proportionate share for the MCSAP grant. MSP-CVED pays for the fees directly and does not include them in the indirect cost pool. Actual single audit fees for audit services provided for the MCSAP grant will be charged.

Fleet costs include monthly lease fees and mileage fee costs for 143 patrol vehicles. MSP-CVED leases vehicles from the state of Michigan Department of Technology, Management and Budget (DTMB). Michigan pays DTMB a monthly lease fee to cover the cost of the total vehicle cost and also a mileage fee for every mile incurred to cover maintenance and fuel costs. Enforcement members drive pursuit rated Tahoes as patrol vehicles. A portion of patrol Tahoe fleet costs will be allocated to MCSAP in accordance with the MCSAP effort percentage derived from a cost allocation of motor carrier officer time from the automated officer daily system.

Border enforcement overtime fleet costs are based on an average of 12 miles per overtime hour multiplied by 1,000 overtime hours and by the DTMB mileage fee rate of \$.393.

Telecommunication costs include smart phones, patrol vehicle modems, and secur ID tokens. Through the use of smart phones and modems, enforcement personnel have a fully mobile office environment in their patrol vehicles. Telecommunication costs will be allocated to MCSAP in accordance with the MCSAP effort percentage derived from a cost allocation of motor carrier officer time from the automated officer daily system.

Purchased service costs include technology services (server maintenance fees, desktop user fees), training seminar fees, printing, mailing, alteration services, portable scale certifications, and equipment repairs for equipment including portable scales and radars. Purchased service costs will be allocated to MCSAP in accordance with the MCSAP effort percentage derived from a cost allocation of motor carrier officer time from the automated officer daily system.

NEP other costs include fleet, telecommunications, printing & postage, and DTMB technology fees related to the three full-time vehicle safety inspectors. The partial fleet of the motor carrier investigators related to performing safety audits is also included in the budget. These costs will be accounted for and charged directly to the grant.

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	\$8,669,181.00	\$1,528,656.00	\$10,197,837.00

Summary of MCSAP Funding Limitations				
Allowable amount for Overtime without written justification (15% of Basic Award Amount):			\$1,528,656.00	
MOE Baseline:			\$3,382,221.50	
Estimated Expenditures				
Personnel				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
Accountant Manager	\$26,276.09	\$4,636.96	\$30,913.05	\$0.00
Motor Carrier Officers	\$1,756,306.53	\$309,936.45	\$2,066,242.98	\$2,572,719.00
Motor Carrier Investigators	\$478,782.90	\$84,491.10	\$563,274.00	\$0.00
Motor Carrier Sergeants	\$451,019.52	\$79,591.68	\$530,611.20	\$0.00
Motor Carrier Spl Sergeants	\$116,790.34	\$20,610.06	\$137,400.40	\$0.00
Motor Carrier Officer Recruits	\$221,627.90	\$39,110.80	\$260,738.70	\$0.00
Motor Carrier Lieutenants	\$112,068.08	\$19,776.72	\$131,844.80	\$0.00
Department Technician	\$45,248.90	\$7,985.10	\$53,234.00	\$0.00
Accounting Technician	\$6,782.24	\$1,196.86	\$7,979.10	\$0.00
Secretary	\$16,202.45	\$2,859.25	\$19,061.70	\$0.00
Financial Analyst	\$25,030.80	\$4,417.20	\$29,448.00	\$0.00
Accountant	\$25,030.80	\$4,417.20	\$29,448.00	\$0.00
NEP - Vehicle Safety Inspectors	\$135,698.25	\$23,946.75	\$159,645.00	\$0.00
NEP - Motor Carrier Investigators	\$10,637.92	\$1,877.28	\$12,515.20	\$0.00
Salary Subtotal	\$3,427,502.72	\$604,853.41	\$4,032,356.13	\$2,572,719.00
Motor Carrier Officers, Investigators, Sergeants-Incidental Overtime	\$195,678.00	\$34,531.00	\$230,209.00	\$0.00
BE-Motor Carrier Officers- Scheduled Overtime	\$36,095.25	\$6,369.75	\$42,465.00	\$0.00
NEP-Vehicle Safety Inspector Overtime	\$778.60	\$137.40	\$916.00	\$0.00
Overtime subtotal	\$232,551.85	\$41,038.15	\$273,590.00	\$0.00
Personnel total	\$3,660,054.57	\$645,891.56	\$4,305,946.13	\$2,572,719.00

