



MICHIGAN

Commercial Vehicle Safety Plan

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

**Fiscal Years 2021 - 2023
Annual Update FY 2023**

Date of Approval: May 17, 2023

FINAL CVSP



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

Part 1 - MCSAP Overview

Part 1 Section 1 - Introduction

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

A State lead MCSAP agency, as designated by its Governor, is eligible to apply for grant funding by submitting a commercial vehicle safety plan (CVSP), in accordance with the provisions of [49 CFR 350.209, 350.211 and 350.213](#). The lead agency must submit the State's CVSP to the FMCSA Division Administrator on or before the due date each year. For a State to receive funding, the CVSP needs to be complete and include all required documents. Currently, the State must submit a performance-based plan or annual update each year to receive MCSAP funds.

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

- Part 1: MCSAP Overview (FY 2021 - 2023)
- Part 2: Crash Reduction and National Program Elements (FY 2021 - 2023)
- Part 3: National Emphasis Areas and State Specific Objectives (FY 2021 - 2023)
- Part 4: Financial Information (FY 2023)
- Part 5: Certifications and Documents (FY 2023)

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 2023:

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 2022 plans. States must carefully review and update this information to reflect FY 2023 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 2023 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

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

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

Instructions:

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

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

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

MISSION

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

VISION

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

Part 1 Section 3 - MCSAP Structure Explanation

Please review your State's CMV enforcement program description. You must answer the questions about your grant activities. You must select "yes" to make changes.

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

Instructions:

Answer the questions about your CVSP 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.

Yes	No	Question
<input type="radio"/>	<input checked="" type="radio"/>	Are there initiatives involving "rural roads" included in this CVSP?
<input type="radio"/>	<input checked="" type="radio"/>	Does your State voluntarily submit an annual Training Plan to the National Training Center (NTC)?
<input type="radio"/>	<input checked="" type="radio"/>	Does your State include activities regarding Migrant Worker Transportation in Rural Areas in this CVSP?

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

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

In June 2012, changes were legislated which removed intrastate (non-CDL) vehicles from parts of the Michigan Motor Carrier Safety Act. These non-CDL intrastate commercial motor vehicles must still comply with parts 391-393 as adopted by the act. Because they are exempted from the requirements of 49 CFR, part 396, MSP-CVED elected to not perform North American Standard (NAS) inspections on these vehicles. In FY23 MSP-CVED will start to perform NAS level III inspections on these intrastate vehicles documenting violations from Parts 391 and 392 only, this will help to capture driver violations and assist in meeting our CVSP goals. These inspections will be uploaded to MCMIS. Part 393 regulations will be enforced but not captured in the inspection software.

Michigan is an economically, environmentally, and demographically diverse state with an estimated population of 9.96 million citizens. Michigan has a total of 122,040 miles of roadway which includes; 89,609 miles of secondary roads, 9,649 miles of state trunk lines, and 1,240 miles of interstate highways.

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

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

MSP-CVED is the state MCSAP lead agency and does not supplement the program with sub-grantees. MSP-CVED currently has 102 MCOs, 11 Motor Carrier (MC) investigators, 27 MC sergeants, 4 MC lieutenants. MSP-CVED also has 5 non-sworn Vehicle Safety Inspector Safety Auditors who conduct inspections at weigh stations under the supervision of enforcement personnel. The aforementioned equal a total of 149 personnel who regularly conduct inspections at weigh stations, roadside, or at a carrier's place of business. In addition to enforcement of the FMCSRs and the HMR, MCOs are responsible for general traffic and regulatory compliance enforcement on commercial vehicles. This includes but is not limited to moving violations including drug and alcohol offenses, size, weight, operating authority, and vehicle registration requirements. MSP-CVED is planning a MSP-CVED recruit school with 20 recruits starting in January 2023 and graduating in June 2023.

Although Michigan does not use sub-grantees, MSP-CVED currently authorizes 25 personnel in 17 non-funded local law enforcement agencies, including the Michigan Department of Transportation passenger carrier inspectors, to conduct NAS

inspections in accordance with an inter-agency memorandum of agreement (MOA) with MSP-CVED.

Part 1 Section 4 - MCSAP Structure

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

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

Instructions:

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

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

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

Lead Agency Information	
Agency Name:	MSP/CVED
Enter total number of personnel participating in MCSAP activities	162
National Program Elements	Enter # personnel below
Driver and Vehicle Inspections	149
Traffic Enforcement Activities	141
Investigations*	16
Public Education and Awareness	141
Data Collection and Reporting	1
* Formerly Compliance Reviews and Includes New Entrant Safety Audits	

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

Non-funded Agency Information	
Total number of agencies:	17
Total # of MCSAP Participating Personnel:	25

Part 2 - Crash Reduction and National Program Elements

Part 2 Section 1 - Overview

Part 2 allows the State to provide past performance trend analysis and specific goals for FY 2021 - 2023 in the areas of crash reduction, roadside inspections, traffic enforcement, audits and investigations, safety technology and data quality, and public education and outreach.

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

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

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

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

Trend Analysis for 2015 - 2019

Instructions for all tables in this section:

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

- Insert the beginning and ending dates of the five most recent State measurement periods used in the Measurement Period column. The measurement period can be calendar year, Federal fiscal year, State fiscal year, or any consistent 12-month period for available data.
- In the Fatalities column, enter the total number of fatalities resulting from crashes involving CMVs in the State during each measurement period.
- The Goal and Outcome columns 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: Actual # Fatal Crashes

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

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2018	09/30/2019	98	0.1030	0.1130
10/01/2017	09/30/2018	114	0.1030	0.1210
10/01/2016	09/30/2017	107	0.1030	0.1090
10/01/2015	09/30/2016	100	0.1030	0.1060
10/01/2014	09/30/2015	85	0.1030	0.0820

MOTORCOACH/PASSENGER CARRIER CRASHES

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

Goal measurement as defined by your State: Other

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

Total Motor-coach fatal Crashes

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2018	09/30/2019	6	0	6
10/01/2017	09/30/2018	12	0	12
10/01/2016	09/30/2017	10	0	10
10/01/2015	09/30/2016	1	0	1
10/01/2014	09/30/2015	0	0	0

Hazardous Materials (HM) CRASH INVOLVING HM RELEASE/SPILL

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

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

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

Goal measurement as defined by your State: Other

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

Total HM Recordable Crashes (placard required).

Measurement Period (Include 5 Periods)		Fatalities	Goal	Outcome
Begin Date	End Date			
10/01/2018	09/30/2019	7	77	99
10/01/2017	09/30/2018	2	82	90
10/01/2016	09/30/2017	3	87	93
10/01/2015	09/30/2016	3	92	90
10/01/2014	09/30/2015	4	97	128

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

Michigan's five-year goal as indicated in the FY2013 CVSP was to reduce the number of HM (placard required) CMV crashes in Michigan by five each year, for a total reduction of 25 crashes by the end of FY2017. This goal was developed based on SafetyNet data queried while creating the FY2013 CVSP and included crashes involving ALL HM placard required vehicles, and not just those associated with a leak or spill. There were four HM placard required crashes where a spill or leak was reported during the five-year period above. Data Source: SafetyNet data for placard required HM vehicle crashes retrieved 08/04/2017. *Data Source FMCSA Motor Carrier Management Information System (MCMIS) data snapshot as of 05/29/2020, including crash records through 01/31/2020. MCMIS data are considered preliminary for 22 months to allow for changes Final Data Source for all above categories: Michigan Traffic Crash Reporting System (TCRS) - 06/25/2020. TCRS is the data base for all crash reports involving motor vehicles in the state of Michigan. All Michigan law enforcement agencies upload crash reports to this data base.

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

Michigan did not achieve the five year goal set forth in the 2013 CVSP. The goal was to reduce CMV involved crashes/fatalities. This metric did not take into account overall traffic growth, driver distractions, and uncontrollable factors such as weather. Future metrics should utilize multiple year averaging and CMV crash rates by percentage of total crashes. These two factors take out weather anomalies and are not affected by increase or decrease in overall traffic crashes.

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

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

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

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

Michigan has seen a steady increase in the percentage of CMV involved fatal crashes over the past 5 years. The MSP-CVED will continue to focus on reducing the number of CMV involved fatal crashes for FYs 21, 22, 23. The near constant trend of increasing fatal crashes requires increased dedication to ensure driver compliance with hands free technology and hours of service regulations including the proper use of ELDs. MSP-CVED will work to continue the reduction in the percentage of fatal crashes involving CMVs compared to those not involving a CMV.

2015 85 CMV related fatal crashes 9.1% of the total state fatal crashes.

2016 100 CMV related fatal crashes 9.7% of the total state fatal crashes.

2017 107 CMV related fatal crashes 10.% of the total state fatal crashes.

2018 115 CMV related fatal crashes 11.2% of the total state fatal crashes.

2019 98 CMV related fatal crashes 10.5% of the total state fatal crashes.

2020 89 CMV related fatal crashes 8.9% of the total state fatal crashes. This reduction was in part due to the reduced traffic during the pandemic.

2021 84 CMV related fatal crashes 7.5% of the total state fatal crashes. Traffic volumes remained at a reduced level from the COVID pandemic for much of FY21.

Enter the data source and capture date:

Michigan Traffic Crash Reporting System (TCRS) - 07/11/2022. TCRS is the data base for all crash reports involving motor vehicles in the state of Michigan. All Michigan law enforcement agencies upload crash reports to this data base. Michigan State Police Traffic Crash Reporting System is now part of Michigan Crash Analysis Application Tool (Mi-CAT). The Michigan State Police, Traffic Crash Reporting Unit, has contracted with a vendor, Numetric, to develop a traffic crash analysis and visualization application called the Michigan Crash Analysis Application (Mi-CAT). Mi-CAT can be used to query crash locations, view crash dashboards, create visualizations and charts, and search for UD-10 images.

Projected Goal for FY 2021 - 2023:

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

Fiscal Year	Annual Crash Reduction Goals
2021	1
2022	1
2023	1

Deploy MSP-CVED resources, based on state CMV crash data, with the goal of reducing CMV-involved fatal crashes in Michigan from a five year rolling average of 10.1 percent to 8.6 percent or below by September 30, 2023. The table above does not accurately reflect this goal as it only allows for the input of whole numbers.

Program Activities for FY 2021 - 2023: States must indicate the activities, and the amount of effort (staff hours, inspections, traffic enforcement stops, etc.) that will be resourced directly for the program activities purpose.

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

Total Inspections: 51,500

Traffic Enforcement Inspections: 26,675

Carrier Interventions: 256

New Entrant Audits: 800 Added 350 SAs with the addition of two FTEs.

Border Inspections: 1,100 Added 450 BEG inspections, MSP-CVED dedicated more funds to support our Border Enforcement efforts with the additional monies in our MCSAP Grant.

Traffic Enforcement on MCSAP qualifying vehicles without inspections 5,880. This is a new part of our CVSP, the number of traffic stops, citations and verbal warnings will be reported quarterly.

MSP-CVED will hopefully add 15 new MCOs during the FY23. With the increase in staff and additional monies dedicated to overtime we are hopeful we can reach the 51,500 goal. MSP-CVED will now conduct NAS level III inspections on intrastate non-CDL vehicles to help the FMCSA track driver violations. This will also assist MSP-CVED in meeting the Traffic Enforcement goal while we are still understaffed and pay dividends for years to come with the additional data and enforcement.

Carrier Interventions 256. We are committed to exceed predictions if our staffing levels stabilize.

New Entrant Audit expectations were raised by 350 due to our increase in staffing. MSP-CVED will continue to deploy overtime with the additional monies to assist in maintaining our inventory control of pending Safety Audits.

Border Enforcement Inspections were increased by 450. With the increase in MCSAP funding MSP-CVED has dedicated more resources to enhance our Border Enforcement Program.

To support MSP-CVED's dedication to reduce CMV related crashes additional overtime monies will be directed towards enforcement activity aimed to help reduce CMV related crashes. MSP-CVED will dedicate these resources to high crash corridors and focus on CMVs as defined in 390.5 and CVs as defined in MCL 257.7. High crash corridors will be determined by utilizing Mi-CAT. The Michigan State Police, Traffic Crash Reporting Unit, has contracted with a vendor, Numetric, to develop a traffic crash analysis and visualization application called the Michigan Crash Analysis Application (Mi-CAT). Mi-CAT can be used to query crash locations, view crash dashboards, create visualizations and charts, and search for UD-10 images. Associated activity will be reported quarterly and will include the number of traffic stops, NAS inspections completed, and the number of citations and verbal warnings issued.

MSP-CVED officers are required to have probable cause a violation of law or regulation exist before any enforcement efforts can be undertaken. This means that an officer must have an articulable and reasonable suspicion that a vehicle or one of its occupants is subject to seizure for violation of the law. MSP-CVED conforms with the "Equitable Enforcement" practices FMCSA is requesting from all MCSAP recipients.

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

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

MSP-CVED will use Mi-CAT to report the number and percentage of CMV crashes and CMV involved fatalities as compared to all crashes and fatalities reported in Michigan. The Michigan State Police, Traffic Crash Reporting Unit, has contracted with a vendor, Numetric, to develop a traffic crash analysis and visualization application called the Michigan Crash Analysis Application (Mi-CAT).

Part 2 Section 3 - Roadside Inspections

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

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

In this section, provide a trend analysis, an overview of the State's roadside inspection program, and projected goals for FY 2021 - 2023. 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 2015 - 2019

Inspection Types	2015	2016	2017	2018	2019
Level 1: Full	12045	6549	6936	8906	8015
Level 2: Walk-Around	24776	15366	19389	21355	19771
Level 3: Driver-Only	23229	14970	18738	20219	22773
Level 4: Special Inspections	182	39	36	52	51
Level 5: Vehicle-Only	226	55	104	311	193
Level 6: Radioactive Materials	45	32	41	23	45
Total	60503	37011	45244	50866	50848

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

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

Enter the roadside inspection application name(s) (e.g., Aspen) used by the State.

Iteris Inspect

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

MSP-CVED is the state MCSAP lead agency and does not supplement the program with sub-grantees. MSP-CVED currently has 102 MCOs, 11 Motor Carrier (MC) investigators, 27 MC sergeants, 4 MC lieutenants. MSP-CVED also has 5 non-sworn Vehicle Safety Inspector Safety Auditors who conduct inspections at weigh stations under the supervision of enforcement personnel. The aforementioned equals a total of 149 personnel who regularly conduct inspections at weigh stations, roadside, or at a carrier's place of business. In addition to enforcement of the FMCSRs and the HMR, MCOs are responsible for general traffic and regulatory compliance enforcement on commercial vehicles. This includes but is not limited to moving violations including drug and alcohol offenses, size, weight, operating authority, and vehicle registration requirements. MSP-CVED allows other non-funded enforcement agencies and MDOT motor bus inspectors to conduct NAS inspections. MSP-CVED requires these agencies to be NAS certified prior to conducting inspections. MSP-CVED hosts mandatory refresher training for these agencies. There are currently 17 agencies and 25 inspection-certified personnel conducting inspections.

MSP-CVED monitors inspection activity on a monthly basis. District Lieutenants generate reports and review inspection totals completed by each member of their district. Reports generated identify percentages of inspections completed by each level. District Lieutenants are provided with copies of inspection commitments indicated in the eCVSP annually.

Up to date data was not entered above for FY2015, this information was not available in the FMCSA Gotham or A&I reporting system. FY2016-19 data was determined by using the data from FMCSA Activity Dashboard and subtracting Border Grant inspection totals available from Safety Net.

MSP-CVED officers are required to have probable cause a violation of law or regulation exist before any enforcement efforts can be undertaken. This means that an officer must have an articulable and reasonable suspicion that a vehicle or one of it's occupants is subject to seizure for a violation of law. MSP-CVED conforms with the "Equitable Enforcement" practices FMCSA is requesting from all MSCAP recipients. Electronic screening equipment is used when available to aid in our equitable enforcement efforts.

