



## **WASHINGTON**

### ***Commercial Vehicle Safety Plan***

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

**Fiscal Years 2021 - 2023**

**Date of Approval: June 08, 2021**

**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 350.209, 350.211 and 350.213](#). The lead agency must submit the State's CVSP to the FMCSA Division Administrator on or before the due date 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 or annual update each year to receive MCSAP funds.

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 (FY 2021 - 2023)
- Part 2: Crash Reduction and National Program Elements (FY 2021 - 2023)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2021 - 2023)
- Part 4: Financial Information (FY 2021)
- Part 5: Certifications and Documents (FY 2021)

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 2021:

**Multi-Year plans**—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**—States in Year 2 or Year 3 of a multi-year plan will be providing an Annual Update only. States will review the project plan submitted the previous year and indicate any updates for the upcoming fiscal year by answering the "Yes/No" question provided in each Section of Parts 1-3.

- If Yes is indicated selected, the information provided for Year 1 will be editable and State users can make any necessary changes to their project plan. (Note: Trend Analysis information that supports your current activities is not editable.) Answer carefully as there is only one opportunity to select "Yes" before the question is locked.
- If "No" is selected, then no information in this section will be editable and the user should move forward to the next section.

All multi-year and annual update plans have been pre-populated with data and information from their FY 2020 plans. States must carefully review and update this information to reflect FY 2021 activities prior to submission to FMCSA. The financial information and certifications will be updated each fiscal year.

- Any information that is added should detail major programmatic changes. Do not include minor modifications that reflect normal business operations (e.g., personnel changes).
- Add any updates to the narrative areas and indicate changes by preceding it with a heading (e.g., FY 2021 update). Include descriptions of the changes to your program, including how data tables were modified.

**Personally Identifiable Information - PII** is information which, on its own or matched with other data, would permit identification of an 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.

States are reminded **not** to include any PII in their CVSP. The final CVSP approved by FMCSA is required to be posted to a public FMCSA website.

**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.

**Washington State Patrol Mission Statement:**

The Washington State Patrol makes a difference every day, enhancing the safety and security of our state by providing the best in public safety services.

**Agency Goals:**

- Goal - Make the WSP a great place to work.
- Goal - Make our highways safe.
- Goal - Provide specialized investigative, forensic, and support services.
- Goal - Secure communities from terrorism, fire, and disaster risk.
- Goal - Sustain and enhance agency infrastructure and business processes.

**Commercial Vehicle Enforcement Division Mission Statement:**

The Commercial Vehicle Division and Motor Carrier Division through education and enforcement, ensure compliance with commercial vehicle regulations to prevent collisions, save lives, and protect resources.

**Commercial Vehicle Enforcement Bureau Goals:**

- Goal - Promote safe travel of commercial vehicles on the state's highways.
- Goal - Enhance safe transportation of school children.
- Goal - Protect the state's infrastructure.

**Washington Utilities and Transportation Commission Mission Statement:**

Protect the people of Washington by ensuring that investor-owned utility and transportation services are safe, available, reliable and fairly priced.

### 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 Washington State Patrol (WSP) is the state's MCSAP lead agency and the authorized staffing in the Commercial Vehicle Enforcement Bureau (CVEB) is fifty-two fully commissioned officers and one hundred thirty-three limited commissioned officers. Current staffing is forty-seven fully commissioned officers and one hundred twelve limited commissioned officers. The WSP also has the following officers assigned to state mandated programs:

- eleven commissioned officers in the tow truck and vehicle wrecking yard inspection program,
- one fuel tax evasion trooper, and
- seventeen limited commission officers in the school bus inspection program.

When the officers in the state mandated programs are not working within their assigned program they are required to perform MCSAP eligible activities, i.e., inspections and/or traffic enforcement. In addition, eight investigators with the Washington State Utilities and Transportation Commission (UTC) and twenty-three local law enforcement agencies with a total of thirty-four local city and county officers participate in the program. All officers and investigators conducting commercial vehicle inspections are Commercial Vehicle Safety Alliance (CVSA) certified and attend yearly in-service training. All officers and investigators submit their inspections through Aspen. If an officer or investigator completes a hand written inspection form, the inspection report is sent to the CVEB headquarters and entered into SafetyNet by MCSAP funded employees.

Inspections are conducted at fifty-three permanent inspection facilities including five Ports of Entry's (POE), one POE is within thirty miles of the Canadian Border. In addition, officers and investigators receive training on conducting roadside inspections in accordance with CVSA procedures.

Washington State participates in the following CVSA sponsored emphases, in partnership with FMCSA:

- Operation Safe Driver
- Road Check
- Operation Air Brake
- National All American Buckle-Up Weeks, and
- State sponsored "Open Scales" and "Chain Enforcement"

The Compliance Investigation (CI) Program, formerly referred to as Compliance Review, has one Lieutenant, one Commercial Vehicle Enforcement Officer 4 (CVEO), five supervisors, and eighteen investigators conducting interstate CIs. Beginning in 2012, Washington State adopted a law mandating all intrastate carriers over 16,000 lbs obtain a USDOT number before registering their vehicles(s) with the Department of Licensing. One UTC Compliance Investigator conduct CIs on Passenger Carriers, Household Good Movers, and Solid Waste Companies.

The CVEB is responsible for the following programs in Washington State.

- Commercial Motor Vehicle CVSA Safety Inspection Program
- Hazardous Materials Program
- Compliance Investigation Program
- SafetyNet Database Management
- DataQ Management
- ASPEN Oversight
- Manage Portal Access

Washington State participates in the following federal programs:

- ITD Safety Program
- ISS
- CDL Program

- PRISM Safety Program
- CDLIS
- FMCSA Portal

Washington State has one Hazardous Materials Transportation Specialist (HMTS) position that develop and implement hazardous materials (HM) training and enforcement strategies statewide. Washington State HMTS participate in the Cooperative HM Enforcement Development Conference (COHMED) and the Pipeline and Hazardous Materials Safety Administration Conference.

Automated License Plate Readers (ALPR) are operating at eleven Innovative Technology Development (ITD) sites, (formally CVISN) around the state. The ALPR's have been very successful in checking the PRISM file to identify out of service carriers, over licensed capacity, expired vehicle registration violations and verifying log book entries for falsification.

Local law enforcement continue to participate in the MCSAP program but do not receive direct MCSAP funding from the WSP. The WSP has memorandum of understanding (MOU) with twenty-three local agencies. There are a total of thirty-four CVSA certified local officers in the program.

**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:	WASHINGTON STATE PATROL
Enter total number of personnel participating in MCSAP activities	230
<b>National Program Elements</b>	<b>Enter # personnel below</b>
Driver and Vehicle Inspections	162
Traffic Enforcement Activities	67
Investigations *	23
Public Education and Awareness	2
Data Collection and Reporting	6
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION
Enter total number of personnel participating in MCSAP activities	8
<b>National Program Elements</b>	<b>Enter # personnel below</b>
Driver and Vehicle Inspections	6
Traffic Enforcement Activities	0
Investigations *	2
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:	23
Total # of MCSAP Participating Personnel:	34

## 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 2021 - 2023 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.*

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

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

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



## 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 2015 - 2019

#### Instructions for all tables in this section:

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

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

### ALL CMV CRASHES

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

**Goal measurement as defined by your State:** Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2019	12/31/2019	73	55	73
01/01/2018	12/31/2018	57	75	57
01/01/2017	12/31/2017	78	63	78
01/01/2016	12/31/2016	65	47	65
01/01/2015	12/31/2015	49	43	49

**MOTORCOACH/PASSENGER CARRIER CRASHES**

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

**Goal measurement as defined by your State:** Actual # Fatalities

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2019	12/31/2019	7	3	7
01/01/2018	12/31/2018	5	3	5
01/01/2017	12/31/2017	3	5	3
01/01/2016	12/31/2016	7	5	7
01/01/2015	12/31/2015	11	5	11

## Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

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

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

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

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

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2019	12/31/2019	1	0	1
01/01/2018	12/31/2018	1	0	1
01/01/2017	12/31/2017	1	1	1
01/01/2016	12/31/2016	4	1	4
01/01/2015	12/31/2015	3	1	3

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

The outcome column is expressed in the number of fatalities. The data source for the number of fatalities and outcomes in all three tables above was obtained on June 9, 2020 from A&I. The goal column was taken from the previous state eCVSP's.

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

Lessons learned - Because of our vacancy rate (9%) and limited resources SafetyNet staff developed a high crash corridor analysis report. The high crash corridors are identified as Traffic Enforcement Areas (TEAs). This report is given to supervisors to ensure their staff are using their discretionary time to patrol in the identified TEAs. The time spent in the TEAs is coded on their time and activity reports and evaluated monthly by the region lieutenant.

The analysis report is updated monthly and the TEAs may change depending on the impact our enforcement had in reducing the number of crashes. The report is provided to the supervisors and lieutenants monthly.

This project has been very effective in reducing the number of CMV involved crashes. For calendar years 2018 and 2019 we have seen a decrease of 4% of FMCSA reportable crashes on interstate highways in the identified TEAs. For the same time period we have also seen a 12% decrease of CMV caused crashes in the TEAs.

**Narrative Overview for FY 2021 - 2023****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.**

In CY2019 there were 1,919 FMCSA reportable crashes. This is an increase of 59 crashes, or 3.1% from CY2018. The CMV driver was the cause in 1,026 of the 1,919 crashes (53%). This is 2% less when compared to CY2018.

In CY2019 there was an increase of 21, or 95% of passenger car driver caused fatalities from CY2018. Passenger car drivers are the cause in 65% of CMV involved fatalities. For YTD 2020, during the COVID-19 pandemic, we have noticed a decrease of 56% CMV involved fatality crashes. While traffic volumes have dropped 46%, CMV traffic volumes have only dropped 2%, indicating that passenger car drivers are causing the majority of CMV involved fatality crashes. Therefore, traffic enforcement on passenger cars driving around CMVs must be a priority for the future of our program.

Washington State's top four CMV crash causing violations in CY2019 were:

1. Speed
2. Fail to grant right of way to vehicle
3. Following too closely
4. Defective equipment

Year	2015	2016	2017	2018	2019	*2020
Total Crashes	1,634	1,784	2,025	1,860	1,919	660
CMV Driver Caused	837	936	1,017	1,025	1,026	340
Passenger Car Driver Caused	689	739	901	753	804	284
Other Caused Crashes	108	109	107	82	89	36
Fatalities (Lives)	45	58	66	48	69	16
CMV Driver Caused	10	16	15	17	16	2
Passenger Car Driver Caused	21	29	39	22	43	8
Other Caused Crashes	5	7	7	4	7	5
Injuries	224	201	289	229	189	645
CMV Driver Caused injuries	85	106	112	87	97	338

Passenger Car Driver Caused injuries	75	83	105	96	79	276
Other Caused Crash injuries	16	12	19	12	13	31

### **Migrant Worker Transportation in Rural Areas**

Washington has 24 USDOT numbers assigned to migrant workers, and per the Dart Report, none of those motor carriers were involved in a crash in CY2019. Based on this data WSP has determined that no additional special emphasis is necessary for migrant worker transportation in rural areas.

### ***Enter the data source and capture date:***

The data source for the 2015 - 2020 crash data was obtained from the WSP SafetyNet database and our state developed CMV crash spreadsheet. The CY2020 crash data column represents January 1 through May 31, 2020. The crash data is maintained and analyzed by the MCSAP Program Manager. Data does not include statistics for not-in-commerce vehicles as stated in CFR 390.3 (F), Exceptions. Fatalities are the total number of lives lost. \*The data was obtained on July 6, 2020.

### **Projected Goal for FY 2021 - 2023:**

**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.**

<b>Fiscal Year</b>	<b>Annual Crash Reduction Goals</b>
2021	3
2022	3
2023	3

The goals for 2021 through 2023 is to reduce CMV involved crashes and fatalities by 3% each year.

### ***Program Activities for FY 2021 - 2023: 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.***

To accomplish our above state goal of a 3% reduction in CMV involved crashes our officers will conduct the following:

- Conduct 95,000 driver and vehicle inspections.
- Conduct 16,000 traffic contacts with CMV inspections.
- Conduct 12,500 traffic contacts without CMV inspections.
- Conduct 18,000 traffic contacts on non-CMV's operating aggressively around a CMV.
- Focus on top four crash causing violations during traffic enforcement activities.
- Conduct 800 New Entrant Safety Audits.
- Conduct 120 carrier investigations focusing on the identified high risk carriers.
- Provide 300 education and awareness presentations to CMV industry, civic groups, attorney's and others associated with the commercial vehicle industry.

In addition, the SafetyNet Unit will provide to our line supervisors a detailed analysis of the CMV involved crashes within their area of responsibility. The analysis will identify the high crash areas within each area to assist the supervisor in deploying our enforcement resources to areas of need.

### ***Performance Measurements and Monitoring: The State will monitor the effectiveness of its CMV Crash Reduction Goal quarterly and annually by evaluating the performance measures and reporting results in the required Standard Form - Performance Progress Reports (SF-PPRs).***

### ***Describe how the State will conduct ongoing monitoring of progress in addition to quarterly reporting.***

The CVEB SafetyNet Unit will submit quarterly data reports showing the number of crashes involving CMV's, CMV inspection and traffic enforcement information to the MCSAP Manager. In addition, supervisors will submit quarterly reports through their chain of command to the MCSAP Manager outlining activities their officers have used to prevent CMV crashes within their area of responsibility and other education/outreach activities. The MCSAP Manager will compile all the quarterly data from SafetyNet and the supervisors into one report. The report will reflect our efforts on achieving our goal of a 3% crash reduction. The report will be submitted to our Command Staff and FMCSA. The results will be evaluated and, if necessary, enforcement activities will be modified to help us achieve the 3% crash reduction goal.

