

NEW JERSEY

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

Date of Approval: Jun 19, 2019

Final CVSP

Part 1 - MCSAP Overview

1 - Introduction

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

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

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

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

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

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

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

NEW FOR FY 2019:

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

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

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

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

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

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

2 - Mission/Goal Statement

Instructions:

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

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

The New Jersey Department of Transportation (NJDOT) is the designated lead agency for administration of the MCSAP program. The NJDOT mission is "Improving Lives by Improving Transportation." The goal for the MCSAP program is to promote safe, efficient, and reliable commercial vehicle operations in the State. This goal encompasses Commercial Motor Vehicles (CMVs), operators, passengers, the general travelling public, and enforcement personnel. Working with the New Jersey State Police (NJSP), the New Jersey Motor Vehicle Commission (NJMVC), and other non-MCSAP funded partners, the NJDOT seeks to implement the MCSAP Commercial Vehicle Safety Plan (CVSP) and achieve the goals as outlined in this grant application and CVSP.

General grant funded agency support roles:

- The NJDOT is the designated lead agency for the MCSAP administering the grant and its funding. It also oversees the implementation of the CVSP while monitoring performance and providing compliance to FMCSA guidelines.
- The NJSP serves as the primary enforcement agency for the regulation of CMV and Hazardous Materials (HM) transportation within the State.
- The NJMVC has a primary responsibility for regulating and inspecting all commercial bus traffic statewide.

General non-grant funded agency support roles:

- The Port Authority of New York and New Jersey Police Department (PAPD) and the New Jersey Turnpike Authority both support the State's effort by inspecting CMV at all facilities operated by their respective agencies.

3 - MCSAP Structure Explanation**Instructions:**

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

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

New Jersey's FY2019 CVSP will represent the twenty-sixth year of the State's commitment to a performance-based program to improve the overall safety of CMV operations.

The New Jersey Department of Transportation (NJDOT) continues its role as the designated lead agency for the MCSAP. Within the NJDOT, the Division of Multimodal Services has been given the responsibility to perform the primary administrative tasks associated with the grant program.

The New Jersey State Police (NJSP), through the Transportation Safety Bureau (TSB), serves as the primary enforcement agency for the regulation of CMVs and Hazardous Materials (HM) transportation within the State.

The Commercial Bus Inspection Unit (CBIU) of the New Jersey Motor Vehicle Commission (NJMVC), has the primary responsibility for regulating and inspecting all commercial bus traffic statewide.

The Port Authority of New York and New Jersey Police Department (PAPD) supports the State's effort by inspecting CMVs at all facilities operated by that Agency.

At the NJSP, the commercial vehicle enforcement effort is divided into four units: the Hazardous Materials Inspection Unit (HMTEU); the Commercial Carrier Inspection Unit (CCIU); the Motor Coach Compliance Safety Audit Review Unit (MCSARU); and the Mobile Safe Freight Unit (MSFU).

Additionally, there are Troopers assigned to the Garden State Parkway and the New Jersey Turnpike. The MCSAP directly supports the HMTEU, which is responsible for the oversight of the transportation of HM by CMV, and the MCSARU, which is responsible for the inspection of commercial buses operating within the State, as well conducting Compliance Safety & Accountability (CSA) investigations. Although CMV registration fees support the CCIU, that unit also performs random roadside commercial vehicle inspections and uploads the results of these inspections to SAFETYNET.

Personnel at the CBIU are qualified and certified to perform North American Standard Motor-Coach Inspections. Additionally, CBIU personnel perform approximately 5,000 passenger vehicle inspections annually as mandated by the New Jersey Administrative Code. These inspections are not eligible for reimbursement under the MCSAP since the State collects a fee for this effort. These bus inspectors are funded by the MCSAP only for hours dedicated to program activities.

Inspectors from PAPD are totally supported by Port Authority of New York and New Jersey (PANYNJ). The PAPD Inspectors are trained and certified to conduct their CMV inspections by the TSB.

Participating Agencies	Number of Certified CMV Inspectors (Not Sworn)	Number of Certified CMV Officers (Sworn)	Number of Sworn Officers supported by MCSAP funds
<i>MCSAP funded</i>			
New Jersey State Police	0	80	28
New Jersey MVC	29	0	0
Subtotal	29	80	28
<i>Non-MCSAP funded</i>			
New Jersey State Police on Turnpike/Parkway	0	10	0
New York/New Jersey Port Authority Police	0	20	0
Subtotal	0	30	0
Program Total	29	110	28

4 - MCSAP Structure**Instructions:**

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

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

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

Lead Agency Information	
Agency Name:	NJ DEPT OF TRANSPORTATION
Enter total number of personnel participating in MCSAP activities	7
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	6
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	NJ STATE POLICE
Enter total number of personnel participating in MCSAP activities	28
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	28
Traffic Enforcement Activities	28
Investigations*	14
Public Education and Awareness	6
Data Collection and Reporting	4
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	NJ MOTOR VEHICLES COMMISSION
Enter total number of personnel participating in MCSAP activities	29
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	29
Traffic Enforcement Activities	0
Investigations*	0
Public Education and Awareness	0
Data Collection and Reporting	2
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	2
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 2019 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.

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

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

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

2 - CMV Crash Reduction

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

Trend Analysis for 2013 - 2017

Instructions for all tables in this section:

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

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

ALL CMV CRASHES

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	73	85	73
01/01/2016	12/31/2016	93	90	93
01/01/2015	12/31/2015	87	90	87
01/01/2014	12/31/2014	93	95	93
01/01/2013	12/31/2013	72	80	72

MOTORCOACH/PASSENGER CARRIER CRASHES

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

Goal measurement as defined by your State: Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	10	20	10
01/01/2016	12/31/2016	19	20	19
01/01/2015	12/31/2015	13	13	13
01/01/2014	12/31/2014	13	13	13
01/01/2013	12/31/2013	11	12	11

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

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

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

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

Goal measurement as defined by your State: Actual # Fatal Crashes

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2017	12/31/2017	1	2	1
01/01/2016	12/31/2016	1	2	1
01/01/2015	12/31/2015	1	2	1
01/01/2014	12/31/2014	1	2	1
01/01/2013	12/31/2013	2	3	2

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

ALL CMV CRASHES: A&I Summary statistics for Large Trucks and Buses based on the MCMIS data source for all crash events (2014-2016), number of Fatalities, snapshot as of 6/8/2018 and SafetyNet Total Fatalities for CY 2017, snapshot as of 6/8/2018. MOTORCOACH/PASSENGER CARRIER CRASHES: A&I Summary statistics for Buses based on the MCMIS data source for fatal crash events, number of fatalities, covering Calendar Years 2014-2017, snapshot as of 5/25/18. The number of fatalities illustrated for CY 2017 (10), was not final at the time this CVSP was prepared, therefore, it may not be indicative of the total number of fatalities that occurred during that year. Some fatality crash investigations take months to complete and the data represented in the snapshot includes crash records only to 1/31/18. HM: A&I based on the MCMIS data for fatal crash events, report as of 5/25/2018.

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

As can be seen in the 'All CMV Crashes' and the 'Motorcoach/Passenger Carrier Crashes' trend tables above, the Crash data for CY 2016 confirms an increasing trend in the number of fatalities in the State of New Jersey, for categories such as 'All CMV's' and 'MotorCoach/Passenger Carrier' Crashes, essentially following what has been trending on a national scale. However, even though New Jersey did not express its goal in CVSP's submitted prior to CY 2016, in terms of a specific goal and outcome number of fatalities, the State began tracking and assessing CMV fatality performance indicators two years ago, in compliance with CVSP guideline recommendations.

The reason New Jersey did not provide fatality driven reduction goals in previously submitted CVSP's before 2016 was because of the widely-accepted rationale that fatal crashes and their fatality outcomes are affected by an array of extraordinary occurrences (e.g. one catastrophic bus crash involving multiple fatalities could largely overstate a particular year's crash numbers), but fatal crashes themselves tend to be low-incidence, random events making up only 1.5% of all commercial motor vehicle crashes as compared to the larger, more statistically significant body of data obtained when incorporating injury crashes with fatal crashes for the program performance measurement, evaluation and monitoring since roughly 44% of CMV crashes result in injuries.

Notwithstanding the above, the NJ Department of Transportation (NJDOT), the NJ State Police (NJSP) and the NJ Motor Vehicles Commission (NJMVC) will continue utilizing the fatality goal and outcome trend as a performance indicator, monitoring the total number of fatalities by implementing targeted enforcement initiatives and other activities outlined in the CVSP, but will also continue to track the total number of injury-producing crashes, which when taken together with fatalities, will be a much more telling measurement of our State's CMV crash trends.

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

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

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

Based on the 2016 Fatal Motor Vehicle Crash Comparative Data Report for the State of New Jersey compiled by the New Jersey State Police (NJSP) Fatal Accident Investigation Unit, during 2016 New Jersey once again saw an increase in fatal motor vehicle crashes. Nationwide, motor vehicle fatalities increased to a nine-year high and the Federal Motor Carrier Safety Administration revealed that fatalities involving large trucks and buses increased 5% from 2015, and fatal crashes increased 6% (FMCSA Traffic Safety Facts, source: Fatality Analysis Reporting System and Federal Highway Administration, highway statistics-2016 data). Furthermore, the NJSP Fatal Crash Comparative Data Report

for the State of New Jersey indicated a total of 570 fatal crashes in the State during 2016, resulting in 602 fatalities, an increase of 48 fatal crashes, and 40 fatalities from 2015 to 2016. A SafetyNet report for Calendar Year 2016 revealed that 91 of those 570 fatal crashes (representing 16% of all fatal crashes) in New Jersey involved a Commercial Motor Vehicle (CMV).