MSP-CVED utilizes Drivewyze, PrePass, Smartview 360 and other similar type products to speed the selection process of CMVs needing to be inspected. These measures along with departmental policy and procedures that require vehicles to be turned off when not in use will drastically reduce the amount of time vehicles are idling at our weigh stations. By reducing the amount of time vehicles are idling we will have a positive effect on our environment and climate change.

Michigan is primarily a rural state, MSP-CVED assigns officers to all regions regardless of the population or freeway infrastructure. During peak seasons of activity in these more rural areas additional resources (officers) are brought in from other areas. In our more northern regions commercial vehicle activity is reduced during winter months, these areas are also given extra resources during peak activity.

MSP-CVED participates in the national Truckers Against Trafficking (TAT) campaign. Michigan also is active in numerous regional enforcement campaigns, if TAT is not the main focus our officers are trained to incorporate TAT awareness in all activities. All of our weigh stations are supplied with TAT brochures and information. Michigan is proud to be the home of the current Chair for Truckers Against Trafficking.

MSP-CVED will continue to maintain drug interdiction teams across the state, staffing levels does affect these efforts. We train our officers in interdiction techniques and send members to the annual MVCI conference. Drug and Criminal Interdiction training is mandatory for all new officers within the first two years of service.

Projected Goals for FY 2021 - 2023

Instructions for Projected Goals:

Complete the following tables in this section indicating the number of inspections that the State anticipates conducting during Fiscal Years 2021 - 2023. For FY 2023, there are separate tabs for the Lead Agency, Subrecipient Agencies, and Non-Funded Agencies—enter inspection goals by agency type. Enter the requested information on the first three tabs (as applicable). The Summary table totals are calculated by the eCVSP system.

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

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

MCSAP Lead Agency

Lead Agency is: MSP/CVED

Enter the total number of certified personnel in the Lead agency: 149

Projected Goals for FY 2023 - Roadside Inspections					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	7178	215	32	7425	14.42%
Level 2: Walk-Around	18140	3050	40	21230	41.22%
Level 3: Driver-Only	22660	0	40	22700	44.08%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	50	15	40	105	0.20%
Level 6: Radioactive Materials	0	40	0	40	0.08%
Sub-Total Lead Agency	48028	3320	152	51500	

MCSAP subrecipient agency

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

Subrecipient is: N/A

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

Projected Goals for FY 2023 - Subrecipients					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full				0	%
Level 2: Walk-Around				0	%
Level 3: Driver-Only				0	%
Level 4: Special Inspections				0	%
Level 5: Vehicle-Only				0	%
Level 6: Radioactive Materials				0	%
Sub-Total Funded Agencies	0	0	0	0	

Non-Funded Agencies

Total number of agencies:	17
Enter the total number of non-funded certified officers:	25
Enter the total number of inspections projected for FY 2023:	1056

Summary

Projected Goals for FY 2023 - Roadside Inspections Summary

Projected Goals for FY 2023 Summary for All Agencies					
MCSAP Lead Agency: MSP/CVED					
# certified personnel: 149					
Subrecipient Agencies: N/A					
# certified personnel: 0					
Number of Non-Funded Agencies: 17					
# certified personnel: 25					
# projected inspections: 1056					
Inspection Level	Non-Hazmat	Hazmat	Passenger	Total	Percentage by Level
Level 1: Full	7178	215	32	7425	14.42%
Level 2: Walk-Around	18140	3050	40	21230	41.22%
Level 3: Driver-Only	22660	0	40	22700	44.08%
Level 4: Special Inspections	0	0	0	0	0.00%
Level 5: Vehicle-Only	50	15	40	105	0.20%
Level 6: Radioactive Materials	0	40	0	40	0.08%
Total MCSAP Lead Agency & Subrecipients	48028	3320	152	51500	

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

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

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 2022 Roadside Inspections	Lead Agency	Subrecipients	Non-Funded	Total
Enter total number of projected inspections	49500	0	1056	50556
Enter total number of certified personnel	155	0	29	184
Projected Goals for FY 2023 Roadside Inspections				
Enter total number of projected inspections	49500	0	1056	50556
Enter total number of certified personnel	155	0	29	184

Part 2 Section 4 - Investigations

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

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

Describe the State's implementation of FMCSA's interventions model for interstate carriers. Also describe any remaining or transitioning compliance review program activities for intrastate motor carriers. Include the number of personnel assigned to this effort. Data provided in this section should reflect interstate and intrastate investigation activities for each year. The 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 2015 - 2019

Investigative Types - Interstate	2015	2016	2017	2018	2019
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	2	5	3	3
Non-Rated Reviews (Excludes CSA & SCR)	1	1	0	0	0
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	65	77	133	149	127
CSA On-Site Comprehensive	25	43	51	63	44
Total Investigations	91	123	189	215	174
Total Security Contact Reviews	2	3	4	9	6
Total Terminal Investigations	0	0	8	4	3

Investigative Types - Intrastate	2015	2016	2017	2018	2019
Compliance Investigations	0	0	0	0	0
Cargo Tank Facility Reviews	0	4	3	5	6
Non-Rated Reviews (Excludes CSA & SCR)	5	0	1	0	1
CSA Off-Site	0	0	0	0	0
CSA On-Site Focused/Focused CR	13	73	30	12	33
CSA On-Site Comprehensive	8	8	7	41	29
Total Investigations	26	85	41	58	69
Total Security Contact Reviews	1	2	1	17	2
Total Terminal Investigations	0	0	0	0	1

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

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

Projected Goals for FY 2021 - 2023

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

Projected Goals for FY 2021 - 2023 - Investigations						
Investigation Type	FY 2021		FY 2022		FY 2023	
	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
Compliance Investigations	0	0	0	0	0	0
Cargo Tank Facility Reviews	0	6	0	6	0	6
Non-Rated Reviews (Excludes CSA & SCR)	0	5	0	5	0	5
CSA Off-Site	75	5	75	5	89	5
CSA On-Site Focused/Focused CR	75	25	75	25	88	25
CSA On-Site Comprehensive	10	23	10	23	15	23
Total Investigations	160	64	160	64	192	64
Total Security Contact Reviews	3	3	3	3	3	3
Total Terminal Investigations	0	0	0	0	0	0

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

MSP-CVED will work with FMCSA to conduct motor carrier and HM shipper/carrier interventions, and cargo tank facility reviews as indicated in the table. These will include CSA investigations of prioritized interstate and intrastate motor carriers, shipper/carriers, cargo tank facilities, and non-frivolous carrier complaints. Michigan will reevaluate the number of off-site interventions completed each year to comply with changes made in policy regarding the eligibility of focused interventions. COVID-19 pandemic has had an impact on the number of On-Site Investigations completed. This will lessen in FY2023.

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

MSP-CVED will conduct carrier interventions and cargo tank facility reviews as outlined in the table above. MSP-CVED will provide regular, specialized, and update training as needed for personnel conducting investigations. MSP-CVED plans to use 11 MC investigators to accomplish this goal. Currently MSP-CVED is not able to fully staff our investigative section due to staffing shortages, with the extra MCSAP funding, overtime will be deployed to try to meet our new goal which meets the 20% increase requested.

Performance Measurements and Monitoring: Describe all measures the State will use to monitor progress toward the annual goals. Further, describe how the State measures qualitative components of its carrier investigation program, as well as outputs.

MSP-CVED will report the number and type of investigations completed and progress toward the goal each quarter. MSP-CVED will report our activity using FMCSA activity dashboard. Discrepancies have been noted in these reports, specifically between FMCSA Activity Dashboard and MCMIS, we will monitor this going forward to ensure accuracy.

Part 2 Section 5 - Traffic Enforcement

Please review the description of your State's traffic enforcement program, projected goals and monitoring. You must answer the questions about your traffic enforcement activities in the Projected Goals area. You must select "yes" to make changes.

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

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 2015 - 2019

Instructions:

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

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

State/Territory Defined Measurement Period (Include 5 Periods)		Number of Documented CMV Traffic Enforcement Stops with an Inspection	Number of Citations and Warnings Issued
Begin Date	End Date		
10/01/2018	09/30/2019	24759	12224
10/01/2017	09/30/2018	25132	12129
10/01/2016	09/30/2017	19949	11227
10/01/2015	09/30/2016	18336	13979
10/01/2014	09/30/2015	12744	14054

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

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

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

As indicated below, Michigan does not conduct CMV traffic enforcement stops without an inspection. The FMCSA Activity Dashboard was used to report traffic enforcement violations (number of warnings and citations). Data Source: FMCSA's Motor Carrier Management Information System (MCMIS) data snapshot as of 5/29/2020, including current year-to-date information for FY2020. The data presented above are accurate as of this date, but are subject to updates as new or additional information may be reported to MCMIS following the snapshot date.

Narrative Overview for FY 2021 - 2023

Instructions:

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

MSP-CVED has 113 MC officers/investigators dedicated to CVED's roadside enforcement program and 27 MC sergeants and 4 MC lieutenants who are certified to conduct at a minimum Level III inspections in addition to their regular administrative duties. MSP-CVED CMV enforcement program uses various funding sources for the purpose of reducing CMV-related crashes and fatalities, and for the protection of the highway transportation infrastructure. In Michigan, MC officers and investigators are employed solely for CMV enforcement and do not have the responsibility to conduct enforcement activities on non-CMVs except in certain narrowly specified circumstances (i.e. operating under the influence of drugs/alcohol). In these situations, enforcement activities are not charged to the MCSAP grant, and not used for the state's share or MOE.

MSP-CVED, in its continuing efforts to reduce fatalities, will be utilizing funds from our enhanced MCSAP grant to focus on high crash corridors. This includes areas designated as "work zones" by the Michigan Department of Transportation. Crash reduction efforts will focus on drivers engaging in high risk behaviors such as speeding, driving while impaired, distracted, and driving while fatigued.

High crash corridors will be determined by utilizing Mi-CAT. The Michigan State Police, Traffic Crash Reporting Unit, has contracted with a vendor, Numetric, to develop a traffic crash analysis and visualization application called the Michigan Crash Analysis Application (Mi-CAT). Mi-CAT can be used to query crash locations, view crash dashboards, create visualizations and charts, and search for UD-10 images. Associated activity will be reported quarterly and will include the number of traffic stops, NAS inspections completed, and the number of citations and verbal warnings issued.

Projected Goals for FY 2021 - 2023

Using the radio buttons in the table below, indicate the traffic enforcement activities the State intends to conduct in FY 2021 - 2023. The projected goals are based on the number of traffic stops, not tickets or warnings issued. These goals are NOT intended to set a quota.

Note: If you answer "No" to "Non-CMV" traffic enforcement activities, the State does not need to meet the average number of 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.

			Enter Projected Goals (Number of Stops only)		
Yes	No	Traffic Enforcement Activities	FY 2021	FY 2022	FY 2023
<input checked="" type="radio"/>	<input type="radio"/>	CMV with Inspection	22275	22275	28400
<input checked="" type="radio"/>	<input type="radio"/>	CMV without Inspection	0	0	5880
<input type="radio"/>	<input checked="" type="radio"/>	Non-CMV	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	Comprehensive and high visibility in high risk locations and corridors (special enforcement details)	0	0	0

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.

MSP-CVED uses the data provided in the FMCSA Activity Dashboard to report progress toward meeting the Traffic Enforcement Objective

Utilizing the new Traffic Enforcement criteria MSP-CVED historically averages 45% traffic enforcement inspections rate per year. We have used this criteria to establish our projected goal for FY21, 22, and 23 based on the projected 49,500 total inspections. MSP-CVED increased the number of Traffic Enforcement inspections projected to 28,400, this is 10% higher than our average and includes another 2,000 from our increased Level III inspections on intrastate vehicles.

MSP-CVED will report the number of traffic stops, NAS inspections, citations and verbal warnings issued during the MCSAP Crash reduction efforts.

MSP-CVED will now conduct NAS level III inspections on intrastate non-CDL vehicles. Due to a change in Michigan's Public Act 480.11 in 2012 these vehicles are only subject to Parts 391, 392, 393. Michigan stopped completing inspection reports on these vehicles at that time. Due to the increase in fatal accidents and FMCSA's desire for data on all CMV drivers we will once again complete an NAS III inspection that will be uploaded to MCMIS on these vehicles capturing driver violations.

MSP-CVED will begin tracking and reporting enforcement efforts on MCSAP qualifying vehicles that no inspection report was completed on. MSP-CVED will report the number of traffic stops, citations, and verbal warnings issued quarterly. MSP-CVED's enhanced officer daily program gives supervisors direct and timely reports accurately depicting each officers activity. Enforcement activity is separated and reported by the following types: MCSAP with inspection, MCSAP without inspection and non-MCSAP qualifying. At this time non-MCSAP qualifying is not part of our MCSAP grant and therefore is not reported. MSP-CVED is a single focus law enforcement division, by state statute regulated to commercial vehicle activities. Commercial vehicle is defined in state law as "Commercial Vehicle" includes all motor vehicles used for the transportation of passengers for hire, or constructed or used for transportation of goods, wares, or merchandise, and all motor vehicles designed and used for drawing other vehicles that are not constructed to carry a load independently or any part of the weight of a vehicle or load being drawn.

Part 2 Section 6 - Safety Technology

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

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

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	Enhanced Participation	No

Available data sources:

- [FMCSA ITD website](#)
- [PRISM Data and Activity Safety Hub \(DASH\) website](#)

Enter the agency name responsible for ITD in the State: MSP/CVED

Enter the agency name responsible for PRISM in the State: Michigan Dept. of State, IRP Unit

Narrative Overview for FY 2021 - 2023

Problem Statement Narrative and Projected Goal: Describe any challenges encountered in implementing, maintaining, or improving your PRISM and/or ITD program compliance level (i.e., problems encountered, obstacles overcome, lessons learned, etc.).

MSP-CVED meets the requirements of PRISM, MSP-CVED is at the enhanced level of participation as of July 16, 2019.

Program Activities for FY 2021 - 2023: Describe any activities that will be taken to implement, maintain or improve your PRISM and/or ITD programs.

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

Performance Measurements and Monitoring: Describe all performance measures that will be used and include how the State will conduct ongoing monitoring of progress (e.g., including quarterly SF-PPR reporting).

MSP-CVED will conduct ongoing monitoring and submit quarterly PRISM reports as required.

Part 2 Section 7 - Public Education and Outreach

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

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

A public education and outreach program is designed to provide information on a variety of traffic safety issues related to CMVs and non-CMV's that operate around large trucks and buses. 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 2015 - 2019

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

Public Education and Outreach Activities	2015	2016	2017	2018	2019
Carrier Safety Talks	48	57	59	94	82
CMV Safety Belt Education and Outreach	0	0	0	0	0
State Trucking Association Meetings	0	0	0	0	0
State-Sponsored Outreach Events	0	0	0	0	0
Local Educational Safety Events	0	0	0	0	0
Teen Safety Events	0	0	0	0	0

Narrative Overview for FY 2021 - 2023

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

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

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

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

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

Projected Goals for FY 2021 - 2023

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

			Performance Goals		
Yes	No	Activity Type	FY 2021	FY 2022	FY 2023
<input checked="" type="radio"/>	<input type="radio"/>	Carrier Safety Talks	60	60	60
<input type="radio"/>	<input checked="" type="radio"/>	CMV Safety Belt Education and Outreach	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	State Trucking Association Meetings	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	State-Sponsored Outreach Events	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	Local Educational Safety Events	0	0	0
<input type="radio"/>	<input checked="" type="radio"/>	Teen Safety Events	0	0	0

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

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

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

Please review your State's SSDQ compliance levels and Narrative Overview and identify if changes are needed for the upcoming fiscal year. You must select 'yes' to make changes.