## 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 2021 - 2023.*

**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 2015 - 2019

Inspection Types	2015	2016	2017	2018	2019
Level 1: Full	15006	14675	14165	14417	13026
Level 2: Walk-Around	29282	30994	30052	28358	29991
Level 3: Driver-Only	45586	42696	53657	58653	55956
Level 4: Special Inspections	30	36	17	32	46
Level 5: Vehicle-Only	1647	551	399	488	450
Level 6: Radioactive Materials	42	29	72	62	65
<b>Total</b>	<b>91593</b>	<b>88981</b>	<b>98362</b>	<b>102010</b>	<b>99534</b>

### Narrative Overview for FY 2021 - 2023

#### Overview:

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

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

The WSP in partnership with Washington Utilities and Transportation Commission, and local law enforcement conduct inspections at fifty-three permanent inspection facilities across Washington. The fifty-three inspection facilities also include five ports of entry's (POE). One of the POEs is within thirty miles of the Canadian Border. All of our officers can either work at an inspection facility or patrol the states highways and conduct roadside inspections. In addition, officers receive training on conducting roadside inspections in accordance with CVSA policies and procedures. Washington State participates in CVSA sponsored emphases, in partnership with FMCSA "Operation Safe Driver", "Road Check", "Operation Air Brake", and "National All American Buckle-Up Week".

The CVEB is authorized 148 FTE's for inspecting CMVs. Currently, we only have 128 positions filled. That is a 9% vacancy rate in officers conducting inspections. The 148 FTE's does not include our New Entrant Safety Auditors, Compliance Investigators, Tow and Wrecking officers or managers.

### Projected Goals for FY 2021 - 2023

#### Instructions for Projected Goals:

*Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2021 - 2023. For FY 2021, 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:** WASHINGTON STATE PATROL**Enter the total number of certified personnel in the Lead agency:** 128

Projected Goals for FY 2021 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	13014	750	325	14089	14.87%
Level 2: Walk-Around	23435	1510	75	25020	26.40%
Level 3: Driver-Only	54922	370	150	55442	58.51%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	25	0	160	185	0.20%
Level 6: Radioactive Materials	0	25	0	25	0.03%
<b>Sub-Total Lead Agency</b>	<b>91396</b>	<b>2655</b>	<b>710</b>	<b>94761</b>	

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

WASHINGTON UTILITIES AND

**Subrecipient is:** TRANSPORTATION COMMISSION**Enter the total number of certified personnel in this funded agency:** 6

Projected Goals for FY 2021 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	40	0	68	108	40.30%
Level 2: Walk-Around	0	0	9	9	3.36%
Level 3: Driver-Only	5	0	35	40	14.93%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	25	0	86	111	41.42%
Level 6: Radioactive Materials	0	0	0	0	0.00%
<b>Sub-Total Funded Agencies</b>	<b>70</b>	<b>0</b>	<b>198</b>	<b>268</b>	

**Non-Funded Agencies**

Total number of agencies:	23
Enter the total number of non-funded certified officers:	34
Enter the total number of inspections projected for FY 2021:	4000



**Summary**

## Projected Goals for FY 2021 - Roadside Inspections Summary

<b>Projected Goals for FY 2021 Summary for All Agencies</b>					
<b>MCSAP Lead Agency: WASHINGTON STATE PATROL</b>					
<b># certified personnel: 128</b>					
<b>Subrecipient Agencies: WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION</b>					
<b># certified personnel: 6</b>					
<b>Number of Non-Funded Agencies: 23</b>					
<b># certified personnel: 34</b>					
<b># projected inspections: 4000</b>					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	13054	750	393	14197	14.94%
Level 2: Walk-Around	23435	1510	84	25029	26.34%
Level 3: Driver-Only	54927	370	185	55482	58.38%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	50	0	246	296	0.31%
Level 6: Radioactive Materials	0	25	0	25	0.03%
<b>Total ALL Agencies</b>	<b>91466</b>	<b>2655</b>	<b>908</b>	<b>95029</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.

On January 21, 2020 Washington State confirmed its first case of coronavirus disease 2019 (COVID-19). By early July 2020, the Washington State Department of Health confirmed 41,757 cases, and 1,399 deaths related to COVID-19. Due to the COVID-19 global pandemic, and concerns of exposure, the Washington State Patrol (WSP) had to make changes as to how we interact with the public. On March 13, 2020, the WSP Commercial Vehicle Enforcement Bureau (CVEB) was directed by Chief John Batiste to move all law enforcement activities to reactive contacts, versus proactive contacts. This change in enforcement had a catastrophic impact to our inspection numbers. For 02/01/2020 - 02/28/2020, prior to the COVID-19 pandemic, the WSP along with local law enforcement agencies, conducted a total of 11,316 CVSA inspections. During the pandemic there has been a decline of activities. From 03/01/2020 - 03/31/2020, we conducted 5,679 CVSA inspections, a 27% decrease from the previous year and from 04/01/2020 - 04/30/2020 there were 699 CVSA inspections which resulted in a 91% decrease from the previous year. Starting in June 2020, the CVEB was directed to resume proactive enforcement activities with modified procedures as a result to the COVID-19 pandemic. Currently, the WSP CVEB is conducting commercial motor vehicle enforcement with the following COVID-19 precautions: maintain 6 feet of distance from individuals, personal protection equipment (PPE) has been assigned to all officers and is a requirement for all who we come in contact with (commercial motor vehicle drivers who don't have PPE will be provided the appropriate equipment), clean common surfaces regularly throughout each shift, and plexi glass shields are being installed on the counters of scale facilities. As a result of the COVID-19 pandemic, Washington State is now faced with a fiscal crisis. Starting on June 28, 2020, Washington's Governor, Jay Inslee, directed state agencies to take immediate steps to cut costs and reduce state budget by furloughing over 40,000 state employees. CVEB's Commercial Vehicle Enforcement Officers, and all MCSAP related support staff have been included in the furlough reductions. In the eCVSP the goal set by Congress based on the 2004/2005 minimum activities is 135,640. This number was taken from FMCSA systems and is problematic in a number of ways. During the years of 2004 and 2005, WSP utilized the SafetyNet Software to capture activities similar to today, however, the activities captured 16 years ago were much different and unrelated to FMCSA and MCSAP. The activities captured in 2004/2005 include: -state mandated tow truck inspections, hulk hauler inspections, and limousine inspections. Also included in the 2004/2005 numbers are the Department of Energy Hanford Site inspections and volunteer trucking association inspections. Based on the challenges of the COVID-19 pandemic, the Washington State financial crises, and problematic 2004/2005 data we are requesting that FMCSA consider the total activity goals to be reduced to 100,000. This will allow the WSP to continue to utilize MCSAP on moving violation enforcement activities which are most effective in reducing fatality and serious injury crashes.

**Note: States in Year 2 or Year 3 of a multi-year plan cannot edit the table shown below. It should be used as a reference.**

<b>Projected Goals for FY 2022 Roadside Inspections</b>	<b>Lead Agency</b>	<b>Subrecipients</b>	<b>Non-Funded</b>	<b>Total</b>
Enter total number of projected inspections	94761	268	4000	99029
Enter total number of certified personnel	148	6	35	189
<b>Projected Goals for FY 2023 Roadside Inspections</b>				
Enter total number of projected inspections	94761	268	4000	99029
Enter total number of certified personnel	148	6	36	190

## 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 2015 - 2019

Investigative Types - Interstate	2015	2016	2017	2018	2019
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	1	1	1
CSA Off-Site	0	0	0	0	7
CSA On-Site Focused/Focused CR	70	77	92	94	70
CSA On-Site Comprehensive	31	23	52	60	60
<b>Total Investigations</b>	<b>101</b>	<b>100</b>	<b>145</b>	<b>155</b>	<b>138</b>
Total Security Contact Reviews	4	1	3	0	1
Total Terminal Investigations	2	12	34	32	38

Investigative Types - Intrastate	2015	2016	2017	2018	2019
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0
CSA Off-Site	0	0	0	0	3
CSA On-Site Focused/Focused CR	6	17	7	18	8
CSA On-Site Comprehensive	3	3	4	15	13
<b>Total Investigations</b>	<b>9</b>	<b>20</b>	<b>11</b>	<b>33</b>	<b>24</b>
Total Security Contact Reviews	0	0	0	0	0
Total Terminal Investigations	0	4	0	0	0

**Narrative Overview for FY 2021 - 2023****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 2021 - 2023**

Complete the table below indicating the number of investigations that the State anticipates conducting during FY 2021 - 2023.

Projected Goals for FY 2021 - 2023 - Investigations						
Investigation Type	FY 2021		FY 2022		FY 2023	
	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
Compliance Investigations	0	0	0	0	0	0
Cargo Tank Facility Reviews	0	0	0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)	0	0	0	0	0	0
CSA Off-Site	24	12	24	12	24	12
CSA On-Site Focused/Focused CR	30	12	30	12	30	12
CSA On-Site Comprehensive	30	12	30	12	30	12
<b>Total Investigations</b>	<b>84</b>	<b>36</b>	<b>84</b>	<b>36</b>	<b>84</b>	<b>36</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.**

For the 2015 - 2019 Trend Analysis the number of investigations listed above were obtained from FMCSA's Western Service Center.

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

The Washington State Patrol Carrier Investigation (CI) Program has the following authorized staffing:

- one lieutenant,
- one Commercial Vehicle Enforcement Officer 4 (CVEO),
- five supervisors (CVEO 3's), and
- eighteen investigators (CVEO 2's)

Current staffing level is:

- one lieutenant,
- one CVEO 4,
- five CVEO 3s,
- seven fully trained CVEO 2s,
- three newly assigned CVEO 2s in training, and
- eight vacant CVEO 2s.

Our officers conduct interstate and intrastate carrier investigations. Our sub grantee, the Washington State Utilities and Transportation Commission has two investigators who conduct carrier investigations on solid waste, household goods, and intrastate passenger carriers.

Carriers are selected for compliance investigation by using the following criteria:

- Fatality/Injury Crashes - SMS (CSA BASIC's)
- Formal Complaints
- Out of Service Order Violations
- Officer Referrals (i.e. safety audits)

- Follow-up investigations

Performance Objective: Utilize CI's in support of the Washington State's effort to achieve a 3% reduction in CMV crashes. CI's will incorporate the tools listed above (CSA BASIC's, SMS, complaints, etc.) in selection criteria while conducting investigations on identified high risk carriers.

***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.***

The WSP will utilize CI's in support of Washington State's efforts to reduce CMV involved crashes by 3%. CI's will incorporate the tools listed above (CSA BASIC's, SMS, complaints, etc.) in selection criteria while conducting investigations on identified high risk carriers.

Carrier investigators will complete 120 enhanced compliance investigations on identified high risk carriers. The number of investigations was reduced from previous eCVSPs because enhanced CI's are more thorough and take more time and we currently have eight investigator positions vacant in the CI program.

The CVEO 4 assigned to manage the CI program will assign carrier investigations to the investigators and to the two investigators at UTC. The CVEO 4 will report quarterly to the MCSAP manager on the progress of meeting our listed goal. The MCSAP Manager will include this information in the quarterly report submitted to FMCSA. All successes and any identified concerns within the CI program will be included in the report.

To ensure the quality of our carrier investigations all completed investigations are first reviewed by the first line supervisor. Once the supervisor approves the investigation it is sent to our CI Coordinator for review. When the coordinator approves the report, the report is sent to the CVEO 4 who reviews, approves and uploads the reports to FMCSA.

**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 2015 - 2019**
**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		
01/01/2019	12/31/2019	24264	5983
01/01/2018	12/31/2018	24615	5103
01/01/2017	12/31/2017	23124	6262
01/01/2016	12/31/2016	21674	7430
01/01/2015	12/31/2015	21269	7200

☐ 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.

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops without Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2019	12/31/2019	677	269
01/01/2018	12/31/2018	634	232
01/01/2017	12/31/2017	580	219
01/01/2016	12/31/2016	704	263
01/01/2015	12/31/2015	845	330

☐ 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.

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented Non-CMV Traffic Enforcement Stops	Number of Citations and Warnings Issued
Begin Date	End Date		
01/01/2019	12/31/2019	6748	4550
01/01/2018	12/31/2018	4894	3632
01/01/2017	12/31/2017	4000	3110
01/01/2016	12/31/2016	8345	5724
01/01/2015	12/31/2015	10634	6871

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

The above data was obtained from the state owned time and activity reporting system on June 03, 2020.

### **Narrative Overview for FY 2021 - 2023**

#### **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](#).*

Washington State seeks to eliminate traffic deaths and disabling injuries through its Target Zero campaign. The state has a goal of achieving zero traffic deaths and disabling injuries on state roadways by 2030. The CVEB has **forty-six** fully commissioned officers whose primary areas of CMV enforcement include rural roads, state routes, county roads and interstates in Washington State. Recently, the Washington State Patrol has allowed troopers in our Field Operations Bureau (FOB) interested in commercial vehicle safety to attend CVSA Part A inspector training. **At this time we have twenty-two CVSA certified FOB troopers.** The FOB troopers that are Part A certified conduct all of their inspections in ASPEN and check if the carrier/drivers has an OOS order through the Portal. By adding these officers, it will increase our traffic enforcement and roadside inspections on CMVs statewide. Our troopers will focus their enforcement and education efforts on the top four crash causing violations for all reportable CMV crashes. If an equipment violation on the CMV is suspected, a CVSA certified officer will respond to the location and conduct a CVSA Level 1 inspection. Our troopers have the authority to enforce all CMV traffic laws.

