eCVSP

UTAH

Commercial Vehicle Safety Plan

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

Fiscal Years 2022 - 2024

Date of Approval: September 06, 2022

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 2022 - 2024)
- Part 2: Crash Reduction and National Program Elements (FY 2022 - 2024)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2022 - 2024)
- Part 4: Financial Information (FY 2022)
- Part 5: Certifications and Documents (FY 2022)

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 2022:

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 2021 plans. States must carefully review and update this information to reflect FY 2022 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 2022 update). Include descriptions of the changes to your program, including how data tables were modified.
- The Trend Analysis areas in each section are only open for editing in Year 1 of a three-year plan. This data is not editable in Years 2 and 3.

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.*

Utah's lead MCSAP agency is the Utah Department of Transportation's (UDOT) Motor Carrier Division (MCD). The mission of the Motor Carrier Division is threefold:

1. To enhance safety.
2. Protect and preserve Utah's highway infrastructure.
3. Facilitate commerce and optimize mobility.

First and foremost, Utah's Motor Carrier Division is committed to the safety of our roads, with special emphasis on commercial motor vehicles through driver and vehicle inspections, investigations, new entrant safety audits, traffic enforcement (provided by our Utah Highway Patrol partnership), and public education and outreach programs. Although our ultimate goal is "Zero Fatalities" the reduction of our current results are necessary first.

We value our partnerships with the Utah Trucking Association and motor carrier industry, the Utah Highway Patrol, and with FMCSA's Utah Division Office. They all play a vital role in our success and working together increases our opportunities for improvement and success.

Part 1 Section 3 - MCSAP Structure Explanation

Instructions:

Answer the questions about your grant activities and briefly describe the State's commercial motor vehicle (CMV) enforcement program funded by the MCSAP grant. Please do not include activities or expenses associated with any other FMCSA grant program.

Complete the check boxes below if they <u>affirmatively</u> apply to this CVSP:

☑ **Initiatives involving "rural roads" are specifically included in this CVSP.**

☑ **The State has voluntarily submitted an annual Training Plan to the National Training Center (NTC).**

UDOT's Motor Carrier Division (MCD) operates eight fully-staffed fixed facility ports of entry in Utah. Supervisors, CVSA qualified Level I inspectors and CVSA certified Level III port agents staff the fixed facilities. In addition, there is three other port of entry sites that not regularly staffed but are operated at different times during the week from MCD staff from the other ports of entry and Utah Highway Patrol (UHP) personnel. Supervisors, CVSA qualified Level I inspectors and CVSA certified Level III port agents staff the fixed facilities. The authority of MCD employees does not extend beyond the borders of the fixed facilities.

The Division also has a Safety Investigator team, when at full strength, consist of two supervisors and nine investigators. They conduct interstate New Entrant Safety Audits and interstate and intrastate carrier investigations within the State.

MCSAP funds are also used for the Division's education and outreach program primarily for the Truck Smart program and teaching CMV safety to the students enrolled in State's Driver Education classes throughout the year. Qualified Division personnel will also go to a carrier's place of business to teach them various aspects of the regulations to help them be compliant and safe.

The Utah Highway Patrol (UHP) Section 15, operating under the Utah Department of Public Safety is a MCSAP grant sub-grantee. MCSAP funds are utilized by the UHP to conduct CMV traffic enforcement and CVSA inspections at the roadside. Funds are also used to provide professional services related to the MCSAP public education and outreach programs.

MCSAP Coordination meetings with UHP and the MCD is held to review progress toward reaching MCSAP goals, review CMV related crashes and prevention, make future plans, and to discuss and address challenges in the MCSAP program. Attendees include the MCD's Division Director, Deputy Director, MCSAP Manage, Port of Entry Operations Managers, UHP's Section 15 Caprain, Lieutenants, and Corporal. Our FMCSA State Programs Manager and Division Administrator are invited to these meetings held monthly throughout the year.

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:	UTAH DEPARTMENT OF TRANSPORTATION MOTOR CARRIER DIVISION
Enter total number of personnel participating in MCSAP activities	84
National Program Elements	**Enter # personnel below**
Driver and Vehicle Inspections	82
Traffic Enforcement Activities	0
Investigations*	12
Public Education and Awareness	1
Data Collection and Reporting	3
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Subrecipient Information	
Agency Name:	DEPARTMENT OF PUBLIC SAFETY UTAH HIGHWAY PATROL
Enter total number of personnel participating in MCSAP activities	40
National Program Elements	**Enter # personnel below**
Driver and Vehicle Inspections	38
Traffic Enforcement Activities	38
Investigations*	0
Public Education and Awareness	6
Data Collection and Reporting	1
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

Non-funded Agency Information	
Total number of agencies:	17
Total # of MCSAP Participating Personnel:	22

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 2022 - 2024 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.

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

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

Part 2 Section 2 - CMV Crash Reduction

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

Trend Analysis for 2016 - 2020

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 relate to each other and 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.*
- *The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable in Years 2 and 3.*

ALL CMV CRASHES

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

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

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
01/01/2020	12/31/2020	37	0.10	0.13
01/01/2019	12/31/2019	47	0.10	0.15
01/01/2018	12/31/2018	38	0.09	0.12
01/01/2017	12/31/2017	39	0.10	0.08
01/01/2016	12/31/2016	25	0.10	0.15

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: Large Truck Fatal Crashes per 100M VMT

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			
01/01/2020	12/31/2020	1	0.10	0.0020
01/01/2019	12/31/2019	1	0.10	0
01/01/2018	12/31/2018	2	0.09	0.0060
01/01/2017	12/31/2017	2	0.10	0.0064
01/01/2016	12/31/2016	0	0.10	0

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

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

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

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

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

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			
01/01/2020	12/31/2020	0	0.10	0
01/01/2019	12/31/2019	0	0.10	0
01/01/2018	12/31/2018	0	0.09	0
01/01/2017	12/31/2017	0	0.10	0
01/01/2016	12/31/2016	0	0.10	0

Enter the data sources and capture dates of the data listed in each of the tables above.
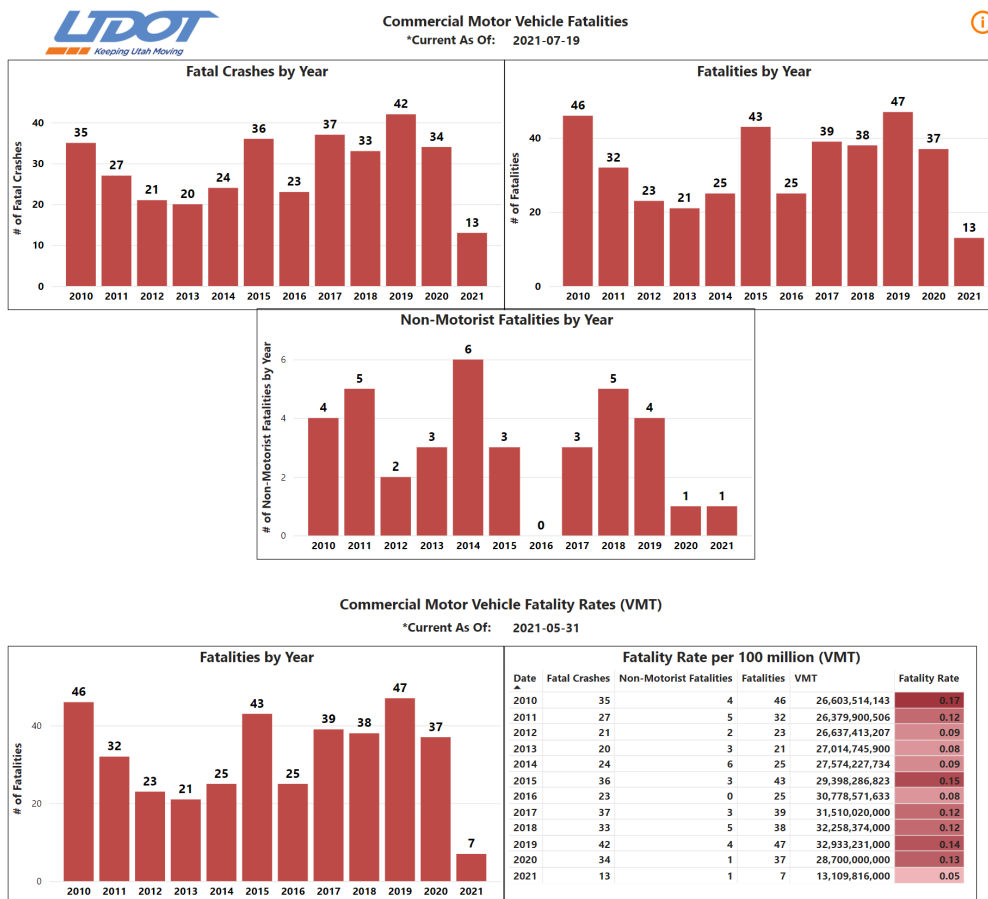All CMV Crashes Source - UDOT Crash Repository Records 7/19/2021. Motor Coach/Passenger Carrier Source - UDOT Crash Repository Records 7/219/2021/ FMCSA A&I eCVSP Dashboard 7/6/2021. Haz Mat Source - UDOT Crash Repository Records 7/19/2021 FMCSA A&I eCVSP Dashboard 7/6/2021.

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

Utah measures crash results in a calendar year format. There were 37 CMV related fatalities in CY 2020 (revised down from 42). That was our best year in the last four years. Our VMT goal is 0.10. In 202 we achieved a 0.13.
We had one fatality in 2019 and one fatality in 2020 involving a passenger carrier.

Our MCSAP programs for FY 2016, FY 2017, FY 2018, FY 2019 and FY 2020 have been very successful (despite the pandemic) in the areas of public education and outreach, roadside inspections, safety data (data quality), traffic enforcement and New Entrant Safety Audits. Our one area of concern has been carrier investigations. Because of high turnover rates with promotions, and retirements we have not met our goal in this one strategy. 2019 was an unuasuial year for fatalities, we had 10 more than we have averaged otherwise over the last few years.