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

MCSAP lead agencies are allowed to use MCSAP funds for Operations and Maintenance (O&M) costs associated with State Safety Data Quality (SSDQ) requirements to ensure 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: Michigan State Police

Enter the agency or agencies name responsible for DataQs: Michigan State Police CVED

Enter the agency name responsible for the Crash Data Repository: Michigan State Police

In the table below, use the drop-down menus to indicate the State's current rating within each of the State Safety Data Quality categories, and the State's goal for FY 2021 - 2023.

SSDQ Measure	Current SSDQ Rating	Goal for FY 2021	Goal for FY 2022	Goal for FY 2023
Crash Record Completeness	Good	Good	Good	Good
Crash VIN Accuracy	Good	Good	Good	Good
Fatal Crash Completeness	Good	Good	Good	Good
Crash Timeliness	Good	Good	Good	Good
Crash Accuracy	Good	Good	Good	Good
Crash Consistency	No Flag	No Flag	No Flag	No Flag
Inspection Record Completeness	Good	Good	Good	Good
Inspection VIN Accuracy	Good	Good	Good	Good
Inspection Timeliness	Good	Good	Good	Good
Inspection Accuracy	Good	Good	Good	Good

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

Data current as of July 11, 2022.

Narrative Overview for FY 2021 - 2023

Problem Statement Narrative: Describe any issues encountered for all SSDQ measures not rated as "Good/Green" in the Current SSDQ Rating category column above (i.e., problems encountered, obstacles overcome, lessons learned, etc.).

NA

Program Activities FY 2021 - 2023: Describe activities that will be taken to achieve or maintain a “Good/Green” rating in all measures including the overall SSDQ rating. Also, describe how your State provides resources to conduct DataQs operations within your State, and describe how elevated/appeals requests are handled.

MSP-CVED will monitor SSDQ on a quarterly basis. MSP-CVED has one FTE assigned to handle DataQs upon receipt. Crash challenges are sent to the MSP Criminal Justice Information Center, they process all crash reports. If the DataQ cannot be answered by headquarter staff the officer involved and his supervisor are asked for their response along with supporting documents, this includes a review of the body worn camera. If the challenger is not satisfied with our answer we refer them to the state FMCSA office.

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

MSP-CVED has one lieutenant assigned to oversee our technology and data sections. Weekly meetings are held with staff to monitor the inventory and flow of our DataQs along with data transfer to the MCMIS data bases. Weekly reports, including data transfer and quality, are also recieved from crash data, IRP, and IFTA. All DataQs not resolved on the initial submission are reviewed by the section lieutenant.

Part 2 Section 9 - New Entrant Safety Audits

Please review the agency responsible for conducting New Entrant activities and the description of your State's strategies, activities and monitoring. You must complete the safety audit data questions for the current year. You must select "yes" to make changes.

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

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
<input checked="" type="radio"/>	<input type="radio"/>	Does your State conduct Offsite safety audits in the New Entrant Web System (NEWS)? NEWS is the online system that carriers selected for an Offsite Safety Audit use to submit requested documents to FMCSA. Safety Auditors use this same system to review documents and communicate with the carrier about the Offsite Safety Audit.
<input type="radio"/>	<input checked="" type="radio"/>	Does your State conduct Group safety audits at non principal place of business locations?
<input type="radio"/>	<input checked="" type="radio"/>	Does your State intend to conduct intrastate safety audits and claim the expenses for reimbursement, state match, and/or Maintenance of Effort on the MCSAP Grant?

Trend Analysis for 2015 - 2019

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

New Entrant Safety Audits	2015	2016	2017	2018	2019
Interstate	811	914	670	533	642
Intrastate	0	0	0	0	0
Total Audits	811	914	670	533	642

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

Narrative Overview for FY 2021 - 2023

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

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	07/11/2022
Total Number of New Entrant Carriers in NEWS (Unassigned and Assigned)	2073
Current Number of Past Dues	109

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 2021 - 2023

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

Projected Goals for FY 2021 - 2023 - New Entrant Safety Audits						
	FY 2021		FY 2022		FY 2023	
Number of Safety Audits/Non-Audit Resolutions	Interstate	Intrastate	Interstate	Intrastate	Interstate	Intrastate
# of Safety Audits (Onsite)	60	0	60	0	64	0
# of Safety Audits (Offsite)	390	0	390	0	736	0
# Group Audits	0	0	0	0	0	0
TOTAL Safety Audits	450	0	450	0	800	0
# of Non-Audit Resolutions	325	0	325	0	360	0

Strategies: Describe the strategies that will be utilized to meet the program objective above. Provide any challenges or impediments foreseen that may prevent successful completion of the objective.

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

MSP-CVED conducted 35 offsite Canadian carrier audits in FY19 as of 06/26/2020, FY20 and FY21 was abnormal due to the COVID-19 pandemic. MSP-CVED will manage a similar workload of offsite Canadian carrier audits in FY23 and will commit to 32 annually if the inventory supports it and the pandemic allows it.

The monthly trend analysis report supported the commitment to increase the number of Safety Audits completed by MSP-CVED in FY23 to 800. Recently MSP-CVED increased our staff by adding two full time Safety Auditors. With the additional monies included in our MCSAP grant, overtime will be utilized to maintain our NEP inventory. Until very recently (the past three months) MSP-CVED did not have any past due safety audits, with the hiring of two more full time auditors and utilizing the additional MCSAP funds for overtime our inventory will be properly managed. This will be adjusted as needed and we will continue working with our FMCSA state and regional partners to ensure our mutual goals are satisfied.

Activity Plan for FY 2021 - 2023: Include a description of the activities proposed to help achieve the objectives. If group audits are planned, include an estimate of the number of group audits.

To meet performance objectives, MSP-CVED currently utilizes five civilian FTE auditors to conduct safety audits and MC Investigators on a part-time basis to complete safety audits.

MSP-CVED hired two civilian FTE safety auditors and will utilize overtime, if needed to maintain our inventory. MSP-CVED will also continue to use MC Investigators when available to manage the current inventory. MSP-CVED will also use one secretary and additional administrative staff on a part-time basis, as needed, for scheduling and operational oversight of the program.

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

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

MSP-CVED will report the following:

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

MSP-CVED will pay particular attention to the A & I monthly trend report concerning the new entrant carrier inventory in an attempt to prepare for significant changes in the number of new entrant safety audits that are forthcoming.

Part 2 Section 10 - Border Enforcement

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

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

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

Trend Analysis for 2015 - 2019

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

The Trend Analysis area is only open for editing during Year 1 of a 3-year plan.

Inspection Types	2017	2018	2019	2020	2021
Level 1: Full	510	8	116	146	106
Level 2: Walk-Around	1272	261	1705	431	562
Level 3: Driver-Only	4133	6	212	451	225
Level 4: Special Inspections	0	0	0	0	0
Level 5: Vehicle-Only	0	0	0	0	0
Level 6: Radioactive Materials	0	0	0	0	0
Total	5915	275	2033	1028	893

Narrative Overview for FY 2021 - 2023

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

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

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

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

Check all objectives that apply (minimum of 1):

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

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

☐ **Objective 3: International Commerce CMV Inspections at Remote Border Sites Away from Border Crossings** - Conduct international commerce CMV safety inspections at identified sites where known international commerce activity occurs near the Canadian and Mexican borders but where there is no official border crossing facility. Site(s) must be identified in the narrative below and describe how far these locations are from the nearest official border crossing facility, if any.

Projected Goals for FY 2021 - 2023

Summarize projected border enforcement activities in the table below.

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

Projected Goals for FY 2021 - 2023 - Border Enforcement			
	FY 2021	FY 2022	FY 2023
Number of International Commerce Regular CMV	555	555	1030
Number of International Commerce HM	50	50	50
Number of International Commerce Passenger	20	20	20
Total International Commerce Inspections	625	625	1100
Number of Fixed Facility International Inspections	0	0	0
Number of Non-Fixed Facility International Inspections	625	625	1100
Traffic Enforcement	0	0	0
Strike Force Activities (CMVs)	0	0	0
Strike Force Activities (Passenger CMVs)	0	0	0

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

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

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

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

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

MSP-CVED will conduct international commerce inspections at the international border crossings located within the state. The crossings are as follow: Sault Ste. Marie International Bridge Sault Ste. Marie , Blue Water Bridge Port Huron, Detroit Windsor Tunnel - Ambassador Bridge - Detroit Windsor Truck Ferry Detroit. The international borders are adjacent to Canada. The borders are in the following MSP-CVED Districts: 2nd, 3rd, & 8th Districts.

MSP-CVED will conduct international Motorcoach (MC) inspections at the above listed international border crossings. This is a new objective added to our CVSP. During a review of our prior activity involving Motorcoach enforcement MSP-CVED conducted 4 MC inspections in FY19 and 6 MC inspections in FY18. As indicated in the chart above MSP-CVED has committed to inspecting a minimum of 20 motorcoaches per year.

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

MSP-CVED will report the number of border enforcement inspections completed and progress made toward the goal. The data used to report our progress will be gathered from FMCSA Activity dashboard.

Part 3 - National Emphasis Areas and State Specific Objectives

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

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

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

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

Instructions:

FMCSA has established an Out-of-Service (OOS) catch rate of 85 percent for carriers operating while under an Imminent Hazard (IH) or UNSAT/UNFIT 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

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

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

Instructions:

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

Check this box if:

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

Part 3 Section 3 - State Specific Objectives – Past

No updates are required for this section.

Instructions:

Describe any State-specific CMV problems that were addressed with FY 2020 MCSAP funding. Some examples may include hazardous materials objectives, Electronic Logging Device (ELD) implementation, and crash reduction for a specific segment of industry, etc. Report below on year-to-date progress on each State-specific objective identified in the FY 2020 CVSP.

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

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

Part 3 Section 4 - State Specific Objectives – Future

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

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

Instructions:

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

Describe any State-specific objective(s) identified for FY 2021 - 2023. Click on "Add New Activity" to enter information on each State-specific objective. This is an optional section and only required if a State has identified a specific State problem planned to be addressed with grant funding.

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 2023 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 95 percent in the federal share calculation.
- **State Share** means the portion of the total project costs paid by State funds. The budget category tables use 5 percent in the state share calculation. A State is only required to contribute 5 percent of the total project costs of all budget categories combined as State share. A State is NOT required to include a 5 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 a 95 percent Federal share and 5 percent State share automatically and populates these

values in each line. Federal share is the product of Total Project Costs x 95 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 ensure 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 15% of the MCSAP Award Amount.
- Planned MOE Costs equal or exceed the MOE Baseline amount.
- States' planned Federal and State share totals are each within \$5 of FMCSA's Federal and State share estimated amounts.
- Territories' planned Total Project Costs are within \$5 of the Federal share.

ESTIMATED Fiscal Year Funding Amounts for MCSAP			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$13,442,768.00	\$707,514.00	\$14,150,282.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$2,122,542.00
MOE Baseline:	\$3,083,837.50

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 15 percent limitation in the MCSAP Comprehensive Policy (MCP), then justification must be provided in the CVSP for review and approval by FMCSA headquarters.

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

Summary of MCSAP Funding Limitations

Allowable amount for Lead MCSAP Agency Overtime without written justification (15% of MCSAP Award Amount):	\$2,122,542.00
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Personnel: Salary and Overtime Project Costs							
Salary Project Costs							
Position(s)	# of Staff	% of Time on MCSAP Grant	Salary	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Department Technician	1	100.0000	\$60,627.36	\$60,627.36	\$57,595.99	\$3,031.37	\$0.00
Accounting Technician	1	5.0000	\$60,740.16	\$3,037.00	\$2,885.16	\$151.84	\$0.00
Secretary	1	15.0000	\$61,755.20	\$9,263.28	\$8,800.12	\$463.16	\$0.00
Financial Analyst	1	40.0000	\$82,947.94	\$33,179.17	\$31,520.22	\$1,658.95	\$0.00
Accountant	1	30.0000	\$82,947.94	\$24,884.38	\$23,640.16	\$1,244.22	\$0.00
NEP - Vehicle Safety Inspectors	5	100.0000	\$65,940.60	\$329,703.00	\$313,217.85	\$16,485.15	\$0.00
NEP - Motor Carrier Investigator	11	2.0000	\$71,083.36	\$15,638.33	\$14,856.42	\$781.91	\$0.00
Motor Carrier Sergeants	24	18.0000	\$81,959.38	\$354,064.52	\$336,361.30	\$17,703.22	\$0.00
Motor Carrier HQ Sergeants	2	95.0000	\$82,091.36	\$155,973.58	\$148,174.90	\$7,798.68	\$0.00
Motor Carrier Officer Recruits	20	58.0000	\$50,253.84	\$582,944.54	\$553,797.31	\$29,147.23	\$0.00
Motor Carrier Lieutenants	2	80.0000	\$93,407.45	\$149,451.92	\$141,979.32	\$7,472.60	\$0.00
Accountant Manager	1	40.0000	\$100,127.04	\$40,050.81	\$38,048.27	\$2,002.54	\$0.00
Motor Carrier Officers	102	32.0100	\$71,590.49	\$2,337,443.81	\$2,220,571.62	\$116,872.19	\$1,827,037.36
Motor Carrier Investigators	11	95.0000	\$70,954.38	\$741,473.27	\$704,399.61	\$37,073.66	\$0.00
Motor Carrier Field Lieutenants 14	3	20.0000	\$93,407.45	\$56,044.47	\$53,242.25	\$2,802.22	\$0.00
Subtotal: Salary				\$4,893,779.44	\$4,649,090.50	\$244,688.94	\$1,827,037.36
Overtime Project Costs							
NEP-Vehicle Safety Inspector Overtime	1	100.0000	\$85,601.00	\$85,601.00	\$81,320.95	\$4,280.05	\$0.00
BE-Motor Carrier Officers-Scheduled Overtime	1	100.0000	\$77,130.00	\$77,130.00	\$73,273.50	\$3,856.50	\$0.00
MCSAP Scheduled Level I Inspection OT	1	100.0000	\$179,970.00	\$179,970.00	\$170,971.50	\$8,998.50	\$0.00
Motor Carrier Officers, Investigators, Sergeants-Incidental Overtime	1	100.0000	\$153,805.00	\$153,805.00	\$146,114.75	\$7,690.25	\$0.00
MCSAP HQ Sergeant Scheduled Inspection OT	4	100.0000	\$5,872.50	\$23,490.00	\$22,315.50	\$1,174.50	\$0.00
MCSAP HQ Lieutenant Scheduled Inspection OT	1	100.0000	\$6,671.00	\$6,671.00	\$6,337.45	\$333.55	\$0.00
MCSAP Scheduled Crash Reduction OT	1	100.0000	\$164,544.00	\$164,544.00	\$156,316.80	\$8,227.20	\$0.00
Subtotal: Overtime				\$691,211.00	\$656,650.45	\$34,560.55	\$0.00
TOTAL: Personnel				\$5,584,990.44	\$5,305,740.95	\$279,249.49	\$1,827,037.36
Accounting Method:	Modified Accrual						

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

MCSAP and BEG

MSP-CVED has 149 enforcement personnel and six administrative personnel that perform MCSAP eligible activities that will be charged to MCSAP. Enforcement personnel include motor carrier officers, motor carrier investigators, motor carrier sergeants, motor carrier

specialist sergeants, motor carrier lieutenants, and motor carrier officer recruits. Administrative personnel include an accountant manager, financial analyst, accountant, accounting technician, secretary, and a department technician.

Personnel costs for 102 motor carrier officers are included in the budget. Motor carrier officers conduct NAS inspections, traffic, and compliance enforcement. Motor carrier officers will track their actual time spent on MCSAP eligible activities on automated officer dailies. Salary costs for each motor carrier officer will be multiplied by the actual time each officer spends on MCSAP activities as documented on their officer dailies. Based on historical data, an average of 32.01% of the motor carrier officer's enforcement activities are MCSAP eligible.