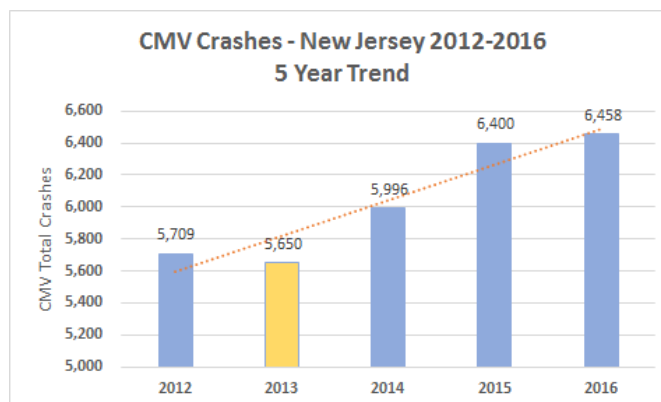
At the time this CVSP was developed, the Calendar Year (CY) 2017 CMV crash data for New Jersey was pending final certification and provided only a partial snapshot of CMV crashes for that year. However, the latest data from 2016, as well as the preliminary data from 2017, are indicative of fatalities, crashes and injuries resulting from CMV crashes continuing on an increasing trend in the State, as well as nationwide. Looking at the challenge ahead and taking into consideration the progress made to reduce CMV crashes in the State of New Jersey, it is important to notice that more work remains to be done in order to fulfill the mission of preventing crashes involving CMVs.

Problem Statement:

According to the National Highway Traffic Safety Administration (NHTSA), the number of vehicle occupants killed nationwide in large-truck involved crashes increased by 5 percent in 2016, to 4,317 fatalities. Furthermore, data from the Motor Carrier Management Information System (MCMS), for Calendar Year (CY) 2016, illustrated an increase in Large Trucks and Buses crashes of 3.8 percent (equivalent to 6,134 crashes), when comparing 2015 to 2016 (from 161,103 to 167,237). In New Jersey the increase in fatal crashes was 6.8 percent (from 87 to 93 fatalities for All CMV Crashes) when comparing 2016 to the prior year. However, the total number of 'All CMV Crashes' for CY 2016 increased only by 58 CMV crashes (from 6,400 to 6,458) when compared to 2015. The low CMV crash change in 2016 seems to indicate a CMV crash trend reaching peak. It also serves as a performance indicator, validating the State's law enforcement commitment and extraordinary effort delivered during the past few years aimed at reducing the occurrence of CMV crashes.

An analysis based on SafetyNet CMV crash data (refer to the 'CMV Crashes - 5 Year Trend' chart below) for New Jersey, for calendar years 2012 to 2016, revealed a sustained increase in CMV Crashes since 2013, possibly reaching peak in 2016 (6,458 crashes). Once a final 2017 CMV crash data total for New Jersey is available later in 2018 (the data for 2017 was partial at the time this CVSP was being developed), the State will know with certainty if a crash reduction benchmark has been reached, or if the increasing trend in CMV crashes continued to 2017.

The 5 year trend in CMV crashes for the State illustrates the need for a well coordinated CMV crash reduction strategy between the State's law enforcement community, transportation agencies and the motoring public, aimed at reducing the frequency and severity of such crashes. By pursuing initiatives that increase the valuation of CMV safety, supporting the enforcement of CMV traffic safety laws and regulations, encouraging proactive CMV safety initiatives and continuously monitoring and evaluating the strategies for efficiency and effectiveness, the New Jersey State Police - Transportation Safety Bureau (NJSP-TSB), the New Jersey Motor Vehicles Commission (NJMVC) Bus Inspection Unit and the New Jersey Department of Transportation (NJDOT) MCSAP staff reaffirms a commitment to achieve safety goals in an effort to reduce CMV crashes, injuries and fatalities in the State of New Jersey.



Enter the data source and capture date:

1- 2016 Fatal Motor Vehicle Crash Comparative Data Report for the State of New Jersey compiled by the New Jersey State Police Fatal Accident Investigation Unit. 2- CMV Traffic Safety Facts compiled by the Federal Motor Carrier Safety Administration (FMCSA) published in November 2017. 3- National Highway Traffic Safety Administration (NHTSA) Quick Facts 2016: Fatalities in Crashes Involving Large Trucks. 4- Motor Carrier Safety Progress Report- Federal Motor Carrier Safety Administration (as of December 31, 2017) MCMS Safety Outcomes-Crashes-Large

Trucks and Buses for Calendar Years 2015 and 2016. 5- SafetyNet Crash Characteristics Summary Report for Calendar Years 2015 and 2016, snapshots dated 6/7/17 and 6/22/18 respectively.

Projected Goal for FY 2019

Enter Crash Reduction Goal:

From 2012 to 2013, the State experienced a 1% CMV crash reduction (from 5,709 in 2012 to 5,650 in 2013). However, in 2014, the number of CMV crashes increased to 5,996, representing a 5.8% increase from 2013. A strong period of sustained economic activity, together with low fuel costs nationwide are among factors resulting in an increase in CMV crashes, traffic volumes and congestion throughout the State. Furthermore, in 2015 CMV crashes increased to 6,400 CMV representing a 13% two year increase from 2013. Final CMV crash data for 2016, at 6,458 crashes, seems to indicate a 14% increase from the lowest CMV crash total illustrated in the 5 year trend, in 2013 (5,650). Taking these factors into consideration, the State will seek to reduce CMV crashes annually by 1% (from the 6,458 crashes in 2016), or 65 crashes for 2019.

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

The NJSP has performed and will continue dedicating program resources to targeted activities at locations and associated corridors identified in the data sources mentioned above with high crash and crash fatality rates per Truck MVMT.

The NJSP has also developed new deployment strategies and will constantly re-evaluate current practices in order to increase roadside inspection and/or traffic enforcement activities at these locations. Weekly high visibility details consisting of a minimum of (5) enforcement personnel will be assigned to conduct traffic enforcement, size and weight details and inspections in an effort to reduce CMV crashes in the targeted areas. The traffic details will include enforcement of aggressive or distracted driving behaviors of both passenger vehicles operating around commercial motor vehicles as well as the CMV's. Activities conducted during the balance of the program year at these specific locations would depend on the associated percentage of fatal crashes occurring at the specific site.

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.

The State will utilize the New Jersey SafetyNet Database, A&I and New Jersey State Police data available to compare current crash data on a quarterly basis in order to monitor progress and effectiveness of the program activity plan.

3 - Roadside Inspections

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

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

Trend Analysis for 2013 - 2017

Inspection Types	2013	2014	2015	2016	2017
Level 1: Full	15765	15293	13714	13864	14430
Level 2: Walk-Around	9887	9590	8248	8248	9020
Level 3: Driver-Only	12841	12474	10880	10880	11530
Level 4: Special Inspections	114	111	111	111	111
Level 5: Vehicle-Only	306	297	397	347	347
Level 6: Radioactive Materials	0	0	0	0	0
Total	38913	37765	33350	33450	35438

Narrative Overview for FY 2019

Overview:

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

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

The New Jersey State Police currently conduct random roadside inspection of CMV's, Motor Coaches and Hazmat carriers throughout the state. The inspections are initiated through Traffic Enforcement as well as random Commercial Vehicle Inspections to ensure compliance with FMCSA regulations. The 5 fixed facilities currently utilized are located at I-295 Carney's Point, I-78 WB Greenwich, I-78 EB Greenwich, I-287 Piscataway and I-80 Knowlton. All fixed facilities are equipped with stationary scales to ensure compliance with all size and weight regulations. Roadside inspections are performed at locations that are conducive to promoting Trooper safety which facilitates any level of inspection when applicable. All inspections are performed as per CVSA guidelines with enforcement of FMCSA regulations. Roadside inspections monitor overweight vehicles through the use of portable scales to enforce size and weight regulations. The carrier's safety performance data is utilized to determine the feasibility of conducting an inspection. All inspectors utilize web-based applications accessed through the FMCSA Portal to ensure the carriers operating authority, previous inspection history, driver status, and other related data. Fixed facilities Weigh-In-Motion (WIM) scales are also utilized to separate vehicles for inspections.

Any CMV suspected of an overweight violation is directed onto the scale for further investigation. All CMV's found to be in violation of size and weight regulations are inspected. Monthly statistical reports are generated from each scale which indicates the number of vehicles weighed as well the number of overweight vehicles in violation. This data is utilized to ensure staffing levels are scheduled during peak demands. NJSP supervisors monitor weekly, monthly, and yearly statistical reports for each member under their command to ensure inspections are being conducted and uploaded into the MCMIS system. NJSP and NJDOT administrative personnel utilize SAFETYNET to ensure the inspection goals set forth in this CVSP are met.

Projected Goals for FY 2019

Instructions for Projected Goals:

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

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

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

MCSAP Lead Agency

Lead Agency is: NJ DEPT OF TRANSPORTATION

Enter the total number of certified personnel in the Lead agency: 0

Projected Goals for FY 2019 - Roadside Inspections					
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 Lead Agency	0	0	0	0	

MCSAP subrecipient agency

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

Subrecipient is: NJ STATE POLICE

Enter the total number of certified personnel in this funded agency: 80

Projected Goals for FY 2019 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	11500	1540	360	13400	39.41%
Level 2: Walk-Around	7400	1242	295	8937	26.29%
Level 3: Driver-Only	8300	580	2350	11230	33.03%
Level 4: Special Inspections	90	12	9	111	0.33%
Level 5: Vehicle-Only	287	10	25	322	0.95%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Sub-Total Funded Agencies	27577	3384	3039	34000	

NJ MOTOR VEHICLES

Subrecipient is: COMMISSION

Enter the total number of certified personnel in this funded agency: 29

Projected Goals for FY 2019 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full			1500	1500	75.00%
Level 2: Walk-Around			100	100	5.00%
Level 3: Driver-Only			300	300	15.00%
Level 4: Special Inspections			0	0	0.00%
Level 5: Vehicle-Only			100	100	5.00%
Level 6: Radioactive Materials			0	0	0.00%
Sub-Total Funded Agencies	0	0	2000	2000	

Non-Funded Agencies

Total number of agencies:	2
Enter the total number of non-funded certified officers:	30
Enter the total number of inspections projected for FY 2019:	960