The majority of our officers work Monday through Friday between the hours of 0600 and 1800. A few officers are assigned to work weekends and holidays. If staffing allows, four of our five Port of Entry's (POE) are open 24 hours a day 7-days a week.

The CVEB has MOU's to enforce federal regulations involving **CMVs with 23 city and county agencies. The city and county agencies have 34 certified officers in CMV enforcement and participate in the MCSAP program.** All officers conducting inspections are CVSA certified and attend quarterly training. All officers submit their inspections through the ASPEN system. If an officer completes a handwritten inspection form, the inspection report is sent to the CVEB headquarters and entered into SafetyNet by MCSAP funded employees.

**Inspections are conducted at fifty-three permanent inspection facilities including five POE's, one POE is within thirty miles of the Canadian Border.** In addition, officers receive training on conducting roadside inspections in accordance with CVSA procedures. Washington State participates in the following CVSA sponsored emphases, in partnership with FMCSA; "Operation Safe Driver", "Road Check", "Operation Air Brake", and "National All American Buckle-Up Weeks". Washington State has two Hazardous Materials (HM) Transportation Specialists (HMTS) who develop and implement HM training and enforcement strategies statewide. Washington State HMTS participate in the Cooperative HM Enforcement Development Conference (COHMED), the Pipeline and Hazardous Materials Safety Administration Conference and the Alliance for Uniform HM Procedures Conference. **Automated License Plate Readers (ALPR) are installed at eleven ITD sites (old CVISN sites).** The ALPR's have been very successful in checking the PRISM file and

identifying over license capacity, expired tonnage, verify log book entries for falsification and expired registration violations.

The CVEB SafetyNet Unit maintains a spreadsheet on all CMV involved crashes. The spreadsheet includes charts and information that identify the high crash corridors for all enforcement regions so supervisors can deploy their officers to areas where we can make the biggest impact on crashes. In addition, the crash spreadsheet identifies the time of day where CMV crashes are the highest, the day of week with the highest frequency of CMV crashes and the top five CMV crash causing violations.

### **Special Emphasis Area Work Zone Safety**

During the first two quarters of FY2019 Washington had 7 significant high profile CMV involved crashes. These crashes occurred in a large construction zone on Interstate 5, located in the City of Tacoma. HOV lanes were being installed to better connect I-5 and State Route 16. Even though the actual number of crashes was relatively small, these crashes resulted in long lane closures due the construction project location, and the lack of shoulders to move damaged vehicles to. With collaboration between the Washington State Patrol (WSP), and the Washington State Department of Transportation, we were able to reduce highway speeds through the construction zone from 60MPH to 50MPH. The WSP also staffed 5 additional officers on overtime in the construction zone from 0300 to 0600, Monday-Friday. Enforcement officers conducted high visible traffic stops and inspections of CMVs coming into the construction zone. With the reduction of highway speeds, and additional enforcement we were able to successfully reduce significant CMV crashes in the construction zone to 0 for the rest of the project.

At this time, the WSP has not identified the need for any additional special emphasis in work zone areas. However, utilizing the crash spreadsheet, the SafetyNet Unit will monitor large construction zones to determine if further resources need to be deployed for work zone safety.

### ***Projected Goals for FY 2021 - 2023***

*Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2021 - 2023. 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.*

***Note: If you answer "No" to "Non-CMV" traffic enforcement activities, the State does not need to meet the average number of 2004/2005 safety activities because no reimbursement will be requested. If you answer "No" and then click the SAVE button, the Planned Safety Activities table will no longer be displayed.***

			Enter Projected Goals (Number of Stops only)		
Yes	No	Traffic Enforcement Activities	FY 2021	FY 2022	FY 2023
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	16000	16000	16000
<input checked="" type="radio"/>	<input type="radio"/>	CMV without Inspection	12500	12500	12500
<input checked="" type="radio"/>	<input type="radio"/>	Non-CMV	18000	18000	18000
<input checked="" type="radio"/>	<input type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	2500	2500	2500

In order to be eligible to utilize Federal funding for Non-CMV traffic enforcement, States 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 2021 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2021 Activities	Average 2004/05 Activities
99029	120	851	100000	135640



The sum of your planned FY 2021 safety activities must equal or exceed the average number of 2004/2005 activities. To be reimbursed for non-CMV traffic enforcement activities, update the number of FY 2021 roadside inspections, investigations, and/or new entrant safety audits to reflect the allowable amount.

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

The MCSAP Manager will receive quarterly reports from each supervisor on their inspection and enforcement efforts that are focused on crash reductions. Quarterly, the SafetyNet Unit will provide a detailed report to the MCSAP Manager that outlines the number of inspections, traffic enforcement contacts, CMV involved crashes, community outreach, and special enforcement efforts. All the information will be included in our quarterly report submitted to FMCSA. The quarterly report will also be provided to the CVEB Command staff for evaluation to determine if our enforcement efforts are impacting the CMV crash situation. If necessary, CVEB Command staff will modify our officers inspection and enforcement activities to help us achieve the 3% crash reduction goal.

On January 21, 2020 Washington State confirmed its first case of coronavirus disease 2019 (COVID-19). By early July 2020, the Washington State Department of Health confirmed 41,757 cases, and 1,399 deaths related to COVID-19. Due to the COVID-19 global pandemic, and concerns of exposure, the Washington State Patrol (WSP) had to make changes as to how we interact with the public. On March 13, 2020, the WSP Commercial Vehicle Enforcement Bureau (CVEB) was directed by Chief John Batiste to move all law enforcement activities to reactive contacts, versus proactive contacts. This change in enforcement had a catastrophic impact to our inspection numbers. For 02/01/2020 - 02/28/2020, prior to the COVID-19 pandemic, the WSP along with local law enforcement agencies, conducted a total of 11,316 CVSA inspections. During the pandemic there has been a decline of activities. From 03/01/2020 - 03/31/2020, we conducted 5,679 CVSA inspections, a 27% decrease from the previous year and from 04/01/2020 - 04/30/2020 there were 699 CVSA inspections which resulted in a 91% decrease from the previous year.

Starting in June 2020, the CVEB was directed to resume proactive enforcement activities with modified procedures as a result to the COVID-19 pandemic. Currently, the WSP CVEB is conducting commercial motor vehicle enforcement with the following COVID-19 precautions: maintain 6 feet of distance from individuals, personal protection equipment (PPE) has been assigned to all officers and is a requirement for all who we come in contact with (commercial motor vehicle drivers who don't have PPE will be provided the appropriate equipment), clean common surfaces regularly throughout each shift, and plexi glass shields are being installed on the counters of scale facilities.

As a result of the COVID-19 pandemic, Washington State is now faced with a fiscal crisis. Starting on June 28, 2020, Washington's Governor, Jay Inslee, directed state agencies to take immediate steps to cut costs and reduce state budget by furloughing over 40,000 state employees. CVEB's Commercial Vehicle Enforcement Officers, and all MCSAP related support staff have been included in the furlough reductions.

In the eCVSP the goal set by Congress based on the 2004/2005 minimum activities is 135,640. This number was taken from FMCSA systems and is problematic in a number of ways. During the years of 2004 and 2005, WSP utilized the SafetyNet Software to capture activities similar to today, however, the activities captured 16 years ago were much different and unrelated to FMCSA and MCSAP. The activities captured in 2004/2005 include: -state mandated tow truck inspections, hulk hauler inspections, and limousine inspections. Also included in the 2004/2005 numbers are the Department of Energy Hanford Site inspections and volunteer trucking association inspections.

Based on the challenges of the COVID-19 pandemic, the Washington State financial crises, and problematic 2004/2005 data we are requesting that FMCSA consider the total activity goals to be reduced to 100,000. This will allow the WSP to continue to utilize MCSAP on moving violation enforcement activities which are most effective in reducing fatality and serious injury crashes.

## Part 2 Section 6 - Safety Technology

*Performance and Registration Information Systems Management (PRISM) is a condition for MCSAP eligibility in [49 CFR 350.207\(27\)](#). 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.*

*PRISM, Operations and Maintenance (O&M) costs are eligible expenses subject to FMCSA approval. For Innovative Technology Deployment (ITD), if the State has an approved ITD Program Plan/Top-Level Design (PP/TLD) that includes a project that requires ongoing O&M, this is an eligible expense so long as other MCSAP requirements have been met. O&M expenses must be included and described both in this section and in the Spending Plan section per the method these costs are handled in the State’s accounting system (e.g., contractual costs, other costs, etc.).*

### Safety Technology Compliance Status

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

Technology Program	Current Compliance Level	Include O & M Costs?
ITD	Core CVISN Compliant	Yes
PRISM	Exceeds Full Participation	Yes

Available data sources:

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

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

**Enter the agency name responsible for PRISM in the State, if other than the Lead MCSAP Agency:** Washington State Department of Licensing

### Narrative Overview for FY 2021 - 2023

#### **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.***

The state of Washington’s PRISM program is administered by the Washington State Department of Licensing (DOL). Currently the state of Washington is considered to be in full participation of PRISM.

The state of Washington’s ITD program is administered by the Washington State Department of Transportation (WSDOT). The WSDOT has an approved PP/TLD.

Line items have been added to the MCSAP Grant for ITD and PRISM Operations and Maintenance (O&M) costs. The use of MCSAP funding for O&M for PRISM and ITD is an eligible MCSAP expense. The line items were created to allow DOL and WSDOT access to MCSAP funds for O&M activities if needed.

#### **Program Activities for FY 2021 - 2023: Describe any actions that will be taken to implement full participation in PRISM.**

Currently the state of Washington is considered to be in full participation of 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.***

The Washington State Patrol MCSAP Manager will monitor and coordinate with DOL to ensure that the state of Washington maintains full participation in PRISM. Quarterly updates will be submitted in the SF-PPR.

If MCSAP funds are used for PRISM and/or ITD O&M, quarterly reports showing activities and billings will be submitted to the Washington State Patrol MCSAP lead agency by DOL and/or WSDOT.

## 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 2015 - 2019**

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

Public Education and Outreach Activities	2015	2016	2017	2018	2019
Carrier Safety Talks	198	208	186	186	163
CMV Safety Belt Education and Outreach	16	17	14	19	17
State Trucking Association Meetings	39	33	54	64	36
State-Sponsored Outreach Events	44	34	37	40	31
Local Educational Safety Events	22	26	18	14	13
Teen Safety Events	9	5	7	9	10

### **Narrative Overview for FY 2021 - 2023**

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

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

The Washington State Patrol will provide 300 CMV related safety presentations to stakeholders during the grant performance period. The groups will included but are not limited to the following:

- CMV carriers and drivers
- Drivers education classes focusing on drivers who are new to motor vehicle operations
- Civic groups
- State sponsored outreach events (Washington State's Governors Safety Conference)
- Trucking Associations
- Courts and prosecutors

### **Special Emphasis Area - Prospective and Mature Drivers**

Utilizing data from the crash spreadsheet, the SafetyNet Unit has identified that no additional emphasis is needed to target prospective and mature drivers. The SafetyNet Unit will continue to monitor and analyze crashes, and will recommend to the command staff if additional resources need to be added to this area.

### **Projected Goals for FY 2021 - 2023**

**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 2021	FY 2022	FY 2023
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	185	185	185
<input checked="" type="radio"/>	<input type="radio"/>	CMV Safety Belt Education and Outreach	20	20	20
<input checked="" type="radio"/>	<input type="radio"/>	State Trucking Association Meetings	30	30	30
<input checked="" type="radio"/>	<input type="radio"/>	State-Sponsored Outreach Events	35	35	35
<input checked="" type="radio"/>	<input type="radio"/>	Local Educational Safety Events	20	20	20
<input checked="" type="radio"/>	<input type="radio"/>	Teen Safety Events	10	10	10

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

The Washington State Patrol will provide CMV safety presentations on 100% of the requests received. The number of presentations and the number of people in attendance will be recorded by each officer on their Time and Activity Report. This information will be compiled by the SafetyNet Unit and submitted to the MCSAP Manager for inclusion in the quarterly report submitted to FMCSA.

**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](#)

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

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 2021 - 2023.

SSDQ Category	Current SSDQ Rating	Goal for FY 2021	Goal for FY 2022	Goal for FY 2023
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.**

April 24, 2020

**Narrative Overview for FY 2021 - 2023**

**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.).

**Program Activities FY 2021 - 2023:** Describe activities that will be taken to maintain a "Good" overall SSDQ rating. These activities should include all measures listed in the table above. Also, describe program activities to achieve a "Good" rating for all SSDQ measures based upon the Problem Statement Narrative 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.

## Part 2 Section 9 - New Entrant Safety Audits

States must conduct interstate New Entrant safety audits in order to participate in the MCSAP ([49 CFR 350.201](#).) A State may conduct intrastate New Entrant safety audits at the State's discretion if the intrastate safety audits do not negatively impact their interstate new entrant program.

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

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

### Trend Analysis for 2015 - 2019

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

New Entrant Safety Audits	2015	2016	2017	2018	2019
Interstate	855	716	736	763	994
Intrastate	0	0	0	0	0
<b>Total Audits</b>	<b>855</b>	<b>716</b>	<b>736</b>	<b>763</b>	<b>994</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 2021 - 2023

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

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

**Program Objective:** The Statutory time limit for processing and completing interstate safety audits is: If entry date into the New Entrant program (as shown in FMCSA data systems) October 1, 2013 or later, a safety audit must be completed within 12 months for all motor carriers and 120 days for motor carriers of passengers.