Personnel costs for eleven motor carrier investigators are included in the budget. Motor carrier investigators conduct compliance reviews, traffic, and compliance enforcement. Motor carrier investigators will track their actual time spent on MCSAP eligible activities on automated officer dailies. Salary costs for each motor carrier investigator will be multiplied by the actual time spent on MCSAP activities as documented on their officer dailies. Based on historical data, an average of 95% of the motor carrier investigator's time is projected to be spent on MCSAP activities.

Personnel costs for twenty four field motor carrier sergeants are included in the budget. Field motor carrier sergeants provide oversight of enforcement activities of motor carrier officers, conduct NAS inspections, and conduct traffic enforcement. Field motor carrier sergeants will track their actual time spent on MCSAP eligible activities on automated officer dailies. Salary costs for each sergeant will be multiplied by the actual time spent on MCSAP activities as documented on their officer dailies. Based on historical data, an average of 18% of the motor carrier sergeant's time is projected to be spent on MCSAP activities.

Personnel cost for three field motor carrier lieutenants are included in the budget. Newly promoted MSP-CVED lieutenants will now conduct CVSA inspections, and conduct traffic enforcement. Field motor carrier lieutenants will track tier actual time spent on MCSAP eligible activities on the automated officer daily program. Salary cost for each lieutenant will be multiplied by the actual time spent on MCSAP activities as documented on their dailies. We currently do not have historical data for these positions.

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

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

Personnel costs for twenty motor carrier officer recruits are included in the budget. The motor carrier officer recruits will be trained to perform MCSAP enforcement activities. These recruits will undergo a twenty week recruit school program at the Michigan State Police Training Academy to become motor carrier officers. The 26th Motor Carrier Officer Recruit School is scheduled to begin in January 15, 2023 and will conclude in June 9, 2023. Upon academy recruit school graduation, the recruit officers will complete their training in the field while on probation. Based on historical data, the recruits are projected to spend approximately 58% of their time on MCSAP activities after academy graduation.

Personnel costs for an accountant manager are included in the budget. The accountant manager is responsible for monitoring grant expenditures, assisting with grant budgets, attending grant meetings, coordinating of federal financial audits, assisting with calculating maintenance of effort, and supervising accounting staff. The accountant manager will track her time spent on MCSAP eligible activities through payroll activity reports. Salary costs for the accountant manager will be multiplied by the actual time spent on MCSAP activities as documented on payroll activity reports. Based on historical data, the accountant manager is projected to spend approximately 40% of her time on MCSAP activities.

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

Personnel costs for an accountant are included in the budget. The accountant is responsible for preparing grant billings and financial reports, ensuring proper grant reimbursement, and tracking grant expenditures. The accountant will track her time spent on MCSAP eligible activities through payroll activity reports. Salary costs for the accountant will be multiplied by the actual time spent on MCSAP activities as documented on payroll activity reports. Based on historical data, the accountant is projected to spend approximately 30% of her time on MCSAP activities.

Personnel costs for an accounting technician are included in the budget. The accounting technician is responsible to processing employee travel vouchers, processing vendor payments, and overseeing the procurement card program. The accounting technician will track her time spent on MCSAP eligible activities through payroll activity reports. Salary costs for the accounting technician will be multiplied by the actual time spent on MCSAP activities as documented on payroll activity reports. Based on historical data, the accounting technician is projected to spend approximately 5% of her time on MCSAP activities.

Personnel costs for a department technician are included in the budget. The department technician is only responsible for MCSAP eligible activities including SafetyNet software, importing/exporting inspections and crashes, and monitoring/responding to DataQs. Since

all job duties are MCSAP related, one hundred percent of the department technician's personnel costs will be charged to MCSAP. Supporting documentation for charging one hundred percent of the technician's personnel costs is the technician's position description.

Personnel costs for a secretary are included in the budget. The secretary assists motor carriers with USDOT number issues, MCS-150 issues, and provides NEP administrative support functions. The secretary will track her time spent on MCSAP eligible activities through payroll activity reports. Salary costs for the secretary will be multiplied by the actual time spent on MCSAP activities as documented on payroll activity reports. Based on historical data, the secretary is projected to spend approximately 15% of her time on MCSAP activities.

The Salary amount for each position classification includes the employees' base salary, a 5% cumulative raise and an annual longevity payment where eligible. Salary amounts are established by position classification by the state of Michigan Civil Service Commission. Longevity is paid in amounts established by the state of Michigan Civil Service Commission rules.

Overtime includes incidental overtime and scheduled overtime for motor carrier officers. The amount of incidental overtime is projected based on historical data. Scheduled overtime is based upon 1,500 overtime hours for motor carrier officers to perform border enforcement inspections at one of Michigan's five international border crossings located in Districts 2, 3 & 8. An additional 3,500 MCSAP overtime hours to perform NAS Level 1 inspections. The MCSAP overtime will be allocated to all Districts. The 3,500 hours of overtime will be dedicated to completing level 1 inspections. Inspections will be completed at rest areas (check lanes), weighstations, and general places of safety. The focus of the rural operations will be on rural highways with lower levels of CMV traffic to identify at risk vehicles/carriers that may not typically travel through our weigh stations. MCSAP Crash Reduction Reduction overtime, 3,200 hours. MCSAP Crash Reduction overtime will be utilized in areas considered to be high crash corridors by the district commanders utilizing the MI-CAT system and local analysis. The focus will be on commercial motor vehicle (CMV)s as defined in 390.5 and commercial vehicles (CVs) as defined in 257.7. Scheduled overtime will be worked in blocks of not less than 2 hours and not more than 10. The goal is to identify unsafe vehicles and reduce the number of CMVs involved in fatal crashes. This activity will be completed outside of the normal work periods of our officers.

NEP

MSP-CVED will have five vehicle safety inspectors/safety auditors and eleven motor carrier investigators that work on New Entrant Program (NEP) activities.

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

The eleven motor carrier investigators work part-time performing safety audits. The motor carrier investigator's NEP activities and related time will be documented on automated officer dailies. Salary costs for each motor carrier investigator will be multiplied by the actual time spent on NEP activities as documented on their officer dailies. Based on historical data, it is projected that motor carrier investigator work on NEP activities will equate to 0.2 of an investigator FTE.

NEP overtime includes incidental overtime that vehicle safety inspectors may incur while performing safety audits. The budgeted amount is based on 1,250 total overtime hours.

MOE

MOE Personnel consists of salary and overtime costs of motor carrier officers related to time spent on MCSAP eligible activities not paid for with federal grant funds or related state match funds. MCSAP eligible activities include inspections, traffic enforcement, and traffic crash reduction activities. In addition to the \$1,679,262.28 in Personnel MOE expenditures, there are \$147,775.10 in Indirect MOE expenditures.

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
Motor Carrier Field Lieutenants 14 Retirement	66.2700	20.0000	\$280,222.00	\$37,140.62	\$35,283.59	\$1,857.03	\$0.00
MCSAP HQ Sergeant Scheduled Inspection OT Retirement	49.6700	100.0000	\$23,490.00	\$11,667.48	\$11,084.11	\$583.37	\$0.00
MCSAP HQ Lieutenant Scheduled Inspection OT Retirement	55.4100	100.0000	\$6,671.00	\$3,696.40	\$3,511.58	\$184.82	\$0.00
Accounting Technician	89.5500	5.0000	\$60,740.00	\$2,719.63	\$2,583.65	\$135.98	\$0.00
Secretary	87.6300	15.0000	\$61,755.00	\$8,117.38	\$7,711.52	\$405.86	\$0.00
Financial Analyst	61.0400	40.0000	\$82,948.00	\$20,252.58	\$19,239.95	\$1,012.63	\$0.00
Accountant	61.0400	30.0000	\$82,948.00	\$15,189.43	\$14,429.97	\$759.46	\$0.00
Accountant Manager	66.2700	40.0000	\$100,127.00	\$26,541.66	\$25,214.58	\$1,327.08	\$0.00
Motor Carrier Officers	79.2900	32.0100	\$7,302,229.00	\$1,853,358.95	\$1,760,691.00	\$92,667.95	\$1,448,086.65
Motor Carrier Officer Recruits	80.5700	58.0000	\$1,005,077.00	\$469,678.51	\$446,194.59	\$23,483.92	\$0.00
Motor Carrier Lieutenants	62.1700	80.0000	\$186,815.00	\$92,914.30	\$88,268.59	\$4,645.71	\$0.00
Department Technician	74.6500	100.0000	\$60,627.36	\$45,258.32	\$42,995.40	\$2,262.92	\$0.00
NEP - Vehicle Safety Inspector Overtime Retirement	49.3400	100.0000	\$57,319.00	\$28,281.19	\$26,867.13	\$1,414.06	\$0.00
NEP - Vehicle Safety Inspector	84.3800	100.0000	\$329,703.00	\$278,203.39	\$264,293.22	\$13,910.17	\$0.00
NEP - Motor Carrier Investigator	49.4000	100.0000	\$14,189.00	\$7,009.36	\$6,658.90	\$350.46	\$0.00
BE-Motor Carrier Officers-Scheduled Overtime Retirement	49.3900	100.0000	\$77,130.00	\$38,094.50	\$36,189.78	\$1,904.72	\$0.00
Motor Carrier Officers, Investigators, Sergeants-Incidental Overtime Retirement	49.4100	100.0000	\$153,804.84	\$75,994.97	\$72,195.22	\$3,799.75	\$0.00
Motor Carrier Investigators	74.9500	95.0000	\$780,498.00	\$555,734.08	\$527,947.38	\$27,786.70	\$0.00
Motor Carrier Sergeants	76.7800	18.0000	\$1,967,025.00	\$271,850.72	\$258,258.19	\$13,592.53	\$0.00
MCSAP Scheduled Level I Inspection Overtime Retirement	49.3900	100.0000	\$179,970.00	\$88,887.18	\$84,442.82	\$4,444.36	\$0.00
Motor Carrier HQ Sergeants	64.1200	95.0000	\$164,183.00	\$100,010.43	\$95,009.91	\$5,000.52	\$0.00
MCSAP Scheduled Crash Reduction OT	49.3900	100.0000	\$164,544.00	\$81,268.28	\$77,204.87	\$4,063.41	\$0.00
TOTAL: Fringe Benefits				\$4,111,869.36	\$3,906,275.95	\$205,593.41	\$1,448,086.65

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

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

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

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

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

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

Employee Classification	Retirement %	Insurance %	Cleaning %	Total Benefits %
Motor Carrier Officers E10	49.41%	29.13%	0.74%	79.29%
Motor Carrier Investigators 11	49.40%	24.88%	0.67%	74.95%
Motor Carrier Sergeants 13	49.40%	26.79%	0.58%	76.78%
Motor Carrier HQ Sergeants 13	49.67%	13.87%	0.58%	64.12%
Motor Carrier Officer Recruits 9	50.46%	30.11%	0.00%	80.57%
Motor Carrier HQ Lieutenants 14	48.88%	12.78%	0.51%	62.17%
Motor Carrier Field Lieutenants 14	48.88%	17.39%	0.00%	66.27%
Accountant Manager 14	48.88%	17.39%	0.00%	66.27%
Accountant 12	50.46%	10.58%	0.00%	61.04%
Financial Analyst 12	50.46%	10.58%	0.00%	61.04%
Accounting Technician 9	50.46%	39.09%	0.00%	89.55%
Secretary 9	48.88%	38.75%	0.00%	87.63%
Department Technician 9	50.46%	24.19%	0.00%	74.65%
NEP - Vehicle Safety Inspector	49.34%	35.04%	0.00%	84.38%
NEP - Motor Carrier Investigator	49.40%	24.88%	0.67%	74.95%

MOE

MOE Fringe Benefits consist of related fringe benefits to salary and overtime costs of motor carrier officers conducting MCSAP eligible activities not paid for with federal grant funds or related state match funds. Fringe benefit costs include motor carrier officer retirement, insurance, and dry cleaning allowances. In addition to the \$1,330,962.00 in Fringes MOE expenditures, there are \$117,124.70 in Indirect MOE expenditures.

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
NTC Other Bulk Packaging Training	25	5	100.0000	\$2,946.00	\$2,798.70	\$147.30	\$0.00
MSP HazMat Center Highway Cargo Tank Specialty Travel	2	3	100.0000	\$216.00	\$205.20	\$10.80	\$0.00
24th Retread Advanced III Training Travel	13	7	50.0000	\$3,720.00	\$3,534.00	\$186.00	\$0.00
25th Retread Advanced I Training Travel	13	7	50.0000	\$2,170.00	\$2,061.50	\$108.50	\$0.00
Enforcement In Service Training Travel	102	2	48.0200	\$8,152.00	\$7,744.40	\$407.60	\$0.00
Investigator and Safety Auditor Training/Meetings	18	2	100.0000	\$3,500.00	\$3,325.00	\$175.00	\$0.00
26th Recruit School Training Travel	25	60	58.0000	\$133,562.00	\$126,883.90	\$6,678.10	\$0.00
Routine Travel	102	260	65.0000	\$74,867.29	\$71,123.92	\$3,743.37	\$0.00
IFTA/IRP Managers' and Law Enforcement Workshop Travel	2	5	100.0000	\$5,313.00	\$5,047.35	\$265.65	\$0.00
COHMED Conference Travel	4	7	100.0000	\$10,204.00	\$9,693.80	\$510.20	\$0.00
Spring CVSA Annual Conference Workshop Travel	4	7	100.0000	\$9,616.00	\$9,135.20	\$480.80	\$0.00
North American Inspectors Championship Travel	2	7	100.0000	\$4,176.00	\$3,967.20	\$208.80	\$0.00
Fall CVSA Annual Conference and Exhibition Travel	4	7	100.0000	\$12,224.00	\$11,612.80	\$611.20	\$0.00
CVSA Data Management, Quality & FMCSA Systems Training Travel	3	5	100.0000	\$4,104.00	\$3,898.80	\$205.20	\$0.00
MCSAP Grant Planning Meeting/ ITD-PRISM Workshop Travel	4	4	100.0000	\$5,832.00	\$5,540.40	\$291.60	\$0.00
NTC Investigative Safety Analysis Training Travel	1	13	100.0000	\$6,076.00	\$5,772.20	\$303.80	\$0.00
NTC Master Instructor Development Training Travel	1	6	100.0000	\$0.00	\$0.00	\$0.00	\$0.00
NTC Roadside Instructor Recertification Training Travel	6	4	100.0000	\$9,153.00	\$8,695.35	\$457.65	\$0.00
CVSA Regional COHMED Training Course Travel	0	0	100.0000	\$0.00	\$0.00	\$0.00	\$0.00
Level VI Certification Training Travel	2	6	100.0000	\$4,434.00	\$4,212.30	\$221.70	\$0.00
Level VI Instructor Training Travel	1	0	100.0000	\$0.00	\$0.00	\$0.00	\$0.00
NEP-Safety Audit & Meeting Travel	5	1	100.0000	\$2,000.00	\$1,900.00	\$100.00	\$0.00
TOTAL: Travel				\$302,265.29	\$287,152.02	\$15,113.27	\$0.00

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

All travel is reimbursed to personnel based upon pre-established state of Michigan and Michigan State Police travel rates, rules, and regulations. Travel regulations and rates are applied consistently to all travel regardless of funding source. Travel costs primarily include lodging and meals but can also include airfare, parking, and fees. The travel costs for each line are derived from prior and current year travel expenditures. CVED staff also research the announced travel locations for upcoming conferences and trainings to obtain estimated costs of travel to those locations.