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Motor Carrier Officers	\$1,516,395.06	\$267,599.13	\$1,783,994.19	\$2,210,453.00
Motor Carrier Investigators	\$361,766.04	\$63,841.07	\$425,607.11	\$0.00
Motor Carrier Sergeants	\$378,448.73	\$66,785.07	\$445,233.80	\$0.00
Motor Carrier Spl Sergeants	\$100,171.76	\$17,677.37	\$117,849.13	\$0.00
Motor Carrier Officer Recruits	\$189,491.42	\$33,439.66	\$222,931.08	\$0.00
Motor Carrier Lieutenants	\$77,831.75	\$13,735.01	\$91,566.76	\$0.00
Department Technician	\$43,144.82	\$7,613.79	\$50,758.61	\$0.00
Accounting Technician	\$6,539.42	\$1,154.02	\$7,693.44	\$0.00
Secretary	\$15,005.08	\$2,647.96	\$17,653.04	\$0.00
Financial Analyst	\$19,043.43	\$3,360.60	\$22,404.03	\$0.00
Accountant	\$19,043.43	\$3,360.60	\$22,404.03	\$0.00
Accountant Manager	\$14,646.29	\$2,584.64	\$17,230.93	\$0.00
BE-Motor Carrier Officers-Scheduled Overtime Retirement	\$20,011.20	\$3,531.39	\$23,542.59	\$0.00
Motor Carrier Officers, Investigators, Sergeants-Incidental Overtime Retirement	\$108,444.55	\$19,137.27	\$127,581.82	\$0.00
NEP - Vehicle Safety Inspector	\$128,659.43	\$22,704.61	\$151,364.04	\$0.00
NEP - Motor Carrier Investigator	\$8,017.20	\$1,414.80	\$9,432.00	\$0.00
NEP - Vehicle Safety Inspector Overtime Retirement	\$434.77	\$76.72	\$511.49	\$0.00
Fringe Benefits total	\$3,007,094.38	\$530,663.71	\$3,537,758.09	\$2,210,453.00

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
NEP-Safety Audit & Meeting Travel	\$1,020.00	\$180.00	\$1,200.00	\$0.00
Spring CVSA Workshop Travel	\$9,858.30	\$1,739.70	\$11,598.00	\$0.00
Fall CVSA Annual Conference and Exhibition Travel	\$16,026.75	\$2,828.25	\$18,855.00	\$0.00
COHMED Conference Travel	\$5,741.75	\$1,013.25	\$6,755.00	\$0.00
North American Inspectors Championship Travel	\$2,643.50	\$466.50	\$3,110.00	\$0.00
IFTA/IRP Manager's and Law Enforcement Workshop Travel	\$2,665.60	\$470.40	\$3,136.00	\$0.00
FMCSA MCSAP Planning Session Travel	\$4,732.80	\$835.20	\$5,568.00	\$0.00
NTC Investigative Safety Analysis Training Travel	\$4,495.65	\$793.35	\$5,289.00	\$0.00
NTC Master Instructor Development Training Travel	\$6,143.80	\$1,084.20	\$7,228.00	\$0.00
CMV Post-Crash Inspection Training Travel	\$11,644.15	\$2,054.85	\$13,699.00	\$0.00
23rd & 24th Recruit School Training Travel	\$45,317.75	\$7,997.25	\$53,315.00	\$0.00
Enforcement In Service Training Travel	\$9,775.00	\$1,725.00	\$11,500.00	\$0.00
Routine Travel	\$15,213.81	\$1,485.75	\$16,699.56	\$0.00
CVSA Data Management, Quality & FMCSA Systems Training Travel	\$1,244.40	\$219.60	\$1,464.00	\$0.00
NTC Roadside Instructor Recertification Training Travel	\$5,072.80	\$895.20	\$5,968.00	\$0.00
CSA National Safety Intervention Training Travel	\$1,657.50	\$292.50	\$1,950.00	\$0.00
21st Retread Advanced III Training Travel	\$2,001.75	\$353.25	\$2,355.00	\$0.00
22nd Retread Advanced II Training Travel	\$3,252.95	\$574.05	\$3,827.00	\$0.00
23rd Retread Advanced I Training Travel	\$6,553.50	\$1,156.50	\$7,710.00	\$0.00
Travel total	\$155,061.76	\$26,164.80	\$181,226.56	\$0.00