### Projected Goals for FY 2021 - 2023

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 2021 - 2023 - New Entrant Safety Audits						
	FY 2021		FY 2022		FY 2023	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
# of Safety Audits (Onsite)	160	0	160	0	160	0
# of Safety Audits (Offsite)	690	0	690	0	690	0
# Group Audits	1	0	1	0	1	0
<b>TOTAL Safety Audits</b>	<b>851</b>	<b>0</b>	<b>851</b>	<b>0</b>	<b>851</b>	<b>0</b>
# of Non-Audit Resolutions	800	0	800	0	800	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.**

During the grant performance period, the New Entrant supervisor will monitor the entry dates of all new entrant carriers in Washington State to ensure the carrier receives a new entrant safety audit within the statutory time limits listed in the Program Objective. The supervisor will assign the safety audits as follows.

- On-site safety audit - one or two auditors will be assigned to go to the carriers place of business to conduct the onsite safety audit.
- Off-site safety audit - up to six new entrant safety auditors will work from a specific State Patrol office for two to five business days conducting safety audits. Carriers within a reasonable distance to the State Patrol office will be required to come to the office in person with all required documentation for the audit.

At this time, we do not foresee any challenges or impediments that may prevent the successful completion of this objective.

**Activity Plan for FY 2021 - 2023: 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.**

During the grant performance period, the New Entrant supervisor will schedule the following activities that will help us achieve our objectives:

- The new entrant supervisor will schedule one group audit with a minimum of four safety auditors.
- The supervisor will assign new on-site safety audits as entered into the program.
- The New Entrant supervisor, when time permits, will accompany safety auditors on safety audits (SA) and during CVSA inspections to ensure all guidelines are followed according to policies and procedures.
- All SAs will be reviewed by the new entrant supervisor for completeness, quality and consistency, and that the SAs follow all FMCSA regulations.
- The supervisor will use FMCSA reports to monitor the time line requirements to prevent overdue carriers appearing on the inventory.

**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.**

**Performance Measurement 1:**

- Number of on-site new entrant SAs completed within the statutory requirements.
- Number of on-site new entrant SAs not completed within the statutory requirements.

**Performance Measurement 2:**

- Number of Off-site new entrant SAs completed within the statutory requirements.
- Number of Off-site new entrant SAs not completed within the statutory requirements.

**Performance Measurement 3:**

- Number of non-audit resolutions.

The New Entrant supervisor will submit a quarterly report through the chain of command to the MCSAP manager reporting on the number of SAs completed by our safety auditors. In addition, the New Entrant Supervisor will monitor the activities monthly to ensure the New Entrant program is on target to meet our anticipated activity goals. Any unforeseen challenges



will be reported by the New Entrant supervisor to the MCSAP manager. The MCSAP manager will include the reports from the New Entrant supervisor in the MCSAP Quarterly report submitted to FMCSA.

## Part 2 Section 10 - Border Enforcement

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 2015 - 2019

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

Inspection Types	2015	2016	2017	2018	2019
Level 1: Full	107	62	86	68	82
Level 2: Walk-Around	699	388	431	210	393
Level 3: Driver-Only	1636	1016	1657	1876	1141
Level 4: Special Inspections	0	0	0	0	0
Level 5: Vehicle-Only	11	8	0	0	0
Level 6: Radioactive Materials	0	0	0	0	0
<b>Total</b>	<b>2453</b>	<b>1474</b>	<b>2174</b>	<b>2154</b>	<b>1616</b>

### Narrative Overview for FY 2021 - 2023

☐ The State chooses not to engage in border enforcement activities in FY 2021 - 2023. If this box is checked, no additional narrative is necessary in this section.

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

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

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

Check all objectives that apply (minimum of 1):

☒ **Objective 1: International Motorcoach Inspections** - Facilitate the conducting of inspections of motorcoaches engaged in international commerce at bus stations, terminals, border crossings, maintenance facilities, destination locations, or other locations where a motor carrier may make a planned stop (excluding a weigh station). FMCSA encourages States to examine their previous years of 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 2021 - 2023**

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

**Note:** An inspection is counted as international commerce regardless of whether the transportation originated within the United States (US) or outside the US. All non-international commerce inspections conducted should be included in the Driver Vehicle Inspections section of the eCVSP, and not be indicated in BEG inspections on the inspection report which is uploaded into ASPEN.

<b>Projected Goals for FY 2021 - 2023 - Border Enforcement</b>			
	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
Number of International Commerce Regular CMV	1530	1530	1530
Number of International Commerce HM	30	30	30
Number of International Commerce Passenger	250	250	250
<b>Total International Commerce Inspections</b>	<b>1810</b>	<b>1810</b>	<b>1810</b>
Number of Fixed Facility International Inspections	305	305	305
Number of Non-Fixed Facility International Inspections	1505	1505	1505
Traffic Enforcement	310	310	310
Strike Force Activities (CMVs)	1250	1250	1250
Strike Force Activities (Passenger CMVs)	250	250	250

**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.

During the grant performance period, the Border Enforcement (BE) troopers and other officers working a BE strike force type emphasis will focus their activities on conducting CMV safety inspections of motor carrier and passenger carrier companies engaged in international commerce. In addition, the BE troopers and other troopers working a BE strike force type activity will focus on stopping motor carrier and passenger carrier companies whose drivers are operating in an unsafe manner. All officers involved in BE activity will verify the status of the drivers commercial driver's license (CDL), the carriers current operating authority, out of service status (OOS) and financial responsibility. In addition, our officers will ensure all commercial vehicles and passenger carriers operating in international commerce within Washington State are in compliance with commercial vehicles safety standards and regulations and commercial drivers are operating safely on all roadways.

The BE strike force type activities will be scheduled in areas where there is a high volume of commercial vehicles and passenger carriers operating in international commerce or in documented high crash corridors involving carriers operating in international commerce. The crash data will be obtain from the state developed spreadsheet which contains all of Washington States FMCSA reportable crash data.

**Activity Plan for FY 2021 - 2023:** Describe the specific activities planned to reach border enforcement goals.

The two BE funded troopers will conduct 1,215 Commercial Vehicle Safety Alliance (CVSA) inspections during the grant performance period with a minimum of 50% of the inspections on carriers engaged in international commerce. The inspections will include verifying the drivers CDL, operating authority, OOS status and financial responsibility. In addition, of the 1,215 CVSA inspections, a minimum of 5% of the inspections will be conducted on passenger carriers engaged in international commerce.

Based on the crash data recorded on the agency developed crash spreadsheet and federal border crossing data, CVEB will identify the best dates to schedule six 2 to 3 day emphasis that deploy officers to high crash border crossing corridors to focus enforcement on the top five crash causing driver violations and conduct CVSA inspections. CVEB expects the number of FMCSA reportable crashes near designated border crossings will be 3% lower than the CY2019 crash statistics.

Six 2 to 3 day border enforcement emphases will be scheduled during the grant performance period utilizing CVSA certified officers. The six emphases will be conducted at the top five border crossing corridors with Canada. The top five border crossings are Blaine, Sumas, Lynden, Oroville, and Frontier. Whatcom county has the top three international traffic border crossings in Washington State which includes motor and passenger carriers. Scheduling of the emphasis will be resource driven and in conjunction with seasonal traffic patterns. In addition to inspections, traffic officers will focus their enforcement on the top four crash causing driver violations. At least three of the emphases will have a primary focus on passenger carrier companies operating in international commerce.

Each border emphasis will have a minimum of 6 CVSA certified officers, of which at least two will be certified in passenger carrier inspections. During the six emphases it is anticipated that our officers will conduct a total of 500 inspections utilizing the 3, 2, 1 philosophy, that is, every inspection as a driver only inspection and escalating to a level 2 or 1 inspection if the officer observes indicators of defective equipment:

- 125 CVSA Level 1 Inspections
- 50 CVSA Level 2 Inspections
- 325 CVSA Level 3 Inspections
- Total CVSA Inspections is 500

***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.***

**Performance Measurement Plan 1:**

During the grant performance period, reduce the number of fatal crashes involving carriers operating in international commerce to zero and injury crashes by 3% based on CY2019 statistical data. In CY2019, carriers operating in international commerce were involved in 2 fatal and 9 injury crashes.

**Performance Measurement Plan 2:**

During the grant performance period, the two BE funded troopers will conduct 1,215 CVSA inspections with a minimum of 50% of the inspections on carriers engaged in international commerce. 5% of the inspections will be conducted on passenger carriers engaged in international commerce.

- Number of domestic carriers receiving a CVSA inspection
- Number of international commerce carriers receiving a CVSA inspection
- Number of CVSA inspections conducted on passenger carriers

**Performance Measurement Plan 3:**

During the six planned emphases our officers will conduct the following inspections and traffic enforcement.

- Number of CVSA Level 1 inspections
- Number of CVSA Level 2 inspections
- Number of CVSA Level 3 inspections
- Number of international commerce carriers stopped for traffic violations
- Number of domestic carriers stopped for traffic violations

**Performance Measurement Plan 4**

Within 90 days of the award, the BE supervisor will develop, based on the most current data available, detailed plans and strategies for implementing the six border enforcement emphases.

The BE supervisor will submit a quarterly report through the chain of command to the MCSAP manager. The MCSAP manager will include the report in the MCSAP Quarterly report submitted to FMCSA.

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

FMCSA establishes annual national priorities (emphasis areas) based on emerging or continuing issues, and will evaluate CVSPs in consideration of these national priorities. Part 3 allows States to address the national emphasis areas/priorities outlined in the Notice of Funding Opportunity (NOFO) and any State-specific objectives as necessary. Specific goals and activities must be projected for the three fiscal year period (FYs 2021 - 2023).

#### 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 IH or UNSAT/UNFIT OOS order during roadside enforcement activities and will not establish a specific reduction goal. However, the State will maintain effective enforcement of Federal OOS orders during roadside inspections and traffic enforcement activities.

##### Narrative Overview for FY 2021 - 2023

Enter your State's OOS Catch Rate percentage if below 85 percent: 66%

**Projected Goals for FY 2021 - 2023: Enter a description of the State's performance goals.**

Fiscal Year	Goal (%)
2021	100
2022	100
2023	100

Washington State identified 2 out of 3 (or 66%) of OOS carriers classified as UNSAT/UNFIT imminent hazard for YTD 2020. We have set a goal to identify 100% of all OOS carriers when stopped during enforcement activities. Officers will verify all carriers out of service (OOS) status and applicable operating authority at the time of the inspection. Officers shall take appropriate enforcement action on all OOS carriers. Officers will forward a copy of the inspection report to the local FMCSA office through their chain of command. All CVEB officers have access to the ISS system and FMCSA Portal, including Query Central. If the information is not available during the CVSA inspection, the officers will contact the local FMCSA office or validate the carriers OOS status and applicable operating authority when information is available. CDL's are verified through the National Law Enforcement Telecommunications System (NLETS), Commercial Drivers License Information System (CDLIS) or Washington State's Department of Licensing.

**Program Activities for FY 2021 - 2023: Describe policies, procedures, and/or technology that will be utilized to identify OOS carriers at roadside. Include how you will conduct quality assurance oversight to ensure that inspectors are effectively identifying OOS carriers and preventing them from operating.**

By CVEB policy and training, all CVEB and local law enforcement officers are expected to check driver/company status on all enforcement stops. When an officer is working in an area where they do not have connectivity, they shall record all pertinent company/driver information on a Uniform Driver/Vehicle Inspection Report (UDVIR) for verifying OOS status and applicable operating authority by SafetyNet staff. If an officer determines a driver/company was OOS at the time of the enforcement stop, they are to notify their supervisor who will forward the information to the MCSAP Manager so the original inspection can be amended accordingly. If a citation is warranted, the officer shall complete and forward to the appropriate court for action. (this information is advanced to the MCSAP Manager so the

inspection can be updated accordingly). When an officer determines a driver/company was OOS at the time of the enforcement stop, they are to forward appropriate copied/scanned/photographed documentation (taken at the time of the enforcement stop), along with the officers case report to FMCSA.

***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.***

Washington State identified 60% of OOS carriers classified as UNSAT/UNFIT imminent hazard. Our primary strategy is discussing the OOS carrier information at our bi-annual supervisor meetings. In addition, when an officer does not correctly identify an OOS carrier, the supervisor is notified and is required to discuss the situation with the reporting officer and respond to the MCSAP Manager with an explanation on the reason the carrier was not identified. Another key component of our OOS strategy is validating the company and driver information on handwritten inspection reports through the FMCSA Portal, Query Central program, on 100% of the handwritten UDVRs submitted to the SafetyNet work group prior to being entered into the federal database. The OOS information will be tracked and reported to the MCSAP Manager for evaluation and inclusion in the quarterly progress report submitted to FMCSA. The results of the audits will be shared with the CVEB command staff.

We will monitor our progress using the monthly FMCSA OOS Catch Rate Reports and include the results in our quarterly MCSAP report.

**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.

<b>Part 3 Section 3 - State Specific Objectives – Past</b>
--

**Instructions:**

*Describe any State-specific CMV problems that were addressed with FY 2020 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 2020 CVSP.*

**Progress Report on State Specific Objectives(s) from the FY 2020 CVSP**

*Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2020 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.*

<b>Activity #1</b>
--------------------

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

CVEB officers conducted statewide seat belt surveys quarterly; increase CMV driver seat belt use to 99.5% during the performance period from 99.3% in FY 2016, through education and enforcement.

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

The goal in the FY2020 MCSAP grant is to have 99.5% compliance in seat belt usage.

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

During the first three quarters of FY2020 our officers conducted nine random seat belt surveys throughout the state. They contacted 5,434 CMV drivers to check for seat belt usage and 5,351 drivers were wearing their seat belts. This is a 98.47% compliance rate.