Summary

Projected Goals for FY 2019 - Roadside Inspections Summary

Projected Goals for FY 2019 Summary for All Agencies					
MCSAP Lead Agency: NJ DEPT OF TRANSPORTATION					
# certified personnel: 0					
Subrecipient Agencies: NJ MOTOR VEHICLES COMMISSION, NJ STATE POLICE					
# certified personnel: 109					
Number of Non-Funded Agencies: 2					
# certified personnel: 30					
# projected inspections: 960					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	11500	1540	1860	14900	41.39%
Level 2: Walk-Around	7400	1242	395	9037	25.10%
Level 3: Driver-Only	8300	580	2650	11530	32.03%
Level 4: Special Inspections	90	12	9	111	0.31%
Level 5: Vehicle-Only	287	10	125	422	1.17%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Total ALL Agencies	27577	3384	5039	36000	

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

4 - Investigations

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



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

Trend Analysis for 2013 - 2017

Investigative Types - Interstate	2013	2014	2015	2016	2017
Compliance Investigations					
Cargo Tank Facility Reviews					
Non-Rated Reviews (Excludes CSA & SCR)					
CSA Off-Site	2	0	0	0	0
CSA On-Site Focused/Focused CR	38	68	62	50	46
CSA On-Site Comprehensive	12	19	15	26	29
Total Investigations	52	87	77	76	75
Total Security Contact Reviews					
Total Terminal Investigations					

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

Narrative Overview for FY 2019**Instructions:**

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

Projected Goals for FY 2019

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

Projected Goals for FY 2019 - Investigations		
Investigative Type	Interstate Goals	Intrastate Goals
Compliance Investigations	0	0
Cargo Tank Facility Reviews	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0
CSA Off-Site	10	0
CSA On-Site Focused/Focused CR	50	0
CSA On-Site Comprehensive	20	0
Total Investigations	80	0
Total Security Contact Reviews	0	0
Total Terminal Investigations	0	0

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

The Carrier Investigations are to be performed by 5 State Troopers, equivalent to the actual level of staffing for the program. The staff members assigned to the Carrier Investigations are dedicated as follows: 75% of their effort to Compliance Review Investigations and the remaining 25% dedicated to PVI.

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

The plan is to schedule and complete assigned comprehensive and focused CSA investigations as directed by the FMCSA and to assist the FMCSA in the conducting of corrective actions needed. Participants in the program will include the 5 personnel assigned to the unit.

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.

Using reports obtained through MCMIS, administrative personnel will monitor the number of CSA investigations that inspectors are performing as indicated in the Program Activity Measure below. Administrative personnel will assure goals stated in this CVSP will be achieved for CSA investigations of Motor Carrier Property, Motor Carrier Passenger, Motor Carrier HM and HM Shipper. The MCSAP involved personnel from the NJSP will meet with program participants from the FMCSA Divisional Office on a monthly basis to review the overall program progress.

Monitoring and reviewing completed CSA investigations including Part C will be conducted by the squad supervisors as well as the Assistant Unit Head to ensure a qualitative analysis is conducted on all CSA investigations prior to uploading into MCMIS. The Unit Head and Administrative Assistant will check MCMIS to verify that the CSA investigations are being completed and uploaded on a weekly and monthly basis prior to their due dates.

5 - Traffic Enforcement

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

Trend Analysis for 2013 - 2017

Instructions:

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2016	09/30/2017	3880	
10/01/2015	09/30/2016	3250	
10/01/2014	09/30/2015	2848	
10/01/2013	09/30/2014	3176	
10/01/2012	09/30/2013	3138	

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

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

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

Data Source: New Jersey Safetynet Database - Provided by the NJSP The NJSP TSB currently has no means of compiling the number of citations and warnings issued. The provided data was ascertained through the Safetynet program, but was not able to calculate the number of citations and warnings. Moving forward, the TSB has requested VOLPE to generate the addition of a search query in the Safetynet program to allow for the requested Citation and Warning statistics to be obtained from the data captured through the roadside inspection reports. Currently, the Safetynet program does not allow for the query of this specific data. The additional request to develop a system to capture the number of CMV traffic enforcement stops without an inspection and Non-CMV traffic enforcement stops has been presented to members of the NJSP MAPPS/SPECIAL PROJECTS UNIT in an effort to comply with the requested data. Currently, the TSB does not have a system in place to capture the requested information and to date the request has not been fulfilled by the NJSP MAPPS/SPECIAL PROJECTS UNIT. The NJSP

TSB is in the process of negotiating the procurement of the "ITERIS" program that is being evaluated in an effort to fulfill the statistical data requests. As of December 2017, the NJSP Transportation Safety Bureau was in the test and evaluation phase regarding the ITERIS program. Further evaluation and confirmation regarding the requested captured data for statistics has not been proven to date. No formal agreements have been drafted by the NJSP or vendor at this time.

Narrative Overview for FY 2019

Instructions:

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

The State's contingent of MCSAP certified personnel is approximately 80 sworn members inclusive of personnel assigned to the Commercial Vehicle Enforcement Units. All personnel have received the required federal training to focus on commercial vehicle enforcement, as well as, certification in local traffic laws. Members assigned to the Commercial Vehicle Enforcement Units are active 6 days a week with shifts ranging from the hours of 6 am through 12 am. CMV units are assigned to roadways with high volumes of commercial motor vehicle traffic such as SH 287, SH 80, SH 295, SH 78, SH 42, Garden State Parkway and New Jersey Turnpike. In addition, CMV units are deployed on highways statewide using overtime saturation patrols to monitor both CMV and Non CMV's operating aggressively in and around CMV's in problematic areas. Both CMV and Non CMV vehicle operators stopped for aggressive driving offenses or seatbelt non-compliance in targeted patrol areas will be educated on the benefits of safe highway passage and seatbelt compliance.

The Non CMV enforcement activities in the performance of the aforementioned details are strictly monitored on a quarterly basis to ensure that all MCSAP funded programs are conducted in accordance with the MCSAP Comprehensive Policy, ensuring that all goals are achieved.

Projected Goals for FY 2019

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

			Enter Projected Goals (Number of Stops only)
Yes	No	Traffic Enforcement Activities	FY 2019
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	1500
<input checked="" type="radio"/>	<input type="radio"/>	CMV without Inspection	2000
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	0
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	1751

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
36960	80	1500	38540	32512

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

Comprehensive and high visibility traffic enforcement in high risk locations and corridors will be accomplished by a deployment of Commercial Motor Vehicle (CMV) units to roadways and highways statewide with high volumes of CMV traffic using overtime saturation patrols to monitor CMV's and passenger vehicles for aggressive driving offenses or seatbelt non-compliance in targeted patrol areas. Vehicle operators will be stopped and educated on the benefits of safe highway passage if seen operating aggressively in and around CMV's in problematic areas. Any Non-CMV traffic enforcement activities directly related, or executed by MCSAP personnel are obtained from aggressive Non-CMV driver details and fall within the statutory limitations of spending for Non-CMV traffic enforcement, data collection and reporting.

6 - Safety Technology

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

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

Safety Technology Compliance Status

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

Technology Program	Current Compliance Level	Include O & M Costs?
ITD	Core CVISN Compliant	No
PRISM	Exceeds 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: New Jersey Department of Transportation

Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency: New Jersey Motor Vehicles Commission

Narrative Overview for FY 2019

Problem Statement Narrative and Projected Goal:

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

ITD:

On September 30, 2016 the State of New Jersey received confirmation from FMCSA that the State met all of the requirements for Core CVISN and may proceed forward with an Expanded ITD Program. The State also brought into functional operation all of its three NJPASS eScreening project sites, and is now in the process of updating and developing an Expanded ITD PP/TLD for FMCSA approval, in order to pursue funding for Expanded ITD Projects that should be accomplished through its Expanded ITD Program.

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

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

7 - Public Education and Outreach

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

Trend Analysis for 2013 - 2017

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

Public Education and Outreach Activities	2013	2014	2015	2016	2017
Carrier Safety Talks	24	20	26	29	33
CMV Safety Belt Education and Outreach	1	1	1	1	1
State Trucking Association Meetings	1	1	1	1	1
State-Sponsored Outreach Events	1	1	1	1	1
Local Educational Safety Events	3	3	3	3	3
Teen Safety Events	1	1	1	1	1

Narrative Overview for FY 2019

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

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

As part of the outreach program, the New Jersey State Police (NJSP) personnel will conduct at least 30 carrier safety seminars for FFY 2019 at trucking companies, trucking associations, shipper associations, motor coach/limousine associations, municipalities and insurance companies.

Last year the NJSP had a performance objective to perform at least 30 public education and outreach activities. As of September 30, 2017, the New Jersey State Police performed 40 of such events, in which at least 19 troopers participated as speakers, or in an instructional capacity.

Projected Goals for FY 2019

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

			Performance Goals
Yes	No	Activity Type	FY 2019
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	25
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	1
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	1
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	1
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	3
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	1

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

conduct monitoring of progress. States must report the quantity, duration and number of attendees in their quarterly SF-PPR reports.

Under this CVSP, the TSB will perform two to three seminars, public education, outreach and/or Safety Awareness activities per month for a total of 30 for the period of performance. All details having been completed shall be monitored by the supervisor of the TSB training unit to ensure the projected goal is met on a quarterly basis. All required criteria shall be documented as requested by CVSP guidelines to include number of seminars, duration and the number of attendees.

8 - State Safety Data Quality (SSDQ)

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

SSDQ Compliance Status

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

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

Available data sources:

- [FMCSA website SSDQ information](#)

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

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

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

SSDQ as of June 29, 2018, data current as of May 25, 2018.

Narrative Overview for FY 2019

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

According to a Data Quality Overall State Rating (Dated June 29, 2018) for the State of New Jersey, all SSDQ measures are in the green (good) rating, except for Crash Timeliness, rated yellow (fair), currently at 88%.

The Overall State Rating is green. To maintain this goal, the NJDOT has been working hard at processing approximately 6,000 FMCSA reportable CMV crash records per year. While many crash records can be processed automatically, staff intervention is required to address problematic or incomplete records.

Among the most challenging problems encountered are the detection and deletion of duplicate fatal crash records. Once these are identified, to address the problem, NJDOT staff manually enters into SAFETYNET all fatal crashes that are showing in FARS, but not in MCMIS.