Out of State Conferences & Training

Conference travel includes meals, lodging, airfare, and other transportation costs associated with attendance at the Spring CVSA conference workshop, Fall CVSA conference, COHMED conference, NAIC Inspector's Challenge, and IFTA/IRP Manager's and Law Enforcement workshop. MSP-CVED anticipates **four** personnel attending the Spring CVSA conference, **four** personnel attending the Fall

CVSA conference, **four** personnel attending the COHMED conference, two personnel attending the NAIC Inspector's Challenge, and two personnel attending the IFTA/IRP Managers and Law Enforcement workshop.

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

CVSA Workshops - Attendance at CVSA Workshops allows the state to participate in committees, exchange information with other states, interact with FMCSA staff, and bring back information and training to enable Michigan's program to stay up-to-date and consistent with CVSA OPS criteria and federal requirements as well as work toward uniform enforcement of motor carrier and housemaid safety regulations. The following positions attend the spring and fall conferences and take an active role in the conference. **Of the nine committee members listed below, four will be attending the Spring and Fall Conferences**

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

Additional Region III Voting Members by Committee:

3. Lieutenant, State Support Section - Information Systems Committee
4. Lieutenant, Special Programs Section- MCSAP, Policy & Regulatory Affairs
5. Lieutenant, Trucker Against Trafficking, Driver Enforcement Committee
6. Sergeant / CVSA Instructor - Vehicle Committee
7. Sergeant, Crash Data, Investigations, New Entrant Program
8. Sergeant, Hazmat Program Manager & Committee Vice Chair - Hazardous Materials Committee
9. Sergeant, Training Committee, Size and Weight committee

Additional members for future committees and introduction to CVSA:

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

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

NAIC - The NAIC's Inspector's Challenge is a CVSA sponsored event that allows inspectors to compete against other jurisdictions across North America with regards to inspection standards. During the week, competitors receive training on the latest commercial motor vehicle safety trends, technologies, standards, and inspection procedures. Competitors are afforded the chance to share insights, ideas, techniques, and experiences with other inspectors. Competitors bring back information, materials, and training to the state, so it can be implemented, used, and shared with other staff. MSP-CVED anticipates sending a competitor and a coach to this event. The competitor attends the competition to represent the state of Michigan. The coach will be the MC Sgt. in charge of recruiting that facilitates the Michigan Inspector Challenge competitions. One hundred percent of the MC Sgts time will be dedicated to coaching at the event.

IFTA/IRP Manager's and Law Enforcement Workshop - MSP-CVED has included travel costs for two motor carrier sergeants to attend the IFTA/IRP Manager's and Law Enforcement Workshop. This workshop will provide an in-depth exploration of issues impacting IRP, IFTA, law enforcement, and the motor carrier industry in general. The location of the workshop is currently unknown, so the previous year's actual travel costs were included in the budget.

Out of State Training includes CVSA Data Management, Quality & FMCSA Systems Training, MCSAP Grant Planning Meeting/ITD PRISM Workshop, CVSA Regional COHMED Training, FMCSA National Training Center (NTC) Investigative Safety Analysis Training, NTC Instructor Development Course, NTC Roadside Instructor Recertification Training, NTC Level VI Certification Training, and NTC Level VI Instructor Training. The locations for all out of state training are currently unknown; therefore, average out of state travel costs were included in the budget.

MSP-CVED expects to send two personnel to the CVSA Data Management, Quality & FMCSA Systems Training. The CVSA Data Management, Quality and FMCSA Systems Training is designed to fulfill the state users' training needs on FMCSA software systems.

MSP-CVED expects that FMCSA will hold a national MCSAP grant planning meeting during the year. MSP-CVED plans to send four personnel including an Inspector, two Lieutenants, and a Fiscal Manager to the meeting.

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

MSP-CVED expects to send four motor carrier officers to a COHMED Regional Training Course. The course is designed as an advanced course, which builds on the General Hazardous Materials, Cargo Tank, and Other Bulk Packaging Inspection courses previously attended.

MSP-CVED expects to send several enforcement members to the following NTC training sessions: two investigators to the Investigative Safety Analysis training, two enforcement members to Instructor Development training, five to Roadside Instructor Recertification training, two enforcement members to the Level VI Certification training, and one enforcement member to the Level VI Instructor Training.

In State Training

Various in-state training sessions are anticipated for 2023.

MSP-CVED expects to host an NTC Other Bulk Package training. Twenty-five enforcement members consisting primarily of motor carrier officers are anticipated to attend the five-day training session. The training is anticipated to be held at the MSP Training Academy and travel will include lodging, meals, and potentially mileage.

MSP-CVED expects to send two motor carrier officers to Highway Cargo Tank Specialty training held at the MSP Hazardous Materials Training Center. This three-day course is designed and intended for hazardous materials team members who respond to releases, or potential releases, of hazardous materials from cargo tank trucks for the purpose of controlling the releases.

MSP-CVED is conducting the 26th Motor Carrier Officer Recruit School beginning in January of 2023 and ending in June of 2023. Recruit school travel costs included in the budget are only for the grant period beginning October 1, 2022 through September 30, 2023 and include the cost of lodging and meals for motor officer recruits and temporary recruit school staff. Total school travel costs are multiplied by 58% which is the percentage that officer recruits are projected to spend on MCSAP activities upon graduation.

Mandatory retread recruit school training sessions (identified as the 21st, 22nd, 23rd, and 24th Retread Schools) are held subsequent to recruit school academy graduation. Associated travel costs include the lodging and meals of the officer recruits and motor carrier officer training staff. The retread trainings include Hazardous Cargo Tank training, Drug Interdiction training, Advanced Drive Track training, and other advanced training topics. Actual travel costs incurred will be multiplied by the MCSAP activity percentage derived from the automated officer daily system.

A mandatory MSP-CVED in-service training will be conducted for all enforcement members and safety auditors. The in-service training is anticipated to be a two-day training to be held in the districts. On-line training will also be held in addition to the one-day training.

MSP-CVED enforcement members are state mandated to annually complete the following training modules/hours per module. This list is a minimum and can be changed annually. Firearms 24 hours, First Aid 6 hours, Defensive Tactics/Tazer 7 hours, First Responder (HM) 2 hours, Driving (pursuit, defensive) 2 hours, CVSA NAS Part A, B, and HM 12 hours, Carry and Use of Firearms 1 hour, De-Escalation 1 hour, FMCSA Title VI 1 hour, Personal Identification/Security including LEIN 3 hours. This list of 59 hours of training is a minimum of the State of Michigan mandated training for the positions within the Commercial Vehicle Enforcement Division of The Department of State Police.

Two mandatory two-day trainings for investigators and safety auditors are anticipated. One training will be held at the MSP Academy and the other is anticipated to be at an off-site location.

Four mandatory one-day district trainings will be conducted by each of the seven MSP-CVED districts. The trainings will be held within the district.

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

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

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

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.

MSP-CVED does not anticipate any equipment costs.

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
26th Recruit School Training Supplies	1 Training	\$7,355.00	58.0000	\$4,265.90	\$4,052.61	\$213.29	\$0.00
Speed measurement devices - Radars	3 Per Item	\$2,795.00	65.0000	\$5,450.25	\$5,177.74	\$272.51	\$0.00
Speed measurement devices - Lidars	2 Per Item	\$2,195.00	65.0000	\$2,853.50	\$2,710.83	\$142.67	\$0.00
Office Supplies	1 Year	\$39,701.72	65.0000	\$25,806.11	\$24,515.80	\$1,290.31	\$0.00
Enforcement Supplies	1 Year	\$103,514.40	65.0000	\$67,284.36	\$63,920.14	\$3,364.22	\$0.00
Uniforms	1 Year	\$60,076.30	65.0000	\$39,049.59	\$37,097.12	\$1,952.47	\$0.00
NEP-Office Supplies	12 Monthly	\$150.00	100.0000	\$1,800.00	\$1,710.00	\$90.00	\$0.00
MDC's replacements	80 per item	\$2,246.40	65.0000	\$116,812.80	\$110,972.16	\$5,840.64	\$0.00
Vehicle printer replacements	80 per item	\$258.12	65.0000	\$13,422.24	\$12,751.13	\$671.11	\$0.00
TOTAL: Supplies				\$276,744.75	\$262,907.53	\$13,837.22	\$0.00

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

Recruit school supplies are supplies related to training and outfitting new motor carrier officer recruits. Supplies include uniforms, fatigues, and web gear for the recruits. Supplies also include enforcement training tools, tasers, and other supplies. Based on historical data, the recruits are projected to spend approximately 58% of their time on MCSAP activities after academy graduation. Therefore, recruit supply costs included in the budget are also based on 58% of the total cost.

Uniforms and related supplies are required for enforcement members performing MCSAP activities. Enforcement members are sworn law enforcement officers required to wear fatigue uniforms while on road patrol and formal uniforms for court and professional meetings. Uniform items also include boots, hats, coats, rain gear, web gear, gloves and the embroidery and sewing of patches onto the uniforms. Projected amounts are based on historical expenditures for uniforms. Year-to-date FY22 uniform expenditures for the period of October 1, 2021 - July 31, 2022 is \$60,076.30.

General office supplies are required for enforcement members performing MCSAP activities. Office supplies include supplies needed at various division and post offices located throughout the state. General office supplies include items such as copier paper, thermal paper for the vehicle printers, toner, pens, pencils, flags, CVSA decals, keyboards and mice, facemasks and brooms. Projected amounts are based on historical office supply expenditures. Year-to-date FY22 office supply expenditures for the period of October 1, 2021 - July 31, 2022 is \$39,701.72.

Enforcement supplies are required for enforcement members performing MCSAP activities. Enforcement supplies include items needed within the patrol vehicle or carried on the enforcement member such as flashlights, nitrile gloves, fire extinguishers, measuring tapes, height sticks, creepers, taser cartridges, and jumper cables. Projected amounts are based on historical enforcement supply expenditures. Year-to-date FY21 enforcement supply expenditures for the period of October 1, 2021 - July 31, 2022 is **\$103,514.40**.

Replacement speed measurement devices (e.g., lidars, radars) are included in Supplies. The speed measurement devices are standard, required equipment in motor carrier officer patrol vehicles. Speed measurement devices are used to perform traffic enforcement activities required by MCSAP.

Replacement mobile data computer (MDC's) and vehicle printers are included in Supplies. The MDC's and printers are standard, required equipment in motor carrier officer patrol vehicles. These devices are used to perform traffic enforcement activities such as inspections, daily reports, CDLIS inquiries required by MCSAP.

A portion of uniforms, office supplies, enforcement supplies, MDC's, vehicle printers and speed measurement devices will be allocated to MCSAP in accordance with the MCSAP effort percentage derived from a cost allocation of motor carrier officer time from the automated officer daily system.

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

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.

The Unique Entity Identifier (UEI) is the new, non-proprietary identifier that replaces the DUNS number. All contractors and subrecipients must be registered in the System for Award Management (SAM.gov). The UEI will be requested in and assigned by SAM.gov. Enter the UEI number of each entity in the space provided in the table.

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	UEI Number	Instrument Type	% of Time on MCSAP Grant	Total Project Costs (Federal + State)	Federal Share	State Share	MOE
Iteris, Inc.	Z475JYLWFCK8	Contract	100.0000	\$52,582.00	\$49,952.90	\$2,629.10	\$0.00
Description of Services: CVIEW-Plus Software Maintenance & Hosting							
Iteris, Inc.	Z475JYLWFCK8	Contract	100.0000	\$32,267.00	\$30,653.65	\$1,613.35	\$0.00
Description of Services: inSPECT Software Maintenance							
TOTAL: Contractual and Subaward				\$84,849.00	\$80,606.55	\$4,242.45	\$0.00

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

MSP-CVED projects a total of \$84,849 in contractual services.

In fiscal year 2016, MSP-CVED implemented CVIEW-Plus and inSPECT software purchased from Iteris. In fiscal year 2023, MSP-CVED will be required to pay Iteris a \$52,582 maintenance & hosting fee for CVIEW-Plus and a \$32,267 software maintenance fee for inSPECT.

Part 4 Section 8 - Other Costs

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

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

Enter a description of each requested Other Cost.

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

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

Indirect Costs

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

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

Your State will claim reimbursement for Indirect Costs.

Indirect Costs					
Cost Basis	Approved Rate	Eligible Indirect Expenses	Total Indirect Costs	Federal Share	State Share
Salaries, Wages and Fringe (SWF)	8.80	\$9,697,009.01	\$853,336.79	\$810,669.95	\$42,666.84
TOTAL: Indirect Costs			\$853,336.79	\$810,669.95	\$42,666.84

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
BE-Motor Carrier Officers- Scheduled Overtime- Fleet	1500 Fleet Cost Per OT Hr	\$5.79	100.0000	\$8,685.00	\$8,250.75	\$434.25	\$0.00
MCSAP- Motor Carrier Officers- Scheduled Overtime- Fleet	6700 Fleet Cost per OT Hr	\$7.24	100.0000	\$48,508.00	\$46,082.60	\$2,425.40	\$0.00
Single Audit Fees	1 Annual Fee	\$4,000.00	100.0000	\$4,000.00	\$3,800.00	\$200.00	\$0.00
Telecommunications	1 Year	\$153,163.30	65.0000	\$99,556.14	\$94,578.33	\$4,977.81	\$0.00
Purchased Services	1 Annual	\$217,869.98	65.0000	\$141,615.48	\$134,534.71	\$7,080.77	\$0.00
State Building Rent	1 Annual	\$13,567.15	65.0000	\$8,818.64	\$8,377.71	\$440.93	\$0.00
IFTA/IRP Managers and Law Enforcement Workshop Registration Fees	2 Attendees	\$550.00	100.0000	\$1,100.00	\$1,045.00	\$55.00	\$0.00
COHMED Conference Registration Fees	9 Attendees	\$750.00	100.0000	\$6,750.00	\$6,412.50	\$337.50	\$0.00
Spring CVSA Workshop Registration Fees	9 Attendees	\$750.00	100.0000	\$6,750.00	\$6,412.50	\$337.50	\$0.00
Fall CVSA Annual Conference and Exhibition	9 Attendees	\$750.00	100.0000	\$6,750.00	\$6,412.50	\$337.50	\$0.00
CVSA Data Management, Quality & FMCSA Systems Training Registration Fees	3 attendees	\$700.00	100.0000	\$2,100.00	\$1,995.00	\$105.00	\$0.00
NEP - Fleet	5 Annual	\$6,500.00	100.0000	\$32,500.00	\$30,875.00	\$1,625.00	\$0.00
CVSA Decals	17640 Decals	\$0.32	100.0000	\$5,644.80	\$5,362.56	\$282.24	\$0.00
NEP- Telecommunications	5 Inspectors	\$1,210.00	100.0000	\$6,050.00	\$5,747.50	\$302.50	\$0.00
NEP-Printing & Postage	12 Monthly	\$0.00	100.0000	\$0.00	\$0.00	\$0.00	\$0.00
NEP- Technology Desktop and Email Fees	1 Annual	\$5,754.00	100.0000	\$5,754.00	\$5,466.30	\$287.70	\$0.00
Fleet-patrol vehicles	149 Patrol Vehicles	\$22,818.00	65.0000	\$2,209,923.30	\$2,099,427.14	\$110,496.16	\$0.00

CVSA Membership Dues	1 Annual Fees	\$19,100.00	100.0000	\$19,100.00	\$18,145.00	\$955.00	\$0.00
HELP, Inc. Membership Dues	1 Annual Fees	\$7,500.00	100.0000	\$7,500.00	\$7,125.00	\$375.00	\$0.00
MSP HazMat Center Highway Cargo Tank Specialty Registration	1 Attendees	\$560.00	100.0000	\$560.00	\$532.00	\$28.00	\$0.00
25th Retread Advanced I Training Room Rental	1 Training	\$1,012.00	65.0000	\$657.80	\$624.91	\$32.89	\$0.00
Enforcement In Service Training Room Rental Costs	1 Training	\$640.00	48.0200	\$307.32	\$291.95	\$15.37	\$0.00
Investigator and Safety Auditor Training/Meetings Room Rental Cost	2 Training	\$330.00	100.0000	\$660.00	\$627.00	\$33.00	\$0.00
26th Recruit School Temp Staff Fleet Costs	1 Training	\$56,161.00	58.0000	\$32,573.38	\$30,944.71	\$1,628.67	\$0.00
26th Recruit School Purchased Services	1 Training	\$448,183.64	58.0000	\$259,946.51	\$246,949.18	\$12,997.33	\$0.00
26th Recruit School Training Rental Room Costs	1 Training	\$35,200.00	58.0000	\$20,416.00	\$19,395.20	\$1,020.80	\$0.00
TOTAL: Other Costs				\$2,936,226.37	\$2,789,415.05	\$146,811.32	\$0.00

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

Indirect Costs

MSP-CVED has approval from its cognizant agency, the US Department of Homeland Security, to use a provisional indirect cost rate of 9.1% of personnel and fringe benefits for the 2022 fiscal year. MSP-CVED is awaiting approval from its cognizant agency, the US Department of Homeland Security, to use a provisional indirect cost rate of 8.8% of personnel and fringe benefits for the 2023 fiscal year.