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

N/A



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

*Describe any State-specific objective(s) identified for FY 2021 - 2023. 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.**

Traffic Enforcement - Seat belt usage

##### **Narrative Overview for FY 2021 - 2023**

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

The state of Washington, through random surveys conducted by our officers through out the state, has a seat belt compliance rate of 98.9% in FY 2019, through education and enforcement.

##### **Projected Goals for FY 2021 - 2023:**

##### **Enter performance goal.**

Increase seat belt usage by CMV drivers from 98.9% in FY 2019 to 99% during the grant performance period.

##### **Program Activities for FY 2021 - 2023: Describe the activities that will be implemented including level of effort.**

CVEB officers: - will conduct statewide seat belt surveys quarterly; - conduct one emphasis a quarter focused on seat belt usage; - conduct outreach activities with carriers and drivers to discuss the importance of seat belt usage in an attempt to gain compliance.

##### **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.**

Increase seat belt use by CMV drivers from 98.9% in FY 2018 to 99% during the grant performance period, utilizing education and enforcement activities.

## 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 2021 only. This applies to States completing a multi-year CVSP or an Annual Update to their multi-year CVSP.

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

The following definitions describe *Spending Plan* terminology.

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

#### On Screen Messages

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

- Calculation of Federal and State Shares

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

The system calculates an 85 percent Federal share and 15 percent State share automatically and populates these

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

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

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

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

- **MOE Expenditures**

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

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

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

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

- **Financial Summary**

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

The system will confirm that:

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

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85.01% Federal Share	14.99% State Share	Total Estimated Funding
Total	\$6,576,269.00	\$1,160,427.00	\$7,736,696.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount ):	\$1,160,427.00
MOE Baseline:	\$9,219,398.00

## 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 14.99 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 14.99 percent limitation as provided in the MCP. Any deviation from the 14.99 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 (14.99% of MCSAP Award Amount):	\$1,160,427.00
---	----------------

Personnel: Salary and Overtime Project Costs							
Salary Project Costs							
Position(s)	# of Staff	% of Time on MCSAP Grant	Salary	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Assistant Chief	1	25.0000	\$189,024.00	\$47,256.00	\$40,168.07	\$7,087.93	\$0.00
Confidential Secretary	1	25.0000	\$65,184.00	\$16,296.00	\$13,851.76	\$2,444.24	\$0.00
CVD Captain	1	50.0000	\$159,372.00	\$79,686.00	\$67,733.90	\$11,952.10	\$0.00
MCSD Captain	1	50.0000	\$159,372.00	\$79,686.00	\$67,733.90	\$11,952.10	\$0.00
MCSD Lieutenant	1	75.0000	\$137,216.00	\$102,912.00	\$87,476.23	\$15,435.77	\$0.00
MCSD Lieutenant	1	50.0000	\$131,928.00	\$65,964.00	\$56,070.06	\$9,893.94	\$0.00
Commercial Vehicle Enforcement Officer 4	2	100.0000	\$94,998.00	\$189,996.00	\$161,498.50	\$28,497.50	\$0.00
Commercial Vehicle Enforcement Officer 3	7	100.0000	\$81,224.00	\$568,568.00	\$483,288.49	\$85,279.51	\$0.00
Commercial Vehicle Enforcement Officer 3	1	75.0000	\$77,056.00	\$57,792.00	\$49,123.78	\$8,668.22	\$0.00
Commercial Vehicle Enforcement Officer 2	25	100.0000	\$55,279.31	\$1,381,982.75	\$1,174,699.16	\$207,283.59	\$0.00
Commercial Vehicle Enforcement Officer 1	7	100.0000	\$51,284.00	\$358,988.00	\$305,143.39	\$53,844.61	\$0.00
MCSAP Manager	1	85.0000	\$102,500.00	\$87,125.00	\$74,057.12	\$13,067.88	\$0.00
Transportation Planning Specialist 2	1	100.0000	\$68,892.00	\$68,892.00	\$58,558.89	\$10,333.11	\$0.00
Transportation Planning Technician 2	3	100.0000	\$54,792.00	\$164,376.00	\$139,721.24	\$24,654.76	\$0.00
Office Assistant 3	1	100.0000	\$38,376.00	\$38,376.00	\$32,619.98	\$5,756.02	\$0.00
Information Technology Support Specialist 5	1	100.0000	\$92,700.00	\$92,700.00	\$78,795.93	\$13,904.07	\$0.00
Information Technology Support Specialist 4	1	100.0000	\$79,944.00	\$79,944.00	\$67,953.20	\$11,990.80	\$0.00
Information Technology Support Specialist 3	2	100.0000	\$65,676.00	\$131,352.00	\$111,650.51	\$19,701.49	\$0.00
BEG Trooper - 10 year	2	90.0000	\$88,036.20	\$158,465.16	\$134,696.97	\$23,768.19	\$0.00
Administrative Assistant 3	1	50.0000	\$46,440.00	\$23,220.00	\$19,737.23	\$3,482.77	\$0.00
Secretary Senior	2	100.0000	\$40,674.00	\$81,348.00	\$69,146.61	\$12,201.39	\$0.00
Estimated MOE Salaries	1	0.0000	\$9,957,603.00	\$0.00	\$0.00	\$0.00	\$9,957,603.00
<b>Subtotal: Salary</b>				<b>\$3,874,924.91</b>	<b>\$3,293,724.92</b>	<b>\$581,199.99</b>	<b>\$9,957,603.00</b>
Overtime Project Costs							
Estimated MOE OT	1	0.0000	\$315,976.00	\$0.00	\$0.00	\$0.00	\$315,976.00
Trooper	14	10.0000	\$95,472.00	\$133,660.80	\$113,613.02	\$20,047.78	\$0.00
Commercial Vehicle Enforcement Officer 1	14	10.0000	\$45,758.86	\$64,062.40	\$54,453.68	\$9,608.72	\$0.00
<b>Subtotal: Overtime</b>				<b>\$197,723.20</b>	<b>\$168,066.70</b>	<b>\$29,656.50</b>	<b>\$315,976.00</b>
<b>TOTAL: Personnel</b>				<b>\$4,072,648.11</b>	<b>\$3,461,791.62</b>	<b>\$610,856.49</b>	<b>\$10,273,579.00</b>
<b>Accounting Method:</b>	<b>Accrual</b>						

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

The Washington State Patrol (WSP) Commercial Vehicle Enforcement Bureau (CVEB) funds 58.65 full time equivalent (FTE) employees using MCSAP grant funds. If an officer performs a function that is not MCSAP eligible their time is coded on their Time and Activity Report (ie. Time Card) so the costs will not be charged to the MCSAP grant. The MCSAP grant is only charged for actual hours worked performing MCSAP eligible activities (ie. personnel costs, fringe benefits, etc.). The overtime in the budget will not exceed the 15% maximum threshold. Twenty-two of the FTEs are assigned to the Compliance Investigation Unit; eight are assigned to the New Entrant Safety Program, two to the Border Enforcement Program, three to

training/hazardous materials program, one is the MCSAP manager and the remaining FTE's are assigned to line enforcement work, data management, supervision, management and oversight of functions related to MCSAP.

Salaries were estimated based on the current actual salaries of the individuals expected to work on grant funded activities. Not all individuals are assigned to the grant full time, so these salaries were adjusted by the percentage of time they work on the grant. Based on the number of employees and their percentage of assignment to grant funded activities, we expect an average of 58.65 FTE's to work in the MCSAP grant program.

The Commercial Vehicle Division Computer Support (CVDCS) group supports 230 MCSAP eligible and funded officers, 31 CVEO's and Troopers who work part time in MCSAP eligible activities, 34 CVSA certified local law enforcement officers from 23 jurisdictions, five investigators at Washington Utilities and Transportation Commission, and 14 MCSAP eligible and funded support staff within the Commercial Vehicle Division (CVD) and Motor Carrier Safety Division (MCSD). In addition to the 233 officers previously mentioned, the Washington State Patrol has another 1,412 uniformed law enforcement personnel and 1,072 support staff throughout the state that are supported by our Information Technology Division (ITD). ITD is staffed with 99 computer support personnel (which includes supervisors and managers). The four CVD/MCSD IT Support positions funded by the MCSAP grant service the SafetyNet database and a total of 285 MCSAP computers located throughout the 71,000 square miles of Washington State. CVD/MCSD IT Support personnel maintain all FMCSA required software, hardware, network and operating policies as well as other program-related software installed on MCSAP eligible and funded officers computers. In addition the CVD/MCSD IT Support group supports WSP software applications that are needed by MCSAP eligible and funded positions to perform their work, such as ASPEN, SafetyNet, CAPRI, eRODS, PMDC, CITE, and SECTOR. During the grant performance period, CVD/MCSD IT Support will work approximately 8,320 hours in the MCSAP program of which approximately 1,200 hours will be spent traveling to rural locations in Washington State to support MCSAP eligible and funded officer's computers and programs. Any work performed outside the scope of the MCSAP program is coded on their time and activity report and paid by state-provided funds. In addition, CVD/MCSD IT Support provides MCSAP related computer training to CVSA certified officers, officers in-service training, and to Trooper Basic training classes. The training includes how to access FMCSA online applications (e.g. Portal, MCMIS, QC, Etc...) and all FMCSA program updates. The training will also include classes on FMCSA software programs such as ASPEN and CAPRI, which are critical for providing inspection and compliance review reports/data to FMCSA. The Washington State Patrol uploads an average of over 90,000 CVSA inspections performed by MCSAP eligible and funded officers each year and over 1,600 FMCSA reportable crashes. Without the support of the 4 MCSAP funded IT positions, we cannot guarantee the same continued connectivity with the federal system as we have now and the WSP may not be able to achieve our inspection, data quality, and timeliness goals as outlined in the eCVSP.

### 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
Confidential Secretary	39.0100	25.0000	\$65,184.00	\$6,357.06	\$5,403.56	\$953.50	\$0.00
Lieutenant - 15 year	33.5700	75.0000	\$137,216.00	\$34,547.55	\$29,365.76	\$5,181.79	\$0.00
Lieutenant - 15 year	33.9600	50.0000	\$131,928.00	\$22,401.37	\$19,041.39	\$3,359.98	\$0.00
MCSAP Manager	32.5200	85.0000	\$102,500.00	\$28,333.05	\$24,083.38	\$4,249.67	\$0.00
CVEO 4 - Step M	33.9700	100.0000	\$189,996.00	\$64,541.64	\$54,861.04	\$9,680.60	\$0.00
CVEO 3 - Step L	37.3600	100.0000	\$568,568.00	\$212,417.00	\$180,556.57	\$31,860.43	\$0.00
CVEO 3 - Step L	27.8500	75.0000	\$77,056.00	\$16,095.07	\$13,680.97	\$2,414.10	\$0.00
CVEO 2 - Step L	34.1700	100.0000	\$1,381,982.75	\$472,223.50	\$401,394.70	\$70,828.80	\$0.00
CVEO 1	35.8900	100.0000	\$358,988.00	\$128,840.79	\$109,515.96	\$19,324.83	\$0.00
Information Technology System Specialist 5	33.5100	100.0000	\$92,700.00	\$31,063.77	\$26,404.52	\$4,659.25	\$0.00
Assistant Chief	30.8700	25.0000	\$189,024.00	\$14,587.92	\$12,399.88	\$2,188.04	\$0.00
Administrative Assistant 3	31.7400	50.0000	\$46,440.00	\$7,370.02	\$6,264.59	\$1,105.43	\$0.00
CVD Captain	32.2000	50.0000	\$159,372.00	\$25,658.89	\$21,810.31	\$3,848.58	\$0.00
Information Technology System Specialist 4	35.5900	100.0000	\$79,944.00	\$28,452.06	\$24,184.54	\$4,267.52	\$0.00
Information Technology System Specialist 3	38.9000	100.0000	\$131,352.00	\$51,095.92	\$43,432.04	\$7,663.88	\$0.00
Office Assistant 3	34.1900	100.0000	\$38,376.00	\$13,120.75	\$11,152.77	\$1,967.98	\$0.00
BEG Trooper - 10 year	33.6700	90.0000	\$176,072.40	\$53,355.21	\$45,352.46	\$8,002.75	\$0.00
Transportation Planning Specialist 2	38.0100	100.0000	\$68,892.00	\$26,185.84	\$22,258.23	\$3,927.61	\$0.00
Transportation Planning Technician 2	34.4500	100.0000	\$164,376.00	\$56,627.53	\$48,133.97	\$8,493.56	\$0.00
Secretary Senior - Step L	24.9600	100.0000	\$81,348.00	\$20,304.46	\$17,258.99	\$3,045.47	\$0.00
Estimated MOE Benefits	100.0000	0.0000	\$3,450,388.00	\$0.00	\$0.00	\$0.00	\$3,450,388.00
MCSD Captain	32.2000	50.0000	\$159,372.00	\$25,658.89	\$21,810.31	\$3,848.58	\$0.00
<b>TOTAL: Fringe Benefits</b>				<b>\$1,339,238.29</b>	<b>\$1,138,365.94</b>	<b>\$200,872.35</b>	<b>\$3,450,388.00</b>

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

Fringe Benefits were estimated based on the current actual salaries of the individuals expected to work on grant funded activities and the various benefit rates/amounts applicable to each position. The total calculated benefits were divided by the computed salaries to determine an average fringe benefit rate.

Commissioned officer salary calculations are as of July 1, 2020. Civil Service salary calculations are as of July 1, 2020.