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

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
NEP-Office Supplies	\$510.00	\$90.00	\$600.00	\$0.00
Enforcement In Service Training Supplies	\$5,838.07	\$1,030.25	\$6,868.32	\$0.00
23rd & 24th Recruit School Training Supplies	\$29,443.57	\$5,195.92	\$34,639.49	\$0.00
Uniforms	\$29,224.88	\$5,157.33	\$34,382.21	\$0.00
Office Supplies	\$48,765.08	\$8,605.60	\$57,370.68	\$0.00
Speed measurement devices	\$39,780.00	\$7,020.00	\$46,800.00	\$0.00
Mobile Data Computers	\$52,020.00	\$9,180.00	\$61,200.00	\$0.00
Supplies total	\$205,581.60	\$36,279.10	\$241,860.70	\$0.00

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Iteris, Inc.	\$37,485.00	\$6,615.00	\$44,100.00	\$0.00
Iteris, Inc.	\$23,427.70	\$4,134.30	\$27,562.00	\$0.00
Contractual and Subaward total	\$60,912.70	\$10,749.30	\$71,662.00	\$0.00

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
NEP-Fleet	\$17,486.20	\$3,085.80	\$20,572.00	\$0.00
NEP-Telecommunications	\$2,473.50	\$436.50	\$2,910.00	\$0.00
NEP-Printing & Postage	\$20.40	\$3.60	\$24.00	\$0.00
NEP-Technology Desktop and Email Fees	\$2,919.75	\$515.25	\$3,435.00	\$0.00
CVSA Membership Dues	\$16,235.00	\$2,865.00	\$19,100.00	\$0.00
Spring CVSA Workshop Registration Fees	\$4,207.50	\$742.50	\$4,950.00	\$0.00
Fall CVSA Annual Conference and Exhibition Registration Fees	\$4,207.50	\$742.50	\$4,950.00	\$0.00
COHMED Conference Registration Fees	\$1,402.50	\$247.50	\$1,650.00	\$0.00
HELP, Inc. Membership Dues	\$6,375.00	\$1,125.00	\$7,500.00	\$0.00
CVSA Decals	\$3,358.66	\$592.70	\$3,951.36	\$0.00
Fleet-patrol vehicles	\$656,370.00	\$115,830.00	\$772,200.00	\$0.00
Telecommunications	\$52,509.60	\$9,266.40	\$61,776.00	\$0.00
IFTA/IRP Manager's and Law Enforcement Workshop Registration Fees	\$671.50	\$118.50	\$790.00	\$0.00
Enforcement In Service Training Room Rental Costs	\$409.59	\$72.28	\$481.87	\$0.00
23rd and 24th Recruit School Temp Staff Fleet Costs	\$18,919.59	\$3,338.75	\$22,258.34	\$0.00
23rd and 24th Recruit School Purchased Services	\$4,557.13	\$804.20	\$5,361.33	\$0.00
23rd and 24th Recruit School Training Rental Room Costs	\$13,828.86	\$2,440.39	\$16,269.25	\$0.00
Single Audit Fees	\$2,040.00	\$360.00	\$2,400.00	\$0.00
Purchased Services	\$11,853.93	\$2,091.87	\$13,945.80	\$0.00
BE-Motor Carrier Officers-Scheduled Overtime-Fleet	\$4,012.00	\$708.00	\$4,720.00	\$0.00
CVSA Data Management, Quality & FMCSA Systems Training Registration Fees	\$2,337.50	\$412.50	\$2,750.00	\$0.00
CSA National Safety Intervention Training Room Rental Costs	\$255.00	\$45.00	\$300.00	\$0.00
22nd Retread Advanced II Training Room Rental Costs	\$637.50	\$112.50	\$750.00	\$0.00
Other Costs total	\$827,088.21	\$145,956.74	\$973,044.95	\$0.00

