

# eCVSP

## MAINE

### *Commercial Vehicle Safety Plan*

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

**Fiscal Years 2020 - 2022**

**Date of Approval: April 08, 2020**

## FINAL CVSP



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

## Part 1 - MCSAP Overview

### Part 1 Section 1 - Introduction

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

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

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

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

- Part 1: MCSAP Overview
- Part 2: Crash Reduction and National Program Elements (FY 2020 - 2022)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2020 - 2022)
- Part 4: Financial Information (FY 2020)
- Part 5: Certifications and Documents

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

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

#### REMINDERS FOR FY 2020:

**Multi-Year plans**—For FY 2020, all States will be utilizing the multi-year CVSP format. This means that objectives, projected goals, and activities in the plan will cover a full three-year period. The financial information and certifications will be updated each fiscal year.

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

- If Yes is indicated, the information provided for previously will be editable and State users can make any necessary changes to their project plan. (Note: Trend information that supports your current activities is not editable.)
- If No is indicated, then no information in this section will be editable and the user can move forward to the next section.
- The financial information and certifications will be updated each fiscal year.

All multi-year and annual update plans have been pre-populated with data and information from their FY 2019 plans. States must carefully review and update this information to reflect FY 2020 activities prior to submission to FMCSA.

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

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

**Part 1 Section 2 - Mission/Goal Statement****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.*

## 1-MISSION OR GOAL STATEMENT

As representatives of the State of Maine, our mission is to keep our state a safe place to live and visit. We maintain order, protect life, and property, and reduce fear of crime by providing diverse, high quality law enforcement services.

The Maine State Police Troop K- Commercial Vehicle Enforcement Unit is dedicated to ensuring safe travel on the roadways for all members of the traveling public as well as protecting the infrastructure that the people of Maine depend on. Troop K is also tasked with combating crime in all its forms. We approach this endeavor by utilizing an "all crimes-all hazards" in our day to day operations. These goals can be achieved only through a comprehensive approach to crash reduction, size and weight enforcement, and by ensuring compliance with both the Federal Motor Carrier Safety Regulations, State Laws, and Hazardous Materials Regulations.

Maine's budget request for **FY 2020** proposes to exceed the 15% allowance on overtime spending. The justification for this is due to the manner in which we conduct our Border Enforcement activities. The Maine State Police do not fund any regular salary positions with grant monies due to the unpredictable nature of funding. Instead, grant monies are utilized to conduct various initiatives on an overtime basis. This is the way that we have operated for many years. With the inclusion of BEG activities in the MCSAP grant under the FAST Act, and our desire to utilize 15% of our total MCSAP grant to expand our MCSAP activities, our total overtime request will be 19%.

Maine was granted this request for FY 2018 and FY 2019. Because of this, we were able to expand our MCSAP functions with overtime activities targeting everything from distracted driving to increased passenger vehicle inspections. The ability to utilize overtime funds allowed us to successfully expand MCSAP activities and specifically target identified problem times and locations that are outside of our normal work schedule, all while continuing an extremely successful Border Enforcement program that has existed since its inception as a Northern Border Grant.

**Regarding comment-please refer to Financial Information section.**

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

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

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

The Maine State Police, Troop K-Commercial Vehicle Enforcement Unit is currently staffed with (1) Lieutenant; (3) Sergeants; (3) Corporals; (23) Troopers; (6) civilian Motor Carrier Inspectors; (1) civilian Motor Carrier Supervisor; and (1) Troop Secretary. It should be noted that two Trooper retirements are expected in FY20.

The Maine State Police is the sole MCSAP agency in Maine. All personnel are tasked with the mission of safety. Sworn and non-sworn personnel are responsible for safety inspections and enforcement of the Federal Motor Carrier Safety Regulations. Sworn members are tasked with size and weight enforcement, and civilian inspectors are tasked with safety audits.

**Part 1 Section 4 - MCSAP Structure**

**Instructions:**

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

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

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

Lead Agency Information	
Agency Name:	MAINE STATE POLICE
Enter total number of personnel participating in MCSAP activities	36
<b>National Program Elements</b>	<b>Enter # personnel below</b>
Driver and Vehicle Inspections	35
Traffic Enforcement Activities	29
Investigations*	6
Public Education and Awareness	36
Data Collection and Reporting	2
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

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

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

## Part 2 - Crash Reduction and National Program Elements

### Part 2 Section 1 - Overview

*Part 2 allows the State to provide past performance trend analysis and specific goals for FY 2020 - 2022 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.*

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

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

**Part 2 Section 2 - CMV Crash Reduction**

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 2014 - 2018**

**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 # Fatal Crashes

**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			
01/01/2018	12/31/2018	14	14	14
01/01/2017	12/31/2017	30	20	28
01/01/2016	12/31/2016	16	16	24
01/01/2015	12/31/2015	14	16	13
01/01/2014	12/31/2014	13	13	13



**MOTORCOACH/PASSENGER CARRIER CRASHES**

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

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

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2018	12/31/2018	2	0	2
01/01/2017	12/31/2017	1	0	1
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0

**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			
01/01/2018	12/31/2018	1	0	1
01/01/2017	12/31/2017	2	0	1
01/01/2016	12/31/2016	0	0	0
01/01/2015	12/31/2015	0	0	0
01/01/2014	12/31/2014	0	0	0

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

<http://ai.fmcsa.dot.gov/CrashStatistics/rptSummary.aspx>

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

During CY17, Maine saw an increase in fatalities above our goal for the year. Several factors caused this result. Multiple occupants of the other vehicle is one factor. As has been the case for several years, distracted driving on the part of passenger vehicles continues to be a major factor in our fatal crashes. Crossover crashes and intersection movement are also major factors. The use of electronic devices by motor vehicle operators is a continuing problem that does not seem to be improving, despite the efforts of multiple state and federal agencies. Education and awareness needs to be continued, combined with engineering solutions such as centerline rumble strips, as well as continued enforcement.

During CY18 we saw the fatality rate drop however the rate of personal injury increased again. We have learned that the overwhelming majority of our CMV crashes are caused by the actions of the passenger vehicle, usually failing to yield or crossing over into the path of the CMV. During a recent Maine study it was found that 79% of the time in CY18 the passenger car contributed to the injury or fatality.

In the first part of CY19 fatalities remain close to CY2018 but the rate of distractions by other passenger vehicles is on the rise. Maine passed a new law that takes effect in the fall of FY2019 that curtails the use of hands on devices while the vehicles are in motion. This will increase our rate of enforcement significantly through FY20-22.

We continue to address distracted driving by passenger cars operating around CMVs by conducting enforcement details targeting these offenses both on regular shift and overtime activity.

We will continue to work with partner agencies to develop effective strategies to reduce crashes, injuries and deaths.

### **Narrative Overview for FY 2020 - 2022**

#### **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.**

Maine recognizes the need for zero fatalities and the reduction of crashes overall. Balancing that need with Maine's low crash rate, we have decided to continue to address the problem by dealing with distracted drivers. The majority of the fatal crashes involving CMVs in Maine are the result of a passenger vehicle either failing to yield to a CMV or crossing over into the path of the CMV.

In CY 2018, Maine reported 972 non-fatal crashes involving CMVs. Of these non-fatal crashes, over 600 listed some type of distracting action by the non-CMV driver as a causation factor. These are further broken down as follows:

600+ crashes involved more than 1 vehicle (non-CMV) where the other (non-CMV) had distracting/contributing factor

14% – Speeding, too fast for conditions

9%– Failed to yield

33% – Following too Close

14% – Operating in reckless manor

13% – Asleep or Fatigue

5%– Improper Passing

1% – OUI – Alcohol/Drugs

5% – Improper lane change, failing to stay in lane

23%– Texting, using electronic devices, other distraction inside vehicle

These types of actions by non-CMV drivers have a major impact on Maine’s CMV crash rate and are deserving of our continued enforcement efforts.

Sworn members will continue to focus efforts to enforce state law and federal regulations pertaining to distracted driving on both CMV and non-CMV operators. In CY 2018, Maine noted 613 violations of 392.80 (texting), and 392.82 (handheld device) on inspection reports. Due to the increased focus on enforcement, we are at 232 of these violations so far in 2019. These violations continue to be a high enforcement priority for our Troopers on both CMV and non-CMV operators.

Maine law changes in the fall of CY2019 to move to hand free state for all vehicles/

Enforcement efforts of this type part of our overall strategy to lower crashes, injuries, and deaths by aggressive, proactive patrols combined with roadside and fixed location inspection details.

Maine will also begin to provide out reach targeting the general public in sharing the road with large trucks and buses. This will be conducted by MCSAP Troopers in hopes it will continue to move our state forward in goals.