Benefit Rates/Amounts as of July 1, 2020:

Social Security - 6.20% for Civil Service. Commissioned officers (Troopers) are exempt from paying Social Security.

Retirement, Washington State Patrol Retirement System for Troopers - 17.68%

Retirement, Public Employees Retirement System (CVEO's) - 12.14%

Retirement, Public Employees Retirement System (Civil Service employees) - 12.86%

Industrial Insurance, Commissioned Troopers and CVEO's - \$148.00

Industrial Insurance, Civil Service - \$30.00

Health Insurance - \$938.00

Medicare Tax - 1.45%

Benefits include set rates for OASDI, retirement and Medicare (6.2%, variable depending on collective bargaining agreements, and 1.45% respectively). Industrial insurance and health insurance are a set amount each month per employee (\$30/mo or \$148/mo depending on the position's risk and \$938 month, respectively). Since salaries vary by position and individuals within job classifications, it is impossible to assign a single rate for the fixed benefits rate per position. The benefits rate was calculated as the total benefits for each job classification divided by the total salary for the position. Rates vary substantially.



**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, airfare, lodging, meals, transportation, etc. Explain in detail how the MCSAP program will directly benefit from the travel.

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

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

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

Travel Project Costs							
Purpose	# of Staff	# of Days	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
CVSA Fall Conference	4	5	100.0000	\$7,800.00	\$6,630.08	\$1,169.92	\$0.00
Miscellaneous MCSAP Related Travel	1	4	100.0000	\$2,520.00	\$2,142.03	\$377.97	\$0.00
In-state Inspector Challenge; lodging and per-diem	12	2	100.0000	\$5,000.00	\$4,250.05	\$749.95	\$0.00
COHMED	1	7	100.0000	\$2,430.00	\$2,065.52	\$364.48	\$0.00
CVSA Spring Conference	4	5	100.0000	\$7,920.00	\$6,732.08	\$1,187.92	\$0.00
Border Enforcement Emphasis; lodging and per-diem	4	3	100.0000	\$3,000.00	\$2,550.03	\$449.97	\$0.00
CVD and MCSD Statewide Supervisor Meeting: Lodging and per-diem	12	6	100.0000	\$5,000.00	\$4,250.05	\$749.95	\$0.00
MCSAP Planning Meeting	2	4	100.0000	\$4,000.00	\$3,400.04	\$599.96	\$0.00
CVSA Data Quality Workshop	2	4	100.0000	\$3,132.00	\$2,662.23	\$469.77	\$0.00
NAIC	2	7	100.0000	\$2,756.00	\$2,342.62	\$413.38	\$0.00
In-state travel for CVD/MCSD IT staff	4	30	100.0000	\$1,000.00	\$850.01	\$149.99	\$0.00
CVD/MCSD Computer Tech Support Training and Related Travel Costs	1	5	100.0000	\$5,000.00	\$4,250.05	\$749.95	\$0.00
New Entrant and Compliance Investigations travel costs	20	50	100.0000	\$10,000.00	\$8,500.10	\$1,499.90	\$0.00
New Entrant Auditor/Compliance Investigator In-service Training	20	2	100.0000	\$8,000.00	\$6,800.08	\$1,199.92	\$0.00
Estimated MOE Travel	1	1	0.0000	\$0.00	\$0.00	\$0.00	\$123,982.00
<b>TOTAL: Travel</b>				<b>\$67,558.00</b>	<b>\$57,424.97</b>	<b>\$10,133.03</b>	<b>\$123,982.00</b>

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

The state of Washington follows federal and state policies and uses federal per diem rates not actual costs.

The budgeted amount for travel is \$67,558.00. For the six conferences/workshops our staff will be attending the total cost is \$28,038.00. At each conference/workshop, the WSP personnel participate in numerous committee meetings. The committees our personnel attend discuss critical issues involving commercial vehicle safety and provide information to members of the committee on Washington States position on the matters discussed. The amount of personnel attending each conference is based on our perceived need to successfully represent Washington State's interests.

The remaining travel budget allocations are to directly support CVEB's mission to initiate and implement a successful MCSAP plan. These costs include the following:

1. In-state travel for CVD/MCSD Information Technology (IT) staff that support the MCSAP grant program - \$5,000. IT support travel is used in support of SafetyNet and our statewide deployment of ASPEN, Century, and other MCSAP related programs. It is necessary to maintain the program

when we encounter system problems so accuracy and timeliness of our data is not compromised. Our four IT personnel will take approximately 30 two-day trips during the performance period. All costs in travel for IT support that exceeds the \$5,000 will be paid with non-MCSAP funds. The budgeted amount for IT support travel is based on past costs for similar activities. Vouchering will be based on exact costs.

2. CVD/MCSD Computer Tech Support Training and Related Travel Costs - \$1,000. The budgeted amount for eligible IT training programs in this proposal is based on past costs for similar activities. The IT training will be in support of the MCSAP grant program. Vouchering will be based on exact costs.
3. New Entrant and Compliance Investigations travel costs - \$10,000. The budgeted amount will be used to support our New Entrant Auditors and Compliance Investigators in-state travel to conduct safety audits and compliance investigations. In addition, if new auditors/investigators need to attend training related to their assignment, funds in this line item may be used. Vouchering will be based on exact costs.
4. New Entrant Auditor/Compliance Investigator In-service Training - \$8,000. The budgeted amount for the in-service training in this proposal is based on prior costs for this training. The benefits of this training is for all officers to receive FMCSA updates and other applicable training for a successful program. Vouchering will be based on exact costs.
5. In-state Inspector Challenge; lodging and per-diem - \$5,000. The budgeted amount for the State Inspector Challenge in this proposal is based on prior costs for this event. Only officers involved in the challenge or providing training will be eligible for grant funded lodging and per-diem. Vouchering will be based on exact costs.
6. Border Enforcement Emphasis; lodging and per-diem - \$3,000. The budgeted amount will provide lodging and per-diem to officers for participating in border enforcement emphasis outside of their normal patrol area. We anticipate conducting five emphasis focused on international commerce and motor coaches crossing at the Canadian Border. The emphasis locations will vary between the Blaine Port of Entry (high traffic area) and remote sites on the eastern side of Washington. Vouchering will be based on exact costs.
7. CVD and MCSD Statewide Supervisor Meeting: Lodging and per-diem - \$5,000. CVD and MCSD will hold two 3 or 4 day statewide supervisor meetings. The meetings allow the management team an opportunity to brief all supervisors on changes to federal and state laws and provide future direction on enforcement activities. The budgeted amount will be used for lodging and per-diem costs only. Vouchering will be based on exact costs.
8. Miscellaneous MCSAP Related Travel - \$2,520 The budgeted amount will be used on additional miscellaneous MCSAP related travel such as: FMCSA requested conferences, MCSAP related travel for training, and/or other conference attendance related to CMV enforcement training and standardization.

**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
Estimated MOE Equipment	1	\$1,019,683.00	0	\$0.00	\$0.00	\$0.00	\$1,019,683.00
Vehicles	7	\$35,000.00	100	\$245,000.00	\$208,252.45	\$36,747.55	\$0.00
<b>TOTAL: Equipment</b>				<b>\$245,000.00</b>	<b>\$208,252.45</b>	<b>\$36,747.55</b>	<b>\$1,019,683.00</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.**

Seven of our assigned vehicles are exceeding their life cycle based on Washington State's vehicle replacement policy. Therefore the CVEB will use MCSAP funds to purchase five new vehicles used by officers to complete MCSAP eligible activities. The cost for purchasing the vehicles is approximately \$35,000 each based on the states procurement contracts. The total cost for purchasing seven vehicles is \$245,000. Costs for equipping the vehicles will be paid with state funds.

We did not identify the specific type of vehicle to be purchased in this grant application because our state's procurement contracts are renewed annually and frequently change manufacturers. The amount estimated for the vehicles is based on prior vehicles capable of performing MCSAP eligible activities.

**Part 4 Section 6 - Supplies**

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

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

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

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

Supplies Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Office Supplies	100 box	\$40.00	100.0000	\$4,000.00	\$3,400.04	\$599.96	\$0.00
Uniform and related supplies	100 piece	\$40.00	100.0000	\$4,000.00	\$3,400.04	\$599.96	\$0.00
Laptops/Printers/Inverters for WSP MCSAP eligible employees - 6 @ \$3,500 for each complete system	9 box	\$3,500.00	100.0000	\$31,500.00	\$26,775.32	\$4,724.68	\$0.00
Miscellaneous IT parts and equipment used by CVD/MCSD Computer Support Techs for MCSAP eligible positions	250 box	\$100.00	100.0000	\$25,000.00	\$21,250.25	\$3,749.75	\$0.00
Mobile Phone Charges	22 Yearly	\$720.00	100.0000	\$15,840.00	\$13,464.16	\$2,375.84	\$0.00
Estimated MOE Supplies	1 piece	\$275,224.00	0.0000	\$0.00	\$0.00	\$0.00	\$275,224.00
<b>TOTAL: Supplies</b>				<b>\$80,340.00</b>	<b>\$68,289.81</b>	<b>\$12,050.19</b>	<b>\$275,224.00</b>

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

All costs listed in the Supplies section are allowable, allocable, necessary and reasonable for CVEB officers and support staff to perform their daily MCSAP activities.

- Office Supplies - \$4,000. Supplies purchased will be used in direct support of the MCSAP program. Examples of supplies needed are copy paper, printer ink, pens, paper clips, etc. Vouchering will be based on exact costs.
- Uniform and related supplies - \$4,000. Items purchased will be used by officers performing MCSAP eligible activities. Examples of items needed are uniform pants and shirts, gun belts, hats, practice ammunition, gloves, etc. Vouchering will be based on exact costs.
- Laptops/Printers/Inverters for WSP employees- \$31,500. The nine new computers, printers and inverters requested will be used to replace outdated computers currently in use by MCSAP eligible employees. The cost of the computer, printer and inverter is reasonable for this type of purchase with the required features to fulfill our reporting requirements. The cost for the computer, printer, and inverter is \$3,500 per employee. Vouchering will be based on exact costs.
- Miscellaneous IT parts and equipment used by CVD/MCSD Computer Support Techs for MCSAP eligible positions - \$25,000. The CVEB has a robust computer network that requires general maintenance. This funding will be used to help maintain our CVEB network to ensure timely and accurate submission of CMV data to FMCSA. Examples of the IT parts needed by our officers are hardware, computer cabling, computer mounts for patrol cars, mouse, printers, monitors, etc. Vouchering will be based on exact costs.
- Mobile Phone Charges - \$15,840. Officers in the field need communications to properly and efficiently conduct MCSAP related activities. Vouchering will be based on exact costs.

## Part 4 Section 7 - Contractual and Subaward

This section includes contractual costs and subawards to subrecipients. Use the table below to capture the information needed for both contractual agreements and subawards. The definitions of these terms are provided so the instrument type can be entered into the table below.

**Contractual** – A contract is a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award ([2 CFR §200.22](#)). All contracts issued under a Federal award must comply with the standards described in [2 CFR §200 Procurement Standards](#).

**Note:** Contracts are separate and distinct from subawards; see [2 CFR §200.330](#) for details.

**Subaward** – A subaward is an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract ([2 CFR §200.92](#) and [2 CFR §200.330](#)).

**Subrecipient** - Subrecipient means a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program, but does not include an individual who is a beneficiary of such program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency ([2 CFR §200.93](#)).

Enter the legal name of the vendor or subrecipient if known. If unknown at this time, please indicate 'unknown' in the legal name field. Include a description of services for each contract or subaward listed in the table. Entering a statement such as "contractual services" with no description will not be considered meeting the requirement for completing this section.

Enter the DUNS or EIN number of each entity. There is a drop-down option to choose either DUNS or EIN, and then the State must enter the corresponding identification number.

Select the Instrument Type by choosing either Contract or Subaward for each entity.

Total Project Costs should be determined by State users and input in the table below. The tool does not automatically calculate the total project costs for this budget category.

**Operations and Maintenance**-If the State plans to include O&M costs that meet the definition of a contractual or subaward cost, details must be provided in the table and narrative below.

Please describe the activities these costs will be using to support (i.e., ITD, PRISM, SSDQ or other services.)

Contractual and Subaward Project Costs							
Legal Name	DUNS/EIN Number	Instrument Type	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Washington State Utilities and Transportation Commission	DUNS 88967570	Subrecipient	100.0000	\$110,000.00	\$93,501.10	\$16,498.90	\$0.00
Description of Services: Compliance Investigations and Destination Checks on motor coach companies and intrastate carriers							
<b>TOTAL: Contractual and Subaward</b>				<b>\$110,000.00</b>	<b>\$93,501.10</b>	<b>\$16,498.90</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 Washington State Utilities and Transportation Commission (UTC) regulate motor coach carriers in the state of Washington. To determine how much UTC receives in MCSAP funding they calculate their reimbursement for salaries, travel, training based on the percent of time their employees spend on MCSAP eligible activities. Currently, UTC estimates that their employees spend approximately 13.9% of their time on MCSAP eligible activities.

Salary costs are calculated based on actual salaries from General Service Salary Schedule for:

- 1 Investigator 3 position at Range 57 Step E;
- 2 Investigator 3 positions at Range 57 Step G;

- 2 Investigator 3 positions at Range 57 Step I;
- and 1 Investigator 4 (Supervisor) position at Range 59 Step L.

Benefit costs are calculated based on actual benefits from actual salaries from General Service Salary Schedule. Benefits are approximately 24% of actual salaries.