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

Other Costs

CVSA annual membership dues are for MSP-CVED's Level V membership in CVSA. The dues are the actual amount that will be charged and will cover the period of October 1, 2021 through September 30, 2022. The dues will be accounted for and directly charged to MCSAP.

HELP, Inc. annual member dues are for MSP-CVED's Public Jurisdiction assessment from HELP, Inc. The dues are the actual amount that will be charged and will cover the period of October 1, 2021 through September 30, 2022. The dues will be accounted for and directly charged to MCSAP.

MSP-CVED anticipates issuing 17,640 CVSA decals at a cost of \$0.32 per decal. Actual decal costs will be accounted for and directly charged to MCSAP.

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

Room rental fees for the 24th Retread (Hazardous Materials Cargo Tank) training, enforcement personnel in-service training, MSP HazMat Center Highway Cargo Tank Specialty training, and Investigator and Safety Auditor Training/meetings are included in the budget. The room rental fees for the 24th Retread training will be charged 65% to MCSAP. The room rental fees for the MSP HazMat Center Highway Cargo Tank Specialty training, and Investigator and Safety Auditor Training/meetings will be charged 100% to MCSAP. The room rental fee for the enforcement personnel in-service training will be allocated to MCSAP in accordance with the MCSAP effort percentage derived from a cost allocation of motor carrier officer time from the automated officer daily system.

The budget includes costs for recruit school training staff fleet, purchased services, and facility training room rental fees. Recruit school costs include the cost of state unmarked vehicles to be driven by school temporary staff members during the duration of each 20 week recruit school. Recruit school purchased services include uniform alteration services and health related testing services. Recruit school facility training room rental fees include rentals of Michigan State Police Training Academy conference rooms, gymnasium, training tank, drive track, firearms range, and graduation facilities. Based on historical data, the recruits are projected to spend approximately 58% of their time on MCSAP activities after academy graduation. Therefore, recruit school training costs included in the budget are also based on 58% of the total cost.

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

Fleet costs include monthly lease fees and mileage fee costs for 149 patrol vehicles. MSP-CVED leases vehicles from the state of Michigan Department of Technology, Management and Budget (DTMB). Michigan pays DTMB a monthly lease fee to cover the cost of the total vehicle cost, monthly insurance and also a mileage fee for every mile incurred to cover maintenance and fuel costs. Enforcement members drive pursuit rated Tahoes as patrol vehicles. A portion of patrol Tahoe fleet costs will be allocated to MCSAP in accordance with the MCSAP effort percentage derived from a cost allocation of motor carrier officer time from the automated officer daily system. Currently Tahoes are utilized by road patrol officers, road patrol sergeants, and our investigators. Due to the increased cost of fuel, MSP-CVED is expecting a large increase in fleet costs for FY23.

Border enforcement overtime fleet costs are based on an average of 12 miles per overtime hour multiplied by 1,500 overtime hours and by the DTMB mileage fee rate of \$0.4829.

MCSAP enforcement Level I and Crash Reduction overtime fleet costs are based on an average of 15 miles per overtime hour multiplied by 3,500 overtime hours and 3,200 overtime hours and by the DTMB mileage fee rate of \$0.4829.

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

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

State Building Rent include the MSP-CVED Headquarters and MSP-CVED First District Headquarters offices. MSP-CVED pays for rent directly and does not include them in the indirect cost pool. Rent costs will be allocated to MCSAP in accordance with the MCSAP effort percentage derived from a cost allocation of motor carrier officer time from the automated officer daily system.

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

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			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$13,442,768.00	\$707,514.00	\$14,150,282.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$2,122,542.00
MOE Baseline:	\$3,083,837.50

Estimated Expenditures				
Personnel				
	Federal Share	State Share	Total Project Costs (Federal + Share)	MOE
Department Technician	\$57,595.99	\$3,031.37	\$60,627.36	\$0.00
Accounting Technician	\$2,885.16	\$151.84	\$3,037.00	\$0.00
Secretary	\$8,800.12	\$463.16	\$9,263.28	\$0.00
Financial Analyst	\$31,520.22	\$1,658.95	\$33,179.17	\$0.00
Accountant	\$23,640.16	\$1,244.22	\$24,884.38	\$0.00
NEP - Vehicle Safety Inspectors	\$313,217.85	\$16,485.15	\$329,703.00	\$0.00
NEP - Motor Carrier Investigator	\$14,856.42	\$781.91	\$15,638.33	\$0.00
Motor Carrier Sergeants	\$336,361.30	\$17,703.22	\$354,064.52	\$0.00
Motor Carrier HQ Sergeants	\$148,174.90	\$7,798.68	\$155,973.58	\$0.00
Motor Carrier Officer Recruits	\$553,797.31	\$29,147.23	\$582,944.54	\$0.00
Motor Carrier Lieutenants	\$141,979.32	\$7,472.60	\$149,451.92	\$0.00
Accountant Manager	\$38,048.27	\$2,002.54	\$40,050.81	\$0.00
Motor Carrier Officers	\$2,220,571.62	\$116,872.19	\$2,337,443.81	\$1,827,037.36
Motor Carrier Investigators	\$704,399.61	\$37,073.66	\$741,473.27	\$0.00
Motor Carrier Field Lieutenants 14	\$53,242.25	\$2,802.22	\$56,044.47	\$0.00
Salary Subtotal	\$4,649,090.50	\$244,688.94	\$4,893,779.44	\$1,827,037.36
NEP-Vehicle Safety Inspector Overtime	\$81,320.95	\$4,280.05	\$85,601.00	\$0.00
BE-Motor Carrier Officers-Scheduled Overtime	\$73,273.50	\$3,856.50	\$77,130.00	\$0.00
MCSAP Scheduled Level I Inspection OT	\$170,971.50	\$8,998.50	\$179,970.00	\$0.00
Motor Carrier Officers, Investigators, Sergeants-Incidental Overtime	\$146,114.75	\$7,690.25	\$153,805.00	\$0.00
MCSAP HQ Sergeant Scheduled Inspection OT	\$22,315.50	\$1,174.50	\$23,490.00	\$0.00
MCSAP HQ Lieutenant Scheduled Inspection OT	\$6,337.45	\$333.55	\$6,671.00	\$0.00
MCSAP Scheduled Crash Reduction OT	\$156,316.80	\$8,227.20	\$164,544.00	\$0.00
Overtime subtotal	\$656,650.45	\$34,560.55	\$691,211.00	\$0.00
Personnel total	\$5,305,740.95	\$279,249.49	\$5,584,990.44	\$1,827,037.36

Fringe Benefits				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Motor Carrier Field Lieutenants 14 Retirement	\$35,283.59	\$1,857.03	\$37,140.62	\$0.00
MCSAP HQ Sergeant Scheduled Inspection OT Retirement	\$11,084.11	\$583.37	\$11,667.48	\$0.00
MCSAP HQ Lieutenant Scheduled Inspection OT Retirement	\$3,511.58	\$184.82	\$3,696.40	\$0.00
Accounting Technician	\$2,583.65	\$135.98	\$2,719.63	\$0.00
Secretary	\$7,711.52	\$405.86	\$8,117.38	\$0.00
Financial Analyst	\$19,239.95	\$1,012.63	\$20,252.58	\$0.00
Accountant	\$14,429.97	\$759.46	\$15,189.43	\$0.00
Accountant Manager	\$25,214.58	\$1,327.08	\$26,541.66	\$0.00
Motor Carrier Officers	\$1,760,691.00	\$92,667.95	\$1,853,358.95	\$1,448,086.65
Motor Carrier Officer Recruits	\$446,194.59	\$23,483.92	\$469,678.51	\$0.00
Motor Carrier Lieutenants	\$88,268.59	\$4,645.71	\$92,914.30	\$0.00
Department Technician	\$42,995.40	\$2,262.92	\$45,258.32	\$0.00
NEP - Vehicle Safety Inspector Overtime Retirement	\$26,867.13	\$1,414.06	\$28,281.19	\$0.00
NEP - Vehicle Safety Inspector	\$264,293.22	\$13,910.17	\$278,203.39	\$0.00
NEP - Motor Carrier Investigator	\$6,658.90	\$350.46	\$7,009.36	\$0.00
BE-Motor Carrier Officers-Scheduled Overtime Retirement	\$36,189.78	\$1,904.72	\$38,094.50	\$0.00
Motor Carrier Officers, Investigators, Sergeants-Incidental Overtime Retirement	\$72,195.22	\$3,799.75	\$75,994.97	\$0.00
Motor Carrier Investigators	\$527,947.38	\$27,786.70	\$555,734.08	\$0.00
Motor Carrier Sergeants	\$258,258.19	\$13,592.53	\$271,850.72	\$0.00
MCSAP Scheduled Level I Inspection Overtime Retirement	\$84,442.82	\$4,444.36	\$88,887.18	\$0.00
Motor Carrier HQ Sergeants	\$95,009.91	\$5,000.52	\$100,010.43	\$0.00
MCSAP Scheduled Crash Reduction OT	\$77,204.87	\$4,063.41	\$81,268.28	\$0.00
Fringe Benefits total	\$3,906,275.95	\$205,593.41	\$4,111,869.36	\$1,448,086.65

Travel				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
NTC Other Bulk Packaging Training	\$2,798.70	\$147.30	\$2,946.00	\$0.00
MSP HazMat Center Highway Cargo Tank Specialty Travel	\$205.20	\$10.80	\$216.00	\$0.00
24th Retread Advanced III Training Travel	\$3,534.00	\$186.00	\$3,720.00	\$0.00
25th Retread Advanced I Training Travel	\$2,061.50	\$108.50	\$2,170.00	\$0.00
Enforcement In Service Training Travel	\$7,744.40	\$407.60	\$8,152.00	\$0.00
Investigator and Safety Auditor Training/Meetings	\$3,325.00	\$175.00	\$3,500.00	\$0.00
26th Recruit School Training Travel	\$126,883.90	\$6,678.10	\$133,562.00	\$0.00
Routine Travel	\$71,123.92	\$3,743.37	\$74,867.29	\$0.00
IFTA/IRP Managers' and Law Enforcement Workshop Travel	\$5,047.35	\$265.65	\$5,313.00	\$0.00
COHMED Conference Travel	\$9,693.80	\$510.20	\$10,204.00	\$0.00
Spring CVSA Annual Conference Workshop Travel	\$9,135.20	\$480.80	\$9,616.00	\$0.00
North American Inspectors Championship Travel	\$3,967.20	\$208.80	\$4,176.00	\$0.00
Fall CVSA Annual Conference and Exhibition Travel	\$11,612.80	\$611.20	\$12,224.00	\$0.00
CVSA Data Management, Quality & FMCSA Systems Training Travel	\$3,898.80	\$205.20	\$4,104.00	\$0.00
MCSAP Grant Planning Meeting/ ITD-PRISM Workshop Travel	\$5,540.40	\$291.60	\$5,832.00	\$0.00
NTC Investigative Safety Analysis Training Travel	\$5,772.20	\$303.80	\$6,076.00	\$0.00
NTC Master Instructor Development Training Travel	\$0.00	\$0.00	\$0.00	\$0.00
NTC Roadside Instructor Recertification Training Travel	\$8,695.35	\$457.65	\$9,153.00	\$0.00
CVSA Regional COHMED Training Course Travel	\$0.00	\$0.00	\$0.00	\$0.00
Level VI Certification Training Travel	\$4,212.30	\$221.70	\$4,434.00	\$0.00
Level VI Instructor Training Travel	\$0.00	\$0.00	\$0.00	\$0.00
NEP-Safety Audit & Meeting Travel	\$1,900.00	\$100.00	\$2,000.00	\$0.00
Travel total	\$287,152.02	\$15,113.27	\$302,265.29	\$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
26th Recruit School Training Supplies	\$4,052.61	\$213.29	\$4,265.90	\$0.00
Speed measurement devices - Radars	\$5,177.74	\$272.51	\$5,450.25	\$0.00
Speed measurement devices - Lidars	\$2,710.83	\$142.67	\$2,853.50	\$0.00
Office Supplies	\$24,515.80	\$1,290.31	\$25,806.11	\$0.00
Enforcement Supplies	\$63,920.14	\$3,364.22	\$67,284.36	\$0.00
Uniforms	\$37,097.12	\$1,952.47	\$39,049.59	\$0.00
NEP-Office Supplies	\$1,710.00	\$90.00	\$1,800.00	\$0.00
MDC's replacements	\$110,972.16	\$5,840.64	\$116,812.80	\$0.00
Vehicle printer replacements	\$12,751.13	\$671.11	\$13,422.24	\$0.00
Supplies total	\$262,907.53	\$13,837.22	\$276,744.75	\$0.00

Contractual and Subaward				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Iteris, Inc.	\$49,952.90	\$2,629.10	\$52,582.00	\$0.00
Iteris, Inc.	\$30,653.65	\$1,613.35	\$32,267.00	\$0.00
Contractual and Subaward total	\$80,606.55	\$4,242.45	\$84,849.00	\$0.00

Other Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
BE-Motor Carrier Officers-Scheduled Overtime-Fleet	\$8,250.75	\$434.25	\$8,685.00	\$0.00
MCSAP-Motor Carrier Officers-Scheduled Overtime-Fleet	\$46,082.60	\$2,425.40	\$48,508.00	\$0.00
Single Audit Fees	\$3,800.00	\$200.00	\$4,000.00	\$0.00
Telecommunications	\$94,578.33	\$4,977.81	\$99,556.14	\$0.00
Purchased Services	\$134,534.71	\$7,080.77	\$141,615.48	\$0.00
State Building Rent	\$8,377.71	\$440.93	\$8,818.64	\$0.00
IFTA/IRP Managers and Law Enforcement Workshop Registration Fees	\$1,045.00	\$55.00	\$1,100.00	\$0.00
COHMED Conference Registration Fees	\$6,412.50	\$337.50	\$6,750.00	\$0.00
Spring CVSA Workshop Registration Fees	\$6,412.50	\$337.50	\$6,750.00	\$0.00
Fall CVSA Annual Conference and Exhibition	\$6,412.50	\$337.50	\$6,750.00	\$0.00
CVSA Data Management, Quality & FMCSA Systems Training Registration Fees	\$1,995.00	\$105.00	\$2,100.00	\$0.00
NEP - Fleet	\$30,875.00	\$1,625.00	\$32,500.00	\$0.00
CVSA Decals	\$5,362.56	\$282.24	\$5,644.80	\$0.00
NEP-Telecommunications	\$5,747.50	\$302.50	\$6,050.00	\$0.00
NEP-Printing & Postage	\$0.00	\$0.00	\$0.00	\$0.00
NEP-Technology Desktop and Email Fees	\$5,466.30	\$287.70	\$5,754.00	\$0.00
Fleet-patrol vehicles	\$2,099,427.14	\$110,496.16	\$2,209,923.30	\$0.00
CVSA Membership Dues	\$18,145.00	\$955.00	\$19,100.00	\$0.00
HELP, Inc. Membership Dues	\$7,125.00	\$375.00	\$7,500.00	\$0.00
MSP HazMat Center Highway Cargo Tank Specialty Registration	\$532.00	\$28.00	\$560.00	\$0.00
25th Retread Advanced I Training Room Rental	\$624.91	\$32.89	\$657.80	\$0.00
Enforcement In Service Training Room Rental Costs	\$291.95	\$15.37	\$307.32	\$0.00
Investigator and Safety Auditor Training/Meetings Room Rental Cost	\$627.00	\$33.00	\$660.00	\$0.00
26th Recruit School Temp Staff Fleet Costs	\$30,944.71	\$1,628.67	\$32,573.38	\$0.00
26th Recruit School Purchased Services	\$246,949.18	\$12,997.33	\$259,946.51	\$0.00
26th Recruit School Training Rental Room Costs	\$19,395.20	\$1,020.80	\$20,416.00	\$0.00
Other Costs total	\$2,789,415.05	\$146,811.32	\$2,936,226.37	\$0.00