Commercial Motor Vehicle Fatalities
Current As Of: 2021-07-19

Fatal Crashes by Year

Year	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
# of Fatal Crashes	35	27	21	20	24	36	23	37	33	42	34	13

Fatalities by Year

Year	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
# of Fatalities	46	32	23	21	25	43	25	39	38	47	37	13

Non-Motorist Fatalities by Year

Year	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
# of Non-Motorist Fatalities by Year	4	5	2	3	6	3	0	3	5	4	1	1

Commercial Motor Vehicle Fatality Rates (VMT)
Current As Of: 2021-05-31

Fatalities by Year

Year	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
# of Fatalities	46	32	23	21	25	43	25	39	38	47	37	7

Fatality Rate per 100 million (VMT)

| Date	Fatal Crashes	Non-Motorist Fatalities	Fatalities	VMT	Fatality Rate
2010	35	4	46	26,603,514,143	0.17
2011	27	5	32	26,379,900,506	0.12
2012	21	2	23	26,637,413,207	0.09
2013	20	3	21	27,014,745,900	0.08
2014	24	6	25	27,574,227,734	0.09
2015	36	3	43	29,398,286,823	0.15
2016	23	0	25	30,778,571,633	0.08
2017	37	3	39	31,510,020,000	0.12
2018	33	5	38	32,258,374,000	0.12
2019	42	4	47	32,933,231,000	0.14
2020	34	1	37	28,700,000,000	0.13
2021	13	1	7	13,109,816,000	0.05

In CY 2021 we have experienced 13 fatalities through the first half of July, trending Utah toward approximately 27 for the year. If we can maintain that rate that would be 10 better than 2020 results of 37.That would be a huge improvement over previous years, but we would still not be satisfied with that result. It would be a large step toward our Zero Fatalities goal.

Narrative Overview for FY 2022 - 2024

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.
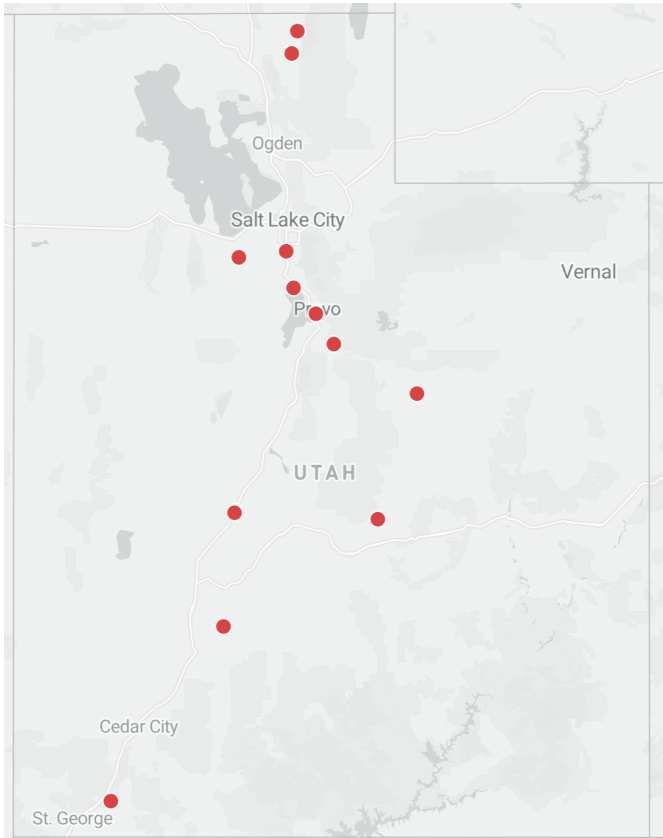
Thirty seven CMV related fatalities in CY 2020 is too many, as is 13 for the first half of 2021. Utah is working to reduce that number. That brings our VMT rate for that time period to 0.05, half our annual goal rate. So we have work to do.

We measure our crash results in terms of fatal crashes, fatalities, and fatalities per 100M VMT, but we take every serious crash personally and as a failure. As an aside, Utah only had one work zone crash and hasn't had a work zone fatality since October 2015.

We are looking at a wide range of data to make sense of our crashes and what we can do to help prevent them. Driver behavior is the main cause of CMV crashes and can be difficult to address. The most serious crashes are investigated by Section 15 of the Utah Highway Patrol (UHP). In CY 2021 so far, they have investigated 13 CMV crashes. The charts below are some of the data from those reports:

2021 Utah Fatal Crash Analysis

Month		Manner		Light Condition		County	
Feb	1	Single Vehicle	7	Daylight	10	Utah	3
Apr	2	Angle	3	Dark-not lighted	2	Millard	2
May	4	Head-on	1	Dark Lighted	1	Cache	2
June	6	Sideswipe Opp	1			Emery	1
		Other	1			Salt Lake	1
						Beaver	1
Route		Road Condition		Weather		Tooele	1
I-15	4	Dry	12	Clear	9	Carbon	1
No other		Slush	1	Cloudy	3	Washington	1
duplicate	9			Snowing	1		
roadways							

We look at a lot of data to determine where best to place our efforts. AS we consult with our Trqaffic and Safety engineers, they tell us there is just not enough data to establish trends to study, so we look at our Numetrics data and UHP crash reporting for information and ask questions like those listed below to help us to determine appropriate actions.

- Does OOS play into crash causation? More so in the no injury or minor injury categories, not so much in the serious to the fatal crash range. CMV's at fault for crashes has come down from about 50% of the time to about 30%. We still have work to do with CMV operators and those driving around them. Enforcement and education and outreach are key in these efforts.
- Was it speed? It is difficult to definitively determine CMV driver behavior causation. Speed could be just that, or is it that they failed to apply their brakes quickly enough? Or maybe because they were distracted or drowsy and didn't see what was happening ahead of them soon enough to act appropriately. Were they speeding and then too late tried to avoid the crash and moved out of their lane and hit another vehicle or were they distracted or drowsy? We try to make the best sense we can with the data available.
- What is causing our single vehicle crashes? Was the CMV driver speeding? Driving too fast for conditions? Drowsy or asleep? Or just distracted? If the the driver is unable or unwilling to tell us, we have to look deeper for answers to these questions to better define our actions in preventing these crashes.

These are some of the frustrations we have - that we can't find all the answers to the questions we have. We continue to look for the best ways to address these issues and reduce our fatal crashes in Utah.

Enter the data source and capture date:
The data source is the Utah Crash Repository Data as of July 17, 2021.

Projected Goal for FY 2022 - 2024:

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 shown as 4 percent.

Fiscal Year	Annual Crash Reduction Goals
2022	4
2023	4
2024	4

We only reached a 0.13 VMT per 100M in CY 2020. Our plan is to achieve a 0.09 per 100M by CY 2024.

Program Activities for FY 2022 - 2024: 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.

Our activities include all commitments outlined in this FY 2022-2024 CVSP concerning conducting roadside inspections, traffic enforcement, carrier investigations, new entrant safety audits, and efforts in our public education and outreach programs. In addition, we will be involved in the following:

- The Division's MCSAP Manager reviews and analyzes each fatal and serious injury crash as it is reported to identify trends, causation, and look for ways the crash may have been prevented. Crash corridors, if possible, will be identified to target education, communication, enforcement, or highway signage or modification. The State's Numetric software will be used to assist in these efforts for data and mapping.
- Analysis results will be shared in the monthly MCSAP Coordination meetings, with the Utah Trucking Association in their Safety Meetings, Utah Highway Safety Office, and the UHP to plan future MCSAP traffic enforcement activities.
- As crashes are analyzed, look for methods to communicate to the public and CMV drivers through our public outreach and education programs to prevent these types of crashes in the future. We will work closely with UDOT's Highway Safety Office to investigate other options of communication using our Zero Fatalities and Truck Smart programs through other government entities, social media, interstate variable message signage, port of entry VMS signage, and news media communication to better educate all drivers on the road. We will continue to work with our public outreach vendor to deliver the best communication program we possibly can.
- Attendance at the Utah Trucking Association's Safety Management Council meetings and all their regional safety meetings across the State. We will prepare a uniform message for the MCD personnel who attend to share at those meetings each month. In addition, we will have information published in their member magazine that comes out four times each year.
- We will investigate opportunities to reach out to other industry associations/organizations like the Associated General Contractors to communicate safety messages to their member companies and their drivers.

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.
In addition to the quarterly reporting to FMCSA, Utah is committed to the following activities to monitor our CMV Crash Reduction Goal:

- Crash results are monitored and discussed monthly in our monthly MCSAP Coordination meetings.
- The Division's MCSAP Manager reviews and analyzes each fatal and serious injury crash as it is reported to monitor trends, causation, and prevention. Crash corridors will be monitored for shifts in trends to target communication and enforcement in identified most help needed areas.
- The UHP is taking a more focused effort on CMV driver behavior through Level III inspections to try and avoid crash causation behaviors.

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 2022 - 2024. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

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 2016 - 2020

Inspection Types	2016	2017	2018	2019	2020
Level 1: Full	11736	11223	12345	12653	11372
Level 2: Walk-Around	1747	1609	1468	1976	1904
Level 3: Driver-Only	19284	21171	23662	26939	19491
Level 4: Special Inspections	481	221	149	156	104
Level 5: Vehicle-Only	440	466	317	317	213
Level 6: Radioactive Materials	0	0	0	0	0
Total	**33688**	**34690**	**37941**	**42041**	**33084**

Narrative Overview for FY 2022 - 2024

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.

Utah's UDOT Motor Carrier Division (MCD) has 11 fixed facility port of entry (POE) sites across the State where fixed facility inspections are conducted. Eight of those facilities are staffed. The MCD has authority granted only at our fixed facility locations and not at the roadside. Of the eight staffed ports of entry, our four busiest ports are our interstate ports located near State borders. They are:

- **Perry POE** in northern Utah has both north and southbound operations on I-15. Perry has two supervisors and 11 Level I and Level III qualified agents and inspectors.
- **Echo POE** in northeastern Utah near the Wyoming border, operates westbound on I-80. Echo has two supervisors and seven Level I and Level III qualified agents and inspectors.
- **Wendover POE** in northwestern Utah near the Nevada border, east and westbound operations on I-80. Wendover has two supervisors and seven Level I and Level III qualified agents and inspectors.
- **St. George POE** in southern Utah near the Arizona border, has north and southbound operations on I-15. St. George has two supervisors and 11 Level I and Level III qualified agents and inspectors.