Reimbursement costs for training and travel are only requested for conferences and training that have a direct nexus to the MCSAP program. For example, UTC is requesting reimbursement of CVSA conferences and the following training opportunities:

1. CVSA certification
2. Investigative Safety Analysis training
3. Passenger Carrier inspection training
4. Hazardous Materials training
5. Washington State Inspector's Challenge (WSIC)

## 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 (typically non-tangible) may include utilities, leased property or equipment, fuel for vehicles, 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 in the “My Documents” area in the eCVSP tool and through Grants.gov. Applicants may charge up to the total amount of the approved indirect cost rate multiplied by the eligible cost base. Applicants with a cost basis of salaries/wages and fringe benefits may only apply the indirect rate to those expenses. Applicants with an expense base of modified total direct costs (MTDC) may only apply the rate to those costs that are included in the MTDC base ([2 CFR §200.68](#)).

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

### Your State will claim reimbursement for Indirect Costs.

Indirect Costs					
Cost Basis	Approved Rate	Eligible Indirect Expenses	Total Indirect Costs	Federal Share	State Share
Other	29.31	\$5,752,900.81	\$1,686,175.22	\$1,433,265.80	\$252,909.42
<b>TOTAL: Indirect Costs</b>			<b>\$1,686,175.22</b>	<b>\$1,433,265.80</b>	<b>\$252,909.42</b>

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
Maintenance Contract for SafetyNet iLINX scanner and data storage	1 1	\$5,400.00	100.0000	\$5,400.00	\$4,590.05	\$809.95	\$0.00
CVSA Decals	28800 sticker	\$0.32	100.0000	\$9,216.00	\$7,833.69	\$1,382.31	\$0.00
CVSA Membership	1 Annual Membership	\$14,800.00	100.0000	\$14,800.00	\$12,580.15	\$2,219.85	\$0.00
CVSA Conference Costs	8 Registration Fee	\$550.00	100.0000	\$4,400.00	\$3,740.04	\$659.96	\$0.00
Training Manuals - NAS Part B and General Hazardous Materials	100 book	\$25.00	100.0000	\$2,500.00	\$2,125.03	\$374.97	\$0.00
MCSAP Vehicle Fuel Costs	8 Annual	\$4,875.00	100.0000	\$39,000.00	\$33,150.39	\$5,849.61	\$0.00
MCSAP Vehicle Maintenance Costs	8 Annual	\$2,400.00	100.0000	\$19,200.00	\$16,320.19	\$2,879.81	\$0.00
Sprint Wireless Card Communication Backbone account charges (based on 135 users)	64 Annual	\$630.00	100.0000	\$40,320.00	\$34,272.40	\$6,047.60	\$0.00
Maintenance and Operations for IT (CVISN/DOT)	1 Annual	\$400.38	100.0000	\$400.38	\$340.33	\$60.05	\$0.00
Maintenance and Operation for PRISM (DOL)	1 Annual	\$500.00	100.0000	\$500.00	\$425.01	\$74.99	\$0.00
Estimated MOE Other Costs	1 piece	\$313,567.00	0.0000	\$0.00	\$0.00	\$0.00	\$313,567.00
<b>TOTAL: Other Costs</b>				<b>\$135,736.38</b>	<b>\$115,377.28</b>	<b>\$20,359.10</b>	<b>\$313,567.00</b>

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

1. CVSA Decals - \$9,216. We will be purchasing 28,800 CVSA Decals at .32 each. Vouchering will be based on exact costs.
2. CVSA Membership - \$14,800. Vouchering will be based on exact costs.
3. CVSA Conference Costs - \$4,400. CVSA Conference registration fees are \$550 per attendee. We will pay the conference costs for four officers to attend the spring and fall conferences.
4. Training Manuals - \$2,500. For our CVEO Basic Training Class and our hazardous materials class we will purchase the NAS Part B and General Hazardous Materials training manuals. Vouchering will be based on exact costs.
5. MCSAP Vehicle Fuel Costs - \$39,000. Fuel for eight vehicles used during MCSAP eligible activities. The annual cost of fuel for the vehicles is approximately \$5,375 each. Vouchering will be based on exact costs.



6. MCSAP Vehicle Maintenance Costs - \$19,200. Maintenance for eight vehicles used during MCSAP eligible activities. The annual cost for maintenance per vehicle is approximately \$2,400. Vouchering will be based on exact costs.
7. Sprint Wireless Card Communication Backbone account charges (based on 64 users) - \$40,320. The WSP does not supply wireless air cards to all officers. Air cards paid for under the MCSAP grant are only given to officers performing MCSAP eligible activities. Without the air cards over half of all officers performing roadside inspections would not have access to ASPEN on line functions nor FMCSA Portal data. Vouchering will be based on exact costs.
8. Maintenance and Operations for IT (CVISN/DOT) - \$1,015.81. This line item was created to allow Washington State Department of Transportation access to MCSAP funds for M and O activities. The funds will only be used by WSDOT if additional funds are needed to maintain the states CVISN sites. At this time WSDOT has not requested to use MCSAP funds. If WSDOT does use MCSAP funds, vouchering will be based on exact costs.
9. Maintenance and Operation for PRISM (DOL) - \$500. This line item was created to allow Washington State Department of Licensing (WSDOL) access to MCSAP funds for M and O activities. The funds will only be used by WSDOL if additional funds are needed to maintain PRISM. At this time WSDOL has not requested to use MCSAP funds. If WSDOL does use MCSAP funds, vouchering will be based on exact costs.
10. Maintenance Contract for iLINX - \$5,400. This line item pays for the maintenance contract for the iLINX scanner and data storage. All of the CVSA inspections, CMV crash reports and supporting documents are scanned into the iLINX data storage. The iLINX scanner and data storage is only used for commercial vehicle information. Vouchering will be based on exact costs.
11. All costs that exceed the amounts listed above will either have additional funds reallocated through the grant reallocation process or the excess costs will be paid by state funds.

**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>			
	85.01% Federal Share	14.99% State Share	Total Estimated Funding
Total	\$6,576,269.00	\$1,160,427.00	\$7,736,696.00

<b>Summary of MCSAP Funding Limitations</b>	
Allowable amount for Overtime without written justification (14.99% of Basic Award Amount):	\$1,160,427.00
MOE Baseline:	\$9,219,398.00

<b>Estimated Expenditures</b>				
<b>Personnel</b>				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
Assistant Chief	\$40,168.07	\$7,087.93	\$47,256.00	\$0.00
Confidential Secretary	\$13,851.76	\$2,444.24	\$16,296.00	\$0.00
CVD Captain	\$67,733.90	\$11,952.10	\$79,686.00	\$0.00
MCSD Captain	\$67,733.90	\$11,952.10	\$79,686.00	\$0.00
MCSD Lieutenant	\$87,476.23	\$15,435.77	\$102,912.00	\$0.00
MCSD Lieutenant	\$56,070.06	\$9,893.94	\$65,964.00	\$0.00
Commercial Vehicle Enforcement Officer 4	\$161,498.50	\$28,497.50	\$189,996.00	\$0.00
Commercial Vehicle Enforcement Officer 3	\$483,288.49	\$85,279.51	\$568,568.00	\$0.00
Commercial Vehicle Enforcement Officer 3	\$49,123.78	\$8,668.22	\$57,792.00	\$0.00
Commercial Vehicle Enforcement Officer 2	\$1,174,699.16	\$207,283.59	\$1,381,982.75	\$0.00
Commercial Vehicle Enforcement Officer 1	\$305,143.39	\$53,844.61	\$358,988.00	\$0.00
MCSAP Manager	\$74,057.12	\$13,067.88	\$87,125.00	\$0.00
Transportation Planning Specialist 2	\$58,558.89	\$10,333.11	\$68,892.00	\$0.00
Transportation Planning Technician 2	\$139,721.24	\$24,654.76	\$164,376.00	\$0.00
Office Assistant 3	\$32,619.98	\$5,756.02	\$38,376.00	\$0.00
Information Technology Support Specialist 5	\$78,795.93	\$13,904.07	\$92,700.00	\$0.00
Information Technology Support Specialist 4	\$67,953.20	\$11,990.80	\$79,944.00	\$0.00
Information Technology Support Specialist 3	\$111,650.51	\$19,701.49	\$131,352.00	\$0.00
BEG Trooper - 10 year	\$134,696.97	\$23,768.19	\$158,465.16	\$0.00
Administrative Assistant 3	\$19,737.23	\$3,482.77	\$23,220.00	\$0.00
Secretary Senior	\$69,146.61	\$12,201.39	\$81,348.00	\$0.00
Estimated MOE Salaries	\$0.00	\$0.00	\$0.00	\$9,957,603.00
<b>Salary Subtotal</b>	<b>\$3,293,724.92</b>	<b>\$581,199.99</b>	<b>\$3,874,924.91</b>	<b>\$9,957,603.00</b>

Estimated MOE OT	\$0.00	\$0.00	\$0.00	\$315,976.00
Trooper	\$113,613.02	\$20,047.78	\$133,660.80	\$0.00
Commercial Vehicle Enforcement Officer 1	\$54,453.68	\$9,608.72	\$64,062.40	\$0.00
<b>Overtime subtotal</b>	<b>\$168,066.70</b>	<b>\$29,656.50</b>	<b>\$197,723.20</b>	<b>\$315,976.00</b>
<b>Personnel total</b>	<b>\$3,461,791.62</b>	<b>\$610,856.49</b>	<b>\$4,072,648.11</b>	<b>\$10,273,579.00</b>

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Confidential Secretary	\$5,403.56	\$953.50	\$6,357.06	\$0.00
Lieutenant - 15 year	\$29,365.76	\$5,181.79	\$34,547.55	\$0.00
Lieutenant - 15 year	\$19,041.39	\$3,359.98	\$22,401.37	\$0.00
MCSAP Manager	\$24,083.38	\$4,249.67	\$28,333.05	\$0.00
CVEO 4 - Step M	\$54,861.04	\$9,680.60	\$64,541.64	\$0.00
CVEO 3 - Step L	\$180,556.57	\$31,860.43	\$212,417.00	\$0.00
CVEO 3 - Step L	\$13,680.97	\$2,414.10	\$16,095.07	\$0.00
CVEO 2 - Step L	\$401,394.70	\$70,828.80	\$472,223.50	\$0.00
CVEO 1	\$109,515.96	\$19,324.83	\$128,840.79	\$0.00
Information Technology System Specialist 5	\$26,404.52	\$4,659.25	\$31,063.77	\$0.00
Assistant Chief	\$12,399.88	\$2,188.04	\$14,587.92	\$0.00
Administrative Assistant 3	\$6,264.59	\$1,105.43	\$7,370.02	\$0.00
CVD Captain	\$21,810.31	\$3,848.58	\$25,658.89	\$0.00
Information Technology System Specialist 4	\$24,184.54	\$4,267.52	\$28,452.06	\$0.00
Information Technology System Specialist 3	\$43,432.04	\$7,663.88	\$51,095.92	\$0.00
Office Assistant 3	\$11,152.77	\$1,967.98	\$13,120.75	\$0.00
BEG Trooper - 10 year	\$45,352.46	\$8,002.75	\$53,355.21	\$0.00
Transportation Planning Specialist 2	\$22,258.23	\$3,927.61	\$26,185.84	\$0.00
Transportation Planning Technician 2	\$48,133.97	\$8,493.56	\$56,627.53	\$0.00
Secretary Senior - Step L	\$17,258.99	\$3,045.47	\$20,304.46	\$0.00
Estimated MOE Benefits	\$0.00	\$0.00	\$0.00	\$3,450,388.00
MCSD Captain	\$21,810.31	\$3,848.58	\$25,658.89	\$0.00
<b>Fringe Benefits total</b>	<b>\$1,138,365.94</b>	<b>\$200,872.35</b>	<b>\$1,339,238.29</b>	<b>\$3,450,388.00</b>

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
CVSA Fall Conference	\$6,630.08	\$1,169.92	\$7,800.00	\$0.00
Miscellaneous MCSAP Related Travel	\$2,142.03	\$377.97	\$2,520.00	\$0.00
In-state Inspector Challenge; lodging and per-diem	\$4,250.05	\$749.95	\$5,000.00	\$0.00
COHMED	\$2,065.52	\$364.48	\$2,430.00	\$0.00
CVSA Spring Conference	\$6,732.08	\$1,187.92	\$7,920.00	\$0.00
Border Enforcement Emphasis; lodging and per-diem	\$2,550.03	\$449.97	\$3,000.00	\$0.00
CVD and MCSD Statewide Supervisor Meeting: Lodging and per-diem	\$4,250.05	\$749.95	\$5,000.00	\$0.00
MCSAP Planning Meeting	\$3,400.04	\$599.96	\$4,000.00	\$0.00
CVSA Data Quality Workshop	\$2,662.23	\$469.77	\$3,132.00	\$0.00
NAIC	\$2,342.62	\$413.38	\$2,756.00	\$0.00
In-state travel for CVD/MCSD IT staff	\$850.01	\$149.99	\$1,000.00	\$0.00
CVD/MCSD Computer Tech Support Training and Related Travel Costs	\$4,250.05	\$749.95	\$5,000.00	\$0.00
New Entrant and Compliance Investigations travel costs	\$8,500.10	\$1,499.90	\$10,000.00	\$0.00
New Entrant Auditor/Compliance Investigator In-service Training	\$6,800.08	\$1,199.92	\$8,000.00	\$0.00
Estimated MOE Travel	\$0.00	\$0.00	\$0.00	\$123,982.00
<b>Travel total</b>	<b>\$57,424.97</b>	<b>\$10,133.03</b>	<b>\$67,558.00</b>	<b>\$123,982.00</b>