Total Costs				
	Federal Share	State Share	Total Project Costs (Federal + State)	MOE
Subtotal for Direct Costs	\$12,632,098.05	\$664,847.16	\$13,296,945.21	\$3,275,124.01
Indirect Costs	\$810,669.95	\$42,666.84	\$853,336.79	NA
Total Costs Budgeted	\$13,442,768.00	\$707,514.00	\$14,150,282.00	\$3,275,124.01

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			
	95% Federal Share	5% State Share	Total Estimated Funding
Total	\$13,442,768.00	\$707,514.00	\$14,150,282.00

Summary of MCSAP Funding Limitations	
Allowable amount for Overtime without written justification (15% of MCSAP Award Amount):	\$2,122,542.00
MOE Baseline:	\$3,083,837.50

Estimated Expenditures				
	Federal Share	State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Salary Subtotal	\$4,649,090.50	\$244,688.94	\$4,893,779.44	\$1,827,037.36
Overtime Subtotal	\$656,650.45	\$34,560.55	\$691,211.00	\$0.00
Personnel Total	\$5,305,740.95	\$279,249.49	\$5,584,990.44	\$1,827,037.36
Fringe Benefits Total	\$3,906,275.95	\$205,593.41	\$4,111,869.36	\$1,448,086.65
Travel Total	\$287,152.02	\$15,113.27	\$302,265.29	\$0.00
Equipment Total	\$0.00	\$0.00	\$0.00	\$0.00
Supplies Total	\$262,907.53	\$13,837.22	\$276,744.75	\$0.00
Contractual and Subaward Total	\$80,606.55	\$4,242.45	\$84,849.00	\$0.00
Other Costs Total	\$2,789,415.05	\$146,811.32	\$2,936,226.37	\$0.00
	95% Federal Share	5% State Share	Total Project Costs (Federal + State)	Planned MOE Costs
Subtotal for Direct Costs	\$12,632,098.05	\$664,847.16	\$13,296,945.21	\$3,275,124.01
Indirect Costs	\$810,669.95	\$42,666.84	\$853,336.79	NA
Total Costs Budgeted	\$13,442,768.00	\$707,514.00	\$14,150,282.00	\$3,275,124.01

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? Richard Arnold
2. What is this person's title? Division Commander
3. Who is your Governor's highway safety representative? Alicia Sledge
4. What is this person's title? Acting Director

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

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

State Certification declaration:

I, Richard Arnold, Division Commander, on behalf of the State of MICHIGAN, as requested by the Administrator as a condition of approval of a grant under the authority of [49 U.S.C. § 31102](#), as amended, certify that the State satisfies all the conditions required for MCSAP funding, as specifically detailed in [49 C.F.R. § 350.211](#).

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

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? Richard Arnold
2. What is the title of your certifying State official? Division Commander
3. What are the phone # and email address of your State official? 517-284-3242

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

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

I, Richard Arnold, 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

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

☐ Yes ☒ No

STATE AND LOCAL GOVERNMENTS RATE AGREEMENT

EIN: 38-6000134

DATE:02/23/2022

ORGANIZATION:

FILING REF.: The preceding
agreement was dated
08/17/2020

Michigan Department of State Police
333 S. Grand Ave.
PO Box 30634
Lansing, MI 48909

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
FIXED	10/01/2021	09/30/2022	9.10	All	All Programs
PROV.	10/01/2022	09/30/2024			Use same rates and conditions as those cited for fiscal year ending September 30, 2022.

*BASE

Direct salaries and wages including all fringe benefits.

ORGANIZATION: Michigan Department of State Police

AGREEMENT DATE: 2/23/2022

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

Equipment Definition -

Equipment means an article of nonexpendable, tangible personal property having a useful life of more than 1 year, and an acquisition costs of \$5,000 or more per unit.

Fringe Benefits -

FICA

Retirement

Group Health Insurance

Worker's Compensation

This rate is not applicable to pass-through funds.

Your next proposal based on actual costs for the fiscal year ending 09/30/21 is due to FEMA by 3/31/22.

ORGANIZATION: Michigan Department of State Police

AGREEMENT DATE: 2/23/2022

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200), and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.

BY THE INSTITUTION:

Michigan Department of State Police

(INSTITUTION)

(SIGNATURE)

Amanda J. Baker

(NAME)

Director, Budget and Financial Services

(TITLE)

2/28/2022

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

Darryl W. Mayes -S

Digitally signed by Darryl W. Mayes -S
DN: c=US, o=U.S. Government, ou=HHS, ou=PSC,
ou=People, 0.9.2342.19200300.100.1.1=2000131669,
cn=Darryl W. Mayes -S
Date: 2022.02.28 08:40:29 -05'00'

(SIGNATURE)

Darryl W. Mayes

(NAME)

Deputy Director, Cost Allocation Services

(TITLE)

2/23/2022

(DATE) 4440

HHS REPRESENTATIVE:

Marcal Matthews

Telephone:

(212) 264-2069

Annual Review of Laws, Regulations, Policies and Compatibility Certification

I, **(Enter name and title of your certifying State official)**, on behalf of the State of **(Enter name of State/Territory)** have the authority to make the following certification on behalf of the State. I certify that the State has conducted the annual review required by 49 C.F.R. section 350.303 of its laws, regulations, standards, and orders on commercial motor vehicle (CMV) safety and that the State's safety laws, regulations, standards, and orders on CMV safety are compatible with the Federal Motor Carrier Safety Regulations (49 C.F.R. parts 390, 391, 392, 393, 395, 396, and 397) and the Hazardous Material Regulations (49 C.F.R. parts 107 (subparts F and G only), 171-173, 177, 178, and 180), except as may be determined by the Administrator to be inapplicable to a State enforcement program.

For the purpose of this certification, *compatible* means State laws, regulations, standards, and orders on CMV safety that:

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

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

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

Signature of Certifying Official: 

Title of Certifying Official: Capt Richard Arnold, Commander, Commercial Vehicle Enforcement Division, Michigan State Police

Date of Certification: 8/3/2022

FY 2023 Certification of MCSAP Conformance (State Certification)

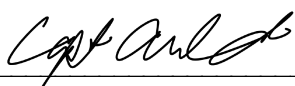
I (name), (title), on behalf of the State (or Commonwealth) of (State), as requested by the Administrator as a condition of approval of a grant under the authority of 49 U.S.C. § 31102, as amended, do hereby certify as follows:

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

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

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

Date 8/3/2022

Signature  Capt. Richard Arnold
MSP CVED, Commander

Michigan State Police

Commercial Vehicle Enforcement Division

Title VI Program Compliance Plan



July 2022

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Michigan State Police

Commercial Vehicle Enforcement Division


Title VI Program Compliance Plan

Part I. Title VI Program Policy Statement

The Michigan Department of State Police, Commercial Vehicle Enforcement Division (MSP/CVED) is committed to ensuring compliance with Title VI of the Civil Rights Act of 1964, 49 CFR Part 21 (USDOT's Title VI regulation) and 49 CFR Part 303 (FMCSA's Title VI Program regulation). MSP/CVED assures that no person or groups of persons shall, on the grounds of race, color, national origin, sex, age, or disability, including low income or Limited English Proficiency (LEP) be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under any MSP/CVED program, service, or activity receiving federal financial assistance. The department further assures that every effort will be made to prevent or correct discrimination through the impacts of its programs, services, and activities on any person, including minority populations, low-income populations, LEP, and persons with disabilities, all interested persons, and affected Title VI populations, in accordance with the Title VI Program Assurances set forth in Part II.

MSP/CVED will comply with all federal regulations and report complaints of discrimination to the federal agency responsible for compliance oversight, including the U.S. Department of Transportation (USDOT), Federal Motor Carrier Safety Administration (FMCSA), and other state and federal civil rights anti-discrimination agencies as required by Title VI and related Nondiscrimination authorities. Complaints will be responded to and investigated by the MSP Human Resources, Administrative Section or the Office of the Director, Professional Standards Section, and the Title VI Program Coordinator. MSP will not tolerate discrimination against any person in any of its programs, services, and activities, whether those programs, services, or activities are federally funded or not.

To ensure compliance with Title VI, as Director of the MSP, I have designated the CVED Commander or his/her designee as the MSP's Title VI Program Coordinator. This includes the responsibility and authority to guarantee the implementation of the Title VI Program to all other personnel involved with activities impacted by the Title VI and related Nondiscrimination authorities.



Col. Joseph Gasper, Director

08/04/2022

Date

Michigan Department of State Police

Part II. FMCSA Title VI Program Assurance

The MSP/CVED (herein referred to as the "Recipient"), **HEREBY AGREES THAT**, as a condition to receiving any federal financial assistance from the USDOT, through the FMCSA, is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin).
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex).
- Title IX of the Education Amendments of 1972, as amended, (20 U.S.C. § 1681 *et seq.*), (prohibits discrimination on the basis of sex in education programs or activities).
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability).
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age).
- Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 *et seq.*), (prohibits discrimination on the basis of disability).
- 49 C.F.R. Part 21 (entitled *Nondiscrimination In Federally-Assisted Programs Of The Department Of Transportation—Effectuation Of Title VI Of The Civil Rights Act Of 1964*).
- 49 C.F.R. Part 27 (entitled *Nondiscrimination On The Basis Of Disability In Programs Or Activities Receiving Federal Financial Assistance*).
- 49 C.F.R. Part 28 (entitled *Enforcement Of Nondiscrimination On The Basis Of Handicap In Programs Or Activities Conducted By The Department Of Transportation*).
- 49 C.F.R. Part 37 (entitled *Transportation Services For Individuals With Disabilities (ADA)*);
- 49 C.F.R. Part 303 (FMCSA's Title VI/Nondiscrimination Regulation).
- 28 C.F.R. Part 35 (entitled *Discrimination On The Basis Of Disability In State And Local Government Services*).
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964).

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

Although not applicable to Recipients directly, there are certain executive orders and relevant guidance that direct action by federal agencies regarding their federally assisted programs and activities to which compliance is required by Recipients to ensure federal agencies carry out their responsibilities. Executive Order 12898, 3 C.F.R. 859 (1995), entitled "Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations" emphasizes that federal agencies should use existing laws to achieve environmental justice, in particular Title VI, to ensure nondiscrimination against minority populations. Recipients should be aware that certain Title VI matters raise environmental justice concerns and FMCSA intends that all Recipients evaluate and revise existing procedures (as appropriate) to address and implement environmental justice considerations. See the following FHWA website for more information and facts about environmental justice:

<http://www.fhwa.dot.gov/environment/ejustice/facts/index.htm>;

Additionally, Executive Order 13166, 3 C.F.R. 289 (2001) on Limited English Proficiency, according to the U.S. Department of Justice in its Policy Guidance Document dated August 16, 2000 (65 Fed. Reg. at 50123), clarifies the responsibilities associated with the "*application of Title VI's prohibition on national origin discrimination when information is provided only in English to persons with limited English proficiency*." When receiving federal funds Recipients are expected to conduct a Four-Factor Analysis to prevent discrimination based on national origin. (See also U.S. DOT's "*Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons*," dated December 14, 2005, (70

Fed. Reg. at 74087 to 74100); the guidance is a useful resource when performing a Four-Factor Analysis).

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, national origin, sex, age, disability, low-income, or LEP be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from DOT, including the FMCSA."

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973) by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurances, the Recipient agrees with and gives the following assurances with respect to its federally assisted **FMCSA Program**:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all FMCSA Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"The MSP/CVED, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all contractors will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of the owner's race, color, national origin, sex, age, disability, income-level, or LEP in consideration for an award."

3. The Recipient will insert the clauses of Appendix A and E of this assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.

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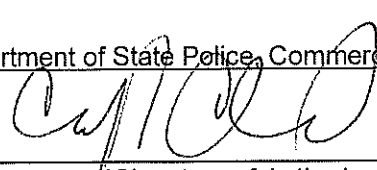
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this assurance obligates the Recipient for the period during which federal financial assistance is extended to the program, except where the federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other Recipients, sub-Recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the MSP/CVED also agrees to comply (and require any sub-Recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the **FMCSA** access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the **FMCSA**. You must keep records, reports, and submit the material for review upon request to **FMCSA**, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law, or detailed in program guidance.

The MSP/CVED gives this ASSURANCE in consideration of and for obtaining any federal grants, loans, contracts, agreements, property, and/or discounts, or other federal aid and federal financial assistance extended after the date hereof to the Recipients by the Department of Transportation under the **FMCSA Program**. This ASSURANCE is binding on Michigan, other Recipients, sub-Recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the **FMCSA Program**. The person (s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

Michigan Department of State Police, Commercial Vehicle Enforcement Division

by


(Signature of Authorized Official)

DATED

8/9/22

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Assurance Appendix A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the acts and the regulations relative to nondiscrimination in federally assisted programs of the U.S. Department of Transportation, Federal Motor Carrier Safety Administration (FMCSA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the acts and the regulations as set forth in Appendix E, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the acts and the regulations relative to non-discrimination on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP.
4. **Information and Reports:** The contractor will provide all information and reports required by the acts, the regulations and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FMCSA to be pertinent to ascertain compliance with such acts, regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FMCSA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FMCSA may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.

Incorporation of Provisions: The contractor will include the provisions of paragraphs one through five in every subcontract, including procurements of materials and leases of equipment, unless exempt by the acts, the regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the FMCSA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Assurance Appendix B
[Clauses for Deeds Transferring United States Property]

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the Department of Transportation as authorized by law and upon the condition that the Michigan State Police, Commercial Vehicle Enforcement Division (MSP/CVED) will accept title to the lands and maintain the project constructed thereon in accordance with (**Title 23, United States Code**), the Regulations for the Administration of **Federal Motor Carrier Safety Administration (FMCSA) Program**, and the policies and procedures prescribed by the **FMCSA** of the Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the MSP/CVED all the right, title and interest of the Department of Transportation in and to said lands described in Exhibit "A" attached hereto and made a part hereof.

[Habendum Clause]

TO HAVE AND TO HOLD said lands and interests therein unto MSP/CVED and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the MSP/CVED, its successors and assigns.

The MSP/CVED, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the MSP/CVED will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, non-discrimination in federally-assisted programs of the Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said regulations and acts may be amended, and (3) that in the event of breach of any of the above mentioned non-discrimination conditions, the department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.*

(*Reverted clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of Title VI.)