However, the Crash Timeliness rating is currently at 88%, therefore it is rated yellow (fair). The main reason for this "yellow" rating is due to crash record submission delays from municipalities. NJDOT recently began processing 2018 CMV crashes, in April, therefore, it is expected that the Crash Timeliness measure will recover its green rating in upcoming quarters.

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

The State of New Jersey Department of Transportation is engaged in an effort to reduce crash report data backlogs and improve its current Timeliness rating by addressing crash report delays from municipalities. NJDOT has identified municipalities that frequently delay crash record report submission. Official notifications have been sent to these municipalities in an effort to raise awareness to the importance of submitting crash report data in a timely manner. NJDOT is hoping this action will help improve crash report submission delays affecting timeliness. The Timeliness rating will be monitored closely every month.

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.

The New Jersey Department of Transportation will continue to monitor internal crash data submission logged dates and municipality timelines in an effort to address and improve data flow issues from municipalities. The SSDQ report will be closely monitored for improvement indicators and for upward movements affecting the Timeliness rating. The last time this rating was rated green was last year for the performance period ending on March 31, 2017.

9 - New Entrant Safety Audits

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

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

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

Trend Analysis for 2013 - 2017

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

New Entrant Safety Audits	2013	2014	2015	2016	2017
Interstate	1469	1122	1756	1703	1332
Intrastate	0	0	0	0	0
Total Audits	1469	1122	1756	1703	1332

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

Narrative Overview for FY 2019

Enter the agency name conducting New Entrant activities, if other than the Lead MCSAP Agency: New Jersey State Police - Transportation Safety Bureau

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

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

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

Projected Goals for FY 2019

For the purpose of completing the table below:

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

Projected Goals for FY 2019 - New Entrant Safety Audits		
	FY 2019	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate
# of Safety Audits (Onsite)	200	0
# of Safety Audits (Offsite)	1300	0
# Group Audits	0	0
TOTAL Safety Audits	1500	0
# of Non-Audit Resolutions	400	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.

The New Entrant Program monitors drivers and carriers during their first twelve to eighteen months on the road to ensure that new carriers have essential safety management practices in place. The State of New Jersey will achieve safety objectives under this initiative by conducting at least 1,500 Safety Audits of all new carriers during a year. If new carriers pass the Safety Audit and an eighteen-month on-road performance period, they graduate and continue to be monitored through roadside inspections and State crash report under FMCSA's Compliance, Safety, Accountability (CSA) enforcement and compliance program enforced for the State of New Jersey by the New Jersey State Police (NJSP).

The objectives for the New Entrant Program are to:

- 1- Ensure new carriers are operating safely.
- 2-Ensure new carriers understand and follow the regulations.
- 3-Remove carriers from operating if they are unsafe.

A safety audit is a review of a motor carrier's safety management systems and required records to assess compliance with the Federal Motor Carrier Safety Regulations (FMCSRs), applicable Hazardous Materials Regulations (HMRs), and related record-keeping requirements. Furthermore, the review provides a thorough examination of the new entrants operations, educational and technical assistance on safety and the operational requirements of the FMCSRs and HMRs. The audit will also gather critical safety data needed to make an assessment of the carrier's safety performance and basic safety management controls. The areas for review include, but are not limited to:

- Driver qualification
- Driver duty status
- Vehicle maintenance
- Accident register
- Controlled substances, alcohol use and testing requirements

The safety audit will be conducted by an individual certified as a Safety Auditor or Safety Investigator under FMCSA regulations and will consist of an interview session with a motor carrier official, a two to four hour review of the new entrant's safety management systems, and a sample of required records and operational practices.

Carriers who fail a safety audit will also receive instructions on how to comply with the new Corrective Action Plan (CAP) to avoid being placed out of service.

The New Jersey State Police (NJSP) has participated in the New Entrant Safety Audit Program since its inception in FFY 2003. In the early years of the program, there were no fully dedicated personnel assigned to perform the safety audits. Program funding received was utilized on a part time *overtime* basis by NJSP project personnel. On January 7, 2006, a permanent *New Entrant Safety Audit Unit (NESAU)* was established by the NJSP consisting of eight fully dedicated personnel.

Since that time, the NJSP has continued efforts to improve the program with the intention of creating a completely State run program. With the exception of entering reports into the Electronic Data Management System (EDMS) and Safety Audit (SA) approvals, the program has been achieving this goal since FFY 2007.

At the present time, there are 8 full time inspectors assigned to the NESAU of the NJSP.

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

To accomplish the goals and objectives of 1,500 safety audits for FY 2019, the Unit will request funding under this submission and utilize overtime funding for approximately 9 personnel not assigned to the Motor Coach unit that are trained in safety audits. Five of the fourteen personnel who are assigned to our Motor Coach Unit will assist with the completion of the passenger carriers requiring safety audits. The safety audits will be conducted by an individual certified as a Safety Auditor or Safety Investigator under FMCSA regulations. The audit will consist of both Onsite and Offsite Safety Audits to include an interview session with a motor carrier official, a two to four hour review of the new entrant safety management system, a sampling of required records, observation of operational practices and implementation of ELD compliance, and completion of mandated inspections on all passenger carrying new entrants. In addition, all Safety Investigators will conduct inspections on carrier's commercial motor vehicles when the vehicles are available and ready for dispatch for the "Onsite Safety Audits". Carriers who fail a safety audit will also receive instructions on how to comply with the new Corrective Action Plan (CAP) in order to avoid being placed out of service.

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.

Monitoring and a review of the safety audits will be conducted by the New Jersey State Police Supervisors as well as the Assistant Unit Head. The Unit Head and Administrative Assistant will check A&I NEWS to ensure that the safety audits are being completed and uploaded on a weekly and monthly basis prior to their due date. All safety audit assignments are made by the Assistant Unit Head for offsite and onsite audits. The Assistant Unit Head is responsible for ensuring the prioritization of the assignments and proper format for all completed safety audits. A financial and performance quarterly report will be submitted within 30 days of the end of each quarter, as required by FMCSA.

Part 3 - National Emphasis Areas and State Specific Objectives

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

1 - Enforcement of Federal OOS Orders during Roadside Activities

Instructions:

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

Check this box if:

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

Narrative Overview for FY 2019

Enter your State's OOS Catch Rate percentage if below 85 percent: 67%

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

The State's goal for 2019 is to maintain the identification and enforcement of OOS carriers during roadside inspections above the required 85% compliance level.

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

NJSP Training personnel will continue to conduct annual in-services with a focus on the process of identifying OOS carriers with the use of laptop computers and FMCSA web-based programs. The addition of personnel assigned as field training officers will randomly assist enforcement personnel on roadside inspections to ensure all personnel have an understanding of the process. In addition, NJSP IT personnel will ensure all laptop computers have accessibility and maintain connectivity to all web-based programs.

As a result of the decrease in the OOS catch rate, the NJSP Training Unit has implemented a remediation training procedure for members who do not display the required level of proficiency in this area. Field training shall also be conducted on a quarterly basis to ensure all members maintain a sufficient catch rate.

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

A review of the quarterly reports forwarded from the New Jersey FMCSA division to New Jersey enforcement personnel will be monitored and the yearly Trend Analysis of Inspections on OOS Carriers will be reviewed.

Every incident where an OOS carrier was not properly identified during a roadside inspection will be reviewed and the enforcement personnel will be re-educated and advised of the requirements regarding OOS carriers.

2 - Passenger Carrier Enforcement

Instructions:

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

Check this box if:

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

Narrative Overview for FY 2019

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

For-hire regular route commercial passenger transportation services can raise significant safety concerns in highly congested areas, such as Hudson and Bergen Counties, where competition by bus carriers for passengers is concentrated. In addition, more than 1,400 interstate bus carriers subject to the FMCSR's are known to be domiciled throughout New Jersey. Another 3,000 passenger carriers conduct intrastate operations and are of concern to the motoring public.

Projected Goals for FY 2019: Enter performance goals.

The State will seek to perform during FFY 2019 no less than 4,489 passenger carrier inspections (see roadside inspection table under the Crash Reduction tab 2 - Goal Projections FY 2019 subtab 4-Summary). Additionally, enforcement will target commercial passenger carriers where transportation services are frequently used and in highly congested areas to achieve a decrease in the total number of Passenger Carrier Crashes.

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

State Bus inspection personnel will continue to conduct roadside inspections of passenger vehicles at numerous attractions within the State including: Atlantic City; Great Adventure; Liberty State Park; and various New Jersey beach resort towns. Additionally, the NJSP is partnering with Local Agency/MVC/Port Authority law enforcement personnel to establish high visibility details at key locations around the State. These include, but are not limited to, the following locations in Bergen and Hudson counties: NY/NJ Port Authority (Location: General Square - Inspections) Fairview Township Police Department (Location: Jewish Orthodox Church, 101 Anderson Ave, Fairview - Inspections) TEAM II(Aa): Fairview Township Aggressive Driver Detail Jersey City (Location: TBD - Inspections) Jersey City Aggressive Driver Detail.

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

The State will utilize enforcement activities, inclusive of high visibility details and New Jersey Safetynet data source to track the following items:

1. Number of Inspections (Statewide and at key locations)
2. Number of traffic stops for moving violations: (Statewide and at key locations)
3. Number and type of violations: (Statewide and at key locations)
4. Number of Passenger Carrier Vehicle Crashes

3 - State Specific Objectives – Past

Instructions:

Describe any State-specific CMV problems that were addressed with FY2017 MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc. Report below on year-to-date progress on each State-specific objective identified in the FY 2018 CVSP.