**Enter the data source and capture date:**  
<http://ai.fmcsa.dot.gov/CrashStatistics/rptSummary.aspx>

**Projected Goal for FY 2020 - 2022:**

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

Fiscal Year	Annual Crash Reduction Goals
2020	3
2021	3
2022	3

To reduce CMV involved fatalities from 14 to 12

**Program Activities for FY 2020 - 2022: 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.**

Maine's MCSAP funding is utilized for the salaries of the 6 non-sworn motor carrier inspectors. These inspectors are tasked with conducting compliance investigations. They spend approximately 90% of their time on these tasks and the remainder on inspections, assisting with crash investigations, and educational outreach. Their primary focus is on intrastate carriers. Maine assigns carriers who have an alert in the BASICs, or that come to the attention of the unit through insoections, or through complaints that come into our office.

***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.***

Maine will monitor the number of crashes and our investigative efforts to effect the safe operation of companies that we determine to be at risk, or at a higher risk. We will assign compliance reviews as appropriate. If we determine that these efforts are not effective, we will re-evaluate and adjust our efforts as needed.

**Part 2 Section 3 - Roadside Inspections**

*In this section, provide a trend analysis, an overview of the State’s roadside inspection program, and projected goals for FY 2020 - 2022.*

**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 2014 - 2018**

Inspection Types	2014	2015	2016	2017	2018
Level 1: Full	2207	1796	1553	1601	2416
Level 2: Walk-Around	8126	5530	5437	4805	4971
Level 3: Driver-Only	5343	4946	4211	4535	3649
Level 4: Special Inspections	0	0	0	0	0
Level 5: Vehicle-Only	373	334	373	357	265
Level 6: Radioactive Materials	0	0	0	0	0
<b>Total</b>	<b>16049</b>	<b>12606</b>	<b>11574</b>	<b>11298</b>	<b>11301</b>

**Narrative Overview for FY 2020 - 2022**

**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.**

Maine’s roadside inspection program conducts both roadside and fixed point inspections. Due to manpower limitations and large geographic patrol areas, we vary our methods to provide for the best coverage. Inspectors work primarily during the day when the majority of the CMV traffic is active, however, we routinely vary our schedules to address specific issues as they are identified.

Fixed point inspection details are also regularly throughout the state, allowing inspectors to screen and inspect large numbers of CMVs, as well as perform size and weight functions on the interstate system.

Maine plans to continue to be able to address identified issues and increase MCSAP inspections by utilizing 19% of our MCSAP award as overtime funds. Utilizing funds in this manner will allow MCSAP inspectors to focus additional efforts on issues in their patrol areas that would otherwise prove difficult due to manpower and scheduling issues. This strategy met with success last year, and allowed us to focus on several areas including increased passenger carrier inspections, USDOT number compliance details in partnership with New Hampshire, and other localized problem areas and times.

Maine plans to add coverage of the unit both during the evening and the weekends. Due to the manpower limitations and large area it is impossible to garner 24 hour coverage 7 days a week. We will look to fund personel that can respond to any CMV crashes that fit our statutory obligations. This would also include providing guidance on all aspects of CMV enforcement statewide to any agencies that are working on a CMV issue.

**Projected Goals for FY 2020 - 2022**

**Instructions for Projected Goals:**

*Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2020 - 2022. For FY 2020, 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:** MAINE STATE POLICE

**Enter the total number of certified personnel in the Lead agency:** 36

Projected Goals for FY 2020 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	2500	412	50	2962	24.81%
Level 2: Walk-Around	4500	325	36	4861	40.72%
Level 3: Driver-Only	4000	5	20	4025	33.71%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only	10	20	60	90	0.75%
Level 6: Radioactive Materials		1		1	0.01%
<b>Sub-Total Lead Agency</b>	<b>11010</b>	<b>763</b>	<b>166</b>	<b>11939</b>	

**MCSAP subrecipient agency**

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

**Subrecipient is:**

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

Projected Goals for FY 2020 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	%
Level 2: Walk-Around				0	%
Level 3: Driver-Only				0	%
Level 4: Special Inspections				0	%
Level 5: Vehicle-Only				0	%
Level 6: Radioactive Materials				0	%
<b>Sub-Total Funded Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**Non-Funded Agencies**

Total number of agencies:	0
Enter the total number of non-funded certified officers:	
Enter the total number of inspections projected for FY 2020:	



**Summary**

Projected Goals for FY 2020 - Roadside Inspections Summary

Projected Goals for FY 2020 Summary for All Agencies					
<b>MCSAP Lead Agency: MAINE STATE POLICE</b>					
<b># certified personnel: 36</b>					
<b>Subrecipient Agencies:</b>					
<b># certified personnel: 0</b>					
<b>Number of Non-Funded Agencies: 0</b>					
<b># certified personnel:</b>					
<b># projected inspections:</b>					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	2500	412	50	2962	24.81%
Level 2: Walk-Around	4500	325	36	4861	40.72%
Level 3: Driver-Only	4000	5	20	4025	33.71%
Level 4: Special Inspections				0	0.00%
Level 5: Vehicle-Only	10	20	60	90	0.75%
Level 6: Radioactive Materials		1		1	0.01%
<b>Total ALL Agencies</b>	<b>11010</b>	<b>763</b>	<b>166</b>	<b>11939</b>	

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

Projected Goals for FY 2021 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	11400	0	0	11400
Enter total number of certified personnel	36	0	0	36
Projected Goals for FY 2022 Roadside Inspections				
Enter total number of projected inspections	11400	0	0	11400
Enter total number of certified personnel	36	0	0	36

**Part 2 Section 4 - Investigations**

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

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

**Trend Analysis for 2014 - 2018**

<b>Investigative Types - Interstate</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Compliance Investigations	1	18	33	20	14
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	1	13	1	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	1	1	13	0	1
CSA On-Site Comprehensive	0	16	20	19	13
<b>Total Investigations</b>	<b>2</b>	<b>36</b>	<b>79</b>	<b>40</b>	<b>28</b>
Total Security Contact Reviews	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0

<b>Investigative Types - Intrastate</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Compliance Investigations	41	62	29	41	44
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	41	19	23	19	15
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	0	13	0	10	10
CSA On-Site Comprehensive	0	30	29	12	19
<b>Total Investigations</b>	<b>82</b>	<b>124</b>	<b>81</b>	<b>82</b>	<b>88</b>
Total Security Contact Reviews	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0

**Narrative Overview for FY 2020 - 2022**

**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 2020 - 2022**

Complete the table below indicating the number of investigations that the State anticipates conducting during FY 2020 - 2022.

Projected Goals for FY 2020 - 2022 - Investigations						
Investigation Type	FY 2020		FY 2021		FY 2022	
	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
Compliance Investigations	2	5	2	5	5	5
Cargo Tank Facility Reviews	0	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	30	0	30	0	30
CSA Off-Site	1	1	1	1	1	1
CSA On-Site Focused/Focused CR	1	3	1	3	1	3
CSA On-Site Comprehensive	1	1	1	1	1	1
<b>Total Investigations</b>	<b>5</b>	<b>40</b>	<b>5</b>	<b>40</b>	<b>8</b>	<b>40</b>
Total Security Contact Reviews	0	0	0	0	0	0
Total Terminal Investigations	0	0	0	0	0	0

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

Maine will strive to complete at least 5 interstate and 40 intrastate investigations during this period.

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

Maine has 6 full time inspectors and 1 supervisor primarily focusing their compliance reviews on intrastate passenger companies and intrastate companies with D/A, HOS, maintenance issues or other alerts. One of our five Inspectors is a new hire and is currently in the process of training and certification, and is not yet conducting reviews.

**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.**

Compliance reviews are assigned through the FMCSA portal by the Motor Carrier Supervisor. After the assignments are made, the inspectors case progress and case load is monitored by the Motor Carrier Supervisor. Prior to any case closure and/or any prosecution, the Motor Carrier Inspectors are required to have the case reviewed by the Motor Carrier Supervisor who then forwards the case to the state's FMCSA office for approval and upload.

**Part 2 Section 5 - Traffic Enforcement**

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

**Trend Analysis for 2014 - 2018**

**Instructions:**

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2018	12/31/2018	4841	13821
01/01/2017	12/31/2017	4456	7181
01/01/2016	12/31/2016	6011	13349
01/01/2015	12/31/2015	7034	13911
01/01/2014	12/31/2014	8490	12022

**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.**

<https://ai.fmcsa.gov/SafetyProgram/spRptRoadside.aspx?rpt=TEAS>

**Narrative Overview for FY 2020 - 2022**

**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](#).

Maine's CVEU does not conduct CMV stops without completing an inspection report. Also, non-CMV traffic stops are not accounted for MCSAP purposes or on any time that could be attributed to MCSAP.

**Projected Goals for FY 2020 - 2022**

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2020 - 2022. 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 2020	FY 2021	FY 2022
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	7000	7000	7000
<input type="radio"/>	<input checked="" type="radio"/>	CMV without Inspection	0	0	0
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	300	300	300
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	15	15	15

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 2020 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2020 Activities	Average 2004/05 Activities
11939	45	90	12074	10112

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

in FY 20-22 we will strive to equal those results with 7000 CMV traffic stops and 7500 violations cited in each FY. These shall be in areas identified as higher crash locations with an emphasis on areas with a high traffic count.