Assurance Appendix C

[Clauses for Transfer of Real Property Acquired or Improved Under the Activity, Facility or Program]

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the Michigan State Police, Commercial Vehicle Enforcement Division (MSP/CVED) pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above non-discrimination covenants, the MSP/CVED will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued. *
- C. With respect to a deed, in the event of breach of any of the above non-discrimination covenants, the MSP/CVED will have the right to enter or re-enter the lands and facilities thereon, and the above-described lands and facilities will there upon revert to and vest in and become the absolute property of the MSP/CVED and its assigns. *

(*Reverted clause and related language to be used only when it is determined that such a clause is necessary to effectuate the purpose of Title VI.)

Assurance Appendix D

[Clauses for Construction/Use/Access to Real Property Acquired Under the Activity, Facility or Program]

The following clauses will be included in deeds, licenses, permits, or similar instruments/ agreements entered into by the Michigan State Police, Commercial Vehicle Enforcement Division (MSP/CVED) pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, national origin, sex, age, disability, income-level, or LEP will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, national origin, sex, age, disability, income-level, or LEP will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above non-discrimination covenants, the MSP/CVED will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued. *
- C. With respect to deeds, in the event of breach of any of the above non-discrimination covenants, the MSP/CVED will there upon revert to and vest in and become the absolute property of the MSP/CVED and its assigns. *

(*Reverted clause and related language to be used only when it is determined that such a clause is necessary to effectuate the purpose of Title VI.)

Assurance Appendix E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin), as implemented by 49 C.F.R. § 21.1 *et seq.* and 49 C.F.R. § 303.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects).
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex).
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27.
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age).
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex).
- The Civil Rights Restoration Act of 1987, (102 Stat. 28.), ("*...which restore[d] the broad scope of coverage and to clarify the application of title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and title VI of the Civil Rights Act of 1964.*").
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Justice regulations at 28 C.F.R. parts 35 and 36, and Department of Transportation regulations at 49 C.F.R. parts 37 and 38.
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex).
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations.
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100).
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*), as implemented by 49 C.F.R. § 25.1 *et seq.*

Part III. Description of Federal-Aid Programs

The MSP/CVED is the lead agency tasked with enforcement of laws, rules, and regulations pertaining to intrastate and interstate motor carriers. The MSP/CVED receives federal funding assistance from the FMCSA through the Motor Carrier Safety Assistance Program (MCSAP). The MCSAP provides federal funds to assist states in the enforcement of federal regulations pertaining to motor carriers, drivers of commercial motor vehicles (CMVs), and equipment requirements of CMVs.

The MSP/CVED also receives federal funds under the New Entrant Program (NEP) and the Border Enforcement Grant (BEG) from FMCSA. The NEP reviews regulations with new interstate motor carriers to assure future compliance with the Federal Motor Carrier Safety Regulations (FMCSRs). The BEG provides for safety inspections at the International Ports-of-Entry assuring international motor carriers entering the United States are in compliance with the FMCSRs.

The MSP/CVED serves the general populace of Michigan and the U.S. by virtue of regulating intrastate and interstate motor carriers and by providing public safety services.

While not federally funded, the MSP/CVED also provides regulatory administration of intrastate motor carriers, the Unified Carrier Registration of interstate motor carriers, and the size and weight plan/certification for the Federal Highway Administration. Since the MSP/CVED is a public safety provider, all majority and minority groups are beneficiaries of our services.

Part IV. Notification of Beneficiaries/Participants

The Title VI Program information will be posted at the MSP/CVED facilities in common areas. The posted information will include statements the MSP/CVED operates without regard to race, color, national origin, sex, age, or disability, including income-level and LEP. The posted information will include contact information for the Title VI Program Coordinator to include mailing address, phone number, and email address. The posting will also include procedures to request the Agency's Non-discrimination obligations and identify procedures for the members of the public to file a complaint against the agency.

The same information will be provided on the MSP/CVED website at [MSP/CVED Title VI Notification](#).

Reports regarding Title VI Program activities and complaints are available on the MSP website as well as being available by request from the MSP Title VI Program Coordinator.

Part V. Sub-Recipient Compliance Reports

The MSP/CVED does not have sub-Recipients of federal funding.

Part VI. Training

Personnel of the MSP/CVED have been trained on Title VI Program awareness in conjunction with all state and agency anti-discrimination policies as part of the annual in-service motor carrier officer training (MCO). CVED personnel are aware of Title VI complaint procedures and processes should a complaint be identified. CVED personnel are also trained in the use of language identification materials as well as interpreting services.

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Biennial training will be conducted for MSP/CVED personnel as continuing education.

Training will consist of, but not limited to, videos provided by the U.S. Department of Justice, the Title VI Program Policy Statement, as well as the PowerPoint presentation provided by the FMCSA (Safety Inspections-Compliance Reviews and The Title VI Program). The presentation is delivered through MiTrain's online module and is required for all CVED members in Fall 2021. Training will also include review of MSP Official Order # 12 (Bias, Harassment, and Violence Free Workplace), case studies provided by the FMCSA and the FMCSA Enforcement Memorandum No. MC-ECE-2016-006. Training materials are intended for explanation of the scope and purpose of the Title VI Program, as well as the internal complaint procedures and processes should a discriminatory practice be identified, or a complaint filed. Title VI training was also a part of our CVSA/FMCSA in person training during the spring of 2022, training contained all of the before mentioned materials with an emphasis on the case studies and the English language accommodations to be used during CMV inspections.

Part VII. Access to Records

All records regarding Title VI Program activities will be collected and maintained at MSP/CVED Headquarters. These records will be made available by hard copy to the FMCSA officials in person upon request or transmitted electronically if desired.

Part VIII. Complaint Disposition Process

The MSP prohibits any form of harassment of or by its members. It is the policy of the department that members who engage in acts of harassment, who permit members under their supervision to engage in such harassment, or who retaliate or permit retaliation against an individual who, in good faith, reports harassment or cooperates with an investigation of harassment, are guilty of misconduct and shall be subject to discipline, up to and including, discharge. Title VI of the Civil Rights Act of 1964 and related nondiscrimination authorities as identified in the FMCSA Title VI Program Assurance prohibit discrimination on the bases of race, color, national origin, sex, age, disability, low-income, and limited English proficiency (LEP).

[Recognizing and Reporting Discriminatory Harassment and Civil Rights Violations Involving Department Members]

The MSP Official Order provides resources for filing complaints with the department for members who believe they may be victims of harassment or discrimination by other members. It also establishes procedures for processing civil rights complaints directed against members of the public. It is written to protect members from harassment and undocumented allegations. It also provides the capability to adequately investigate allegations against members who are accused of improper conduct.

1. General

- A. The MSP has a tradition of high standards sustained by the individual integrity of its members. The ability of the department to ensure that members conduct themselves in a manner consistent with these standards is essential to the preservation of the integrity of the department.
- B. To encourage the greatest public cooperation and support, the department shall properly investigate and adjudicate reported violations of civil rights.

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C. The department will not tolerate, condone, or allow harassment by employees, whether sworn or civilian, permanent, or contractual, or from non-employees who conduct business with this agency or the state. Sustained complaints shall result in corrective disciplinary action, up to and including termination of employment.

D. Prohibited Conduct

- (1) No employee(s) shall either explicitly or implicitly, ridicule, mock, deride or belittle, intimidate, threaten verbally or physically, or bully any person.
- (2) Employee(s) shall not make offensive or derogatory comments to any person, either directly or indirectly, based on religion, race, color, national origin, age, sex, height, weight, marital status, partisan consideration, disability, genetic information, or other characteristic. Such harassment may be a prohibited form of discrimination under state and federal law and is considered misconduct subject to disciplinary action by this agency.

E. Reporting a Complaint

- (1) All complaints alleging harassment or discrimination, or information indicating the same, shall be properly documented, investigated, and resolved.
- (2) All members, including the parties directly involved, witnesses, and investigators, shall act with discretion and maintain strict confidentiality, to the extent possible, in all matters addressed herein.
- (3) Members who believe that harassment or discrimination has occurred or is occurring shall report it in writing through their normal chain of command as soon as possible.
 - a. Members shall be informed that supervisors are required to ensure an investigation is conducted on all alleged violations of law or department policy.
 - b. This policy is not designed to hinder members from coming forward with violations, but to aggressively confront and eliminate harassing and discriminatory behavior.
- (4) Supervisors shall assist members in assessing the situation, providing information, suggesting other resources, exploring possible strategies available for problem resolution when appropriate, and/or starting the formal complaint process.

Due to the sensitive nature of many harassment and discrimination complaints, the MSP Human Resources, Administrative Section, or the Office of the Director, Professional Standards Section, and the Title VI Program Coordinator shall be informed of the complaint by the supervisor and included in the process of all complaints.

- (5) When a complaint alleging a violation is initiated, the investigative findings, and actions taken shall be logged into, documented in writing, and maintained in the department's electronic Automated Incident Complaint System (eAICS).

2. Civil Rights Violations

A. Complaints Alleging That a Person Unlawfully Violated the Civil Rights of Another Person

- (1) Complaints alleging violation of a person's rights because of religion, race, color, national origin, height, weight, marital status, and (in the case of employment) disability, age, or sex, shall be accepted at any level where reported. The complaints, which shall bear a 56000 file class, shall be investigated. Disposition of reports shall be in the usual manner.

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- a. When a preliminary investigation reveals that the alleged discrimination is a violation for which criminal penalties are provided, the incident shall be investigated and reported in the same manner as other incidents.
 - b. If the preliminary investigation reveals that the alleged violation is not a criminal violation, a summary of the complaint and investigation shall be forwarded through channels to the MSP Human Resources, Administrative Section for transmittal to the Civil Rights Commission for further investigation and action.
 - (2) The civil rights within the jurisdiction of the Civil Rights Commission are those guaranteed by law and the constitution including, but not limited to, the areas of equal protection of the laws, employment, education, housing, transportation, and public accommodations.
- B. Public Complaints Alleging That a Member Violated the Civil Rights of a Person
- (1) Complaints against members shall be accepted at any level where reported.
 - a. A complaint against member form shall be completed and submitted for each complaint according to MSP Official Orders.
 - b. Alleged civil rights violations involving department members shall be promptly and thoroughly investigated.
- C. Complaints Initiated by the Civil Rights Commission
- (1) When a formal complaint is submitted to the Director by the Civil Rights Commission, a written report of the complaint shall be submitted on the Complaint Against Member form.
 - (2) The Complaint Against Member form shall be completed by the assigned investigator as an initial report. The Director shall order an investigation according to the needs of each particular case.

Such an investigation shall not interfere with the Civil Rights Commission and shall be for the purpose of determining all facts pertaining to the allegation.
 - (3) When investigating a complaint against a member, a Civil Rights Commission member may, after obtaining clearance from the Director through the appropriate Deputy Director, interview a department member during his or her on-duty time and at the convenience of the post work schedule.
 - a. The interview shall be conducted in the presence of the MSP Human Resources, Administrative Section, and a record shall be made of the meeting and shall be placed in an incident file maintained by the MSP Human Resources, Administrative Section.
 - (4) Members of the Civil Rights Commission requesting department records or copies of records are required to submit their requests in writing to the Director.

Department records or copies of records shall not be released to any agency without the consent of the Director.
 - (5) Since there are time limits imposed on the Director in answering formal complaints to the Civil Rights Commission, all reports shall be forwarded to the Director through channels without delay.
 - (6) Civil Rights Commission conciliation hearings shall be attended by the MSP Human Resources, Administrative Section. The accused member may be required to attend this conciliation hearing.

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Part IX. Status of Corrective Action Implemented by Applicant to Address Deficiencies Previously Identified During a Title VI Program Compliance Review

The MSP/CVED has had no Title VI deficiencies identified by any previous FMCSA or other federal agency review.

Part X. Community Participation Process

This section is not applicable to the MSP/CVED.

Part XI. Inspection Selection & Unbiased Enforcement Policies

The Michigan State Police Commercial Vehicle Enforcement Division has developed a document that provides standards for commercial motor vehicle inspection selection. This document will be included and published as a part of a comprehensive inspection procedure manual, which will be finalized and distributed to division personnel by August 31, 2022.

The Michigan State Police will update and distribute existing Official Order # 12: Bias, harassment, and violence free workplace to include references to the Title VI Program Assurance (including identification of the eight protected groups identified in the assurance), Public Notice of Title VI Program Rights, FMCSA Title VI Program training (including reference to FMCSA Enforcement Memorandum MC-ECE-2016-006), and that complaints filed by members of the public (to include drivers) will be disposed of according to the procedures detailed in the Complaint Disposition Process section of the Title VI Program Compliance Plan by July 1, 2022.

Bracco, George (MSP)

From: Finkle, Lester (FMCSA) <Lester.Finkle@dot.gov>
Sent: Tuesday, August 9, 2022 12:40
To: Bracco, George (MSP)
Subject: FMCSA Approval Of Michigan State Police's Final Title VI Program Compliance Plan For FY 2023

CAUTION: This is an External email. Please send suspicious emails to abuse@michigan.gov

Great! Thanks, Lieutenant. I have reviewed MSP's final Title VI Program Compliance Plan for FY 2023 and find all elements identified in the FY 2023 FMCSA Title VI Program Compliance Plan Checklist. This e-mail serves as the Plan approval document. Therefore, MSP's final Title VI Program Compliance Plan for FY 2023 is hereby approved.

I will appreciate receiving a final copy with confirmation of distribution or issuance of the updated Official Order #12 (estimated completion/distribution date of July 1, 2022) and the CMV Inspection Selection policy (estimated completion/distribution date of August 31, 2022) when they are available.

Thanks again, Lieutenant.

Lester

Lester Finkle
FMCSA National Title VI Program Manager

From: Bracco, George (MSP) <BraccoG@michigan.gov>
Sent: Tuesday, August 9, 2022 11:43 AM
To: Finkle, Lester (FMCSA) <Lester.Finkle@dot.gov>
Subject: Michigan Title VI FY23

CAUTION: This email originated from outside of the Department of Transportation (DOT). Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Lester,

I was finally able to get the signatures in place for FY23.

George

MC Lt. George A. Bracco
Special Programs Section
Commercial Vehicle Enforcement Division
Michigan State Police
Cell: (313) 695-2487

"A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY"

STATE AND LOCAL GOVERNMENTS RATE AGREEMENT

EIN: 38-6000134

DATE:11/08/2022

ORGANIZATION:

FILING REF.: The preceding
agreement was dated
02/23/2022

Michigan Department of State Police

333 S. Grand Ave.

PO Box 30634

Lansing, MI 48909

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
FIXED	10/01/2022	09/30/2023	8.80	All	All Programs
PROV.	10/01/2023	09/30/2025			Use same rates and conditions as those cited for fiscal year ending September 30, 2023.

*BASE

Direct salaries and wages including all fringe benefits.

ORGANIZATION: Michigan Department of State Police

AGREEMENT DATE: 11/08/2022

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

Equipment Definition -

Equipment means an article of nonexpendable, tangible personal property having a useful life of more than 1 year, and an acquisition costs of \$5,000 or more per unit.

Fringe Benefits -

FICA

Retirement

Group Health Insurance

Worker's Compensation

This rate is not applicable to pass-through funds.

The fixed indirect cost rate includes an over-recovery carry forward amount of \$1,492,525 from finalizing fiscal year ended September 30, 2021.

Your next proposal based on actual costs for the fiscal year ending September 30, 2022 is due to FEMA by March 31, 2023.

ORGANIZATION: Michigan Department of State Police

AGREEMENT DATE: 11/08/2022

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200), and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.

BY THE INSTITUTION:

Michigan Department of State Police

(INSTITUTION)

(SIGNATURE)

Amanda J. Baker

(NAME)

Director, Budget and Financial Services

(TITLE)

11/10/2022

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

Darryl W. Mayes -S

(SIGNATURE)

Darryl W. Mayes

(NAME)

Deputy Director, Cost Allocation Services

(TITLE)

11/08/2022

(DATE) 4440

HHS REPRESENTATIVE: Marcal Matthews

Telephone: (212) 264-0921