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

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

Activity #1

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

Outreach and Educational Programs: The following Outreach and Educational Program events (40) were performed by the New Jersey State Police - Transportation Safety Bureau (NJSP-TSB) as of September 30, 2017. Date of Event Company / Organization: 10/16/16 Republic Services 10/19/16 DOT Compliance Services 11/02/16 NJ Traffic Association 11/09/16 NJNLA 12/02/16 PFS Logistics 12/6-8/16 MAGLOCLEN 12/15/16 High Tech Landscapes, Inc 01/09/17 NJ Special Council on Transportation 01/20/17 NJ Special Council on Transportation 01/31/17 NICO Lock 02/07/17 NICO Lock 02/28/17 NJNLA 03/01/17 NJNLA 03/02/17 United Rental 03/03/17 NJGSFA 03/13/17 IANJ 04/10/17 Gloucester Heavy Truck 04/29/17 Hermann Services Inc 05/06/17 School Bus Rodeo 05/17/17 Trap Rock 05/18/17 National Waste & Recycling Association 05/19/17 PSE&G - Summit 05/23/17 NJMTA Forum 06/01/17 Delaware Valley Floral Group 06/08/17 Delaware Valley Floral Group 06/08/17 Union County Police Academy 06/10/17 Containerport Group 06/15/17 PSE&G - Oakland 06/16/17 Republic Services 06/21/17 Heavy Truck Refresher - Byram 06/22/17 PSE&G - Oradell 06/24/17 NJMTA - Rodeo 06/29/17 Morris County Police Departments 07/18/17 Voyager Trucking Corp 07/19/17 Pine Brook Landscape 07/21/17 LMD Logistics 07/26/17 PSE&G Clifton 07/29/17 Dave's Heavy Towing 08/12/17 Darling Ingredients 09/12/17 FedEx Freight In addition, the State anticipates to exceed the goal of 30 seminars under the current FY 2017 CVSP period ending on September 30, 2018.

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

30 Seminars, Educational Safety Awareness and outreach events to be conducted.

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

As of September 30, 2017, forty (40) outreach and educational activities were performed. For this performance cycle under the current CVSP, the State of New Jersey will exceed expectations and once again will be performing more than the 30 activities originally planned for the period of performance ending on September 30, 2018. The same level of public education and safety awareness activities will be maintained for the FY 2019 CVSP.

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

The listing of Outreach and Educational Program events provided in this section denotes all activities conducted under the latest CVSP performance cycle completed as of September 30, 2017, forty (40 events). Similar public outreaches shall be conducted in FY 2019 with a goal of 30 educational outreach events to be performed during a twelve months period.

4 - State Specific Objectives – Future

Instructions:

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

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

State Objective #1

Enter the title of your State-Identified Objective.

CMV Crash Reduction by Vehicle Configuration-Single Unit Trucks (SUT's) and Large Trucks/Tractor Trailers

Narrative Overview for FY 2019

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

FMCSA's A&I Vehicle Configuration statistics for Large Trucks revealed that during the years from 2014 to 2017, at least 82% of all vehicles involved in CMV crashes in the State of New Jersey were Single-Unit Trucks (SUT's) and/or Tractor Trailers. For the past few years it has become evident to the New Jersey Department of Transportation (NJDOT) and to the New Jersey State Police (NJSP) that these two CMV configurations (SUT's and Tractor Trailers) posed the most CMV crash risk to the State's corridors. In addition, as the A&I data shows from 2014 to 2017, a strong economy, lower fuel prices and an increase in motor-vehicle mileage traveled combined with risky activities like speeding and driving while texting has resulted in an increase in crashes Statewide as well as Nationwide. According to the National Highway Traffic Safety Administration (NHTSA) Traffic Safety Facts for Large Trucks (May 2018-revised) Large-Truck Involvement in Fatal Crashes, by State, 2016-Table 4, in New Jersey, 7 percent of the total vehicles involved in fatal crashes were Large Trucks. Nationwide, 8.1 percent of the total vehicles involved in fatal crashes were Large Trucks. In 2016, there were 4,317 people killed in crashes involving large trucks, making it the deadliest of the past nine years of fatal crashes involving Large Trucks nationwide. Furthermore, taking into consideration the well known and widely accepted trend we have seen of increasing traffic volumes and congestion in the State as well as nationwide, together with the latest increases in CMV crashes, the challenge ahead remains for the State of New Jersey to continue committed to its CMV enforcement and safety activities aimed directly at reducing CMV crashes. For 2019, the State of New Jersey will seek to reduce SUT and Tractor Trailer crashes by at least 1%. However, even though the CMV crash data for CY 2016 (from A&I) indicates a small increase of 1% in SUT and Tractor Trailer crashes when compared to CY 2015, in lieu of the challenge the State is facing as a result of higher traffic volumes and congestion, this crash reduction goal will continue to be considered an effective deterrent to CMV crashes, with the objective of making an impact in State transportation safety. Looking forward, the New Jersey State Police (NJSP) will remain determined and focused on their efforts directed at reducing CMV crashes and will continue performing enforcement operations by vehicle configuration, with special emphasis on SUTs and Tractor Trailers. The State hopes to see these efforts validated as soon as the CY 2017 CMV crash data is rendered complete and certified as final.

Projected Goals for FY 2019:

Enter performance goal.

Continue with the targeted enforcement activities by vehicle configuration with special emphasis on SUT's and Trucks/Tractor Trailers, in an effort to reduce these crashes by 1% from the CY 2016 total of 5,485, equivalent to 54 crashes annually, or to 5,431 for

CY 2017 and beyond to CYs 2018-2019.

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

The NJSP will continue to assess performance, evaluate, develop and improve deployment strategies focused on targeted enforcement and inspections of SUT's and Truck/Tractor Trailers in State roadways where a high incidence of CMV crashes has been reported.

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

The MCSAP staff at NJDOT will monitor performance and analyze data compiled in the New Jersey SafetyNet database, as well as A&I data, in order to identify decreasing or increasing trends in CMV crashes by vehicle configuration. The NJSP will evaluate their current enforcement strategies and practices to determine effectiveness and also to achieve a reduction in the number of overweight Class 7 SUT's and Class 8 to 11 Truck Tractor Trailers being detected by the fixed WIM stations.

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	\$7,044,964.00	\$1,242,254.00	\$8,287,218.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$1,242,254.00
MOE Baseline:	\$0.00

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):	\$1,242,254.00
--	----------------

Personnel: Salary and Overtime Project Costs							
Salary Project Costs							
Position(s)	# of Staff	% of Time on MCSAP Grant	Salary	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
MCSAP Program Mngr	1	30.0000	\$116,498.00	\$34,949.40	\$34,949.40	\$0.00	\$0.00
MCSAP Section Chief	1	35.0000	\$118,000.00	\$41,300.00	\$41,300.00	\$0.00	\$0.00
Senior Engineer-Data Q	1	100.0000	\$77,792.78	\$77,792.78	\$77,792.78	\$0.00	\$0.00
Admin Analyst 3	1	10.0000	\$96,418.40	\$9,641.84	\$9,641.84	\$0.00	\$0.00
Accident Record Verifier	1	50.0000	\$57,652.25	\$28,826.12	\$28,826.12	\$0.00	\$0.00
Accident Record Verifier	1	25.0000	\$51,016.12	\$12,754.03	\$12,754.03	\$0.00	\$0.00
Accident Record Verifier	1	9.7564	\$46,075.49	\$4,495.30	\$4,495.30	\$0.00	\$0.00
Subtotal: Salary				\$209,759.47	\$209,759.47	\$0.00	\$0.00
Overtime Project Costs							
Subtotal: Overtime				\$0.00	\$0.00	\$0.00	\$0.00
TOTAL: Personnel				\$209,759.47	\$209,759.47	\$0.00	\$0.00
Accounting Method:	Cash						

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

The New Jersey Department of Transportation (NJDOT)

The NJDOT is the designated lead agency for the MCSAP. As such, the NJDOT performs the administrative activities associated with the program and supports data accuracy and analysis. The New Jersey State Police (NJSP) and the New Jersey Motor Vehicles Commission (NJMVC) are the sub-grantees for the grant serving as the enforcement agencies for the program. The NJDOT staff members listed below are committed to the MCSAP in the following capacities:

MCSAP Program Manager

Oversees grant management, data correction and analysis activities, internal contractual support and liaisons with the NJ FMCSA division office, as well as the NJSP and NJMVC. In addition, provides lead agency management level coordination between the NJDOT and the sub-grantees, to ensure compliance to the MCSAP for the State of New Jersey.

MCSAP Section Chief - Bureau of Transportation Data & Support

Oversees NJDOT MCSAP Departmental Staff and provides management support to the staff in order to ensure that the program needs are met. The Section Chief also serves as the MCSAP/CVSA State Liaison.

MCSAP Senior Engineer - Data Q

Handling of the Data Quality processing by assisting in resolving Data Q's, daily uploads, and other related functions.

Processing deficient crash records by using available resources performing data queries through various state or federal databases, making the necessary corrections and finding the missing data.

Upload commercial inspections from SafetyNet to MCMIS (Motor Carrier Management Information Systems) on a daily basis and send the inspections errors to the NJSP. Also, import and upload the CMV crashes to MCMIS on a weekly basis.

Administrative Analyst 3

Provides MCSAP Data Quality Support to the MCSAP Senior Engineer when the data volumes are high and additional support in resolving Data Q's daily uploads and other functions are required.

CMV Accident Record Verifier (3)

Identify CMV crash records and verify crash record information utilizing several accident record database applications. The activities of the verification are necessary to maintain the State rating for data quality by correcting and eliminating any deficiencies discovered while processing CMV crash records in order to produce accurate data and meet the reportable crash criteria on a timely basis.

Salary State match:

The New Jersey Department of Transportation (NJDOT) is the leading agency. The 15% State match required for Personnel will be provided by the sub-grantee, the New Jersey State Police (NJSP) as an In-Kind State match contribution to NJDOT and it's reported in the sub-grantee budget. The NJSP In-Kind State match contribution for Personnel Cost for NJDOT (\$209,759.47) is \$36,987.00.

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
MCSAP Prog Manager	95.0200	100.0000	\$34,949.42	\$33,208.93	\$33,208.93	\$0.00	\$0.00
MCSAP Section Chief	95.0200	100.0000	\$41,300.02	\$39,243.27	\$39,243.27	\$0.00	\$0.00
Senior Engineer-Data	95.0200	100.0000	\$77,792.78	\$73,918.69	\$73,918.69	\$0.00	\$0.00
Admin Analyst 3	95.0200	100.0000	\$9,641.84	\$9,161.67	\$9,161.67	\$0.00	\$0.00
Accident Record Verifier	95.0200	100.0000	\$28,826.12	\$27,390.57	\$27,390.57	\$0.00	\$0.00
Accident Record Verifier	95.0200	100.0000	\$12,754.03	\$12,118.87	\$12,118.87	\$0.00	\$0.00
Accident Record Verifier	95.0200	100.0000	\$4,495.31	\$4,271.44	\$4,271.44	\$0.00	\$0.00
TOTAL: Fringe Benefits				\$199,313.44	\$199,313.44	\$0.00	\$0.00

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

The Fringe Benefit Rate for State Fiscal Year 2019 (.9502) became effective beginning on June 23, 2018 and was negotiated between the New Jersey Department of Transportation and the Federal Highway Administration, in accordance with OMB Circular No. A-122 (2 CFR Part 230).