**Part 2 Section 6 - Safety Technology**

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

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

**Safety Technology Compliance Status**

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

Technology Program	Current Compliance Level	Include O & M Costs?
ITD	Core CVISN Compliant	Yes
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:** ME Department of Transportation

**Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency:** ME Bureau of Motor Vehicles

**Narrative Overview for FY 2020 - 2022**

**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.**

We are now including O and M expenses for the York and Kittery Scale systems located on the Maine Turnpike. In FY20-22 we are expected to expand to include Oand M expenses for the new Bypass scale systems in York and Kittery located on Rt. 236 and Rt. 1 respectively.

Project name: Maintenance for CVIEW Systems

Project Objectives
The objectives of this project are to: <ul style="list-style-type: none"> <li>• Provide support and maintenance of CVISN system</li> <li>• Ensure compliance of the CVIEW system to SAFER Standards</li> </ul>

<b>Project Benefits</b>	
	<p>Benefits to the State:</p> <ul style="list-style-type: none"> <li>• Continuous monitoring and support of CVISN system components</li> <li>• Compliance with national standards and best practices</li> </ul>
	<p>Benefits to the Motor Carrier Industry:</p> <ul style="list-style-type: none"> <li>• Continued operational access to the State's credentialing and safety systems</li> <li>• Improved productivity and ease of business transactions with the State</li> <li>• Interoperability between systems in Maine, other jurisdictions, and at the national level</li> </ul>
<b>Operational Scenario</b>	
	<p>The vendors the CVIEW systems will be responsible for overseeing all aspects of their system including ongoing support and maintenance.</p> <p>The CVIEW vendor will be responsible for overseeing all of the CVIEW needs for the State's CVIEW system and ensuring that they are deployed in accordance with the Federal SAFER standards. The CVIEW vendor also will participate in the Architecture Configuration Control Board (ACCB) meetings to ensure that the State's CVIEW system remains up-to-date with any changes to the national CVISN architecture.</p>
<b>Performance Measures/Evaluation</b>	
	Operational and Maintenance Support of key CVISN system components

**Program Activities for FY 2020 - 2022: Describe any actions that will be taken to implement full participation in PRISM.**

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

Maine will continue to audit and evaluate our data submitted. We continue to work on reducing the amount of VIN errors. However, there seems to be a program flaw that shows errors in VINs that are correct. Example; a pre-1980 truck with a non-conforming VIN (less than 17 characters) will come back as an incorrect VIN when it is in fact correct.

**Part 2 Section 7 - Public Education and Outreach**

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

**Trend Analysis for 2014 - 2018**

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

<b>Public Education and Outreach Activities</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Carrier Safety Talks	41	37	64	55	76
CMV Safety Belt Education and Outreach	30	30	45	40	24
State Trucking Association Meetings	20	20	20	20	20
State-Sponsored Outreach Events	0	0	0	0	0
Local Educational Safety Events	3	3	3	3	3
Teen Safety Events	1	1	1	1	1

**Narrative Overview for FY 2020 - 2022**

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

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

Maine will continue to conduct corporate and industry outreach as requested throughout the year. We work with industry and other local and federal partners to provide the highest quality service. We strive to offer education as an early alternative to strict enforcement. We will continue to work with the Maine Motor Transport Association to answer requests from their members and for other businesses that have questions or concerns.

Maine strongly believes a positive relationship between government and industry benefits both as well as the motoring public. We feel that if we can partner with industry to prevent a problem before it occurs on the roadways, ensuring the smooth, safe, and efficient flow of traffic.

Maine conducted nearly 400 hours of speaking engagements geared toward motor carrier safety and regulations. Education and outreach was provided to high schools, driving/technical schools, the Professional Loggers Association of Maine, plus many contractors, general freight, hazardous materials haulers, and others who requested our services. These engagements are a chance to interact in a positive environment, answer questions, remove anxiety about what happens at a roadside inspections, review company policies and training programs, and answer general questions from employees. They have been met with a very positive response from industry, and we return to many of the same companies annually.

**Projected Goals for FY 2020 - 2022**

**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 2020	FY 2021	FY 2022
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	36	36	36
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	28	28	28
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	24	24	24
<input type="radio"/>	<input checked="" type="radio"/>	State-Sponsored Outreach Events	0	0	0
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	3	3	3
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	15	15	15

**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.**

Maine will conduct 10-15 outreach events per quarter. These will include many topics, including but not limited to; HOS and ELD compliance, load securement, hazardous material transport, human trafficking awareness, pre and post trip inspection procedures, and general regulation review and education. Our Troopers and Inspectors have been conducting these engagements for years, and they are very well received by industry and trade groups alike. We regularly partner with the Maine Motor Transport Association and the Maine Professional Logging Association to conduct speaking engagements and training sessions. Maine will also begin to partner with CVSA in the sharing the roads with large trucks and buses program. We will conduct 3-5 speaking engagements a quarter to work to combat the growing problem here in Maine.

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

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

**SSDQ Compliance Status**

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

Technology Program	Current Compliance Level	Include O & M Costs?
SSDQ	Good	Yes

Available data sources:

- [FMCSA website SSDQ information](#)

In the table below, use the drop-down menus to indicate the State's current rating within each of the State Safety Data Quality categories, and the State's goal for FY 2020 - 2022.

SSDQ Category	Current SSDQ Rating	Goal for FY 2020	Goal for FY 2021	Goal for FY 2022
Crash Record Completeness	Good	Good	Good	Good
Crash VIN Accuracy	Good	Good	Good	Good
Fatal Crash Completeness	Good	Good	Good	Good
Crash Timeliness	Good	Good	Good	Good
Crash Accuracy	Good	Good	Good	Good
Crash Consistency	No Flag	No Flag	No Flag	No Flag
Inspection Record Completeness	Good	Good	Good	Good
Inspection VIN Accuracy	Good	Good	Good	Good
Inspection Timeliness	Good	Good	Good	Good
Inspection Accuracy	Good	Good	Good	Good

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

07-27-2019

**Narrative Overview for FY 2020 - 2022**

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

**Program Activities for FY 2020 - 2022:** Describe any actions that will be taken to achieve a "Good" rating in any category not currently rated as "Good," including measurable milestones.

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

Maine will continue to audit and evaluate all data submitted. We always strive to reduce VIN errors. However, there still seems to be a program flaw that shows errors in VINs that are correct. Example: older vehicles with a VIN less than 17 numbers.

**Part 2 Section 9 - New Entrant Safety Audits**

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

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

Yes	No	Question
<input type="radio"/>	<input type="radio"/>	Does your State conduct Offsite safety audits in the New Entrant Web System (NEWS)? NEWS is the online system that carriers selected for an Offsite Safety Audit use to submit requested documents to FMCSA. Safety Auditors use this same system to review documents and communicate with the carrier about the Offsite Safety Audit.
<input type="radio"/>	<input checked="" type="radio"/>	Does your State conduct Group safety audits at non principal place of business locations?
<input type="radio"/>	<input checked="" 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 2014 - 2018**

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

New Entrant Safety Audits	2014	2015	2016	2017	2018
Interstate	167	247	231	184	189
Intrastate	0	0	0	0	0
<b>Total Audits</b>	<b>167</b>	<b>247</b>	<b>231</b>	<b>184</b>	<b>189</b>

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

**Narrative Overview for FY 2020 - 2022**

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

**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 2020 - 2022**

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 2020 - 2022 - New Entrant Safety Audits						
Number of Safety Audits/Non-Audit Resolutions	FY 2020		FY 2021		FY 2022	
	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
# of Safety Audits (Onsite)	15	0	15	0	15	0
# of Safety Audits (Offsite)	75	0	75	0	75	0
# Group Audits	0	0	0	0	0	0
<b>TOTAL Safety Audits</b>	<b>90</b>	<b>0</b>	<b>90</b>	<b>0</b>	<b>90</b>	<b>0</b>
# of Non-Audit Resolutions	35	0	35	0	35	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 Maine State Police Proposes to conduct 90 New Entrant Safety Investigations within the established timeframe utilizing 2 three quarter time employees and 3 "as needed" employees. The Maine State will continue to utilize the Off Site Safety Investigation program. The New Entrant program will be supervised by the Motor Carrier Supervisor monitoring the program.

**Activity Plan for FY 2020 - 2022: 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.**

The Maine State Police will be dedicating 3 three-quarter time inspectors and 3 "as needed" inspectors doing part time New Entrant Safety Investigations to maintain the level of completion we have maintained over the years.

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

The MSP New Entrant program will be supervised by the Motor Carrier Supervisor for quality, completeness, and accuracy in conjunction with Maine's FMCSA office. The Supervisor will continue to work with the FMCSA to evaluate the Offsite SA program, and continue to expand the program.