These ports are staffed seven days a week, up to 20 hours a day. They see largely interstate traffic and are equipped with PrePass and Drivewyze bypass systems. We also have 360 Smart View technology that assists us in making the best possible inspection selection decisions as to which vehicles and drivers should be inspected. We also utilize the experience and expertise of our inspectors for a visual look at equipment, stickers, etc. to make informed decisions on inspections. They have port agents that are CVSA Level III certified and Inspectors that are Level I CVSA certified.

Our other four smaller staffed internal ports are located at:

- **Daniels POE**, near Heber City, Utah in eastern Utah, on US-40 has both east and westbound operations. Daniels has a supervisor and two qualified Level I inspectors and one Level III qualified agent.

- **Kanab POE**, near Kanab, Utah, on US-89, both east and westbound operations is near the Arizona border. Kanab has a supervisor, one Level III qualified agent and one Level I qualified inspector.
- **Monticello POE**, near Monticello, Utah and the intersection of US-191 and US 491, in the south-central part of Utah near the Colorado border. Monticello has a supervisor and three Level I qualified inspectors.
- **Peerless POE** near Price, Utah is located on Hwy 6, in central Utah operates eastbound and westbound. Peerless has two supervisors and a total of eight qualified agents and inspectors. This group moved to a new facility, at a much better location on US-6 earlier this year.

These smaller ports are also staffed with CVSA Level I and Level III certified inspectors, but with small staffs. These facilities are open traditionally five days per week, 10 to 12 hours per day. They will change up hours of operation to keep an eye on nighttime traffic for off-hours enforcement. Their traffic is a mix of interstate and intrastate movements.

We have three other fixed facilities that are not regularly staffed. They are:

- **Dog Valley** on US-40 in eastern Utah near Myton, UT. It has fixed scales and is used intermittently by the Utah Highway Patrol (UHP) to keep an eye on oilfield operaions and crude oil traffic in the Uintah Basin.
- **Roto Flats** on UT-10, has fixed scales and is staffed intermittently by port employees of the Peerless POE to watch coal traffic prevalent in that part of the state.
- **Thompson Springs** eastbound on I-70 near the Colorado border in east-central Utah and also has fixed scales. It is staffed by the UHP intermittently and plans are to also staff it from the Peerless and Monticello POE's as we can. It is a future site for a virtual port of entry.

UHP's Section 15 is charged with Motor Carrier enforcement and they are the State's roadside enforcement agency. They have teams distributed across the State to cover all counties Statewide. The section consists of a captain, two lieutenants, six sergeants, two corporals, and 28 troopers. Of the 39 total FTE's, 29 are CVSA Level I certified inspectors. They do traffic enforcement, inspections, carrier outreach, and CMV crash investigations.

Together, the MCD and UHP are working to focus more on using the Drug and Alcohol Clearinghouse to identifiy disqualified driver operating CMV's on Utah roads and deliver the appropriate actions to improve the safety of our roads.

Based on information from UHP with past history and exploring current information, we have not found any history or any current issues with the limited transportation movements of migrant workers within the State of Utah.

The Utah Department of Transportation Motor Carrier Division (MCD) and Utah Highway Patrol (UHP) have placed a higher emphasis on using Web Services vs. the other data transfer methods. We have not seen a report in some time, but we believe we are doing a better job with Web Services usage. We intend our usage to be at 85% or above.

Of Utah's eight ports of entry, three are located in urban areas while five are in rural locations. The three unstaffed facilities are all in rural locations. In examining the ROUTES Initiative we analyzed our rural CMV enforcement activities compared to our fatal crashes, we found the following comparisons with urban vs. rural activities from January 1, 2021 through July 20, 2021. During that time frame, there were 13 fatal crashes with full data available to us. In comparing the location (county the crash occured in) to the number of roadside inspections completed in those same counties we found that 1917 occured in urban areas (55%), 1,549 in rural areas (45%), for a total of 3,466 inspections conducted in those counties wiith fatal crashes. A total of 2,050 inspections or 29% took place in the urban counties and 5,008 inspections were in rural counties, or 71% of the total number of inspections. In 2020, we were at a 52%/48% balance. It is much more rural leaning this year. Overall, we feel we have a pretty good balance of enforcement efforts between urban and rural locations within the State of Utah.

Projected Goals for FY 2022 - 2024

Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2022 - 2024. For FY 2022, 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: UTAH DEPARTMENT OF TRANSPORTATION MOTOR CARRIER DIVISION

Enter the total number of certified personnel in the Lead agency: 84

Projected Goals for FY 2022 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	4600	755	140	5495	21.32%
Level 2: Walk-Around	0	0	0	0	0.00%
Level 3: Driver-Only	20200	0	0	20200	78.39%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	73	0	0	73	0.28%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Sub-Total Lead Agency	**24873**	**755**	**140**	**25768**	

MCSAP subrecipient agency

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

DEPARTMENT OF PUBLIC SAFETY
Subrecipient is: UTAH HIGHWAY PATROL

Enter the total number of certified personnel in this funded agency: 37

Projected Goals for FY 2022 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	3000	755	200	3955	44.17%
Level 2: Walk-Around	0	0	0	0	0.00%
Level 3: Driver-Only	5000	0	0	5000	55.83%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	0	0	0	0	0.00%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Sub-Total Funded Agencies	**8000**	**755**	**200**	**8955**	

Non-Funded Agencies

Total number of agencies:	17
Enter the total number of non-funded certified officers:	22
Enter the total number of inspections projected for FY 2022:	400

Summary

Projected Goals for FY 2022 - Roadside Inspections Summary

Projected Goals for FY 2022 Summary for All Agencies					
MCSAP Lead Agency: UTAH DEPARTMENT OF TRANSPORTATION MOTOR CARRIER DIVISION # certified personnel: 84					
Subrecipient Agencies: DEPARTMENT OF PUBLIC SAFETY UTAH HIGHWAY PATROL # certified personnel: 37					
Number of Non-Funded Agencies: 17 # certified personnel: 22 # projected inspections: 400					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	7600	1510	340	9450	27.22%
Level 2: Walk-Around	0	0	0	0	0.00%
Level 3: Driver-Only	25200	0	0	25200	72.57%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	73	0	0	73	0.21%
Level 6: Radioactive Materials	0	0	0	0	0.00%
Total MCSAP Lead Agency & Subrecipients	**32873**	**1510**	**340**	**34723**	

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.
N/A

Note: The table below is created in Year 1. It cannot be edited in Years 2 or 3 and should be used only as a reference when updating your plan in Years 2 and 3.

Projected Goals for FY 2023 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	25768	8955	400	35123
Enter total number of certified personnel	82	36	22	140
Projected Goals for FY 2024 Roadside Inspections				
Enter total number of projected inspections	25768	8955	400	35123
Enter total number of certified personnel	82	36	22	140

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 Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

☐ **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 2016 - 2020

Investigative Types - Interstate	2016	2017	2018	2019	2020
Compliance Investigations		0	0	0	0
Cargo Tank Facility Reviews		0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)		0	0	0	0
CSA Off-Site		0	0	0	31
CSA On-Site Focused/Focused CR		130	52	23	13
CSA On-Site Comprehensive		38	41	12	5
Total Investigations	**0**	**168**	**93**	**35**	**49**
Total Security Contact Reviews		2	2	6	0
Total Terminal Investigations		8	9	10	0

Investigative Types - Intrastate	2016	2017	2018	2019	2020
Compliance Investigations		0	0	0	0
Cargo Tank Facility Reviews		0	0	0	0
Non-Rated Reviews (Excludes CSA & SCR)		31	0	0	0
CSA Off-Site		0	0	5	17
CSA On-Site Focused/Focused CR		12	7	29	19
CSA On-Site Comprehensive		15	7	9	10
Total Investigations	**0**	**58**	**14**	**43**	**46**
Total Security Contact Reviews		0	0	1	1
Total Terminal Investigations		2	5	3	17

Narrative Overview for FY 2022 - 2024

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 2022 - 2024

Complete the table below indicating the number of investigations that the State anticipates conducting during FY 2022 - 2024.

Projected Goals for FY 2022 - 2024 - Investigations						
	FY 2022		FY 2023		FY 2024	
Investigation Type	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	15	24	30	30	48	48
CSA On-Site Focused/Focused CR	43	73	88	89	70	71
CSA On-Site Comprehensive	14	15	16	17	16	17
Total Investigations	**72**	**112**	**134**	**136**	**134**	**136**
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.
FY 2022 - We estimate five of our investigators will conduct 28 investigations, our four new investigators at 9, two supervisors at 9 each for a total of 184. FY 2023 - We will have all nine investigators conducting 28 each and two supervisors conducting 9 each for a total of 270. FY 2024 - If we maintain the current staffing, we will have 9 investigators conduct 28 each and two supervisors conduct 9 each for a total of 270 investigations.

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

At present, we have nine investigators of which only one has any significant experience. This is due to promotions, retirements and turnover. This has kept us scrambling for an experienced certified crew. With only three of the nine having 1.5 to 3 years of experience and three investigators who are attending NTC classes to become certified, we need to have two supervisors to assist with on the job training and mentoring. We expect the four newly hired investigators to be fully certified in January 2022. Our totals for compliance investigations are significantly lower than previous years. We feel we have a workforce that will work well together and embrace the challenge of improving our productivity and reaching more carriers to achieve our overall goals.

 We cover the entire state from our office in Salt Lake City. In the recent years we have not traveled to outlying areas, this is partly due to our continued efforts to achieve a fully staffed investigator crew and recently to COVID-19 restrictions. Our goal is to coordinate more investigations into more remote areas of the state which will increase our travel expenses. In an effort to conserve cost and time we will schedule investigations and safety audits in one area with one trip.