The Indirect Cost Rate Agreement for the New Jersey Department of Transportation, per Memorandum dated June 27, 2018, is 0.9631.

Fringe Benefits State match:

The New Jersey Department for Transportation (NJDOT) is the leading agency. The 15% State match required for Fringe Benefits will be provided by the sub-grantee, the New Jersey State Police (NJSP) as an In-Kind State match contribution to NJDOT and it's reported in the sub-grantee budget.

The NJSP 15% In-Kind State match for the total Fringe Benefits for NJDOT (\$199,313.44) is \$35,145.00.

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
MCSAP-CVSP Annual Planning	2	8	100.0000	\$4,075.00	\$4,075.00	\$0.00	\$0.00
CVSA Conference 1	1	5	100.0000	\$3,000.00	\$3,000.00	\$0.00	\$0.00
CVSA Conference 2	1	5	100.0000	\$3,000.00	\$3,000.00	\$0.00	\$0.00
TOTAL: Travel				\$10,075.00	\$10,075.00	\$0.00	\$0.00

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

Travel expenses are based on prior cost and projected cost estimates to the following conferences:

1-MCSAP/CVSP Annual Training Conference (2 individuals) \$4,075.00

-Hotel room for 4 nights @ \$250.00 each individual per night = \$2,000.00

-Round trip by rail or air @ \$687.50 each individual = \$1,375.00

-Meals and local travel @ \$350.00 each individual = \$700.00

Attendance to the annual CVSP MCSAP national conference is highly recommended in order to acquire skills necessary to develop and implement the Commercial Vehicle Safety Plan (CVSP), administer the grant and ensure compliance with FMCSA program guidelines and procedures.

2-CVSA Conferences (1 individual twice a year @ \$3,000 ea.) \$6,000.00

-Hotel room for 5 nights @ 250.00 each individual per night = \$1,250.00 per person, per conference.

-Round trip by rail or air (undetermined venue and state) @ \$650.00 each individual per conference.

-Registration @ \$500.00 each individual per conference.

-Meals and local travel @ \$600.00 each individual

Travel to the Commercial Vehicle Safety Alliance Annual Conference (CVSA) is highly recommended and participation encouraged as part of a multi-state team effort to reduce commercial vehicle crashes and resulting deaths, injuries and property damage through FMCSA technology transfer, program knowledge and innovation information sharing.

Total Travel Expense (85%) \$10,075.00

Cost Sharing Match (15%) \$1,777.00 (to be provided by the NJSP)

Total Travel (Fed + Match) \$11,852.00

Travel State match:

The New Jersey Department of Transportation (NJDOT) is the leading agency. The 15% State match required for Travel will be provided by the sub-grantee, the New Jersey State Police (NJSP) as an In-Kind State match contribution to NJDOT and it's reported in the sub-grantee budget. The NJSP 15% In-Kind State match contribution for NJDOT Travel (\$10,075.00) is \$1,777.00.

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.
None requested.

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
TOTAL: Supplies				\$0.00	\$0.00	\$0.00	\$0.00

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

None requested.

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
New Jersey Motor Vehicle Commission	DUNS 627483308	Subrecipient	100.0000	\$807,636.00	\$686,571.00	\$121,065.00	\$0.00
Description of Services: Regulate and inspect Passenger Carrier Vehicles statewide							
Rutgers University	DUNS 1912864	Contract	100.0000	\$140,000.00	\$140,000.00	\$0.00	\$0.00
Description of Services: Provide grant management support, performance & financial reporting, develop CVSP							
New Jersey State Police	DUNS 806656781	Subrecipient	100.0000	\$6,584,196.00	\$5,597,225.00	\$986,971.00	\$9,817,817.00
Description of Services: Enforcement of CMV's regulations by performing driver & vehicle inspections, OOS orders, Compliance Reviews, Safety Audits and Public Education and Awareness							
NJSP State match - NJDOT	DUNS 80665681	Subrecipient	100.0000	\$134,218.00	\$0.00	\$134,218.00	\$0.00
Description of Services: In Kind State Match Contribution for NJDOT (\$761,167 * 15% = \$134,218)							
TOTAL: Contractual and Subaward				\$7,666,050.00	\$6,423,796.00	\$1,242,254.00	\$9,817,817.00

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

The New Jersey Department of Transportation (NJDOT) is the designated lead agency for the Motor Carrier Safety Assistance Program (MCSAP) and administers the grant and its funding.

- A Consultant from Rutgers, the State University of New Jersey has been designated by the NJDOT in compliance with 2CFR 200.317-326 and State of New Jersey procurement standards to provide grant administration and support NJDOT MCSAP management activities. After completing a careful evaluation process, a cooperative task order agreement was awarded to the University in response to a RFP following a competitive bid process. In addition, the University Consultant has been tasked with ensuring NJDOT is in compliance with FMCSA Financial Assistance Agreement General Provisions and Assurances, including the development and implementation of a Commercial Vehicle Safety Plan (CVSP).
- The New Jersey State Police (NJSP) serves as the primary enforcement agency dedicated to the regulation and enforcement of CMV's by performing driver and vehicle inspections, including passenger and hazardous material (HM) vehicles within the State to ensure trucks and buses driving on the roadways are operating safely and in compliance with safety regulations and requirements. In addition, the NJSP is responsible for the enforcement of Out of Service (OOS) Orders at roadsides, CMV Traffic Enforcement, Compliance Reviews/Investigations, New Entrant Safety Audits and Public Education and Awareness. The NJSP is responsible for providing the State match for the NJDOT (\$134,218).
- The New Jersey Motor Vehicles Commission (NJMVC) has the primary responsibility of regulating and inspecting passenger carrier vehicles statewide.

Contractual and Subaward State match:

The New Jersey Department of Transportation (NJDOT) is the leading agency. The 15% State match required for the State University Contractual Services, as described above, will be provided by the sub-grantee, the New Jersey State Police (NJSP) as an In-Kind State match contribution to NJDOT and it's reported in the sub-grantee budget.

The total match to be provided by the NJSP for the NJDOT State University Contractual Services (\$140,000.00) is \$24,686.00.

In addition, the total In-Kind State match to be provided by the NJSP to the NJDOT per line item budget is as follows:

- NJDOT Total Salaries, \$209,759.47; In-Kind State match to be provided by the NJSP, \$36,987.
- NJDOT Total FB, \$199,313.44; In-Kind State match to be provided by the NJSP, \$35,145.
- NJDOT Total Travel, \$10,075.00; In-Kind State match to be provided by the NJSP, \$1,777.
- NJDOT Total Indirect Costs, \$202,019.34; In Kind State match to be provided by the NJSP, \$35,623.

Total NJDOT State Match to be provided by the NJSP : \$134,218.00.

Planned MOE:

MOE planned costs are for the NJSP only, estimated at \$9,817,817.00.

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 and Wages (SW)	96.31	\$209,759.47	\$202,019.34	\$202,019.34	\$0.00
TOTAL: Indirect Costs			\$202,019.34	\$202,019.34	\$0.00

Other Costs Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
TOTAL: Other Costs				\$0.00	\$0.00	\$0.00	\$0.00

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

Indirect Costs:

Indirect rate as approved and in effect from July 2018, as described on the Negotiated Indirect Cost Rate Agreement Memorandum dated June 27, 2018, for the New Jersey Department of Transportation.

The Indirect Cost Rate is 0.9631 and the base is \$209,759.47 (Total Salaries).

Indirect Costs State Match

The New Jersey Department of Transportation (NJDOT) is the leading agency. The 15% State match required for Indirect Costs will be provided by the sub-grantee, the New Jersey State Police (NJSP) as an In-Kind State match contribution to NJDOT and it's represented in the total sub-grantee match line for NJSP.

In-Kind State match contribution for NJDOT Indirect Cost (\$202,019.34) is \$35,623.00.

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	\$7,044,964.00	\$1,242,254.00	\$8,287,218.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$1,242,254.00
MOE Baseline:	\$0.00

Estimated Expenditures				
Personnel				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
MCSAP Program Mngr	\$34,949.40	\$0.00	\$34,949.40	\$0.00
MCSAP Section Chief	\$41,300.00	\$0.00	\$41,300.00	\$0.00
Senior Engineer-Data Q	\$77,792.78	\$0.00	\$77,792.78	\$0.00
Admin Analyst 3	\$9,641.84	\$0.00	\$9,641.84	\$0.00
Accident Record Verifier	\$28,826.12	\$0.00	\$28,826.12	\$0.00
Accident Record Verifier	\$12,754.03	\$0.00	\$12,754.03	\$0.00
Accident Record Verifier	\$4,495.30	\$0.00	\$4,495.30	\$0.00
Salary Subtotal	\$209,759.47	\$0.00	\$209,759.47	\$0.00
Overtime subtotal	\$0.00	\$0.00	\$0.00	\$0.00
Personnel total	\$209,759.47	\$0.00	\$209,759.47	\$0.00

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
MCSAP Prog Manager	\$33,208.93	\$0.00	\$33,208.93	\$0.00
MCSAP Section Chief	\$39,243.27	\$0.00	\$39,243.27	\$0.00
Senior Engineer-Data	\$73,918.69	\$0.00	\$73,918.69	\$0.00
Admin Analyst 3	\$9,161.67	\$0.00	\$9,161.67	\$0.00
Accident Record Verifier	\$27,390.57	\$0.00	\$27,390.57	\$0.00
Accident Record Verifier	\$12,118.87	\$0.00	\$12,118.87	\$0.00
Accident Record Verifier	\$4,271.44	\$0.00	\$4,271.44	\$0.00
Fringe Benefits total	\$199,313.44	\$0.00	\$199,313.44	\$0.00