**Part 2 Section 10 - Border Enforcement**

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

**Trend Analysis for 2014 - 2018**

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

Inspection Types	2014	2015	2016	2017	2018
Level 1: Full	966	2288	327	1295	1247
Level 2: Walk-Around	3052	1830	1171	1371	1150
Level 3: Driver-Only	701	414	428	214	170
Level 4: Special Inspections					
Level 5: Vehicle-Only					
Level 6: Radioactive Materials					
<b>Total</b>	<b>4719</b>	<b>4532</b>	<b>1926</b>	<b>2880</b>	<b>2567</b>

**Narrative Overview for FY 2020 - 2022**

The State chooses not to engage in border enforcement activities in FY 2020 - 2022. If this box is checked, no additional narrative is necessary in this section.

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

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

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

Check all objectives that apply (minimum of 1):

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

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

**Objective 3: International Commerce CMV Inspections at Remote Border Sites Away from Border Crossings** - Conduct international commerce CMV safety inspections at identified sites where known international commerce activity occurs near the Canadian and Mexican borders but where there is no

**official border crossing facility. Site(s) must be identified in the narrative below and describe how far these locations are from the nearest official border crossing facility, if any.**

**Projected Goals for FY 2020 - 2022**

*Summarize projected border enforcement activities in the table below.*

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

<b>Projected Goals for FY 2020 - 2022 - Border Enforcement</b>			
	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>
Number of International Commerce Regular CMV	1945	1945	1945
Number of International Commerce HM	50	50	50
Number of International Commerce Passenger	5	5	5
<b>Total International Commerce Inspections</b>	<b>2000</b>	<b>2000</b>	<b>2000</b>
Number of Fixed Facility International Inspections	1650	1650	1650
Number of Non-Fixed Facility International Inspections	350	350	350
Traffic Enforcement	150	150	150
Strike Force Activities (CMVs)	0	0	0
Strike Force Activities (Passenger CMVs)	50	50	50

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

- To establish numerous safety details at the border, and along international traffic corridors frequented by Commercial Vehicles.
- To increase cooperation, communication and information sharing with US Customs and Border Protection and the Federal Motor Carrier Safety Administration by including them in the planning and operational phase of these details.
- To conduct 2,000 MCSAP inspections focusing on international commercial vehicle traffic both along the border and along common routes through visible, proactive enforcement. Our goal is to conduct 50% of these inspections on international commercial vehicles.
- To complete 20 inspections at/around the POE locations and common routes of travel on Motor Coaches.
- To conduct 200 roadside inspections on Hazardous Material carriers as part of any Hazardous Materials verification.
- To ensure that all vehicles inspected are checked for Federal out of Service order compliance.
- To ensure that all vehicles inspected are checked for valid UCR.

**Activity Plan for FY 2020 - 2022: Describe the specific activities planned to reach border enforcement goals.**

To implement this plan, we propose to conduct roadside inspections at several fixed locations statewide at fixed sites and routes that have frequent international traffic. Activities will include, among other areas; inspection activity focused on OOS carriers, medical certification checks, HOS enforcement, HM compliance checks, operating authority and UCR compliance.

Due to the remote location of Maine's border crossings, there are very few members assigned to geographic locations near our border crossings. Additionally, our fixed site weigh/inspection facilities are located on Interstate 95 away from the border. Interstate 95 is the direct route taken from out of state to the Canadian border, which allows us to utilize these facilities as safe places to conduct border enforcement activities, and still focus on international traffic without extensive travel time to border crossing locations.

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

We will prepare a detail summary sheet to be completed for each enforcement detail. Inspection details will have a goal of one inspection per hour for each of the personnel assigned. We will assign a person to monitor the detail statistics and compile data. Program evaluation will be performed on an on-going basis and reporting will be done on a quarterly basis. This reporting will include an analysis of program effectiveness and quantitative results.

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

*FMCSA establishes annual national priorities (emphasis areas) based on emerging or continuing issues, and will evaluate CVSPs in consideration of these national priorities. Part 3 allows States to address the national emphasis areas/priorities outlined in the MCSAP CVSP Planning Memorandum and any State-specific objectives as necessary. Specific goals and activities must be projected for the three fiscal year period (FYs 2020 - 2022).*

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

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

**Check this box if:**

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

**Part 3 Section 2 - Passenger Carrier Enforcement****Instructions:**

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

**Check this box if:**

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



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

#### Instructions:

Describe any State-specific CMV problems that were addressed with FY2019 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 2019 CVSP.

#### Progress Report on State Specific Objectives(s) from the FY 2019 CVSP

Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2019 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.**

Although Maine has no passenger transportation safety problems, one of our goals is to be more proactive in passenger vehicle inspections. We have developed positive relationships with passenger carrier providers as well as with origination and destination facilities, many of whom provide space at their facilities where we conduct inspection details. The number of passenger carrying CMVs increases every year, and it is our goal to stay ahead of any potential problems by maintaining a robust PVI program and continuing to foster positive relationships with industry.

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

100% audit of intrastate passenger carriers. Develop proactive positive relationships with passenger carrying motor carriers in an effort to increase compliance with FMCSRs and prevent crashes, injuries, and deaths. Conduct a minimum of 6 organized passenger carrier roadside/terminal inspection details in FY19.

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

Maine conducted 2 passenger carrier details in FY19, completing 36 inspections

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

Overall our program has been very successful, with positive reaction from both industry and origination/destination point providers. We have conducted numerous details at popular ocean ports where motor coaches pick up cruise ship passengers, to the point where our effectiveness has diminished due to repeated inspections of the same coaches/companies. We continue to focus enforcement efforts on the whitewater rafting industry as there is a reluctance to comply with regulations. We will continue to work on both the educational/outreach front as well as the enforcement end to work to gain voluntary compliance and increase safety. We will also continue to explore new areas to monitor/inspect passenger carriers and continue to develop relationships with Maine based carriers.

#### Activity #2

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

FY19 Maine began to implement the CVSA Safely Sharing the Roads program. This will continue through FY20-22

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

The goal for FY19 was to purchase and distribute reading material in regards to sharing the road with large trucks and buses to local school and driver's education programs.

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

FY19 MCSAP grant adjustment is pending with the funding source to continue implementation

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

Maine is a very rural state and finding a group list serve to assist in publication has been difficult. Maine will work with our highway safety partners for easier efforts moving forward.



### Part 3 Section 4 - State Specific Objectives – Future

#### Instructions:

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

*Describe any State-specific objective(s) identified for FY 2020 - 2022. 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.**

Out of Service Carrier identification and enforcement through use of automated license plate reader technology

**Narrative Overview for FY 2020 - 2022**

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

Currently, Maine deploys automated CMV screening at two fixed sites, located near our southern border in York and Kittery. These facilities work well in identifying carriers while the facilities are open and manned. Maine proposes to explore other screening methods on a statewide basis by deploying license plate readers that will be mounted on Maine Highway systems using a trailer system. These LPRs will be purchased and installed on specifically selected sites in an effort to identify out of service carriers that do not pass through the fixed sites. We feel that this LPR technology will allow us to cast a wider net and assist us in identifying out of service carriers that enter Maine through routes other than Interstate 95 where our fixed sites are located.

**Projected Goals for FY 2020 - 2022:**

**Enter performance goal.**

Last year, Maine identified four out of service carriers for a catch rate of 100%. Our goal is to identify and remove three additional out of service carriers from Maine's roadways, increasing our identification rate by an additional 75% and maintaining our catch rate at 100%.

**Program Activities for FY 2020 - 2022: Describe the activities that will be implemented including level of effort.**

Trailer based license plate reader technology will be deployed on at least 4 initial sites. Once an out of service carrier has been identified, confirmation will be made and a roadside inspection completed. If it is confirmed that the carrier is operating in violation of an out of service order, the vehicle/carrier will be placed out of service.

**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.**

Progress will be monitored by MSP and FMCSA through review of our catch vs. OOS rate for identified carriers.

#### State Objective #2

**Enter the title of your State-Identified Objective.**

**Narrative Overview for FY 2020 - 2022**

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

**Projected Goals for FY 2020 - 2022:  
Enter performance goal.**

**Program Activities for FY 2020 - 2022: Describe the activities that will be implemented including level of effort.**

**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.**

## Part 4 - Financial Information

### Part 4 Section 1 - Overview

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

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

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

#### Instructions

The Spending Plan should include costs for FY 2020 only. This applies to States completing a multi-year CVSP or an Annual Update to their multi-year CVSP.

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

The following definitions describe Spending Plan terminology.