 Our manager and supervisors will continue to hold monthly staff meetings, make assignments and follow up on all activities of the team. During staff meetings they review changes in policies and regulations to ensure they are completing investigations as required. Monthly training assignments are given to investigators for specific areas to ensure investigators are conducting investigations in a uniform and consistent manner. The supervisors coordinate activities with the state division office of FMCSA.

 All intrastate investigations are reviewed by the manager and supervisors prior to be being uploaded to ensure they are completed in accordance with the Field Operations Training Manual. Any errors discovered are corrected prior to the upload. Copies of the review are sent to the Motor Carrier Division Director for review if state enforcement action is proposed. Interstate investigations are reviewed by the supervisors and FMCSA's Utah Division FPM prior to their being uploaded. Investigators will complete enforcement using UFA CaseRite.

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.

In order to meet our goals both in number, quality, and in helpings carriers with their compliance and safety, Utah will do the following:

- Training of our four new investigators to get them fully certified.
- Thesupervisors are holding regular monthly staff meetings to provide training on policies, eFOTM, changes to regulations or policies in an effort to ensure uniformity and accuracy.
- The Supervisors are holding monthly meetings with each investigator to discuss their productivity and determine what training needs they have. THis is in addition to daily contact for mentoring.
- Each member of our Safety Investigator team has the number of carrier investigation required of them in their annual performance management program goals.
- All investigations are reviewed by the supervisors and/or manager in an effort to ensure investigations are conducted in accordance with current FMCSA policies and eFOTM requirements. Any errors discovered are returned to the investigator for corrections and discussion to determine why the error occurred.
- Investigations involving interstate commerce are also reviewed by the Utah FMCSA Division office. Investigators will complete the enforcement using UFA and for interstate carriers they will use CaseRite.
- Intrastate investigations resulting in state enforcement are sent to the Motor Carrier Division Director for review.
- Monthly review meetings are held with each investigator to review their progress toward their individual commitments. Thge Investigations Operations Manager meets monthly with the Deputy Division Director to review progress.
- Investigation results are also reviewed monthly in the MCSAP Coordination meeting.

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). The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

Trend Analysis for 2016 - 2020

Instructions*:*

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2019	09/30/2020	6623	786
10/01/2018	09/30/2019	7654	770
10/01/2017	09/30/2018	7289	679
10/01/2016	09/30/2017	7196	575
10/01/2015	09/30/2016	7649	540

☐ **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		
01/01/2017	12/31/2017	776	38
01/01/2016	12/31/2016	777	50
01/01/2015	12/31/2015	792	36
01/01/2014	12/31/2014	792	32
01/01/2013	12/31/2013	832	48

☐ **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		
01/01/2017	12/31/2017	4536	4150
01/01/2016	12/31/2016	6686	5774
01/01/2015	12/31/2015	6804	5064
01/01/2014	12/31/2014	7982	7312
01/01/2013	12/31/2013	8332	7559

Enter the source and capture date of the data listed in the tables above.
Department of Public Service-Utah Highway Patrol Data Record - 6/30/2021.

Narrative Overview for FY 2022 - 2024

Instructions*:*

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

The primary assignment of Section 15 of the Utah Highway Patrol (UHP) is roadside CMV enforcement and inspections. Section 15 also has safety inspection and school bus inspection responsibilities, as well as assisting field UHP sections. The section personnel includes one captain, two lieutenants, six sergeants, two corporals, 29 troopers, and one full-time office assistant. A technology expert is also assigned to assist Section 15. There are also approximately 12 field troopers who have completed NSA Parts A and B.

The members of Section 15 are stationed throughout the State to allow coverage and access to interstate and major highways in Utah. Most of the shifts cover from approximately 0600 to 1700 hours, depending on whether the trooper is working an eight or 10-hour shift. Most shifts are worked Monday through Friday. Each area has a call-out if a Section 15 trooper is needed during off-hours.

Projected Goals for FY 2022 - 2024

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2022 - 2024. 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 2014/2015 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.

Yes	No	Traffic Enforcement Activities	Enter Projected Goals (Number of Stops only)		
			FY 2022	FY 2023	FY 2024
●	○	CMV with Inspection	8000	8000	8000
●	○	CMV without Inspection	100	100	100
●	○	Non-CMV	3000	3000	3000
●	○	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	20	20	20

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 2014 and 2015.

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 2014/2015 activities.

FY 2022 Planned Safety Activities				
Inspections	Investigations	New Entrant Safety Audits	Sum of FY 2022 Activities	Average 2014/15 Activities
35123	184	499	35806	35655

Describe how the State will report on, measure and monitor its traffic enforcement efforts to ensure effectiveness, consistency, and correlation to FMCSA's national traffic enforcement priority.
The Projected Goals listed above for Traffic Enforcement is an estimate only because UHP only tracks CMV vs. non-CMV stops or citations for Section 15 personnel. The UHP will conduct 10 special enforcement projects annually across the state. The location and focus will be based on data analysis of CMV crashes or other issues or areas of emphasis. Additionally, Section 15 UHP personnel will participate in FMCSA and CVSA special projects included Brake Check, Road Check, Driver Appreciation Week, Passenger Carrier Strike Force, and Operation Safe Driver.

Participation in Public Safety Department wide initiatives will continue over these next three years. Department initiatives include enforcement of DUI's, non seat belt usage, speed, aggressive driving, distracted driving, and drowsy driving. We will concentrate enforcement on these type of violations to reduce crashes and related injuries. Emphasisi will be placed on driver behavior. We will utilize data to monitor these bahaviors causing crashes and plan our activities accordingly. The UHP methodology for identifying CMV related stops include MCSAP troopers conducting CVSA Level I, II, and III inspections at the roadside. Troopers identify trucks to stop and and inspect in the following manner: The first is public safety-related - a violation of statute related to driving behaviors or equipment issues. We also conduct post-crash CMV inspections to help identify primary and/or secondary collision contributors. Non-CMV related stops can be related to CMV's during TACT-type enforcement activities and poor behavior of non-CMV drivers operating around large truck and buses.

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 maintain, at a minimum, full PRISM participation. 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 Financial Information Part 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 ITD Compliant	Yes
PRISM	Full Participation	No

Avaliable data sources:

- FMCSA ITD website
- PRISM Data and Activity Safety Hub (DASH) website

Enter the agency name responsible for ITD in the State:
Enter the agency name responsible for PRISM in the State: Utah State Tax Commission

Narrative Overview for FY 2022 - 2024

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 Utah Department of Transportation Motor Carrier Division is responsible for ITD activities for the State of Utah.

The Utah State Tax Commission has the lead on PRISM activities. I spoke to them yesterday and their Program Manager John Moody affirmed they will continue preparing and submitting quarterly PRISM reports. They have had some COVID related issues and turnover within their Motor Carrier group. They are staffed again and asked that they all be included on the ACCB calls. I have asked Tom Kelly to add them to the invitation list and I sent them the invite that just came out this past week.

John also told me they are ready and are initiating steps to move forward to certification to the Enhanced PRISM level.

Program Activities for FY 2022 - 2024: Describe any actions that will be taken to implement full participation in PRISM.

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

Current State PRISM compliance is at Step 7, and Step 8 is ready to be certified.

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-CMVs that operate around large trucks and buses. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

Trend Analysis for 2016 - 2020

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

Public Education and Outreach Activities	2016	2017	2018	2019	2020
Carrier Safety Talks	154	132	150	89	91
CMV Safety Belt Education and Outreach	1	2	2	3	2
State Trucking Association Meetings	4	5	10	12	17
State-Sponsored Outreach Events	5	1	2	3	3
Local Educational Safety Events	2	3	6	15	6
Teen Safety Events	22	98	88	262	366

Narrative Overview for FY 2022 - 2024

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

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

Utah is committed to public safety education and outreach activities to reduce the number of CMV related crashes, serious injuries, and fatalities on Utah's roads. We feel this is a vital portion of crash reduction. We partner with the UHP, UDOT's Traffic and Safety Office and our vendor, Penna Powers in our education and outreach efforts.

We will continue the activities we began years ago to share safety messages with the public, and with the CMV company owners and commercial drivers. All of these activities fall under the State's Zero Fatalities program and uses the name Truck Smart. Truck Smart includes all outreach and education activities geared to both the public and the CMV drivers for CMV safety. These activities include the following:

- **Carrier Safety talks** - the Motor Carrier Division (MCD) and the Utah Highway Patrol (UHP) make themselves available to carriers to teach a wide variety of subjects to companies, owners, safety managers, dispatchers, mechanics, and driver groups. Subjects include hours of service, pre and post trip inspections, roadside inspections, vehicle maintenance, CSA, load securement, distracted driving, crash prevention, and any other subject requested involving safety. Carriers involved with investigations and civil penalties are encouraged to attend safety seninars and invitations for us to participate with them in these talks.
- **Seat belt usage** - we have not tracked this individually because it is a subject discussed in almost every class, talk, presentation, and safety fairs. It is a subject all our people MCD and UHP) talk about to both the public and CMV drivers.
- **State Trucking Association Meetings** - we have a wonderful relationship with the Utah Trucking Association (UTA). They hold monthly safety meetings in northern (NUTA), southern (SUTA), central (CUTA), Uintah Basin (UBUTA) and for the Wasatch Front, the Safety Management Council (SMC). We have supervisors from the nearest port of entry attend those meetings to share safety messages and answer questions for those carriers attending. UTA also holds an annual three-day convention in May that we support and attend. In addition, we staff a booth where safety messages are available, services are offered, and questions are answered. The SMC of UTA sponsors regular classes throughout the year and offered several times per year that we present. They include "How to Avoid/Survive a DOT Audit" taught by one of our investigators, an Hours of Service/log book class taught by NTC certified UHP personnel, and a HazMat class taught by either UHP or MCD NTC certified personnel.
- **State Sponsored Outreach Events** - There are several State sponsored safety fairs including the Department of Public Safety & UDOT Safety Fair and Department of Health we participate in each year to get our messages out. We anticipate as we come oput from under the pandemic, these activities will be available again.