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$7,915,793.22	\$1,395,705.21	\$9,311,498.43	\$4,783,172.00
Indirect Costs	\$753,387.78	\$132,950.79	\$886,338.57	NA
Total Costs Budgeted	\$8,669,181.00	\$1,528,656.00	\$10,197,837.00	\$4,783,172.00

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	\$8,669,181.00	\$1,528,656.00	\$10,197,837.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$1,528,656.00
MOE Baseline:	\$3,382,221.50

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$3,427,502.72	\$604,853.41	\$4,032,356.13	\$2,572,719.00
Overtime Subtotal	\$232,551.85	\$41,038.15	\$273,590.00	\$0.00
Personnel Total	\$3,660,054.57	\$645,891.56	\$4,305,946.13	\$2,572,719.00
Fringe Benefits Total	\$3,007,094.38	\$530,663.71	\$3,537,758.09	\$2,210,453.00
Travel Total	\$155,061.76	\$26,164.80	\$181,226.56	\$0.00
Equipment Total	\$0.00	\$0.00	\$0.00	\$0.00
Supplies Total	\$205,581.60	\$36,279.10	\$241,860.70	\$0.00
Contractual and Subaward Total	\$60,912.70	\$10,749.30	\$71,662.00	\$0.00
Other Costs Total	\$827,088.21	\$145,956.74	\$973,044.95	\$0.00
	85% Federal Share	15% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$7,915,793.22	\$1,395,705.21	\$9,311,498.43	\$4,783,172.00
Indirect Costs	\$753,387.78	\$132,950.79	\$886,338.57	NA
Total Costs Budgeted	\$8,669,181.00	\$1,528,656.00	\$10,197,837.00	\$4,783,172.00

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? Michael A. Krumm
2. What is this person's title? Division Commander
3. Who is your Governor's highway safety representative? Michael Prince
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, Michael A. Krumm, Division Commander, on behalf of the State of MICHIGAN, 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? Michael A. Krumm
2. What is the title of your certifying State official? Division Commander
3. What are the phone # and email address of your State official? krummm@michigan.gov 517-284-3242

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

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

I, Michael A. Krumm, 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

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

Legislative Adoption			
Bill Number	Effective Date	Code Section Changed	Summary of Changes
HB 4839, PA 74	06/17/2018	Sec. 219/258	Allow state of Michigan to cancel, revoke, suspend registration of vehicle for an out of service order. Allow law enforcement officer to confiscate registration plate-PRISM.
SB 672, PA 213	06/26/2018	Sec. 5	Amends the Motor Carrier Safety Act to delete exemptions from the act and rules under a motor bus as defined and for which a certificate of authority was issued.

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

☐ Yes ☒ No



STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

RICK SNYDER
GOVERNOR

COL. KRISTE KIBBEY ETUE
DIRECTOR

State Certification

State of Michigan

I, **Capt. Michael A. Krumm**, Division Commander, on behalf of the state of MICHIGAN, 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.

Signature of Certifying Official: Michael A. Krumm

Title of Certifying Official: Captain, Division Commander

Date of Certification: 7-25-2018



STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

RICK SNYDER
GOVERNOR

COL. KRISTE KIBBEY ETUE
DIRECTOR

Annual Review of Laws, Regulations, Policies, and Compatibility Certification

State of Michigan

I, **Capt. Michael A. Krumm**, certify that the State of Michigan has conducted an 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.

Signature of Certifying Official: *Michael Krumm*

Title of Certifying Official: *Captain, Division Commander*

Date of Certification: *7-25-2018*