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

#### On Screen Messages

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

- Calculation of Federal and State Shares

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

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

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

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

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

• **MOE Expenditures**

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

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

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

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

• **Financial Summary**

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

The system will confirm that:

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

<b>ESTIMATED Fiscal Year Funding Amounts for MCSAP</b>			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$1,641,060.00	\$289,598.00	\$1,930,658.00

<b>Summary of MCSAP Funding Limitations</b>	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$289,598.00
MOE Baseline:	\$3,323,204.93

**Part 4 Section 2 - Personnel**

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

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

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

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

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

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

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

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

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

Summary of MCSAP Funding Limitations	
Allowable amount for Lead MCSAP Agency Overtime without written justification (15% of MCSAP Award Amount):	\$289,598.00

**Overtime Costs budgeted must be equal to or less than the 15 percent FMCSA funding limitation (+/- \$5 allowed.) Please include a justification to exceed the limit in the Personnel section.**

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
MCI Supervisor-MCSAP	1	50.0000	\$61,838.40	\$30,919.20	\$30,919.20	\$0.00	\$0.00
Motor Carrier Inspectors	6	50.0000	\$47,944.00	\$143,832.00	\$143,832.00	\$0.00	\$0.00
<b>Subtotal: Salary</b>				<b>\$174,751.20</b>	<b>\$174,751.20</b>	<b>\$0.00</b>	<b>\$0.00</b>
Overtime Project Costs							
Troopers - Safety -outreach	2	15.3845	\$99,008.00	\$30,463.77	\$30,463.77	\$0.00	\$0.00
MCI-Border	7	26.0000	\$85,467.00	\$155,549.94	\$155,549.94	\$0.00	\$0.00
Troopers-Special Detail	8	11.5384	\$99,008.00	\$91,391.51	\$91,391.51	\$0.00	\$0.00
MCI-New Entrant	7	7.0000	\$74,900.80	\$36,701.39	\$36,701.39	\$0.00	\$0.00
Contract & Grant Specialist	1	10.0000	\$75,358.40	\$7,535.84	\$7,535.84	\$0.00	\$0.00
<b>Subtotal: Overtime</b>				<b>\$321,642.45</b>	<b>\$321,642.45</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL: Personnel</b>				<b>\$496,393.65</b>	<b>\$496,393.65</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Accounting Method:</b>	<b>Cash</b>						

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

MCI- MCSAP-The average regular rate of pay for the six Motor Carrier Inspectors per hour is \$23.05 (includes a 3% increase Sept 2020) at 50% of the time is allocated to the FY19 MCSAP grant- \$23.05 x 1040 hours= \$23,972 x 6= \$143,832

MCI Supervisor-MCSAP-The average rate of pay for the Motor Carrier Supervisor per hour is \$29.73 at 50% of the time is allocated to the FY198 MCSAP grant- \$29.73 x 1040 hours= \$30,919.20

MCI Border OT-The average overtime rate of pay for Motor Carrier Inspectors is \$34.58 (includes a 3% increase Sept 2020) per hour and State Troopers is \$47.60 per hour (includes 3% increase Sept. 2020). The sum of these is \$82.18 per hour divided by 2 = \$41.09 (average OT rate). \$41.09 x 2080 hrs (FTE) = \$85,467 per year per person. 26% of time will be spent on Border Enforcement. There will be an average of seven associates performing 481 eight hour details in this grant. 481 x 8 hrs = 3848 hrs divide by 7= 549.71 hrs. per person divided by 2080 hrs (FTE) = 26%

MCI New Entrant OT- the average overtime rate of pay per year for seven Motor Carrier Inspectors is \$36.01 per hr. \$74,900.80 divided by 2080 hours (FTE) = \$36.01 per hour. 7% of time will be spent on New Entrant inspections. There will be an average of seven associates performing these inspections. Historically, 7 % of their time is spent on audits.

Troopers Special Detail-. The average overtime rate of a Trooper is \$47.60 per hour x 2080= \$99,008. They are going to work 240 hours (30 x 8 hr special details) which is approximately 12% of their time at \$47.60 per hour.

8 x 47.60 x 30 x 8 = \$91,392

Maine’s budget request for FY 2020 proposes to exceed the 15% allowance on overtime spending. The justification for this is due to the manner in which we conduct our Border Enforcement activities. The Maine State Police do not fund any regular salary positions with grant monies due to the unpredictable nature of funding. Instead, grant monies are utilized to conduct various initiatives on an overtime basis. This is the way that we have operated for many years. With the inclusion of BEG activities in the MCSAP grant under the FAST Act, and our desire to utilize 15% of our total MCSAP grant to expand our MCSAP activities- our total overtime request will be 19%.

Maine was granted this request for FY 2018 & 2019. Because of this, we were able to expand our MCSAP functions with overtime activities targeting everything from distracted driving to increased passenger vehicle inspections. The ability to utilize overtime funds allowed us to successfully expand MCSAP activities and specifically target identified problem times and locations that are outside of our normal work schedule, all while continuing an extremely successful Border Enforcement program that has existed since its inception as a Northern Border Grant.

Overtime Justification document is attached.

Safety Outreach - The average overtime rate of a Trooper is \$47.60 per hour. This project is going to send an average of 2 troopers to 80 four (4) hr events to pass out CVSA pamphlets in an effort to educate new drivers about the commercial trucking industry’s potential dangers on our roads and highways and includes speaking engagements for educational purposes as well. They will



address questions and stress the importance of safe driving habits.  $2 \times \$47.60 \times 80 \times 4 = \$30,464$

~~Supervisory Weekend details—One Sgt/Week will be assigned to supervise the weekend activity's of the Maine CVEU unit. This function allows the Sgt.'s to look at our calls for service and apply the correct resources. Our weekends calls for service to include CMV PI and fatality accidents and response to CMV stops made my other agencies. These violations typically start as erratic driver issues where the requesting agency is not trained to a level to adequately handle these CMV complaints. These hours are covered by the Maine State Police OT budget and now are being requested to be covered under MCSAP— $\$54.19 \times 52 \times 8 = \$22,543.$~~

Contract and Grant Specialist overtime. Requesting an average of 4 hours weekly of overtime be allowed for a Contract and Grant Specialist to work on the day to day McSap grant tracking of details, submission of reimbursement requests, working with Troop K Lieutenant, Sergeant, Supervisors, and other personel responsible for McSap functions. This OT is necessary to accommodate for staffing changes and changes in the workload in the department. Average OT pay for this position is \$36.23 an hour.  $4 \times 52 \text{ weeks} \times 36.23 = 7535.84.$

### Part 4 Section 3 - Fringe Benefits

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

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

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

The cost of fringe benefits are allowable if:

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

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

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

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

The **Fringe Benefit Rate** is:

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

The **Base Amount** is:

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

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

Fringe Benefits Project Costs							
Position(s)	Fringe Benefit Rate	% of Time on MCSAP Grant	Base Amount	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
MCI Supervisor-MCSAP	24.0000	50.0000	\$61,838.40	\$7,420.60	\$7,420.60	\$0.00	\$0.00
MCI-MCSAP	42.0000	50.0000	\$287,664.00	\$60,409.44	\$60,409.44	\$0.00	\$0.00
OT-MCI & Troopers-BEG	39.3200	100.0000	\$155,549.94	\$61,162.23	\$61,162.23	\$0.00	\$0.00
OT- MCI-NEG	39.3200	100.0000	\$36,701.39	\$14,430.98	\$14,430.98	\$0.00	\$0.00
Trooper Special Detail	39.3200	100.0000	\$152,321.82	\$59,892.93	\$59,892.93	\$0.00	\$0.00
Trooper - Safety Outreach	39.3200	100.0000	\$30,463.77	\$11,978.35	\$11,978.35	\$0.00	\$0.00
<b>TOTAL: Fringe Benefits</b>				<b>\$215,294.53</b>	<b>\$215,294.53</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

Fringe for regular pay is as follows:

Fringe benefits are calculated as a percent of the base salaries. Fringe benefits include payroll expenses such as Medicare, life insurance, retirement, health insurance, dental insurance and worker's comp. Medicare is 1.5% of the annual salary; Life insurances are calculated at a rate of approximately .35 cents per thousand rounded to the next highest thousands of the annual salary; Retirement is 39.31% of the annual salary; Health insurance is between \$352 (single plan) and \$750 (family plan) per 24 pay periods; Dental insurance is \$13.13 per 24 pay periods and Worker's Comp is \$70 per 24 pay periods.

Only 50% of the Regular pay for the MCI positions are allocated to MCSAP.

The average percentage for fringe for the Motor Carrier Supervisor is 24% (position does not ake advantage of all benefits) and the average for Motor Carrier Inspectors is 42%.

Fringe for OT pay is as follows:

Fringe benefits are calculated as a percent of the average base salaries. Fringe benefits include FICA at .0145 and MSRS is 39.31% of the annual salary.