- **Local Educational Safety Events** - There are many local safety events and fairs across the State. We have participated in many of those and found some to be of value and others not productive enough to justify the use of our funding to participate - no bang for the buck. We will continue to investigate local events and participate in those with the most value in sharing our messages. Again, our hope is that tghese events will pick up as the pandemic subsides.
- **Teen Safety Events** - This is our Truck Smart driver education program. We are enjoying tremendous success with this program. We teach a one day class for driver education students on how to drive safely around big trucks. We currently have two full-time instructors to meet the demand of the high schools. The industry provides a truck and driver so the students can sit in the driver seat of a tractor and see what they can't see! The MCD acquired a tractor and 53-foot trailer to assist the growing demand on the industry to provide a vehicle for these classes. It is important these thay these high school age students experience first hand a big truck as part of this education. Creared during the pandemic, with the assistance of a CMV safety grant, is an interactive virtual reality presentation they view with VR goggles that gives them a comprehensive look at what a CMV driver can and can't see fron inside a tgractor cab. The classroom also has a series of videos to help them understand the principles we are teaching. They are given a pre-test at the beginning of class and a post-test at the end of class to assess their learning. The driver education teacher gives the students the quiz to take home for their parents to take as an assignment. When the students bring the test back, they are given class credit, this so we can get our message into homes/families as well. We were in almost 80 high schools and working to expand the program further when the pandemic hit. We are being invited back to the classrooms more and more as the pandemic subsides but we also, with the assistance of a CMV Safety grant created an online learning module for driver education instructor to use with their students. It is similar to our in class presentation with learning checks throughout the tgraining with a quiz at the end.
- **Public Ad Awareness Campaign** - Conduct targeted education, outreach, and media activities. To do this, will use grant funds to expand Utah's existing Truck Smart program to include media and awareness campaigns directed at passenger vehicle drivers. We want to take the equity we've built over the years in the high schools using the Truck Smart program and leverage that to expand awareness and safety education thus resulting in fewer passenger cars driving in commercial vehicles' blind spots and less passenger cars cutting commercial vehicles off, resulting in fewer crashes, severe injuries, and fatalities. We will do this by utilizing digital bulletin boards, in-car audio streaming, and social media campaigns. We have identified the I-15 corridor from Santaquin to Ogden as where the majority of our CMV crashes occur, and will focus efforts in these areas. These efforts are aimed at reducing Utah's current VMT back to our goal of .10 VMT.

Projected Goals for FY 2022 - 2024

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 2022**	**FY 2023**	**FY 2024**
⦿	○	Carrier Safety Talks	50	50	50
⦿	○	CMV Safety Belt Education and Outreach	2	2	2
⦿	○	State Trucking Association Meetings	20	20	20
⦿	○	State-Sponsored Outreach Events	2	2	2
⦿	○	Local Educational Safety Events	5	5	5
⦿	○	Teen Safety Events	300	325	350

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.

Google Docs are set up to report most of our outreach activities. At our monthly MCSAP coordination meetings progress toward all our goals listed above are evaluated in terms what have we accomplished and what was the effectiveness of sharing our messages. Upcoming events are scheduled and preparations are made so we have the proper messaging, personnel, and supplies ready for the event. All activities are tracked and reported on the MCSAP Coordination meeting repor and our quarterly grant reports. We anticipate we will have no issues accomplishing these goals as the pandemic restrictions continue to lift.

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

MCSAP lead agencies are allowed 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.).

Data Quality Program	Current Compliance Level	Include O & M Costs?
SSDQ Performance	Good	No

Available data sources:

- FMCSA SSDQ website
- FMCSA DataQs website

Enter the agency name responsible for Data Quality:

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 2022 - 2024.

SSDQ Measure	Current SSDQ Rating	Goal for FY 2022	Goal for FY 2023	Goal for FY 2024
Crash Record Completeness	Good	Good	Good	Good
Crash VIN Accuracy	Good	Good	Good	Good
Fatal Crash Completeness	Good	Good	Good	Good
Crash Timeliness	Poor	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.
July 19, 2021

Narrative Overview for FY 2022 - 2024

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.).

Utah has worked diligently to have all the data categories listed as "Good." Challenges began when the State moved its crash repository to the University of Utah - UTAPS. There were many headaches with the transition and it wasn't until several months later, when Kevin Berry called us that we realized there were significant issues with our uploads to SafetyNet. We had confirmation of the uploads, but we didn't realize they were not recognized by SafetyNet. At that time we were several months behind in our crash reporting and our crash timeliness went red.

Through many, many hours of study, work and re-programming with our people, the UTAP programmers and Kevin Berry, we were finally able to remedy the problems and customize the system to meet our needs. We are now sucessfully uploading crashes witih minimal errors. But we got so far in the hole during the time we had issues and the time it took to resolve those issues that it is a very slow process to to climb back out of the hole to green. Kevin Berry has helped us put together a plan and has taught us to better monitir our data. Kevin Berry within the last month that we are doing well, but he thinks it will take at least to late spring to get back to green status. He says our system seems to be working well and we are doing what we are supposed to be doing. It is now a matter of the 90 day time frame catching up to us. We show in the Data Quality website we are trending at 97% currently.

Our crash verification processes are good. We have been and continue to complete our crash verifications well within the 90 day window and are current through August with our crash verifications.

Program Activities FY 2022 - 2024: 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.

Our program manager and business analyst are watching over the crash verifications, uploads, SafetyNet issues and tracking the reports in SSDQ to make sure all issues are addressed as they appear.

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.

We will continue to monitor our ratings to address items before they become an issue. It is tracked for our monthly MCSAP coordination meetings and progress reported in the quarterly MCSAP 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 350.207.) 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. The Trend Analysis area is only open for editing during Year 1 of a 3-year plan. This data is not editable during Years 2 and 3.

For the purpose of this section:

- **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.).*

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
⦿	○	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.
○	⦿	Does your State conduct Group safety audits at non principal place of business locations?
○	⦿	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 2016 - 2020

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

New Entrant Safety Audits	2016	2017	2018	2019	2020
Interstate	0	352	244	329	339
Intrastate	0	0	0	0	0
Total Audits	**0**	**352**	**244**	**329**	**339**

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 2022 - 2024

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

Please complete the information below by entering data from the NEWS Dashboard regarding Safety Audits in your State. Data Source: **New Entrant website**	
Date information retrieved from NEWS Dashboard to complete eCVSP	07/12/2021
Total Number of New Entrant Carriers in NEWS (Unassigned and Assigned)	863
Current Number of Past Dues	2

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: Meet the statutory time limit for processing and completing interstate safety audits of 120 days for Motor Carriers of Passengers and 12 months for all other Motor Carriers.

Projected Goals for FY 2022 - 2024

Summarize projected New Entrant safety audit activities in the table below.

Projected Goals for FY 2022 - 2024 - New Entrant Safety Audits						
	FY 2022		FY 2023		FY 2024	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
# of Safety Audits (Onsite)	125	0	125	0	125	0
# of Safety Audits (Offsite)	374	0	374	0	374	0
# Group Audits	0	0	0	0	0	0
TOTAL Safety Audits	**499**	**0**	**499**	**0**	**499**	**0**
# of Non-Audit Resolutions	305	0	305	0	305	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.

Utah's currently has two supervisors and five qualified investigators which conduct interstate new entrant safety audits and interstate and intrastate compliance investigations. We have recently hired four more investigators who we anticipate will be qualified by January 2022.

  In the first six months of 2020 the number of new interstate carriers remained relatively the same as previous years, an average of 27 new interstate carriers per month; in the last six months of 2020 we averaged 62 new interstate carriers per month. In the first six months of 2021 this number has jumped to an average of 101 new interstate carriers obtaining USDOT numbers. The number of carriers entering the new entrant program in the first six months has increased by 40% in comparison to carriers entering the program the last six months of 2020. If this 40% increase continues we anticipate having to conduct 497 safety audits in FY2022.   In FY 2019, 24% of our audits were conducted on-site. In 2020, with COVID and restrictions this went down to 11% onsite. With COVID restrictions lifting we anticipate we will conduct 24% of the 499 audits as onsite audits (119).

With the additional assistance of the four new certified investigators in January, we will have 11 total employees (nine investigators and two supervisors) who can conduct new entrant safety audits. We conducted 482 audits in FFY 2021 while being shorthanded a good portion of the year. We feel confident using the Activity Plan listed below in the next section that we can meet our goals for 2022 moving forward.

Activity Plan for FY 2022 - 2024: Include a description of the activities proposed to help achieve the objectives. If group audits are planned, include an estimate of the number of group audits.

The Investigator Supervisors review safety audits daily for audits coming due within the 3 month window and for audits that are not assigned and are approaching the deadline. We are also having bi-weekly meetings with all investigators and supervisors are tracking the safety audit trend.

The training and certification of our four new investigators is a top priority for the success of our New Entrant Safety Audit program. Daily checks in NEWS will track new inventory, upcoming dues dates, making sure that all assignments are made and are proplerly being followed up on. With the bi-weekly staff meetings and check-in, progress will be discussed any adjustments made to make sure goals are met.

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.

1. The supervisors review program progress daily. Notes any areas of concern and individual follow-up is made.

2. Investigators are given annual goals to meet for safety audits. Current investigators are expected to conduct at least 50 safety audits during the course of the year and ensure their assignments do not go overdue.

3. With the 40% increase in carriers, we anticipate investigators will have to conduct 62 safety audits per Federal fiscal year.

3. The MCSAP Manager will run monthly reports to follow-up with the supervisor and reports progress during the monthly MCSAP Coordination meeting. Discrepancies are noted and follow up is conducted on any areas of concern.

4. Results are followed up on and reported in the Quarterly MCSAP report 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 2022 - 2024).

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.**

Part 3 Section 2 - Passenger Carrier Enforcement

Instructions:

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

Check this box if:

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

Part 3 Section 3 - State Specific Objectives – Past

Instructions:

Describe any State-specific CMV problems that were addressed with FY 2021 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 2021 CVSP.

Progress Report on State Specific Objectives(s) from the FY 2021 CVSP

Please enter information to describe the year-to-date progress on any State-specific objective(s) identified in the State's FY 2021 CVSP. Click on "Add New Activity" to enter progress information on each State-specific objective.