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
MCSAP-CVSP Annual Planning	\$4,075.00	\$0.00	\$4,075.00	\$0.00
CVSA Conference 1	\$3,000.00	\$0.00	\$3,000.00	\$0.00
CVSA Conference 2	\$3,000.00	\$0.00	\$3,000.00	\$0.00
Travel total	\$10,075.00	\$0.00	\$10,075.00	\$0.00

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

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

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
New Jersey Motor Vehicle Commission	\$686,571.00	\$121,065.00	\$807,636.00	\$0.00
Rutgers University	\$140,000.00	\$0.00	\$140,000.00	\$0.00
New Jersey State Police	\$5,597,225.00	\$986,971.00	\$6,584,196.00	\$9,817,817.00
NJSP State match - NJDOT	\$0.00	\$134,218.00	\$134,218.00	\$0.00
Contractual and Subaward total	\$6,423,796.00	\$1,242,254.00	\$7,666,050.00	\$9,817,817.00

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

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$6,842,943.91	\$1,242,254.00	\$8,085,197.91	\$9,817,817.00
Indirect Costs	\$202,019.34	\$0.00	\$202,019.34	NA
Total Costs Budgeted	\$7,044,963.25	\$1,242,254.00	\$8,287,217.25	\$9,817,817.00

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	\$7,044,964.00	\$1,242,254.00	\$8,287,218.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$1,242,254.00
MOE Baseline:	\$0.00

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$209,759.47	\$0.00	\$209,759.47	\$0.00
Overtime Subtotal	\$0.00	\$0.00	\$0.00	\$0.00
Personnel Total	\$209,759.47	\$0.00	\$209,759.47	\$0.00
Fringe Benefits Total	\$199,313.44	\$0.00	\$199,313.44	\$0.00
Travel Total	\$10,075.00	\$0.00	\$10,075.00	\$0.00
Equipment Total	\$0.00	\$0.00	\$0.00	\$0.00
Supplies Total	\$0.00	\$0.00	\$0.00	\$0.00
Contractual and Subaward Total	\$6,423,796.00	\$1,242,254.00	\$7,666,050.00	\$9,817,817.00
Other Costs Total	\$0.00	\$0.00	\$0.00	\$0.00
	85% Federal Share	15% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$6,842,943.91	\$1,242,254.00	\$8,085,197.91	\$9,817,817.00
Indirect Costs	\$202,019.34	\$0.00	\$202,019.34	NA
Total Costs Budgeted	\$7,044,963.25	\$1,242,254.00	\$8,287,217.25	\$9,817,817.00

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? Chris Zajac
2. What is this person's title? NJDOT Section Chief
3. Who is your Governor's highway safety representative? Eric Heitmann
4. What is this person's title? Director, Div Highway Traffic Safety

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

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

State Certification declaration:

I, Chris Zajac, NJDOT Section Chief, on behalf of the State of NEW JERSEY, 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? Chris Zajac
2. What is the title of your certifying State official? Section Chief
3. What are the phone # and email address of your State official? 609-963-1893 Chris.Zajac@dot.nj.gov

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

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

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

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

3 - New Laws/Legislation/Policy Impacting CMV Safety

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

☐ Yes ☒ No

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

☐ Yes ☒ No

NEW JERSEY DEPARTMENT OF TRANSPORTATION

MEMORANDUM

TO: ALL DEPARTMENT MANAGERS

FROM: Deborah B. Stevenson, Director
Division of Budget

DATE: June 27, 2018

TEL. NO.: (609) 530-2138 **FAX. NO.:** (609) 530-3615

SUBJECT: Employee Labor Additives Rate Change

The New Jersey Division of the Federal Highway Administration has approved the employee leave time rate and the indirect cost rate for Fiscal Year 2019. Additionally, the New Jersey Department of Treasury established a new fringe benefit rate. The Department's employee labor additives rates used for billing the Federal Highway Administration, New Jersey Transportation Trust Fund, and 3rd Party Cost Sharing Agreements have been adjusted to reflect the new rates. The Department will put the new billing rates into effect with the pay period beginning on June 23, 2018 (pay period 14). The rates to be used for billing purposes and for the development of budgets are provided below.

Billings

The following rates are applied to each dollar of direct labor billed to the Federal Highway Administration, New Jersey Transportation Trust Fund, and 3rd Party Cost Sharing Agreements. In effect we are billing \$2.9133 for each dollar of direct labor charged to capital projects. The rate factors to be applied are as follows:

	Old Rate	New Rate (Effective pp 14, 2018)
Fringe Benefit Additive Rate	.7114	.7103
Leave Time Additive Rate	.2529	.2399
Indirect Cost Rate	.7715	.9631
Total Labor Additives Rate	1.7358	1.9133

Management Announcement
Employee Labor Additive Rate Change

June 27, 2018

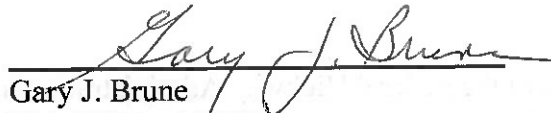
Developing Budgets (Revised Methodology)

When budgets are being developed for DOT projects, federal grant applications, cost sharing agreements, and other contractual agreements with public and private entities and annual salary or annual work hours is used as the basis for percentage based estimates, the following formula is to be used applying the billing additive rates shown on the preceding page.

$$[\text{Annual Salary} * \% \text{ of project time} * (1/1.2399 \text{ Leave})] * (1 + 1.9133 \text{ Total Labor Additive Rate})$$

Please contact George Britton, Division of Budget, Bureau of Program Analysis, with questions.

CONCURRENCE:


Gary J. Brune
Chief Financial Officer

c: Federal Highway Administration, New Jersey Division



CIRCULAR

STATE OF NEW JERSEY

DEPARTMENT OF THE TREASURY

NO.: 18-06-OMB	ORIGINATING AGENCY: OFFICE OF MANAGEMENT AND BUDGET	PAGE 1 OF 2
EFFECTIVE DATE: 07/01/2017	EXPIRATION DATE: 06/30/2018	SUPERSEDES: 17-09-OMB
SUBJECT: "EMPLOYEE BENEFIT" REIMBURSEMENT RATES		
ATTENTION: AGENCY FISCAL AND PERSONNEL OFFICERS		
FOR INFORMATION CONTACT: LESLIE A. NOTOR		PHONE: 609-292-5040

The Office of Management and Budget has negotiated with the United States Department of Health and Human Services a composite fringe benefit rate of 43.0 percent of base salaries for the year ending June 30, 2018. The rate is applicable to personnel who are members of the Public Employees' Retirement System (PERS), Teachers' Pension and Annuity Fund (TPAF), Teachers' Alternate Benefit Plan (TAPB), Defined Contribution Retirement Program (DCRP), and all employees who are not members of a pension plan, but are covered for health benefits. A fringe benefit rate of 55.8 percent has been negotiated for the Police and Firemen. These negotiated rates are to be used for all Non-State funded sources.

The State Police fringe benefit rate is 48.7 percent for Non-State funded programs. The PERS fringe benefit rate of 43.0 percent should be used for all State Police federally funded programs.

Actual charges to Federal, Dedicated, and Non-State funded programs will be reflected on the base salaries. **NOTE:** Salaries exclude overtime pay and part-time employees that are not members of a pension plan or not covered for health benefits.

Effective July 1, 2017, the rates shall be used by all State agencies including the State's senior public colleges and universities for estimating and computing actual charges for fringe benefit costs related to Federal, Dedicated, and Non-State programs. Rates previously established are obsolete.

<u>Object Account</u>	<u>Description</u>	<u>PERS etc.</u>	<u>Police and Firemen</u>	<u>State Police</u>
19	Pension Costs	13.5	32.3	32.7
19	Health Benefits (Including Prescription Drug and Dental Programs)	27.9	20.8	15.3
19	Workers' Compensation	1.1	2.4	0.6
19	Unemployment Insurance	0.1	0.0	0.0
19	Temporary Disability Insurance	0.2	0.2	0.0
19	Unused Sick Leave	0.2	0.1	0.1
TOTAL		43.0	55.8	48.7

In addition to these fringe benefit rates, the employer's share of FICA/Medicare taxes will be charged to Federal, Dedicated, and Non-State funded programs at the rate imposed by the Federal Government applied to the specified taxable wage base. The rate for the Calendar Year 2017 was 6.20 percent of the first \$127,200 of the gross wages for the Social Security portion, and 1.45 percent of gross wages (no ceiling) for the Medicare portion. The rate for Calendar Year 2018 is 6.20 percent of the first \$128,700 of the gross wages for the Social Security portion, and 1.45 percent of gross wages (no ceiling) for the Medicare portion.

<u>Object Account</u>	<u>Description</u>	<u>PERS etc.</u>	<u>Police and Firemen</u>	<u>State Police</u>
19	FICA	6.20	6.20	--
19	Medicare	<u>1.45</u>	<u>1.45</u>	<u>1.45</u>
	TOTAL	<u>7.65</u>	<u>7.65</u>	<u>1.45</u>


David Ridolfi
Acting Director



**NEGOTIATED AGREEMENT
STATE AND LOCAL UNITS OF GOVERNMENT**

INSTITUTION:

New Jersey Department of Law and Public Safety
P.O. Box 081
Trenton, New Jersey 08625-0081

DATE: May 17, 2018

File Ref: This replaces the negotiated agreement dated January 25, 2018.

SUBJECT: The indirect cost rate(s) contained herein is for use on grants and contracts with the U.S. Department of Justice and other Federal agencies to which 2 CFR Part 225 formerly known as OMB Circular A-87 applies, subject to the limitations contained in Section II, of this agreement.