**Part 4 Section 4 - Travel**

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

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

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

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

Travel Project Costs							
Purpose	# of Staff	# of Days	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
New Entrant Training	2	3	100.0000	\$4,000.00	\$4,000.00	\$0.00	\$0.00
Border Enforcement Road Checks	26	4	100.0000	\$12,000.00	\$12,000.00	\$0.00	\$0.00
CVSA Conferences	9	10	100.0000	\$45,000.00	\$45,000.00	\$0.00	\$0.00
MCSAP Planning Meeting	4	5	100.0000	\$8,000.00	\$8,000.00	\$0.00	\$0.00
CMV Training	15	5	100.0000	\$76,000.00	\$76,000.00	\$0.00	\$0.00
Grant Management Training	3	3	100.0000	\$6,000.00	\$6,000.00	\$0.00	\$0.00
Advanced Road Crash	3	5	100.0000	\$7,188.00	\$7,188.00	\$0.00	\$0.00
<b>TOTAL: Travel</b>				<b>\$158,188.00</b>	<b>\$158,188.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

CVSA Conferences- Nine (9) Motor Carrier Inspectors will attend CVSA conferences-three will attend NAI and two will attend COHMED. The average cost for lodging, meals, incidentals and air fare is approximately \$2500 per conference (10 nights) for a total of \$45,000. The costs reflected is an average per prson based on historical previous data. (Chages made to reflect average for Spring and fall conferences)

MCSAP Planning Meeting- Four Motor Carrier Inspectors will attend the MCSA Planning meetings. The average cost for lodging, meals, incidentals and air fare is approximately \$2,000 per conference for a total of \$8,000

CMV Training- 15 Commercial Vehicle employees will attend CMV/FMCSA training i.e. General HazMat, Passenger Carrier Cargo Tank-Part A and Part B. The average cost is approximately \$15,000 for General HazMats, \$20,000 for the three two week Part A and Part B training and \$41,000 for the eight cargo tank training courses for a total of \$76,000

Grant Management Training-Three (3) individuals (Lt. of Troop K, MSP Contract Specialist and one Financial Analyst) will attend the yearly Grant Management training course. The average cost of lodging, meals, incidentals and air fare is approximately \$6,000

The Maine State Police, Commercial Vehicle Enforcement, Troop K will conduct a 2021 Road Check Border Enforcement detail to conduct roadside inspections in an effort to locate disqualified drivers, HOS violations and unsafe CMV loading. The enforcement will include lodging and per diem allowances and will focus on internations inspections with a goal of 50% international/hazmat inspections.The average cost of lodging, meals incidentals is approximately \$12,000

New Entrant training-two (2) Motor Carrier Inspectors will attend New Entrant training. The average cost for lodging, meals, incidentals and air fare is approximately \$2,000 per training for a total of \$4,000

Advanced Road Crash training - Spring in Florida Sending 3 associates Estimated Total cost \$7188(Meals \$287 each, Flights \$789 each, Lodging \$1,320 each)

**Part 4 Section 5 - Equipment**

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

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

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

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

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

Equipment Project Costs							
Item Name	# of Items	Full Cost per Item	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Bosch CDR crash data retrieval kit	1	\$17,000.00	100	\$17,000.00	\$17,000.00	\$0.00	\$0.00
<b>TOTAL: Equipment</b>				<b>\$17,000.00</b>	<b>\$17,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Equipment threshold is greater than \$5,000.</b>							

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

The State of Maine requests three (3) Ford PI SUV's, and one (1) Nissan Rouge to be purchased for the Commercial Vehicle Unit, Troop K. The vehicles will be used by the Motor Carrier Inspectors & Trooper patrolling the corridors of Maine performing 100% MCSAP enforcement details and duties. The cost for the purchasing of the vehicles is based on the State's Current Delivery Order contract. The Troop K fleet consists of 36 vehicles that are replaced based on age/mileage as well as when specialty needs arise.

We are also requesting funding for a Sprinter Van. This van will allow Maine MCSAP Troopers work from a mobile platform that will house equipment not normally carried in their cruisers. Examples would be to haul the mobile LPR trailer and then a WIM scales system for conducting inspections points in the most rural parts of the state. Currently Maine's MCSAP troopers do not have a platform large enough to move all the inspections and safety equipment in one platform. This van is AWD to work in the Maine climate zone and is considered a moderately priced commercial van in the private market.

We are requesting a Bosch CDR crash data retrieval software kit. The Bosch CDR kit will allow for accident vehicle downloads on most domestic commercial vehicles that are under the 26K(IE. 2500-5500 models). This kit will be used by MCSAP personnel to assist in properly investigating commercial vehicle accidents.

The CVEU is looking to purchase two (2) LPR Reader fixed trailers which will be used to assist Troopers in the rural areas of the state in locating OOS carriers. Our current LPR readers are fixed sites located only in the southern part of the state of Maine. These trailers will enhance our abilities at border crossing as well.

Currently Maine has maintenance agreements for it large inspection sights. However, these agreements do not provide for replacement of WIMS that are damaged by plows or weather cracking in the pavement. By allowing the purchase of a WIM as equipment this would allow Maine to fix needed breaks to our systems quickly and more efficiently. CVEU sites use both single and

~~double threshold WIMs so we are budgeting for the double (higher priced) but may elect to purchase only a single if needed.~~

Equipment and supplies purchased under this grant will be utilized by the entire compliment of Troop K, which includes both sworn Troopers and civilian Inspectors.

|

**Part 4 Section 6 - Supplies**

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

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

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

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

Supplies Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Uniforms - Rain gear	15 sets	\$540.00	100.0000	\$8,100.00	\$8,100.00	\$0.00	\$0.00
Inspection Tools	85 each	\$100.00	100.0000	\$8,500.00	\$8,500.00	\$0.00	\$0.00
Uniforms - Boots	15 pair	\$273.00	100.0000	\$4,095.00	\$4,095.00	\$0.00	\$0.00
Uniforms BDU's	108 sets	\$66.00	100.0000	\$7,128.00	\$7,128.00	\$0.00	\$0.00
<b>TOTAL: Supplies</b>				<b>\$27,823.00</b>	<b>\$27,823.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

All materials listed below are provided to the entire MCSAP officers of the Commercial Motor Vehicle Enforcement Unit (CVEU) Maine State Police - Troop K. This unit is comprised of six Motor Carrier Inspectors, one Motor Carrier Inspector Supervisor, one State Police Lieutenant, three Sergeants, three Corporals and twenty-two Troopers.

CVC Inspection tools to assist with the commercial vehicle inspections for accurate readings in hazardous locations. This equipment is purchased for 29 sworn members, in addition to the 7 MCSAP funded inspectors. Examples: Mechanic creepers, portable scales, portable lights, inspection cameras, etc.

The 85 tools budgeted is an estimate and will support the 36 individuals in the Troop K unit but will be purchased upon need and condition. Individuals will require several different tools, while others may only need one. The price per tool is also an estimate as some will cost more than others.

Uniforms- Includes Boots - request to purchase 15 pair of boots as needed for Troop K troopers and inspectors., Rain gear (jackets and pants) - request to purchase 15 sets of rain gear as needed for Troop K troopers and inspectors. BDU's (sets= pants, short and long-sleeved shirts) 3 sets each at an average cost of about \$66 each for up to 36 individuals (Troop K headcount) as needed.

Loops are commonly destroyed during our winter season by snow plows often making our weigh stations inoperable. We are requesting 8 of these to have on hand so we can quickly replace to get back to keeping our roads safe. This damage is not covered by our maintenance agreements and is a reoccurring incident.

Equipment and supplies purchased under this grant will be utilized by the entire compliment of Troop K, which includes both sworn Troopers and civilian Inspectors.





<b>Part 4 Section 7 - Contractual and Subaward</b>
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*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
Transcor Information Technology	DUNS 0	Contract	100.0000	\$136,800.00	\$136,800.00	\$0.00	\$0.00
Description of Services: Mobile data computer with wireless modem							
IIS	DUNS 0	Contract	100.0000	\$48,300.00	\$48,300.00	\$0.00	\$0.00
Description of Services: IIS York Roadside maintenance 4/1/2020 to 3/31/2021							
IIS	DUNS 0	Contract	100.0000	\$24,150.00	\$24,150.00	\$0.00	\$0.00
Description of Services: Kittery Roadside Mainetenace 10/1/2020 - 3/31/2021							
Iiteris	DUNS 0	Contract	100.0000	\$81,034.00	\$81,034.00	\$0.00	\$0.00
Description of Services: CVIEW hosting/maintenance 11/1/2020 to 10/31/2021							
Explore	DUNS 0	Contract	100.0000	\$189,247.00	\$189,247.00	\$0.00	\$0.00
Description of Services: IRP and IFTA Maintenance							
Pro Miles	DUNS 0	Contract	100.0000	\$84,020.00	\$84,020.00	\$0.00	\$0.00
Description of Services: OS/OW routing and permitting							
International Registration Plan Inc	DUNS 0	Contract	100.0000	\$11,600.00	\$11,600.00	\$0.00	\$0.00
Description of Services: IRP AnnauL Dues							
IFTA Inc	DUNS 0	Contract	100.0000	\$17,000.00	\$17,000.00	\$0.00	\$0.00
Description of Services: IFTA Dues							
<b>TOTAL: Contractual and Subaward</b>				<b>\$592,151.00</b>	<b>\$592,151.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

The Maine State Police, Troop K currently leases mobile data computers and pays wireless service fees to maintain that connection for the wireless transfer of roadside inspection and crash data. Having real time capability in all vehicles maintains the timely transfer of all vital crash and CMV inspection data.