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 2022 - 2024. Click on "Add New Activity" to enter information on each State-specific objective. This is an optional section and only required if a State has identified a specific State problem planned to be addressed with grant funding.

Part 4 - Financial Information
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 2022 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. The budget category tables use 85.01percent in the federal share calculation.*
- *__State Share__ means the portion of the total project costs paid by State funds. The budget category tables use 14.99 percent in the state share calculation. A State is only required to contribute 14.99 percent of the total project costs of all budget categories combined as State share. A State is NOT required to include a 14.99 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 85.01 percent Federal share and 14.99 percent State share automatically and populates

these values in each line. Federal share is the product of Total Project Costs x 85.01 percent. State share equals Total Project Costs minus Federal share. It is important to note, if Total Project Costs are updated based upon user edits to the input values, the share 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	$4,712,809.00	$248,043.00	$4,960,852.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	$744,128.00
MOE Baseline:	$379,943.26

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.

Salary and Overtime project costs must be separated when reporting to FMCSA, regardless of the Lead MCSAP Agency or Subrecipient pay structure.

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):	$744,128.00

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
POE Agents	30	15.0000	$36,083.52	$162,375.84	$154,257.05	$8,118.79	$0.00
Personnel MOE	1	0.0000	$254,561.60	$0.00	$0.00	$0.00	$254,561.60
Division Director	1	25.0000	$105,053.00	$26,263.25	$24,950.09	$1,313.16	$0.00
Operations Manager	2	50.0000	$67,028.28	$67,028.28	$63,676.87	$3,351.41	$0.00
MCSAP Manager	1	75.0000	$71,920.20	$53,940.15	$51,243.14	$2,697.01	$0.00
Investigator Supervisor	1	75.0000	$51,095.88	$38,321.91	$36,405.81	$1,916.10	$0.00
Investigators	9	100.0000	$38,877.30	$349,895.70	$332,400.91	$17,494.79	$0.00
POE Supervisor	13	25.0000	$50,736.84	$164,894.73	$156,649.99	$8,244.74	$0.00
POE Inspector	22	75.0000	$38,978.28	$643,141.62	$610,984.54	$32,157.08	$0.00
Investigator Ops Manager	1	70.0000	$70,125.00	$49,087.50	$46,633.12	$2,454.38	$0.00
Deputy Director	1	50.0000	$83,268.00	$41,634.00	$39,552.30	$2,081.70	$0.00
Program Manager	1	60.0000	$60,767.52	$36,460.51	$34,637.48	$1,823.03	$0.00
Subtotal: Salary				**$1,633,043.49**	**$1,551,391.30**	**$81,652.19**	**$254,561.60**
Overtime Project Costs							
POE Agents/Inspectors	10	100.0000	$5,000.00	$50,000.00	$42,500.00	$7,500.00	$0.00
Subtotal: Overtime				**$50,000.00**	**$42,500.00**	**$7,500.00**	**$0.00**
TOTAL: Personnel				**$1,683,043.49**	**$1,593,891.30**	**$89,152.19**	**$254,561.60**
Accounting Method:	**Accrual**						

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

Included in the chart above are all job categories the UDOT Motor Carrier Division that is involved in MCSAP related activities. The hourly rates are averages of the workforce of each different job category. All personnel in this category are unsworn personnel. Sworn employees are those in the Utah Highway Patrol as a Sub-Grantee. For clarification the job categories and duties are listed here:

- Port Agents - perform Level III inspections.
- Division Director - Participates in monthly MCSAP Coordination meetings, conducts Level I inspections, reviews all investigations with civil penalties, and participates in the coordination and direction of grant activities.
- Operations Managers -They coordinate MCSAP activities at the ports of entry, attends monthly MCSAP Coordination meetings, and conducts Level I and Level III inspections.
- MCSAP Manager - prepares, researches, reports on the day to day MCSAP activities, MCSAP quarterly reports, prepares the eCVSP.
- Investigator Supervisors - Conducts all aspects of Carrier Investigations and New Entrant Safety Audits, manages the investigator team, and conducts Level I and Level III inspections.
- Investigators - Conducts all aspects of a carrier investigation or safety audit. Conducts Level I and Level III inspections.
- POE Supervisors - Coordinate MCSAP activities at their assigned port of entry and conducts Level I and Level III insoections.
- POE Inspectors - Perform Level I and Level III inspections at their port of entry.
- Investigator Ops Manager - Coordinates the investigator and investigator supervisor activities, assigns investigations and safety audits, performs carrier investigations and safety audits.
- Deputy Director - a new position - they oversee the Investigator team, and the ports of entry.
- Program Manager - Oversees all aspects of the Safety Data quality and systems - CVIEW and inspection software.

Accrual accounting is the system used by the State of Utah.

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. If using an approved rate by the applicant's Federal cognizant agency for indirect costs, a copy of the indirect cost rate agreement must be provided in the "My Documents" section in eCVSP and 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 rate, rate approved by HHS Statewide Cost Allocation or cognizant agency, or an aggregated rate). Include a description of the specific benefits that are charged to a project and the benefit percentage or total benefit cost.

Actual Fringe Rate*: a fringe rate approved by your cognizant agency or a fixed rate applied uniformly to each position.*

Aggregated Rate*: a fringe rate based on actual costs and not a fixed rate (e.g. fringe costs may vary by employee position/classification).*

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 more information on this item see the Fringe Benefits Job Aid below.

Fringe costs method: Actual Fringe Rate

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

Fringe Benefit Rate*: 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.*

Base Amount*: The salary/wage costs within the proposed budget to which the fringe benefit rate will be applied.*

				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
Investigator Ops Manager	40.0000	70.0000	$70,125.00	$19,635.00	$18,653.25	$981.75	$0.00
Division Director	40.0000	25.0000	$105,053.00	$10,505.30	$9,980.03	$525.27	$0.00
Operations Manager	40.0000	50.0000	$134,056.56	$26,811.31	$25,470.74	$1,340.57	$0.00
MCSAP Manager	40.0000	75.0000	$71,920.00	$21,576.00	$20,497.20	$1,078.80	$0.00
Investigator Supervisor	40.0000	75.0000	$51,095.88	$15,328.76	$14,562.32	$766.44	$0.00
Investigator	40.0000	100.0000	$349,895.70	$139,958.28	$132,960.37	$6,997.91	$0.00
POE Supervisor	40.0000	25.0000	$659,578.92	$65,957.89	$62,660.00	$3,297.89	$0.00
Fringe MOE	100.0000	0.0000	$125,381.66	$0.00	$0.00	$0.00	$125,381.66
Deputy Director	40.0000	50.0000	$83,268.00	$16,653.60	$15,820.92	$832.68	$0.00
Program Manager	40.0000	60.0000	$60,767.52	$14,584.20	$13,854.99	$729.21	$0.00
POE Inspectors	40.0000	75.0000	$857,522.16	$257,256.64	$244,393.81	$12,862.83	$0.00
POE Agents	40.0000	15.0000	$1,082,505.60	$64,950.33	$61,702.81	$3,247.52	$0.00
TOTAL: Fringe Benefits				**$653,217.31**	**$620,556.44**	**$32,660.87**	**$125,381.66**

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

The Fringe Benefit costs listed above are for UDOT Motor Carrier Division employees that are involved in MCSAP related activities. Our Comptrollers Office has directed us to use 40% of salary to calculate the cost of Fringe benefits

for all our budget calculations.

Fringe is calculated according to Utah State Policies and Procedures and includes health, dental, life insurance, retirement and Social Security.

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
Training Travel	1	60	100.0000	$30,000.00	$28,500.00	$1,500.00	$0.00
MCSAP Grant Workshop	1	4	100.0000	$2,200.00	$2,090.00	$110.00	$0.00
Routine Program Travel	10	4	100.0000	$8,800.00	$8,360.00	$440.00	$0.00
CVSA Conference	3	6	100.0000	$8,800.00	$8,360.00	$440.00	$0.00
CVSA Workshop	3	6	100.0000	$8,800.00	$8,360.00	$440.00	$0.00
CVSA/FMCSA Data Quality Training	1	4	100.0000	$2,200.00	$2,090.00	$110.00	$0.00
COHMED Conference	2	5	100.0000	$8,800.00	$8,360.00	$440.00	$0.00
TOTAL: Travel				**$69,600.00**	**$66,120.00**	**$3,480.00**	**$0.00**

Enter a detailed explanation of how the travel costs were derived and allocated to the MCSAP project.
Travel is slowly returning to a more normal experience. These figures are our best approximation for the times we find ourselves in currently.

Training Travel - Includes in-state travel for inspectors, agents, appropriate management team members and investigators to attend MCSAP related training. The annual Top Hands training event in St. George and NAS classes are included in this portion of the travel budget. Amounts are based on past years experience. Training travel may include mileage for a personel vehicle if a state vehicle is not available, per diem for meals, and hotel stays at state approved hotels. On occassion it might involve a certified NAS instructor to travel out of state to teach a class. If that is the case, it would involve airfare, hotel, per diem for meals and transportation to/from airport to hotel.

MCSAP Grant Workshop - Budget to allow MCSAP Manager to travel to the annual FMCSA MCSAP Grant Workshop in the spring. Costs are based on previous years experience. Travel expenses include airfare, hotel, per diem for food (listed below), and transportation to/from airports to hotel.

Routine Program Travel - These are costs associated with investigators traveling to conduct on-site carrier investigations and safety audits required. The amount is based on past years experience. This may include per diem for meals, and an occassional hotel stay if distance/assignment warrant it.

CVSA Conference and Workshop - Three staff to attend the CVSA spring workshop and three staff to attend the fall conference for FY 2022. Budget is based on past years experience. Travel expenses include airfare, hotel, per diem for food (listed below), and transportation to/from airports to hotel.

CVSA/FMCSA Data Quality Training - Budget to allow MCSAP Manager to travel to the Data Quality Training that CVSA/FMCSA does every 18 months. The amount is based on past years experience. Travel expenses include airfare, hotel, per diem for food (listed below), and transportation to/from airports to hotel.