SECTION I: RATES

OVERHEAD

Type	Effective Period		*Rate	Locations	Applicable
	<u>From</u>	<u>To</u>			<u>To</u>
Fixed (FCF)	07/01/2009	06/30/2010	4.59%	All	All Programs
Fixed (FCF)	07/01/2010	06/30/2011	5.22%	All	All Programs
Fixed (FCF)	07/01/2011	06/30/2012	5.54%	All	All Programs
Fixed (FCF)	07/01/2012	06/30/2013	2.00%	All	All Programs
Fixed (FCF)	07/01/2013	06/30/2014	2.43%	All	All Programs
Fixed (FCF)	07/01/2014	06/30/2015	2.52%	All	All Programs
Fixed (FCF)	07/01/2015	06/30/2016	2.49%	All	All Programs
Fixed (FCF)	07/01/2016	06/30/2017	3.16%	All	All Programs
Provisional	07/01/2017	06/30/2018	3.16%	All	All Programs

***Base: Total direct salaries and wages excluding fringe benefits.**

Treatment of Fringe Benefits: Fringe benefits applicable to direct salaries and wages are treated as direct costs.

SECTION II: GENERAL

LIMITATIONS: Use of the rate(s) contained in this agreement is subject to any statutory or administrative limitations and is applicable to a given grant or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated on the conditions: (1) that no costs other than those incurred by the grantee/contractor were included in its indirect costs pool as finally accepted and that such costs are legal obligations of the grantee/contractor and allowable under the governing cost principles; (2) that the same costs that have been treated as indirect costs are not claimed as direct costs; (3) that similar types of costs have been accorded consistent accounting treatment; and (4) that the information provided by the grantee/contractor which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially incomplete or inaccurate.

AUDIT: Adjustments to amounts resulting from audit of the cost allocation plan upon which the negotiation of this agreement was based will be compensated for in a subsequent negotiation.

ACCOUNTING CHANGES: The rate(s) contained in this agreement are based on the accounting system in effect at the time the proposal was prepared and the agreement was negotiated. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this rate(s) require the prior approval of the office responsible for negotiating the rate(s) on behalf of the Government. Such changes include but are not limited to changes in the charging of a particular type of costs from indirect to direct. Failure to obtain such approval may result in subsequent cost disallowance.

FIXED RATE (S): The fixed rate (s) contained in this agreement is based upon estimate of the costs which will be incurred during the period for which the rate applies. When the actual costs for such period have been determined, an adjustment will be made in a subsequent negotiation to compensate for the difference between that cost used to establish the fixed rate and that which would have been used were the actual costs known at the time.

NOTIFICATION TO FEDERAL AGENCIES: Copies of this document may be provided to other Federal offices as a means of notifying them of the agreement contained herein.

SPECIAL REMARKS: Federal programs currently reimbursing indirect costs to this Department/Agency by means other than the rate(s) cited in this agreement should be credited for such costs and the applicable rate cited herein applies to the appropriate base to identify the proper amount of indirect costs allocated to the program.

U.S. DEPARTMENT OF JUSTICE
Office of Justice Programs

Marcia Triplett

Signature: Marcia Triplett
Staff Accountant
Office of the Chief Financial Officer

5/30/18

Date

**New Jersey Department
of Law and Public Safety**

Jennifer E. Fradel
Signature

Jennifer E. Fradel

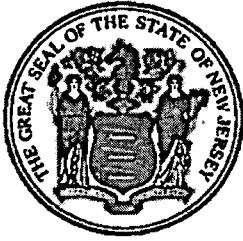
Name

Administrator

Title

5/23/18

Date



CIRCULAR

STATE OF NEW JERSEY

DEPARTMENT OF THE TREASURY

NO.: 18-06-OMB	ORIGINATING AGENCY: OFFICE OF MANAGEMENT AND BUDGET	PAGE 1 OF 2
EFFECTIVE DATE: 07/01/2017	EXPIRATION DATE: 06/30/2018	SUPERSEDES: 17-09-OMB
SUBJECT: "EMPLOYEE BENEFIT" REIMBURSEMENT RATES		
ATTENTION: AGENCY FISCAL AND PERSONNEL OFFICERS		
FOR INFORMATION CONTACT: LESLIE A. NOTOR		PHONE: 609-292-5040

The Office of Management and Budget has negotiated with the United States Department of Health and Human Services a composite fringe benefit rate of 43.0 percent of base salaries for the year ending June 30, 2018. The rate is applicable to personnel who are members of the Public Employees' Retirement System (PERS), Teachers' Pension and Annuity Fund (TPAF), Teachers' Alternate Benefit Plan (TABP), Defined Contribution Retirement Program (DCRP), and all employees who are not members of a pension plan, but are covered for health benefits. A fringe benefit rate of 55.8 percent has been negotiated for the Police and Firemen. These negotiated rates are to be used for all Non-State funded sources.

The State Police fringe benefit rate is 48.7 percent for Non-State funded programs. The PERS fringe benefit rate of 43.0 percent should be used for all State Police federally funded programs.

Actual charges to Federal, Dedicated, and Non-State funded programs will be reflected on the base salaries. **NOTE:** Salaries exclude overtime pay and part-time employees that are not members of a pension plan or not covered for health benefits.

Effective July 1, 2017, the rates shall be used by all State agencies including the State's senior public colleges and universities for estimating and computing actual charges for fringe benefit costs related to Federal, Dedicated, and Non-State programs. Rates previously established are obsolete.

<u>Object Account</u>	<u>Description</u>	<u>PERS etc.</u>	<u>Police and Firemen</u>	<u>State Police</u>
19	Pension Costs	13.5	32.3	32.7
19	Health Benefits (Including Prescription Drug and Dental Programs)	27.9	20.8	15.3
19	Workers' Compensation	1.1	2.4	0.6
19	Unemployment Insurance	0.1	0.0	0.0
19	Temporary Disability Insurance	0.2	0.2	0.0
19	Unused Sick Leave	0.2	0.1	0.1
TOTAL		43.0	55.8	48.7

In addition to these fringe benefit rates, the employer's share of FICA/Medicare taxes will be charged to Federal, Dedicated, and Non-State funded programs at the rate imposed by the Federal Government applied to the specified taxable wage base. The rate for the Calendar Year 2017 was 6.20 percent of the first \$127,200 of the gross wages for the Social Security portion, and 1.45 percent of gross wages (no ceiling) for the Medicare portion. The rate for Calendar Year 2018 is 6.20 percent of the first \$128,700 of the gross wages for the Social Security portion, and 1.45 percent of gross wages (no ceiling) for the Medicare portion.

<u>Object Account</u>	<u>Description</u>	<u>PERS etc.</u>	<u>Police and Firemen</u>	<u>State Police</u>
19	FICA	6.20	6.20	--
19	Medicare	<u>1.45</u>	<u>1.45</u>	<u>1.45</u>
	TOTAL	<u>7.65</u>	<u>7.65</u>	<u>1.45</u>


David Ridolfino
Acting Director

Please wait...

If this message is not eventually replaced by the proper contents of the document, your PDF viewer may not be able to display this type of document.

You can upgrade to the latest version of Adobe Reader for Windows®, Mac, or Linux® by visiting http://www.adobe.com/go/reader_download.

For more assistance with Adobe Reader visit <http://www.adobe.com/go/acrreader>.

Windows is either a registered trademark or a trademark of Microsoft Corporation in the United States and/or other countries. Mac is a trademark of Apple Inc., registered in the United States and other countries. Linux is the registered trademark of Linus Torvalds in the U.S. and other countries.

Budget Information - Non Construction Programs

OMB Approval No. 0348-0044

Section A - Budget Summary						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. MCSAP Implementation of the FY 2019 CVSP-NJMVC -				\$686,571.42	\$121,064.65	\$807,636.07
2. (New Jersey Motor Vehicles Commission)						\$0
3.						\$0
4.						\$0
5. Totals		\$0	\$0	\$686,571.42	\$121,064.65	\$807,636.07
Section B - Budget Categories						
6. Object Class Categories	Grant Program, Function or Activity					Total (5)
	(1)	(2)	(3)	(4)		
a. Personnel	\$305,495.36	\$87,913.73				\$393,409.09
b. Fringe Benefits	\$123,313.94	\$33,150.92				\$156,464.86
c. Travel	\$0.00					\$0.00
d. Equipment	\$231,501.15					\$231,501.15
e. Supplies	\$8,980.97					\$8,980.97
f. Contractual	\$0.00					\$0.00
g. Construction	\$0.00					\$0.00
h. Other	\$17,280.00					\$17,280.00
i. Total Direct Charges (sum of 6a-6h)	\$686,571.42	\$121,064.65		\$0	\$0	\$807,636.07
j. Indirect Charges						\$0.00
k. Totals (sum of 6i-6j)	\$686,571.42	\$121,064.65		\$0	\$0	\$807,636.07
7. Program Income						\$0

Section C - Non-Federal Resources				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) Totals
8. FY 2019 MCSAP Basic & Incentive - New Jersey Motor Vehicles Commission		\$121,064.65		\$121,064.65
9.				\$0.00
10.				\$0.00
11.				\$0.00
12. Total (sum of lines 8 - 11)	\$0	\$121,064.65	\$0	\$121,064.65
Section D - Forecasted Cash Needs				
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter
13. Federal	\$0			
14. Non-Federal	\$0			
15. Total (sum of lines 13 and 14)	\$0	\$0	\$0	\$0
Section E - Budget Estimates of Federal Funds Needed for Balance of the Project				
	Future Funding Periods (Years)			
(a) Grant Program	(b) First	(c) Second	(d) Third	(e) Fourth
16.				
17.				
18.				
19.				
20. Total (sum of lines 16-19)	\$0	\$0	\$0	\$0
Section F - Other Budget Information				
21. Direct Charges	22. Indirect Charges			
23. Remarks				

Please wait...

If this message is not eventually replaced by the proper contents of the document, your PDF viewer may not be able to display this type of document.

You can upgrade to the latest version of Adobe Reader for Windows®, Mac, or Linux® by visiting http://www.adobe.com/go/reader_download.

For more assistance with Adobe Reader visit <http://www.adobe.com/go/acrreader>.

Windows is either a registered trademark or a trademark of Microsoft Corporation in the United States and/or other countries. Mac is a trademark of Apple Inc., registered in the United States and other countries. Linux is the registered trademark of Linus Torvalds in the U.S. and other countries.