The mobile data computer with a wireless modem costs approximately \$11,400 a month x 12 months= \$136,800 (This is the charge for Troop K computers only).

Maintenance for E-Screening Systems in Maine: maintenance fees for the upkeep of our e-screening systems in Kittery (I-95SB) and York (I-95NB).

Maintenance for Credentialing (CVIEW) Applications: maintenance fees for our credentialing CVIEW systems

Maintenance for the IRP (International Registration Plan) and IFTA (International Fuel Tax Agreement)

IRP Annual Dues (Program for the collection and distribution of registration revenue between member states and Canadian provinces.)

IFTA Annual Dues (Program for the fuel tax collection and sharing agreement for the redistribution of fuel taxes paid by interstate commercial carriers.

## Part 4 Section 8 - Other Costs

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

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

*Enter a description of each requested Other Cost.*

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

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

### Indirect Costs

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

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

**Your State will not claim reimbursement for Indirect Costs.**

Other Costs Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
MOE	1	\$3,323,204.93	0.0000	\$0.00	\$0.00	\$0.00	\$3,323,204.93
CVSA Membership Dues	1	\$10,300.00	100.0000	\$10,300.00	\$10,300.00	\$0.00	\$0.00
Indirect Cost/Stacap	1	\$37,691.00	100.0000	\$37,691.00	\$37,691.00	\$0.00	\$0.00
Total State Share Calculation	1	\$289,598.00	100.0000	\$289,598.00	\$0.00	\$289,598.00	\$0.00
Use of MSP Vehicles	7	\$11,000.00	100.0000	\$77,000.00	\$77,000.00	\$0.00	\$0.00
CVSA Decals	5046 each	\$0.41	100.0000	\$2,068.86	\$2,068.86	\$0.00	\$0.00
Conference Registration fees	13	\$550.00	100.0000	\$7,150.00	\$7,150.00	\$0.00	\$0.00
<b>TOTAL: Other Costs</b>				<b>\$423,807.86</b>	<b>\$134,209.86</b>	<b>\$289,598.00</b>	<b>\$3,323,204.93</b>

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

The State of Maine will claim reimbursement for indirect costs over the course of the grant. The FY201 Stacap rate for the Maine State Police is 2.376% . Stacap calculation: Stacap is calculated on the total grant amount minus the equipment (all capital). The total grant of \$1,815,663 - \$367,000 = \$1,448,663 divided \$1,641,060 - \$ 17,000 divided by 102.376% x 2.376%= \$ 37,691.00 ~~\$33,621.39~~

Break down of Conference registration fees:

ADVANCED ROAD CRASH - 3 attendees X 550 = 165

CVSA- 5 attendees x \$550=\$2,750  
 COHMED- 3 attendees x \$550=\$1,650  
 NAIC- 2 attendees x \$550=\$1,100

4162- CVSA Decals- .35 x 5046 =\$2,069 (shipping costs factored in)

CVSA membership dues -Level 2 State/Provincial/Territorial Member Dues-Region I- \$10,300

The 15% state match is part of Maine State Police funds that enforce CMV activities.

The match will consist of the full burdened pay of the Maine State Police-Lieutenant of Troop K (\$157,979) and the remainder of the state match will consist of the fully burdened pay of 4.53% of the Maine State Police Trooper K Troopers (\$162,432). Our total share calculation is based on the required 15% state share of the total federal award-it is not broken down by category but instead is based on the Lieutenant's pay and a percentage of the Troop K regular wages. Neither of these are paid for with grant funds as identified above where we indicate what the match will consist of.

Use of MSP vehicles-each detail requires extensive use of State Police Vehicles. The hourly vehicle use rate has been determined to be \$20 an hour which covers fuel and maintenance costs. This is the same amount charged to all vendors requiring Maine State Police Services. Vehicle charges will be requested for the Border details only. \$20 x 7 vehicles x 550 hrs =\$77,000.



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

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

<b>ESTIMATED Fiscal Year Funding Amounts for MCSAP</b>			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$1,641,060.00	\$289,598.00	\$1,930,658.00

<b>Summary of MCSAP Funding Limitations</b>	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$289,598.00
MOE Baseline:	\$3,323,204.93

<b>Estimated Expenditures</b>				
<b>Personnel</b>				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
MCI Supervisor-MCSAP	\$30,919.20	\$0.00	\$30,919.20	\$0.00
Motor Carrier Inspectors	\$143,832.00	\$0.00	\$143,832.00	\$0.00
<b>Salary Subtotal</b>	<b>\$174,751.20</b>	<b>\$0.00</b>	<b>\$174,751.20</b>	<b>\$0.00</b>
Troopers - Safety -outreach	\$30,463.77	\$0.00	\$30,463.77	\$0.00
MCI-Border	\$155,549.94	\$0.00	\$155,549.94	\$0.00
Troopers-Special Detail	\$91,391.51	\$0.00	\$91,391.51	\$0.00
MCI-New Entrant	\$36,701.39	\$0.00	\$36,701.39	\$0.00
Contract & Grant Specialist	\$7,535.84	\$0.00	\$7,535.84	\$0.00
<b>Overtime subtotal</b>	<b>\$321,642.45</b>	<b>\$0.00</b>	<b>\$321,642.45</b>	<b>\$0.00</b>
<b>Personnel total</b>	<b>\$496,393.65</b>	<b>\$0.00</b>	<b>\$496,393.65</b>	<b>\$0.00</b>

<b>Fringe Benefits</b>				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
MCI Supervisor-MCSAP	\$7,420.60	\$0.00	\$7,420.60	\$0.00
MCI-MCSAP	\$60,409.44	\$0.00	\$60,409.44	\$0.00
OT-MCI & Troopers-BEG	\$61,162.23	\$0.00	\$61,162.23	\$0.00
OT- MCI-NEG	\$14,430.98	\$0.00	\$14,430.98	\$0.00
Trooper Special Detail	\$59,892.93	\$0.00	\$59,892.93	\$0.00
Trooper - Safety Outreach	\$11,978.35	\$0.00	\$11,978.35	\$0.00
<b>Fringe Benefits total</b>	<b>\$215,294.53</b>	<b>\$0.00</b>	<b>\$215,294.53</b>	<b>\$0.00</b>

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
New Entrant Training	\$4,000.00	\$0.00	\$4,000.00	\$0.00
Border Enforcement Road Checks	\$12,000.00	\$0.00	\$12,000.00	\$0.00
CVSA Conferences	\$45,000.00	\$0.00	\$45,000.00	\$0.00
MCSAP Planning Meeting	\$8,000.00	\$0.00	\$8,000.00	\$0.00
CMV Training	\$76,000.00	\$0.00	\$76,000.00	\$0.00
Grant Management Training	\$6,000.00	\$0.00	\$6,000.00	\$0.00
Advanced Road Crash	\$7,188.00	\$0.00	\$7,188.00	\$0.00
<b>Travel total</b>	<b>\$158,188.00</b>	<b>\$0.00</b>	<b>\$158,188.00</b>	<b>\$0.00</b>

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Bosch CDR crash data retrieval kit	\$17,000.00	\$0.00	\$17,000.00	\$0.00
<b>Equipment total</b>	<b>\$17,000.00</b>	<b>\$0.00</b>	<b>\$17,000.00</b>	<b>\$0.00</b>

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Uniforms - Rain gear	\$8,100.00	\$0.00	\$8,100.00	\$0.00
Inspection Tools	\$8,500.00	\$0.00	\$8,500.00	\$0.00
Uniforms - Boots	\$4,095.00	\$0.00	\$4,095.00	\$0.00
Uniforms BDU's	\$7,128.00	\$0.00	\$7,128.00	\$0.00
<b>Supplies total</b>	<b>\$27,823.00</b>	<b>\$0.00</b>	<b>\$27,823.00</b>	<b>\$0.00</b>

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Transcor Information Technology	\$136,800.00	\$0.00	\$136,800.00	\$0.00
IIS	\$48,300.00	\$0.00	\$48,300.00	\$0.00
IIS	\$24,150.00	\$0.00	\$24,150.00	\$0.00
Iiteris	\$81,034.00	\$0.00	\$81,034.00	\$0.00
Explore	\$189,247.00	\$0.00	\$189,247.00	\$0.00
Pro Miles	\$84,020.00	\$0.00	\$84,020.00	\$0.00
International Registration Plan Inc	\$11,600.00	\$0.00	\$11,600.00	\$0.00
IFTA Inc	\$17,000.00	\$0.00	\$17,000.00	\$0.00
<b>Contractual and Subaward total</b>	<b>\$592,151.00</b>	<b>\$0.00</b>	<b>\$592,151.00</b>	<b>\$0.00</b>