COHMED Conference - Budget to allow two staff to attend the Cooperative Hazardous Materials Enforcement Development (COHMED) Program conference. Budget is based on past years experience. Travel expenses include airfare, hotel, per diem for food (listed below), and transportation to/from airports to hotel.

All travel is carried out with strict adherence with Utah State Travel Policies. Lodging is in State approved hotels/motels only, or conference hotels for out of state travel. All out of state travel must be approved by UDOT senior leadership. Based on uncertainties of exact travel locations, we use estimates of our travel costs based on past budget history.

*In-State per diem: breakfast-$11, lunch-$14, and dinner-$20.
*Out-of-State per diem: breakfast-$13, lunch-$14, and dinner-$23.

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
TOTAL: Equipment				$0.00	$0.00	$0.00	$0.00
Equipment threshold is greater than $5,000.							

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

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	1 Annual	$4,842.49	100.0000	$4,842.49	$4,600.36	$242.13	$0.00
Books and Subscriptions	320 Item	$32.69	100.0000	$10,460.80	$9,937.76	$523.04	$0.00
Uniforms and Supplies	1 Annual	$7,000.00	100.0000	$7,000.00	$6,650.00	$350.00	$0.00
Printing and Binding	660 Annual	$3.00	100.0000	$1,980.00	$1,881.00	$99.00	$0.00
Microsoft Office Software	15 Annual	$125.00	100.0000	$1,875.00	$1,781.25	$93.75	$0.00
Inspection Area Eyewash Stations	8 1 Item	$374.88	100.0000	$2,999.04	$2,849.09	$149.95	$0.00
NTC Training Room Monitors	35 Pieces	$250.00	100.0000	$8,750.00	$8,312.50	$437.50	$0.00
NTC Training Room Tables, Chairs & Accessories	1 Set	$14,090.54	75.0000	$10,567.90	$10,039.51	$528.39	$0.00
TOTAL: Supplies				**$48,475.23**	**$46,051.47**	**$2,423.76**	**$0.00**

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

Office Supplies - This is an annual cost for office supplies based on past budget history. Office Supplies include copy paper, toner, pens, folders, paper clips binder clips,etc. for investigators for carrier investigations and safety audits as well as those same type supplies for Level I and Level III inspection activities conducted by certified inspectors.

Books and Subscriptions - This is to purchase 90 FMCSR's ($30 each), 90 HMR's ($30 each), and 140 CVSA OOSC Guides ($27 each).
With the FMCSR's and HMR's we always order a few extras for turnover of employees, lost books, etc. As far as the CVSA OOSC books, we order for the Motor Carrier Divsion, Utah Highway Patrol, and local agencies who have CVSA trained officers. These are given out at our annual Top Hands training event for all the parties listed above.

Uniforms and Supplies - Costs include replacement costs for inspector coveralls and other inspection related supplies. Those include creepers, wheel chocks, chalk, gloves, safety glasses, bump caps, brake measurement tools, etc. as needed. Cost is based on previous years of budget history.

Printing and Binding - We produce and print a "Get Started" packet that we use to help educate carriers. They are given out at carrier investigations, New Entrant Safety Audits, at carrier outreach events and at the trucking association meetings and convention. Packets cost $3.00 each and we expect to order 600 per year.

Microsoft Office Software - The State of Utah transitioned away from providing Microsoft Office in favor of Google Suites. Our safety investigators, and MCSAP personnel found the need to keep using Office, as it works with federal program materials. This cost encompasses this need.

Eyewash Stations - Eyewash stations are necessary for the safety of our CMV Inspectors and are being placed in all 8 of our our inspection pits.

NTC Training Room Monitors - We recently converted and dedicated a conference room to an NTC Training facitity for use by our NTC instructors in teaching NTC Classes. Over the past few years we have had difficulty finding a location to hold these classes, which has delayed training for some of our new hires, as well as delayed recertification trainings for our experienced inspectors and agents. Due to NTC going mainly paperless and not providing written materials to utilize during the classes, we have a need to provide a monitor for each student to attach a laptop to for ease of learning. These monitors will only be used for NTC classes.

NTC Training Room Tables, Chairs, & Accessories - We recently converted and dedicated a conferece room to an NTC Training facility for use by our NTC instructors in teaching NTC Classes. Over the past few years we have had difficulty finding a location to hold these classes, which has delayed training for some of our new hires, as well as delayed recertification trainings for our experienced inspectors and agents. In addition to materials we already had on hand, we have identified the need for 4 additional tables, 8 additional chairs and accessories for both. This training facility will be used 75% of the time for NTC classes and MCSAP activities, and 25% of the time for non-MCSAP activites.

All purchases are made with strict adherence to Utah State Procurement Policies.

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
Hunt Electric	EIN 870663953	Contract	100.0000	$350,000.00	$332,500.00	$17,500.00	$0.00
Description of Services: ITD Operation and Maintenance							
Iteris	EIN 952588496	Contract	100.0000	$86,879.00	$82,535.05	$4,343.95	$0.00
Description of Services: ITD Operation and Maintenance							
Hexagon	EIN 630576222	Contract	100.0000	$150,595.80	$143,066.01	$7,529.79	$0.00
Description of Services: ITD Operation and Maintenance							
Help, Inc. - PrePass	EIN 860730202	Contract	100.0000	$7,500.00	$7,125.00	$375.00	$0.00
Description of Services: ITD Operation and Maintenance							
Utah Highway Patrol - Sub-Grantee	DUNS 836054528	Subrecipient	100.0000	$1,445,390.00	$1,373,120.50	$72,269.50	$0.00
Description of Services: Roadside Motor Carrier Enforcement							
Penna Powers	EIN 870410756	Contract	100.0000	$302,846.77	$287,704.43	$15,142.34	$0.00
Description of Services: Marketing Vendor for Public Education and Outreach							
Utah Highway Patrol	DUNS 836054528	Subrecipient	100.0000	$87,640.00	$74,494.00	$13,146.00	$0.00
Description of Services: Roadside Motor Carrier Enforcement Overtime (OT)							
TOTAL: Contractual and Subaward				$2,430,851.57	$2,300,544.99	$130,306.58	$0.00

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

Utah Highway Patrol is a Sub-Grantee of the MCSAP Grant. They provide all roadside enforcement (outside the port of entries) activities for the State's MCSAP program. The Utah Highway Patrol's Major Crash Investigation Team (MCIT) is an team consisting of five reconstructionists, one sergeant, and two investigators that respond to provide complete and efficient crash investigations. Currently, due to lack of equipment and training, MCIT does very little in crash reconstruction involving Commercial Motor Vehicles. Looking towards the future, MCIT finds the need to expand and improve their ability to properly investigate and reconstruct vehicle crashes involving commercial motor vehicles, as well as decrease the amount of time on scene, and the impact on other motoring traffic. They will use contracted portions of MCSAP funds to purchase equipment and training to better investigate and mitigate future CMV crashes. The Utah Higway Patrol will utilize overtime (OT) funds to work additional shifts to do inspections and perform traffic enforcement activites, focusing on high crash areas.

Penna Powers- is the State's contracted firm for professional services in the area of public outreach. They are contracted in accordance with the State's procurement policies. Our major focus for this contract is our Truck Smart programs for public education and outreach. Costs include $130,000 for Truck Smart driver education instructors, $5,000 for website maintenance, improvements and administration, and $5,000 for production and printing of Trucksmart education materials for the classroom and safety outreach events. As we learn what classrooms will be like during this pandemic, we will make adjestments to what we do in the classroom vs on-line learning. We are also beginning a TruckSmart safety campaign utilizing safety advertisements on streaming services and billboards. This will utilize another $162,846.77 to educate Commerical and Non-Commercial Drivers alike on safe travels around Commercial Vehicles.

ITD O&M Costs - see the table below:

ITD and PRISM Operation and Maintenance Costs

Vendor: Hunt Electric

Amount	Reason
$ 58,824.00	Annual 360 SmartView License
$ 47,300.00	Annual SmartView Support Maintenance
$ 84,376.00	Annual estimated WIM Maintenance
$ 42,900.00	Annual estimated VMS Maintenance
$ 116,600.00	Annual 360 SmartView LPR/OCR Maintenance
$ 350,000.00	**Subtotal**

Vendor: Iteris

Amount	Reason
$ 60,394.95	Annual Maintenance for Server/Hosting of UTC VIEW
$ 26,483.63	Annual Maintenance for Server/Hosting of InSpect
$ 86,878.58	**Subtotal**

Vendor: Hexagon

Amount	Reason
54,595.80	Annual License
96,000.00	Annual Maintenance of U-Route
150,595.80	**Subtotal**

Vendor: PrePass

Amount	Reason
$ 7,500.00	Annual PrePass fees for use of Prepass at 4 POEs
$ 7,500.00	**Subtotal**

$ 594,974.80	**Total O&M Costs**

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 not claim reimbursement for Indirect Costs.

Other Costs Project Costs							
Item Name	# of Units/ Unit of Measurement	Cost per Unit	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Cell Communications	10 months	$831.60	100.0000	$8,316.00	$7,900.20	$415.80	$0.00
Conference Registration fees	9 conferences	$700.00	100.0000	$6,300.00	$5,985.00	$315.00	$0.00
CVSA Membership Dues	1 annual	$12,900.00	100.0000	$12,900.00	$12,255.00	$645.00	$0.00
CVSA Inspection decals	1510 decal sheets	$3.84	100.0000	$5,798.40	$5,508.48	$289.92	$0.00
Use of State Vehicles	7 annual	$6,050.00	100.0000	$42,350.00	$40,232.50	$2,117.50	$0.00
TOTAL: Other Costs				**$75,664.40**	**$71,881.18**	**$3,783.22**	**$0.00**

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

- **Cell Communications** - Cost of cell communication and data for 10 MCSAP related positions at an average of $83.16 per month.
- **Conference Registration Fees** - Three attendees for the CVSA Workshop and CVSA Conference at $700 each registration.
- **CVSA Membership Dues** - Cost of annual membership with CVSA, at the Class 1, Level 2 membership rate is $12,900 currently.
- **CVSA Inspection Decals** - Purchase of 18,360 decals (1,510 sheets) of CVSA inspection decals for use by the MCD and UHP for FY 2022. Cost is $0.32 per decal or $3.84 per sheet of 12.
- **Use of State vehicles** - We have use of seven State vehicles for our investigator team at a cost of approximately $505 per vehicle per month. These costs are an average that include a fuel usage rate and a monthly fixed rate per vehicle.