Equipment				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Estimated MOE Equipment	\$0.00	\$0.00	\$0.00	\$1,019,683.00
Vehicles	\$208,252.45	\$36,747.55	\$245,000.00	\$0.00
<b>Equipment total</b>	<b>\$208,252.45</b>	<b>\$36,747.55</b>	<b>\$245,000.00</b>	<b>\$1,019,683.00</b>

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Office Supplies	\$3,400.04	\$599.96	\$4,000.00	\$0.00
Uniform and related supplies	\$3,400.04	\$599.96	\$4,000.00	\$0.00
Laptops/Printers/Inverters for WSP MCSAP eligible employees - 6 @ \$3,500 for each complete system	\$26,775.32	\$4,724.68	\$31,500.00	\$0.00
Miscellaneous IT parts and equipment used by CVD/MCSD Computer Support Techs for MCSAP eligible positions	\$21,250.25	\$3,749.75	\$25,000.00	\$0.00
Mobile Phone Charges	\$13,464.16	\$2,375.84	\$15,840.00	\$0.00
Estimated MOE Supplies	\$0.00	\$0.00	\$0.00	\$275,224.00
<b>Supplies total</b>	<b>\$68,289.81</b>	<b>\$12,050.19</b>	<b>\$80,340.00</b>	<b>\$275,224.00</b>

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Washington State Utilities and Transportation Commission	\$93,501.10	\$16,498.90	\$110,000.00	\$0.00
<b>Contractual and Subaward total</b>	<b>\$93,501.10</b>	<b>\$16,498.90</b>	<b>\$110,000.00</b>	<b>\$0.00</b>

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Maintenance Contract for SafetyNet iLINX scanner and data storage	\$4,590.05	\$809.95	\$5,400.00	\$0.00
CVSA Decals	\$7,833.69	\$1,382.31	\$9,216.00	\$0.00
CVSA Membership	\$12,580.15	\$2,219.85	\$14,800.00	\$0.00
CVSA Conference Costs	\$3,740.04	\$659.96	\$4,400.00	\$0.00
Training Manuals - NAS Part B and General Hazardous Materials	\$2,125.03	\$374.97	\$2,500.00	\$0.00
MCSAP Vehicle Fuel Costs	\$33,150.39	\$5,849.61	\$39,000.00	\$0.00
MCSAP Vehicle Maintenance Costs	\$16,320.19	\$2,879.81	\$19,200.00	\$0.00
Sprint Wireless Card Communication Backbone account charges (based on 135 users)	\$34,272.40	\$6,047.60	\$40,320.00	\$0.00
Maintenance and Operations fo IT (CVISN/DOT)	\$340.33	\$60.05	\$400.38	\$0.00
Maintenance and Operation for PRISM (DOL)	\$425.01	\$74.99	\$500.00	\$0.00
Estimated MOE Other Costs	\$0.00	\$0.00	\$0.00	\$313,567.00
<b>Other Costs total</b>	<b>\$115,377.28</b>	<b>\$20,359.10</b>	<b>\$135,736.38</b>	<b>\$313,567.00</b>

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
<b>Subtotal for Direct Costs</b>	<b>\$5,143,003.17</b>	<b>\$907,517.61</b>	<b>\$6,050,520.78</b>	<b>\$15,456,423.00</b>
Indirect Costs	\$1,433,265.80	\$252,909.42	\$1,686,175.22	NA
<b>Total Costs Budgeted</b>	<b>\$6,576,268.97</b>	<b>\$1,160,427.03</b>	<b>\$7,736,696.00</b>	<b>\$15,456,423.00</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			
	85.01% Federal Share	14.99% State Share	Total Estimated Funding
Total	\$6,576,269.00	\$1,160,427.00	\$7,736,696.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of Basic Award Amount):	\$1,160,427.00
MOE Baseline:	\$9,219,398.00

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$3,293,724.92	\$581,199.99	\$3,874,924.91	\$9,957,603.00
Overtime Subtotal	\$168,066.70	\$29,656.50	\$197,723.20	\$315,976.00
Personnel Total	\$3,461,791.62	\$610,856.49	\$4,072,648.11	\$10,273,579.00
Fringe Benefits Total	\$1,138,365.94	\$200,872.35	\$1,339,238.29	\$3,450,388.00
Travel Total	\$57,424.97	\$10,133.03	\$67,558.00	\$123,982.00
Equipment Total	\$208,252.45	\$36,747.55	\$245,000.00	\$1,019,683.00
Supplies Total	\$68,289.81	\$12,050.19	\$80,340.00	\$275,224.00
Contractual and Subaward Total	\$93,501.10	\$16,498.90	\$110,000.00	\$0.00
Other Costs Total	\$115,377.28	\$20,359.10	\$135,736.38	\$313,567.00
	85.01% Federal Share	14.99% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$5,143,003.17	\$907,517.61	\$6,050,520.78	\$15,456,423.00
Indirect Costs	\$1,433,265.80	\$252,909.42	\$1,686,175.22	NA
<b>Total Costs Budgeted</b>	<b>\$6,576,268.97</b>	<b>\$1,160,427.03</b>	<b>\$7,736,696.00</b>	<b>\$15,456,423.00</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 Batiste
2. What is this person's title? Chief
3. Who is your Governor's highway safety representative? Darin Grondel
4. What is this person's title? Director

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

- ☒ Yes
- ☐ No

**State Certification declaration:**

I, John Batiste, Chief, on behalf of the State of WASHINGTON, 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](#).

**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 Batiste
2. What is the title of your certifying State official? Chief
3. What are the phone # and email address of your State official? 360-596-4101 John.Batiste@wsp.wa.gov

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

- ☒ Yes
- ☐ No

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

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



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

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

☒ Yes ☐ No

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

Legislative Adoption			
Bill Number	Effective Date	Code Section Changed	Summary of Changes
HB 2188	01/01/2021	RCW 46.25.060	An act relating to increasing the types of commercial driver's license qualification waivers allowed for military veterans. For current or former military service members that meet the federal requirements, the DOL may also waive the requirements for the knowledge examination for CDL applicants.
HB 2676	06/11/2020	RCW 46.30	Autonomous Vehicle testing pilot program reporting requirements. In order to test an AV on public roadways under the DOL's AV self-certification testing pilot program, the following information must be provided by the self-certifying entity testing the AV: * Contact information specified by the DOL; * Local jurisdictions where testing is planned; * The vehicle identification numbers (VINs) of the AVs being tested, provided that the vehicles are mandated to have VINs by state or federal law; and * Proof of an insurance policy that meets the requirements for AVs participating in the pilot program.

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

☐ Yes ☒ No

### **FY 2021 Certification of MCSAP Conformance (State Certification)**

I John Batiste, Chief, on behalf of the State (or Commonwealth) of Washington, as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

1. The State has designated (name of Lead State Agency) as the Lead State Agency to administer the Commercial Vehicle Safety Plan (CVSP) throughout the State for the grant sought and (names of agencies) to perform defined functions under the CVSP.
2. The State has assumed responsibility for and adopted commercial motor carrier and highway hazardous materials safety regulations, standards and orders that are compatible with the FMCSRs and the HMRs, and the standards and orders of the Federal Government.
3. The State will cooperate in the enforcement of financial responsibility requirements under 49 C.F.R. part 387.
4. The State will enforce registration (i.e., operating authority) requirements under 49 U.S.C §§ 13902 and 31134 by prohibiting the operation of any vehicle discovered to be operating without the required registration or beyond the scope of the motor carrier's registration.
5. The laws of the State provide the State's enforcement officials right of entry (or other method a State may use that is adequate to obtain the necessary information) and inspection sufficient to carry out the purposes of the CVSP, as approved.
6. The Lead State Agency and any subrecipient of MCSAP funds have the legal authority, resources, and qualified personnel necessary to enforce the State's commercial motor carrier, driver, and highway hazardous materials safety laws, regulations, standards, and orders.
7. The State has undertaken efforts to emphasize and improve enforcement of State and local traffic laws as they pertain to CMV safety.
8. The State will obligate the funds or resources necessary to provide a matching share to the Federal assistance provided in the grant to administer the plan submitted and to enforce the State's commercial motor carrier safety, driver, and hazardous materials laws, regulations, standards, and orders in a manner consistent with the approved plan.
9. The State will maintain the maintenance of effort required under 49 C.F.R. § 350.225.
10. The State requires that all reports required in the CVSP be available to FMCSA upon request, meets the reporting requirements, and uses the forms for recordkeeping, inspections, and investigations that FMCSA prescribes.
11. The State implements performance-based activities, including deployment and maintenance of technology, to enhance the efficiency and effectiveness of CMV safety programs.

12. The State dedicates sufficient resources to a program to ensure that accurate, complete, and timely motor carrier safety data are collected and reported, and to ensure the State's participation in a national motor carrier safety data correction system prescribed by FMCSA.
13. The State will ensure that the Lead State Agency will coordinate the CVSP, data collection, and information systems with the State highway safety improvement program under 23 U.S.C. § 148(c).
14. The State will ensure participation in information technology and data systems as required by FMCSA for jurisdictions receiving MCSAP funding.
15. The State will ensure that information is exchanged with other States in a timely manner.
16. The laws of the State provide that the State will grant maximum reciprocity for inspections conducted pursuant to the North American Standard Inspection procedure, through the use of a nationally accepted system allowing ready identification of previously inspected CMVs.
17. The State will conduct comprehensive and highly visible traffic enforcement and CMV safety inspection programs in high-risk locations and corridors.
18. The State will ensure that it has departmental policies stipulating that roadside inspections will be conducted at locations that are adequate to protect the safety of drivers and enforcement personnel.
19. The State will ensure that, except in the case of an imminent or obvious safety hazard, an inspection of a vehicle transporting passengers for a motor carrier of passengers is conducted at a bus station, terminal, border crossing, maintenance facility, destination, or other location where motor carriers may make planned stops (excluding a weigh station).
20. The State will address activities in support of the national program elements listed in 49 C.F.R. § 350.203.
21. The State will ensure that detection of criminal activities and CMV size and weight enforcement activities described in 49 C.F.R. § 350.227(b) funded with MCSAP funds will not diminish the effectiveness of other CMV safety enforcement programs.
22. The State will ensure that violation sanctions imposed and collected by the State are consistent, effective, and equitable.
23. The State will include, in the training manual for the licensing examination to drive a non-CMV and the training manual for the licensing examination to drive a CMV, information on best practices for safe driving in the vicinity of noncommercial and commercial motor vehicles.
24. The State has in effect a requirement that registrants of CMVS demonstrate their knowledge of the applicable FMCSRs, HMRS, or compatible State laws, regulations, standards, and orders on CMV safety.

25. The State will transmit to its roadside inspectors at the notice of each Federal exemption granted pursuant to 49 U.S.C. § 31315(b) and 49 C.F.R. §§ 390.32 and 390.25 as provided to the State by FMCSA, including the name of the person granted the exemption and any terms and conditions that apply to the exemption.
26. Except for a territory of the United States, the State will conduct safety audits of interstate and, at the State's discretion, intrastate new entrant motor carriers under 49 U.S.C. § 31144(g). The State must verify the quality of the work conducted by a third party authorized to conduct safety audits under 49 U.S.C. § 31144(g) on its behalf, and the State remains solely responsible for the management and oversight of the activities.
27. The State will fully participate in the performance and registration information systems management program under 49 U.S.C. § 31106(b) not later than October 1, 2020, or demonstrates to FMCSA an alternative approach for identifying and immobilizing a motor carrier with serious safety deficiencies in a manner that provides an equivalent level of safety.
28. The State will ensure that it cooperates in the enforcement of hazardous materials safety permits issued under subpart E of part 385 of this subchapter by verifying possession of the permit when required while conducting vehicle inspections and investigations, as applicable.
29. In the case of a State that shares a land border with another country, the State may conduct a border CMV safety program focusing on international commerce that includes enforcement and related projects or will forfeit all MCSAP funds based on border-related activities.
30. In the case that a State meets all MCSAP requirements and funds operation and maintenance costs associated with innovative technology deployment with MCSAP funds, the State agrees to comply with the requirements established in 49 C.F.R. subpart D.

Date 10/15/2020

Signature John R. Alexander

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

I, **Chief John Batiste**, on behalf of the State of **Washington** have the authority to make the following certification on behalf of the State. I certify that the State has conducted the annual review required by 49 C.F.R. section 350.303 of its laws, regulations, standards, and orders on commercial motor vehicle (CMV) safety and that the State's safety laws, regulations, standards, and orders on CMV safety are compatible with the Federal Motor Carrier Safety Regulations (49 C.F.R. parts 390, 391, 392, 393, 395, 396, and 397) and the Hazardous Material Regulations (49 C.F.R. parts 107 (subparts F and G only), 171-173, 177, 178, and 180), 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, regulations, standards, and orders on CMV safety that:

- (1) As applicable to interstate commerce not involving the movement of hazardous materials:
  - (i) Are identical to or have the same effect as the FMCSRs; or
  - (ii) If in addition to or more stringent than the FMCSRs, have a safety benefit, do not unreasonably frustrate the Federal goal of uniformity, and do not cause an unreasonable burden on interstate commerce when enforced;
- (2) As applicable to intrastate commerce not involving the movement of hazardous materials:
  - (i) Are identical to or have the same effect as the FMCSRs; or
  - (ii) Fall within the limited variances from the FMCSRs allowed under 49 C.F.R. sections 350.305 or 350.307; and
- (3) As applicable to interstate and intrastate commerce involving the movement of hazardous materials, are identical to the HMRs.

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

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

Signature of Certifying Official: John R. Alexander

Title of Certifying Official: Assistant Chief

Date of Certification: 10/15/2020