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
MOE	\$0.00	\$0.00	\$0.00	\$3,323,204.93
CVSA Membership Dues	\$10,300.00	\$0.00	\$10,300.00	\$0.00
Indirect Cost/Stacap	\$37,691.00	\$0.00	\$37,691.00	\$0.00
Total State Share Calculation	\$0.00	\$289,598.00	\$289,598.00	\$0.00
Use of MSP Vehicles	\$77,000.00	\$0.00	\$77,000.00	\$0.00
CVSA Decals	\$2,068.86	\$0.00	\$2,068.86	\$0.00
Conference Registration fees	\$7,150.00	\$0.00	\$7,150.00	\$0.00
<b>Other Costs total</b>	<b>\$134,209.86</b>	<b>\$289,598.00</b>	<b>\$423,807.86</b>	<b>\$3,323,204.93</b>



<b>Total Costs</b>				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
<b>Subtotal for Direct Costs</b>	<b>\$1,641,060.04</b>	<b>\$289,598.00</b>	<b>\$1,930,658.04</b>	<b>\$3,323,204.93</b>
<b>Total Costs Budgeted</b>	<b>\$1,641,060.04</b>	<b>\$289,598.00</b>	<b>\$1,930,658.04</b>	<b>\$3,323,204.93</b>

**Part 4 Section 10 - Financial Summary**

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

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85% Federal Share	15% State Share	Total Estimated Funding
Total	\$1,641,060.00	\$289,598.00	\$1,930,658.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of Basic Award Amount):	\$289,598.00
MOE Baseline:	\$3,323,204.93

**Overtime Costs budgeted must be equal to or less than the 15 percent FMCSA funding limitation (+/- \$5 allowed.) Please include a justification to exceed the limit in the Personnel section.**

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$174,751.20	\$0.00	\$174,751.20	\$0.00
Overtime Subtotal	\$321,642.45	\$0.00	\$321,642.45	\$0.00
Personnel Total	\$496,393.65	\$0.00	\$496,393.65	\$0.00
Fringe Benefits Total	\$215,294.53	\$0.00	\$215,294.53	\$0.00
Travel Total	\$158,188.00	\$0.00	\$158,188.00	\$0.00
Equipment Total	\$17,000.00	\$0.00	\$17,000.00	\$0.00
Supplies Total	\$27,823.00	\$0.00	\$27,823.00	\$0.00
Contractual and Subaward Total	\$592,151.00	\$0.00	\$592,151.00	\$0.00
Other Costs Total	\$134,209.86	\$289,598.00	\$423,807.86	\$3,323,204.93
	85% Federal Share	15% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$1,641,060.04	\$289,598.00	\$1,930,658.04	\$3,323,204.93
Indirect Costs	\$0.00	\$0.00	\$0.00	NA
<b>Total Costs Budgeted</b>	<b>\$1,641,060.04</b>	<b>\$289,598.00</b>	<b>\$1,930,658.04</b>	<b>\$3,323,204.93</b>

## Part 5 - Certifications and Documents

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

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

### Part 5 Section 1 - State Certification

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

1. What is the name of the person certifying the declaration for your State? John E Cote
2. What is this person's title? Colonel Maine State Police
3. Who is your Governor's highway safety representative? Michael Sauschuck
4. What is this person's title? Commissioner

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

- Yes  
 Yes, uploaded certification document  
 No

#### **State Certification declaration:**

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

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

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

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

1. What is the name of your certifying State official? John E Cote
2. What is the title of your certifying State official? Colonel Maine State Police
3. What are the phone # and email address of your State official? 207-624-7202 john.e.cote@maine.gov

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

- Yes
- Yes, uploaded certification document
- No

I, John E Cote, 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.

1-Pursuant to 29-A M.R.S. §555, sub-§2, the Bureau of the Maine State Police hereby adopts and incorporates by reference into this Chapter (1) Title 49 Parts 383, 391, and 395, and Appendices to Subchapter B, of the Code of Federal Regulations, as amended, with the following State amendments, and (2) Title 49, Section 391.41(b)(12)(i) as amended, with the following State amendments: A. Hazardous Materials 1. There are no exemptions for motor carriers, vehicles, or drivers transporting hazardous materials of a type or quantity that requires the vehicle to be marked or placarded in accordance with 49 C.F.R., Subchapter C, Pt. 172. B. As to 49 C.F.R. Pt. 383, the following amendments are made: 1. Intrastate motor carriers, vehicles, and drivers to whom this Chapter applies are only subject to 49 C.F.R. §§ 383.1(a), 383.3(a), 383.5, 383.21, 383.23(a), 383.23(a)(2), 383.23(c), 383.31, 383.33, 383.37, 383.51, 383.52, 383.53, and 383.72. B-1. As to 49 C.F.R. Pt. 390, the following amendments are made: 1. Intrastate vehicles to which this chapter applies that have a gross vehicle weight rating of 10,000 lbs. to 26,000 lbs., and that neither meet the definition of a "bus" nor transport hazardous materials, are exempt from 49 C.F.R. §§ 390.19 and 390.21. C. As to 49 C.F.R. Pt. 391, the following amendments are made: 1. Intrastate motor carriers, vehicles, and drivers to whom this Chapter applies that operate less than 100 air miles from their regular place of business are only subject to 49 C.F.R. §§ 391.13, 391.15, 391.23(a), 391.23(a)(1), 391.25(a), 391.25(b), 391.27(a), 391.27(b), and 391.41(b)(12)(i). Documents and records obtained from inquiries made pursuant to 49 C.F.R. §§ 391.23, 391.25, and 391.27 must be maintained on file by the motor carrier for a period of two years. 2. Intrastate motor carriers, vehicles, and drivers to whom this Chapter applies that operate more than 100 air miles from their regular place of business are exempt from 49 C.F.R. §391.11(b)(1). Intrastate drivers to whom this Chapter applies that operate more than 100 air miles from their regular place of business must be at least 18 years old. 3. Drivers to whom this Chapter applies are exempt from 49 C.F.R. §391.41(b)(11). D. As to 49 C.F.R. Pt. 395, the following amendments are made: 1. Intrastate motor carriers, vehicles, and drivers to which this Chapter applies that operate less than 100 air miles from their regular place of business are exempt from 49 C.F.R. Pt. 395. Part 2- Every year this is discussed during our legislative sessions but since 2018/2019 it does not appear there is partisan support to make those changes occur. 4- Maine State Police will continue through this next legislative session to support the effort to fully comply with all sections pertaining to 49 CFR 390-397. I cannot provide an accurate time table as this is a substantive change in our State rule of adoption requiring the Maine Legislation to act. The Maine State Police does not control those time tables. The Maine State Police will continue to monitor all bills pertaining to our adoption in an effort to make some changes to our our adoption of rule to try and gain full compliance as soon as possible. With the newest approach by FMCSA to a proposed increase to the 100 air mile exemption it maybe possible to look

to review by 2021.

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

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

Yes  No

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

Yes  No

## 20-22 MCSAP Justification for Exceeding the 15% Overtime Allowance

As representatives of the State of Maine, our mission is to keep our state a safe place to live and visit. We maintain order, protect life, and property, and reduce fear of crime by providing diverse, high quality law enforcement services.

The Maine State Police Troop K- Commercial Vehicle Enforcement Unit is dedicated to ensuring safe travel on the roadways for all members of the traveling public as well as protecting the infrastructure that the people of Maine depend on. Troop K is also tasked with combating crime in all its forms. We approach this endeavor by utilizing an "all crimes-all hazards" in our day to day operations. These goals can be achieved only through a comprehensive approach to crash reduction, size and weight enforcement, and by ensuring compliance with both the Federal Motor Carrier Safety Regulations, State Laws, and Hazardous Materials Regulations.

Maine's budget request for FY 2019 proposes to exceed the 15% allowance on overtime spending. The justification for this is due to the manner in which we conduct our Border Enforcement activities. The Maine State Police do not fund any regular salary positions with grant monies due to the unpredictable nature of funding. Instead, grant monies are utilized to conduct various initiatives on an overtime basis. This is the way that we have operated for many years. With the inclusion of BEG activities in the MCSAP grant under the FAST Act, and our desire to utilize 15% of our total MCSAP grant to expand our MCSAP activities, our total overtime request will be 19%.

Maine was granted this request for FY 2017,18 and 19. Because of this, we were able to expand our MCSAP functions with overtime activities targeting everything from distracted driving to increased passenger vehicle inspections. The ability to utilize overtime funds allowed us to successfully expand MCSAP activities and specifically target identified problem times and locations that are outside of our normal work schedule, all while continuing an extremely successful Border Enforcement program that has existed since it's inception as a Northern Border Grant.

Lt. Aaron Hayden

Maine State Police

Commercial Vehicle Enforcement Unit