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).

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	85.01% Federal Share	14.99% State Share	Total Estimated Funding
Total	$4,712,809.00	$248,043.00	$4,960,852.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	$744,128.00
MOE Baseline:	$379,943.26

Estimated Expenditures

Personnel

	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
POE Agents	$154,257.05	$8,118.79	$162,375.84	$0.00
Personnel MOE	$0.00	$0.00	$0.00	$254,561.60
Division Director	$24,950.09	$1,313.16	$26,263.25	$0.00
Operations Manager	$63,676.87	$3,351.41	$67,028.28	$0.00
MCSAP Manager	$51,243.14	$2,697.01	$53,940.15	$0.00
Investigator Supervisor	$36,405.81	$1,916.10	$38,321.91	$0.00
Investigators	$332,400.91	$17,494.79	$349,895.70	$0.00
POE Supervisor	$156,649.99	$8,244.74	$164,894.73	$0.00
POE Inspector	$610,984.54	$32,157.08	$643,141.62	$0.00
Investigator Ops Manager	$46,633.12	$2,454.38	$49,087.50	$0.00
Deputy Director	$39,552.30	$2,081.70	$41,634.00	$0.00
Program Manager	$34,637.48	$1,823.03	$36,460.51	$0.00
Salary Subtotal	**$1,551,391.30**	**$81,652.19**	**$1,633,043.49**	**$254,561.60**
POE Agents/Inspectors	$42,500.00	$7,500.00	$50,000.00	$0.00
Overtime subtotal	**$42,500.00**	**$7,500.00**	**$50,000.00**	**$0.00**
Personnel total	**$1,593,891.30**	**$89,152.19**	**$1,683,043.49**	**$254,561.60**

Fringe Benefits

	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Investigator Ops Manager	$18,653.25	$981.75	$19,635.00	$0.00
Division Director	$9,980.03	$525.27	$10,505.30	$0.00
Operations Manager	$25,470.74	$1,340.57	$26,811.31	$0.00
MCSAP Manager	$20,497.20	$1,078.80	$21,576.00	$0.00
Investigator Supervisor	$14,562.32	$766.44	$15,328.76	$0.00
Investigator	$132,960.37	$6,997.91	$139,958.28	$0.00
POE Supervisor	$62,660.00	$3,297.89	$65,957.89	$0.00
Fringe MOE	$0.00	$0.00	$0.00	$125,381.66
Deputy Director	$15,820.92	$832.68	$16,653.60	$0.00
Program Manager	$13,854.99	$729.21	$14,584.20	$0.00
POE Inspectors	$244,393.81	$12,862.83	$257,256.64	$0.00
POE Agents	$61,702.81	$3,247.52	$64,950.33	$0.00
Fringe Benefits total	**$620,556.44**	**$32,660.87**	**$653,217.31**	**$125,381.66**

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Training Travel	$28,500.00	$1,500.00	$30,000.00	$0.00
MCSAP Grant Workshop	$2,090.00	$110.00	$2,200.00	$0.00
Routine Program Travel	$8,360.00	$440.00	$8,800.00	$0.00
CVSA Conference	$8,360.00	$440.00	$8,800.00	$0.00
CVSA Workshop	$8,360.00	$440.00	$8,800.00	$0.00
CVSA/FMCSA Data Quality Training	$2,090.00	$110.00	$2,200.00	$0.00
COHMED Conference	$8,360.00	$440.00	$8,800.00	$0.00
Travel total	**$66,120.00**	**$3,480.00**	**$69,600.00**	**$0.00**

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

Supplies				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Office Supplies	$4,600.36	$242.13	$4,842.49	$0.00
Books and Subscriptions	$9,937.76	$523.04	$10,460.80	$0.00
Uniforms and Supplies	$6,650.00	$350.00	$7,000.00	$0.00
Printing and Binding	$1,881.00	$99.00	$1,980.00	$0.00
Microsoft Office Software	$1,781.25	$93.75	$1,875.00	$0.00
Inspection Area Eyewash Stations	$2,849.09	$149.95	$2,999.04	$0.00
NTC Training Room Monitors	$8,312.50	$437.50	$8,750.00	$0.00
NTC Training Room Tables, Chairs & Accessories	$10,039.51	$528.39	$10,567.90	$0.00
Supplies total	**$46,051.47**	**$2,423.76**	**$48,475.23**	**$0.00**

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Hunt Electric	$332,500.00	$17,500.00	$350,000.00	$0.00
Iteris	$82,535.05	$4,343.95	$86,879.00	$0.00
Hexagon	$143,066.01	$7,529.79	$150,595.80	$0.00
Help, Inc. - PrePass	$7,125.00	$375.00	$7,500.00	$0.00
Utah Highway Patrol - Sub-Grantee	$1,373,120.50	$72,269.50	$1,445,390.00	$0.00
Penna Powers	$287,704.43	$15,142.34	$302,846.77	$0.00
Utah Highway Patrol	$74,494.00	$13,146.00	$87,640.00	$0.00
Contractual and Subaward total	**$2,300,544.99**	**$130,306.58**	**$2,430,851.57**	**$0.00**

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Cell Communications	$7,900.20	$415.80	$8,316.00	$0.00
Conference Registration fees	$5,985.00	$315.00	$6,300.00	$0.00
CVSA Membership Dues	$12,255.00	$645.00	$12,900.00	$0.00
CVSA Inspection decals	$5,508.48	$289.92	$5,798.40	$0.00
Use of State Vehicles	$40,232.50	$2,117.50	$42,350.00	$0.00
Other Costs total	**$71,881.18**	**$3,783.22**	**$75,664.40**	**$0.00**

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	$4,699,045.38	$261,806.62	$4,960,852.00	$379,943.26
Total Costs Budgeted	$4,699,045.38	$261,806.62	$4,960,852.00	$379,943.26

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	$4,712,809.00	$248,043.00	$4,960,852.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (14.99% of MCSAP Award Amount):	$744,128.00
MOE Baseline:	$379,943.26

Total Federal Share budgeted must equal 85.01 percent of the total estimated funding (+/- $5 allowed). Please update the Spending Plan to reflect the allowable amounts.

Total State Share budgeted must equal 14.99 percent of the total estimated funding (+/- $5 allowed). Please update the Spending Plan to reflect the allowable amounts.

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	$1,551,391.30	$81,652.19	$1,633,043.49	$254,561.60
Overtime Subtotal	$42,500.00	$7,500.00	$50,000.00	$0.00
Personnel Total	$1,593,891.30	$89,152.19	$1,683,043.49	$254,561.60
Fringe Benefits Total	$620,556.44	$32,660.87	$653,217.31	$125,381.66
Travel Total	$66,120.00	$3,480.00	$69,600.00	$0.00
Equipment Total	$0.00	$0.00	$0.00	$0.00
Supplies Total	$46,051.47	$2,423.76	$48,475.23	$0.00
Contractual and Subaward Total	$2,300,544.99	$130,306.58	$2,430,851.57	$0.00
Other Costs Total	$71,881.18	$3,783.22	$75,664.40	$0.00
	85.01% Federal Share	14.99% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	$4,699,045.38	$261,806.62	$4,960,852.00	$379,943.26
Indirect Costs	$0.00	$0.00	$0.00	NA
Total Costs Budgeted	**$4,699,045.38**	**$261,806.62**	**$4,960,852.00**	**$379,943.26**

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? Chad Sheppick
2. What is this person's title? Division Director, Motor Carrier Division
3. Who is your Governor's highway safety representative? Carlos Braceras
4. What is this person's title? Executive Director, Utah Dept. of Transportation

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

- ⦿ Yes
- ◯ Yes, uploaded certification document
- ◯ No

State Certification declaration:

> I, Chad Sheppick, Division Director, Motor Carrier Division, on behalf of the State of UTAH, as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, certify that the State satisfies all the conditions required for MCSAP funding, as specifically detailed in 49 C.F.R. § 350.211.

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

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

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

1. What is the name of your certifying State official? Chad Sheppick
2. What is the title of your certifying State official? Division Director, Motor Carrier Division
3. What are the phone # and email address of your State official? csheppick@utah.gov, (801) 965-4156

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

⦿ Yes

◯ Yes, uploaded certification document

◯ No

I, Chad Sheppick, 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-137	05/05/2021	72-9-102	Utah Code 72-9-102 New legislation was passed in the 2021 Utah Legislative session that became effective on May 5th, 2021. This bill changed the intrastate definition of a Commercial Motor Vehicle (CMV) from 10,000 lbs to 26,000 lbs if the operator is 18 years old or older. 16,001lbs if the operator is under the age of 18. Also included is if a vehicle is designed to transport more than 12 passengers, including the driver and is over 13,000lbs The text of the bill can be found here: https://le.utah.gov/~2021/bills/static/HB0137.html Excerpts include: 8 General Description: 9 This bill amends the definition of an intrastate commercial vehicle as it pertains to 10 gross vehicle weight ratings and passenger occupancy of certain vehicles. 11 Highlighted Provisions: 12 This bill: 13 ¿ amends the definition of an intrastate commercial vehicle by: 14 • increasing the gross vehicle weight rating from 10,001 or more pounds to 15 26,000 or more pounds if the vehicle is operated by an individual 18 years old 16 or older; 17 • increasing the gross vehicle weight rating from 10,001 or more pounds to 18 16,001 or more pounds if the vehicle is operated by an individual under 18 years 19 old; and 20 • including in the definition a vehicle with the gross vehicle weight rating of 21 13,000 or more pounds for a vehicle designed to transport 12 or more 22 passengers for commercial purposes. Administrative rule Utah administrative rule R909-1-2 (safety regulations for CMV's) is in process of change due to the new legislation to be in compliance with HB 137.

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

◯ Yes   ◉ No